

**MINUTES OF THE SECOND REGULAR MONTHLY MEETING OF THE
MAYOR AND BOARD OF ALDERMEN OF THE
CITY OF MADISON, MISSISSIPPI**

April 17, 2018

**STATE OF MISSISSIPPI
COUNTY OF MADISON**

INTRODUCTION AND ATTENDANCE

The second regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, April 17, 2018 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Patricia Peeler, Ken Jacobs, Steve Hickok, and Warren Strain. City Attorney Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order. After the invocation led by Alderman Ken Jacobs and the Pledge of Allegiance led by Alderman Warren Strain, the meeting proceeded as follows:

ADMINISTRATION – CONSENT AGENDA - *Approved*

Concerning the Consent Agenda, the Mayor asked if there were any items which needed to be removed for discussion. There were no items removed and Alderman Strain made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes:**
 - 1. Second Regular Board Meeting – April 3, 2018
 - 2. Planning & Zoning Commission: - **Exhibit A**
-January 8, 2018, February 12, 2018, March 12, 2018
- B. Approve Claims Docket – **Exhibit B****
 - 1. Computer Checks – *04/17/2018*
118380-118563
 - 2. Manual Checks – *March 2018*
372-383; 17787-17829; 118249
 - 3. Payroll Checks – *04/14/2018*
030324-030553
- C. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit C****
 - 1. Accept resignation of Jesse Green, Jr. Building Inspector effective April 20, 2018
 - 2. Authorization to hire Fudge Smith as full-time Firefighter effective April 18, 2018
 - 3. Accept Oath of Office for Police Officers Julius S. Craft and Misty D. Lowery
 - 4. Authorization to hire Caroline Parker and Sydney Stokes as part-time/seasonal concessions employees for the Parks Department
 - 5. Accept resignation of Police Officer Julius Craft effective April 17, 2018
- D. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Central High School Speech Debate Booster Club for Sponsorship of Mississippi High School Activities Association (MHSAA) Speech and Debate State Championships – **Exhibit D****
- E. Approval of and authorization for Parks and Recreation Director to execute contract with Music Theatre International for rights to Singing in the Rain, Jr. for Summer Arts Camp performance on July 21, 2018 – **Exhibit E****
- F. Approval of Police Department training and travel calendar for April, May, and June 2018 – **Exhibit F****

- G. Approval of and authorization for Police Department to renew and execute the annual maintenance contract with Vertiv Services for Uninterrupted Power Supply (UPS) for communications and recording systems backup – **Exhibit G**
- H. Approval of and authorization for Mayor to execute Application for Airport Multimodal Funds, Fiscal Year 2019 – **Exhibit H**
- I. Approval of temporary storage unit permit (POD) for 127 Woodland Hills Boulevard (Annandale Subdivision) for the period of April 5, 2018 – April 20, 2018 – **Exhibit I**
- J. Approval of and authorization for Mayor to execute the Burns Cooley Dennis, Inc. revised contract costs (additional \$34,173.25) for Welch Farms Road Extension, Pickering Project No. 25026.00 – **Exhibit J**
- K. Accept quotes and authorize Public Works Department to purchase one (1) Bandit Model 150XP 12" chipper from Equipment, Inc.- **Exhibit K**
- L. Approval of and authorization for Mayor to execute Application and Certificate for Reimbursement from Escrow Account for Hemphill Construction Company's Pay Application No. 8, Welch Farms Road Project – **Exhibit L**
- M. Authorization to remove the following items (as outlined in attached lists) from Public Works Department inventory and declare them as obsolete or disposable property – **Exhibit M**
- N. Accept the following letters of credit: - **Exhibit N**
 - 1. Citizens National Bank for Ashton Park, LLC Irrevocable Standby Letter of Credit No. 2160 for Hartford, Phase 3A
 - 2. Citizens National Bank for Ashton Park, LLC Irrevocable Standby Letter of Credit No. 2170 for Hartford Phase 2A
 - 3. Priority One Bank for KRB, LLC Irrevocable Standby Letter of Credit No. 414 for Eastwood Subdivision, Phase 2
 - 4. Trustmark National Bank for Sanctuary Development, LLC Irrevocable Standby Letter of Credit No. 18-015-SP for Whittington, Phase 1
 - 5. Trustmark National Bank for Rice Road, LLC Amendment no ONE to Irrevocable Standby Letter of Credit No. 17-027-SP Originally dated April 24, 2017 for Wright's Mill Subdivision, Phase 6B
- O. Approval of and authorization for City Clerk to execute credit application with CCTV Security Pros, LLC – **Exhibit O**
- P. Accept the following departmental reports: - **Exhibit P**
 - 1. Administration & Finance, Financials - March 2018
 - 2. Administration & Finance, Privilege Licenses – Jan-Feb 2018
 - 3. Police Department – March 2018
- Q. Approval of and authorization for City Clerk to execute and submit New Vendor Information form, E-Verification Companies Good Faith Compliance form, and W-9 to Madison County Schools – **Exhibit Q**
- R. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from *The Northside Sun* for the 2018 Newcomer's Guide Magazine – **Exhibit R**
- S. Authorization to pay Don McLemore PC for Invoice-Right of Way No. 182632 for File No. 012-00-00 (Headley) for Hoy Road Project, STP-0047-00-(35) LPA
- T. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison Central High School for the Scoreboard Sponsorship – **Exhibit S**
- U. Adopt Resolution of the Mayor and Board of Alderman of the City of Madison, Mississippi designating May 14-18, 2018 as "Madison County Law Enforcement Appreciation Week" – **Exhibit T**
- V. Adopt Resolution of the City of Madison, Mississippi Lifting Stop Work Order and Approving Roofing Material Change on Mallett New Home Construction on Corner of St. Augustine and Rice Road – **Exhibit V**
- W. Accept quotes and award to Mitchell Contracting, Inc. for Stonegate Subdivision sewer obstruction repair project – **Exhibit W**

Alderman Hickok seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

**COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE, HIGHLAND
ENDODONTICS- Approved**

Regarding the variance request of Highland Endodontics, Lot 3, Village of Woodgreen Part 7, Woodgreen Crossing, Community Development Director Kianca Stringfellow explained that the applicant is requesting a front yard variance from 40' to 23' which will still place construction approximately 60' from the entrance drive of Summertree Subdivision. This request was recommended for approval by the Planning and Zoning Commission and the Summertree Homeowners Association who submitted a letter of approval.

The motion was made by Alderman Tatum to grant approval of the variance as requested, contingent upon all conditions set forth in the staff notes. The motion was seconded by Alderman Jacobs and unanimously approved by all Aldermen present and Mayor Hawkins Butler declared the motion carried. Copies of the homeowners association letter and other pertinent documentation is attached hereto and incorporated herein as **Exhibit X**.

**COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, HIGHLAND
ENDODONTICS- Approved**

Ms. Stringfellow presented the request of Highland Endodontics for approval of their site plan for clinic construction on Lot 3, Village of Woodgreen Part 7. Alderman Strain made a motion to grant approval of the site plan as presented. Alderman Jacobs seconded the motion which was unanimously approved and Mayor Hawkins Butler declared the motion carried. Copies of information pertinent to this request are attached hereto and incorporated herein as **Exhibit X**.

**COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, REUNION FITNESS
CENTER- Approved**

The request of Keith Kent, Reunion Golf & Country Club was presented by Ms. Stringfellow who stated that site plan request would include an 11,000 square foot expansion and renovation project to the Reunion Fitness Center at 150 Greensward Drive. She stated that the Planning and Zoning Commission recommended approval and asked for Board approval contingent upon conditions set forth in the staff notes. Alderman Strain made the motion to grant approval as requested, seconded by Alderman Peeler and unanimously approved by all Aldermen present. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit Y**.

**COMMUNITY DEVELOPMENT DEPARTMENT – ORDINANCE AMENDING SECTION
5.02.04 OF THE ZONING ORDINANCE, ACCESSORY BUILDINGS AND USES -
Adopted**

Community Development Director presented the proposed Ordinance Amending Section 5.02.04 of the Zoning Ordinance of the City of Madison to Include Provisions and Restriction for Accessory Buildings in R-2. After brief discussion, Alderman Hickok made the motion to grant approval of the amendment. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of this Ordinance is attached hereto and incorporated herein as **Exhibit Z**.

**PUBLIC WORKS DEPARTMENT – FINAL PLAT APPROVAL, EASTWOOD
SUBDIVISION, PHASE 2 - Approved**

Public Works Director Joe Welch presented the final plat for Eastwood Subdivision, Phase 2 and asked for Board approval contingent upon all conditions as outlined in the list attached hereto and incorporated herein as **Exhibit AA**. After brief discussion concerning the easement between Eastwood and Sundial Subdivision, Alderman Hickok moved to grant final plat approval based upon the contingencies as listed. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

**PUBLIC WORKS DEPARTMENT – FINAL PLAT APPROVAL, HARTFORD
SUBDIVISION- Approved**

Public Works Director Joe Welch presented the final plat for Hartford Subdivision and asked for Board approval contingent upon all conditions as outlined in the list attached hereto and incorporated herein as **Exhibit BB**. After brief discussion, Alderman Tatum moved to grant final plat approval based upon the contingencies as listed. Alderman Hickok seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

**APPEAL OF DENIAL OF THE PLANNING AND ZONING COMMISSION
REGARDING MEMORY CARE FACILITY – MAINLAND COMPANIES, LLC**


Regarding the Mainland Companies, LLC letter of request for appeal of denial of the Planning and Zoning Commission's decision regarding a memory care facility, Mayor Hawkins Butler called upon City Attorney Dale Danks for input with regard to setting a date, time, and place for this appeals hearing. After brief discussion, the motion was made by Alderman Strain to schedule the hearing for Tuesday, May 15, 2018 at 6:00 p.m. in the City of Madison Justice Complex. Alderman Peeler seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the letter of appeal is attached hereto and incorporated herein as **Exhibit CC**.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Strain made the motion to adjourn, seconded by Alderman Hickok and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting adjourned.



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk