

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

June 18, 2019

**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, June 18, 2019 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present were Mayor Mary Hawkins Butler, Aldermen Tawanna Tatum, Ken Jacobs, Steve Hickok, Mike Hudgins, and Guy Bowering. City Attorney Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Aldermen Patricia Peeler and Warren Strain were both absent.

Mayor Hawkins Butler called the meeting to order and welcomed Boy Scout Foster O'Quinn of Troop 8, First Baptist Church of Jackson to the meeting. After the invocation led by Alderman Ken Jacobs and the Pledge of Allegiance led by Scout O'Quinn, 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 Hickok made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes: - **Exhibit A**
 - 1. Mayor and Board First Regular Meeting – June 4, 2019
 - 2. Planning & Zoning Commission – May 13, 2019
- B. Approve Claims Docket – **Exhibit B**
 - 1. Computer Checks – 06/18/2019
123228-123429
 - 2. Manual Checks
123220-123226
 - 3. Payroll Checks
Checks: 33759-33794; EFT 3530-3721 (06/07/19)
Disbursement Checks: 33795-33800 (06/07/19)
- C. Accept the following proofs of publication: - **Exhibit C**
 - 1. Advertisement for Bids: In Place Asphalt and Cold Milling (*Herald & Journal*)
 - 2. Advertisement for Bids: Concrete Services (*Herald & Journal*)
 - 3. Advertisement for Bids: Labor and Equipment Rental (*Herald & Journal*)
 - 4. Advertisement for Bids: Polyurethane Foam Services (*Journal*)
 - 5. Advertisement for Bids: Roadway Marking (*Journal*)
 - 6. Notice of Public Hearing – Appeal of Mark Castlebury and Mike Thompson, Main Street Investments (*Herald & Journal*)
 - 7. Notice of Public Hearing – Appeal of Monte Montgomery, 1121 Mannsdale Road (*Herald & Journal*)
 - 8. Public Notice – Cleaning of Private Property, 301 Mockingbird Lane (*Herald*)
 - 9. Public Notice – 2018 Annual Audited Financial Report (*Herald & Journal*)
- D. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit D**
 - 1. Accept Oath of Office for Police Officer Preston L. Thomas
 - 2. Accept retirement of Police Officer Sammy "Mike" Magee effective August 7, 2019
 - 3. Accept resignation of William R. Kugle, Street Department Laborer effective June 11, 2019
 - 4. Authorization to hire Gregory Carlson and Cody Moss as full-time Firefighters effective June 19, 2019

5. Authorize 90-day leave of absence for Fire Department employee Bowman Fisher effective June 19, 2019
- E. Authorization to remove items from departmental inventory as outlined in the attached memoranda: - **Exhibit E**
 1. Fire Department – portable pumps and portable radios
 2. Parks Department – Toshiba EStudio 252 copier, Serial #CRD863107 (located at Cultural Arts Center – not previously listed on inventory)
 3. Police Department – 2001 Lincoln Navigator, VIN 1249
- F. Accept Parks Department's quotes for Christmas decoration LED bow and approve purchase from Jubilee Décor, LLC as lowest and best quote – **Exhibit F**
- G. Accept Police Department's quotes for purchase of one (1) 2019 pickup truck and approve purchase from Mac Haik as lowest and best quote – **Exhibit G**
- H. Approval of and authorization for the Mayor to execute a Memorandum of Understanding (MOU) with Metro One, LLC for law enforcement aviation capabilities – **Exhibit H**
- I. Approval of and authorization for Police Department to execute agreement with Police One Academy as a replacement of Virtual Academy's on-line police training program – **Exhibit I**
- J. Approval of and authorization for Police Department to execute annual Power DMS software subscription agreement for CALEA file and training for the period of September 6, 2019 – September 5, 2020 – **Exhibit J**
- K. Approval of and authorization for Police Department to execute usage agreement with CLEAR investigative software – **Exhibit K**
- L. Award six-month supply bids for Public Works Department for the period July 1, 2019 – December 31, 2019 as outline in the attached Recommendations for Bid Acceptance (if there is a delay in response to the City of Madison's request for services, the City will use the next lowest bidder.) – **Exhibit L**
- M. Approval of and authorization for Mayor to execute the 2018 Certification pertinent to the Consumer Confidence Report to be submitted to the Mississippi State Department of Health – **Exhibit M**
- N. Accept the following departmental reports:
 1. Administration & Finance – Financials, May 2019
- O. Approval of and authorization for Mayor to execute DBE Plan Update FY2019 for Bruce Campbell Field Airport – **Exhibit N**
- P. Approval of and authorization for City Clerk to execute credit application with Halliday Products
- Q. Accept quotes for CCTV inspection, cleaning, smoke testing, manhole inspections, etc. for the Public Works Department and award to Gulf Coast Underground as lowest and best quote – **Exhibit O**
- R. Adopt Resolution Concerning Property Located at 715 Highleadon Place - **Exhibit P**

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

DEPARTMENT OF COMMUNITY DEVELOPMENT – PRELIMINARY PLAT – BABBÈR FARMS - Approved

Community Development Director Kianca Stringfellow presented the request of Gurinder and Bobby Babber for preliminary plat approval of Babber Farms, a 9.90 acre property located just north of Countryside Place between Lansbury Way and Perry Williams Road. This development will consist of 4 lots and is family-owned. Ms. Stringfellow stated that the Planning and Zoning Commission recommends approval of this preliminary plat and that she also recommends approval contingent upon all staff note requirements including the covenants and the minimum square footage of 3,000 square feet. Alderman Jacobs made the motion grant approval of the preliminary plat, seconded by Alderman Bowering 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 Q**.

APPEAL OF MARK CASTLEBURY AND MIKE THOMPSON – CONCEPTUAL SITE PLAN FOR THE VILLAGE, MAIN STREET INVESTMENTS, LLC – Approved

Mayor Hawkins Butler opened the Public Hearing for discussion regarding the appeal of Mark Castlebury and Mike Thompson regarding the Planning and Zoning Commission's denial of approval for a conceptual site plan for The Village. Mr. Castlebury was in attendance at the meeting. Community Development Director Kianca Stringfellow explained that The Village is a commercial development with a residential component including 45 lots ranging in square footage from 2,200 to 5,200 square feet. In response to Alderman Bowering's question, Mr. Castlebury stated that the development would provide single story dwellings.

Mayor Hawkins Butler stated that she believes there may have previously been a misunderstanding of the concept plan among members of the Planning and Zoning Commission and that the plan is definitely welcome in the City of Madison. The Public Hearing was closed and the motion was made by Alderman Bowering to approve the concept plan as presented. Alderman Tatum seconded the motion which was unanimously approved, and Mayor Hawkins declared the motion carried. Documentation pertaining to this site plan is attached hereto and incorporated herein as Exhibit R.

APPEAL OF MONTE MONTGOMERY – VARIANCE REQUESTS, 1121 MANNSDALE ROAD– Approved

Mayor Hawkins Butler opened the Public Hearing for discussion regarding the appeal of Monte Montgomery regarding the Planning and Zoning denial of variance requests for 1121 Manssdale Road. Mr. Montgomery was in attendance at the meeting.

Community Development Kianca Stringfellow stated that Mr. Montgomery requested variances in front yard setback and height requirements for accessory buildings to be located on this property. She stated that modifications to his requests had been made since denial by the Planning and Zoning Commission and she presented new elevations to the Mayor and Board for review. Also attending the meeting was Cherry Deddens who presented historical articles regarding old farmhouse constructions. In addition, Mr. Montgomery noted that he was working with Aqua Engineering on drainage issues.

After closing of the Public Hearing, Alderman Bowering made the motion to grant approval of these variances contingent upon resolution of all drainage issues and subject to review of the plan by staff and the Mayor and Board. Alderman Hudgins seconded the request. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried. Copies of these elevations and historical articles are attached hereto and incorporated herein as Exhibit S.

EXECUTIVE SESSION

Mayor Mary Hawkins Butler requested to enter into a Closed Session to determine if an Executive Session would be appropriate regarding discussion of a personnel matter. Alderman Bowering made the motion, seconded by Alderman Tatum and unanimously approved by all Board members. The Mayor declared the motion carried and requested that the public vacate the room.

After brief discussion, it was determined that an Executive Session would be appropriate for discussion of a personnel matter. The public was invited to return to the room to hear the motion as follows: Alderman Bowering made the motion to go into Executive Session for the purpose of discussion of a personnel matter. Alderman Tatum seconded the motion. The vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried and once again asked that the room be vacated.

General discussion was held regarding the personnel matter, and upon conclusion, the motion was made by Alderman Tatum to end the Executive Session. Alderman Hudgins seconded the motion and it was unanimously approved by all Board members. Mayor Hawkins Butler declared the motion carried.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Bowering made the motion to adjourn, seconded by Alderman Jacobs 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