

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

April 19, 2016

**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 19, 2016 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, Michael Hudgins, Guy Bowering, and Warren Strain, City Attorney John Hedglin, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order, and after the prayer led by Bishop Curtis Coleman of Pilgrim's Rest Church, and the Pledge of Allegiance led by Alderman Tatum, the meeting proceeded as follows:

RECOGNITION OF MADISON RIDGELAND ACADEMY (MRA) BOYS BASKETBALL TEAM, MAIS OVERALL STATE CHAMPIONS 2015-2016

Assisted by Alderman Ken Jacobs, Mayor Hawkins Butler presented certificates of award to the members of the Madison Ridgeland Academy boys' basketball team. It was noted that the team has won the MAIS Overall Championship seven out of the last eleven years. The Mayor and Board praised the team and their coaches for this accomplishment. A list of the team members is attached hereto and incorporated herein as **Exhibit A**.

ADMINISTRATION – CONSENT AGENDA - *Approved*

Concerning the Consent Agenda, the Mayor asked if there were any items which needed to be removed for discussion. Alderman Strain stated that he wished to abstain from voting on the Consent Agenda in consideration of Item. C.

It was noted that Alderman Strain's daughter, Tiffany Strain, who currently holds the title of Miss Madison the City 2016 and Director of Environment and Design, Alan Hoops' daughter, Anna Katherine Hoops, who currently holds the title of Miss Rolling Hills 2016, will represent the City of Madison in the upcoming Miss Mississippi Pageant. In addition, these two ladies recently participated in a fundraiser for the Webster Animal Shelter helping to bring in over \$500.00 in cash, food, blankets, etc. and provide for the adoption of several animals. Mayor Hawkins Butler expressed the City's appreciation and support of both these young ladies.

There were no removals and Alderman Bowering moved that the Consent Agenda be approved as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes:**
 - 1. First Regular Board Meeting – April 5, 2016
- B. Approve Claims Docket - **Exhibit B****
 - 1. Computer Checks – 04/19/2016
110335-110538
 - 2. Manual Checks
196-201; 16796-16842
 - 3. Payroll Checks – 04/01/2016
18232-18459

- C. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising for the Miss Magnolia State Pageant in the sum of \$160.00 for sponsorship of Tiffany Strain, Miss Madison the City – **Exhibit C**
- D. Authorization to remove from inventory and dispose of the following items:
 - 1. HP Deskjet 1220 printer, Serial #SG0341314R, PR-1054 (Parks)
 - 2. UHF Portable Radio, B-628 (Fire)
 - 3. Water Pump, Model #PT3A, Serial #5364742, W-628 (Water)
 - 4. Durabrand TV, Serial #57270221989, W-682 (Water)
 - 5. Durabrand TV, Serial #57270221967, W-683 (Water)
- E. Authorization of the following travel requests:
 - 1. Lt. Paige Hardee to travel to MS Fire Chief's Convention, Natchez, MS, June 2-5, 2016 as a speaker (*all expenses paid by Fire Chief's Association*)
 - 2. Chief Derrick Layton to travel to MS Fire Chief's Convention, Natchez, MS, June 2-5, 2016
 - 3. Lt. Brad Letchworth to travel to Swiftwater Rescue Class, Pearl River County, MS, May 2-6, 2016
 - 4. City Prosecutor Trae Sims and City Attorney/Assistant City Prosecutor John Hedglin to attend Attorney General's Training Conference in Biloxi, MS, April 26-29
- F. Accept Oath of Office for Police Officer, Britnee L. Hobson – **Exhibit D**
- G. Authorization to transfer Judith Johnson from full-time to part-time (30 hours per week) Records Clerk in the Court Services Department effective June 30, 2016 – **Exhibit E**
- H. Authorization to apply for and obtain appropriate signatures for the FY2015 JAG grant program – **Exhibit F**
- I. Authorization to renew and sign preventive maintenance agreement with Taylor Power Systems for the period of June 2016 – June 2017 – **Exhibit G**
- J. Authorization to apply for and obtain appropriate signatures for a grant for the Webster Animal Shelter – **Exhibit H**
- K. Accept and authorize execution of Change Order No. 3 for Coleman Hammons Construction Company, LLC , AIP Project No. 3-28-0046-023-2015 to Construct Terminal Building and Sitework and Construct South Hangar (*subject to staff approval*) – **Exhibit I**
- L. Authorization to hire Maggie Leigh Overby as Part-Time Concessions employee for the Parks Department effective April 20, 2016
- M. Accept the following departmental reports: - **Exhibit J**
 - 1. Administration & Finance – March 2016 Financials
 - 2. Administration & Finance – Privilege Licenses, February-April 2016
 - 3. Parks & Recreation – March 2016
 - 4. Police – February 2016
- N. Authorize Public Works Department to apply for MS Board of Health Local Governments and Rural Water Systems Improvements Board Drinking Water Systems Revolving Loan Fund for water well and water tank loan number DW-L450010-02 – **Exhibit K**
- O. Accept bids for Madison Sewer Reverse Flow Project SRF-C280857-02 and award to Hemphill Construction Company, Inc.- **Exhibit L**
- P. Authorize Public Works Director Whit Hawkins to sign FAA Categorical Exclusions Extraordinary Circumstances Review Form – **Exhibit M**
- Q. Adoption of Amendment to Minimum Standards for Fixed Base Operators at Madison Airport to Add Variance Procedure – **Exhibit N**
- R. Approval of Resolution Granting Application of Park Companies for Variance to Minimum Standards for Fixed Base Operators – **Exhibit O**
- S. Authorization for Mayor and other Necessary City Personnel to Execute Documents Pertaining to One Year Extension of Lease to Tulane University on Madison Square Redevelopment Authority Premises – **Exhibit P**
- T. Authorize Mayor (Chief LPA Official), Public Works Director Whit Hawkins, and Assistant Public Works Director to execute Contract, construction estimates, and any other documents necessary for Old Canton Road Project No. STP 6926-00(004) LPA 105507-701000 and award to Hemphill Construction, Inc. (*pending MDOT approval*) – **Exhibit Q**

- U. Rescind April 5, 2016 Board action to Adopt Resolution in Opposition to Action of Pearl River Valley Water Supply District Board Pertaining to Rice Road Property
- V. Accept Clearance Audit Response Fiscal Year 2015 letter from the MS Development Authority – **Exhibit R**
- W. Authorize Public Works Director to advertise for bids for Bruce Campbell Field, Construct Terminal Building, AIP. No. 3-28-0046-024-2016
- X. Accept quotes for materials for Liberty Park expansion water line and award to Consolidated Pipe & Supply Company – **Exhibit S**
- Y. Accept quotes for one Hydromatic S4M1500M3-4 pump and award to Scoggins Pump Repair – **Exhibit T**
- Z. Authorize Public Works Director to advertise for six-month bids for the Public Works Department
- AA. Approve and authorize City Clerk to execute credit application for Vacuum Truck Sales and Service – **Exhibit U**
- BB. Authorization to execute Statement of Work Agreement with National Resources Conservation Service (NRCS), and related documents, for 2016-17 services – **Exhibit V**

Alderman Tatum seconded the motion and, with the exception of Alderman Strain who abstained from voting, the Consent Agenda was unanimously approved. Mayor Hawkins Butler declared the motion carried.

COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, PILGRIM REST CHURCH, - Approved

Community Development Director Kianca Stringfellow presented the request of Pilgrim Rest Church for site plan approval for their proposed parking lot addition. Ms. Stringfellow indicated that the Planning and Zoning Commission granted approval with the stipulation that all drainage issues be worked out with the Public Works Director. Alderman Hudgins moved to grant approval of the site plan for parking lot expansion contingent upon all drainage issues being resolved with the Public Works Director. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit W**.

COMMUNITY DEVELOPMENT DEPARTMENT – SPECIAL EXCEPTION, NORTHBAY PROPERTY OWNERS' ASSOCIATION - Approved

The special exception request of Northbay Property Owners' Association was presented by Ms. Stringfellow. She explained that the request is made to allow for the commercial use of the Northbay Clubhouse as a floral shoppe. Per the Ordinance Rezoning for Clarification of the Property (Northbay Clubhouse), commercial uses require a special exception. This shoppe will primarily involve service for weddings and will require very little traffic into the subdivision. It was noted that the Planning and Zoning Commission did recommend approval of the request. Alderman Jacobs moved to grant approval of the special exception, seconded by Alderman Strain. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation concerning this request is attached hereto and incorporated herein as **Exhibit X**.

COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE, SPOTTED ACRES, PHASE 1, LYNDA FAGAN - Approved

Ms. Stringfellow presented the request of Lynda Fagan for a zoning variance to provide for a reduction in front yard depth from 100' to 50' on Lots 2 and 3 of Spotted Acres, Phase 1. Ms. Fagan was approved for a front yard variance in 2013 from 100' to 50' and she wishes to have these two lots match Lot 1 on which her house now sits. This variance request was recommended for approval by the Planning and Zoning Commission. Alderman Hickok moved to grant approval of the request, seconded by Alderman Bowering and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation is attached hereto and incorporated herein as **Exhibit Y**.

**COMMUNITY DEVELOPMENT DEPARTMENT – PRELIMINARY PLAT,
SPOTTED ACRES, PHASE 1, LYNDA FAGAN - Approved**

Regarding the preliminary plat approval for Lots 1, 2, 3 and 4 of Spotted Acres, Phase 1, the Planning and Zoning Commission recommended approval. Community Development is asking for approval with the following contingencies: addition of a fire hydrant, resolution of drainage issues with the Public Works Department, and submittal and approval of construction plans prior to the issuance of building permits. After brief discussion, Alderman Jacobs moved to grant approval of the preliminary plat with the contingencies as noted above, Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation pertinent to this request is attached hereto and incorporated herein as **Exhibit Y**.

**COMMUNITY DEVELOPMENT DEPARTMENT – PRELIMINARY PLAT,
SPOTTED ACRES, PHASE 2, MICHAEL LANG - Approved**

Ms. Stringfellow presented the request of Michael Lang for the preliminary plat approval of Lots 1, 2, 3, 4 and 5 of Spotted Acres, Phase 2. She indicated that the Planning and Zoning Commission recommended approval of this request. The applicant has since agreed to pave the private gravel road section located on Spotted Acres. After brief discussion, the motion was made by Alderman Hickok to grant approval of this request with the same contingencies as listed above: addition of a fire hydrant, resolution of drainage issues with the Public Works Department, and submittal and approval of construction plans prior to the issuance of building permits. Alderman Tatum seconded the motion, the vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit Z**.

**COMMUNITY DEVELOPMENT DEPARTMENT – PRELIMINARY PLAT,
MANNSDALE PARK, DAVID COX - Approved**

The request of David Cox for Lots 1-5, Mannsdale Park was presented by Ms. Stringfellow who indicated that the Planning and Zoning Commission recommended approval contingent upon the construction of an 8' brick fence at the rear of the Memory Care site. The applicant will work with Environment and Design Director, Alan Hoops on the architectural design. After brief discussion, Alderman Bowering moved that approval be granted with the contingency in place as noted above. Alderman Strain seconded the motion which was unanimously approved. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit AA**.

**COMMUNITY DEVELOPMENT DEPARTMENT – SITE PLAN, FOWLER
CONSTRUCTION COMPANY - Approved**

Concerning the request of Fowler Construction Company, the Planning and Zoning Commission recommends approval of the site plan request to construct four office buildings located at 930 Ebenezer Drive. Architectural approval for these buildings was granted at the last Board meeting. After brief discussion, Alderman Strain moved to grant approval of the site plans, seconded by Alderman Hudgins. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit BB**.

**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL
APPROVAL AND BUILDING PERMIT, STONELAKE SUBDIVISION –
Approved**

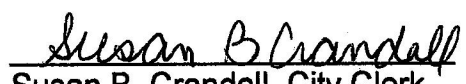
Director of Environment and Design, Alan Hoops presented the architectural rendering for the Stonelake Subdivision entrance which will be located on the northwest corner of Highland Colony Parkway and Lake Castle Road. After brief discussion, the motion was made by Alderman Strain to grant approval of the architectural design and authorize the issuance of a building permit. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation pertaining to this request is attached hereto and incorporated herein as **Exhibit CC**.

It was noted that Item 6 on the Agenda regarding the sale of an easement to Entergy was postponed until a later meeting date.

With no further business for discussion, Mayor Hawkins Butler declared the meeting adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk