

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

April 19, 2022

**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, 2022 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Pro Tempore Guy Bowering, Aldermen Sandra Strain, Tawanna Tatum, Pat Peeler, Janie Jarvis, Paul Tankersley, and Mike Hudgins, City Attorney Chelsea Brannon, Assistant City Clerk Nathan Hanson, and Chief Deputy City Clerk Lisa Winstead. Mayor Mary Hawkins Butler and City Clerk/Director of Finance and Administration Susan Crandall were both absent.

Mayor Pro Tempore Bowering called the meeting to order and after a prayer led by Public Works Director Dexter Shelby and the Pledge of Allegiance led by Alderman Hudgins, the meeting proceeded as follows:

CONSENT AGENDA - Approved

Concerning the Consent Agenda, Mayor Pro Tempore Bowering 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 and Notices:**
 - 1. Minutes of Special Called Board Meeting – March 31, 2022
 - 2. Minutes of First Regular Board Meeting – April 5, 2022
 - 3. Minutes of Planning & Zoning Commission – March 14, 2022 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B****
 - 1. Computer Checks
Checks: 1159-1318
 - 2. Manual Checks
Checks: 1153-1158
 - 3. Payroll Checks
Checks: 1084-1094; EFTs: 18248-18458 – *April 8, 2022*
Manual/Disbursement Checks: 1095-1099 – *April 8, 2022*
- C. Accept the following departmental changes/documents per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit C****
 - 1. Authorization to rescind the action to hire Seth Dye as full-time Police Officer effective April 6, 2022
 - 2. Authorization to place Police Officer Keith Wheatley on official military leave of absence from April 13, 2022 through June 15, 2022
 - 3. Authorization to hire Zachary Curtis as full-time Firefighter effective April 20, 2022
 - 4. Authorization to hire John Mackey Mitchell as Firefighter effective April 20, 2022
 - 5. Authorization to hire Stephen Greenough as Code Enforcement Officer effective April 22, 2022
 - 6. Accept resignation of Quincy Williams, Parks Department Laborer effective April 11, 2022
- D. Acknowledge receipt of the following Irrevocable Standby Letters of Credit: - **Exhibit D****
 - 1. Amendment No. Five to Irrevocable Letter of Credit No. 17-027-SP
Originally dated April 24, 2017, Wright's Mill Subdivision, Phase 6B
- E. Approval of and authorization for Mayor to execute the Chase/J.P. Morgan Submitter Merchant Payment Processing Instructions and Guidelines Agreement - **Exhibit E****

- F. Authorization for the transfer of one (1) HP5252 Printer from the Parks and Recreation Department to the Finance and Administration Department
- G. Approval of the 2022 Travelers Aviation Insurance Managers Drone-Aviation Application Renewal Upon Review by the Assistant City Clerk – **Exhibit F**
- H. Approval of and Authorization to execute License Agreement for Summer Arts Camp production (July 4-16, 2022) of All Shook Up Young @ Part from Theatrical Rights Worldwide for \$1,365.00 – **Exhibit G**
- I. Accept the following departmental reports: - **Exhibit H**
 - 1. Fire Department – March 2022
 - 2. Public Works Department – March 2022
- J. Approval of the Police Department's revised Training and Travel calendar for April-September 2022 - **Exhibit I**
- K. Approval of POD Request for Jan Sims at 240 Church Street for the period of April 13, 2022 through April 29, 2022 – **Exhibit J**
- L. Authorization to retain Albert Bozeman White, Esq. to assist with the Depot District Improvements Project
- M. Appoint Matthew Baldrige, Esq. to serve as Part-Time Prosecutor
- N. Authorize Policy Related to the Montgomery House – **Exhibit K**
- O. Authorize Modification of Assessment for Walgreens on Highway 51 – **Exhibit L**
- P. Approve Master Services Agreement with Lester K. Diamond and authorize Mayor to Execute Statements of Work, as needed, for Project Management – **Exhibit M**
- Q. Authorization and approval to purchase two pumps for Lift Station #42 (Brookside) and award to Scoggins Pump Repair as lowest and best quote – **Exhibit N**

Alderman Tatum seconded the motion to approve the Consent Agenda and the vote was unanimous in favor of approval. Mayor Butler declared the motion carried.

COMMUNITY DEVELOPMENT DEPARTMENT- SITE PLAN FOR MADISON MARKETPLACE EXPANSION- Approved

Community Development Director Kianca Guyton presented the request of applicant Bridgforth Rutledge for site plan approval of a 2,732 square foot addition to the back of the existing Madison Marketplace located at 961 Madison Avenue. Ms. Guyton stated that the Planning and Zoning Commission recommended approval and that the Community Development Department also recommends approval contingent upon conditions as set forth in the Staff Notes. Mr. Rutledge was present at the meeting and stated that the architecture would be consistent with the original architecture of the building and that additional parking would be added in the rear of the building.

The motion was made by Alderman Hudgins, seconded by Alderman Jarvis and unanimously approved by all Aldermen to grant approval of the site plan as presented. Mayor Pro Tempore declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit O**.

COMMUNITY DEVELOPMENT – SITE PLAN FOR MADISON RIDGELAND ACADEMY PARKING EXPANSION – Approved

Ms. Guyton presented the request of Madison Ridgeland Academy for the addition of 52 parking spaces on their campus. She stated that the Planning and Zoning Commission and the Community Development Department both recommend approval. Alderman Strain made the motion to grant approval as requested. The motion was seconded by Alderman Tatum and voted unanimously approved by all Aldermen. Mayor Pro Tempore Bowering declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit P**.

COMMUNITY DEVELOPMENT – AMENDMENT TO ZONING ORDINANCE 19.03 – Approved

With regard to the proposed amendment to Zoning Ordinance 19.03, Ms. Guyton explained that this amendment would provide for the movement of cigar and cigarette shops to a C-3 (Conditional Use) zoning status. The motion was made by Alderman Tankersley to adopt the proposed amendment. The motion was seconded by Alderman Jarvis and unanimously approved by all Aldermen. Mayor Pro Tempore Bowering declared the motion carried. Documentation pertinent to this amendment is attached hereto and incorporated herein as **Exhibit Q**.

With no further business for discussion. Mayor Pro Tempore Bowering asked for a motion to declare the meeting adjourned. Alderman Strain made the motion, seconded by Alderman Peeler, and the vote was unanimous in favor of approval. The motion was declared carried and the meeting was adjourned.

Mary Hawkins Butler
Mary Hawkins Butler, Mayor

Attest:

Susan B. Crandall
Susan B. Crandall, City Clerk

