

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

**June 4, 2024**

**STATE OF MISSISSIPPI  
COUNTY OF MADISON**

**INTRODUCTION AND ATTENDANCE**

The first regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, June 4, 2024 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present in the Courtroom were Mayor Mary Hawkins Butler, Aldermen Sandra Strain, Tawanna Tatum, Patricia Peeler, Paul Tankersley, Mike Hudgins, and Guy Bowering, City Attorney Chelsea Brannon, City Clerk/Director of Finance and Administration Susan Crandall, and Chief Deputy City Clerk Lisa Winstead. Alderman Jarvis was absent.

Mayor Hawkins Butler called the meeting to order and after a Prayer led by Alderman Bowering and the Pledge of Allegiance led by Alderman Peeler, the meeting proceeded as follows:

**ADMINISTRATION – CONSENT AGENDA – APPROVED**

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

**CONSENT AGENDA**

- A. Accept Meeting Minutes and Notices:
  - 1. Minutes of Second Regular Board Meeting – May 21, 2024
  - 2. Notice of Special Called Work Session – May 28, 2024 – Exhibit A
- B. Approve Claims Docket – Exhibit B
  - 1. Computer Checks  
Checks: 9705-9842
  - 2. Manual Checks/EFTs  
Checks: 9701-9704
  - 3. Payroll Checks  
Checks: 1963-1977; EFTs: 31034-31279 – May 31, 2024  
Disbursement Checks: 1978-1981 – May 31, 2024
- 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. Accept Oath of Office for Police Officer Allison C. Dufour
  - 2. Authorization to hire Bradley Chennault as full-time firefighter effective June 5, 2024
  - 3. Authorization to hire Walker Robey as Part-Time/Seasonal Laborer for the Parks & Recreation Department
  - 4. Authorization to hire John Gardner as Part-Time/Seasonal Laborer for the Parks & Recreation Department
  - 5. Accept letter of retirement from Lucy Weber effective June 30, 2024
- D. Adopt the following Resolutions Adjudicating Cost of Cleaning Certain Real Property: - Exhibit D
  - 1. Lot 13, Ash Tree Lane, Parcel 072C-05D-093/00.00
  - 2. Lot 14, Ash Tree Lane, Parcel 072C-05D-093/00.00
  - 3. Lot 16, Ash Tree Lane, Parcel 072C-05D-093/00.00
  - 4. Lot 39, Ash Tree Lane, Parcel 072C-05D-093/00.00



5. Galleria Parkway Properties:
  - Lot 2, Parcel 072C-06A-003/01.00
  - Lot 4, Parcel 072C-06A-003/02.00
  - Lot 5, Parcel 072C-06A-005/00.00
  - Lot 6, Parcel 072C-06A-005/08.01
  - Lot 7, Parcel 072C-06A-005/08.00
  - Lot 8, Parcel 072C-06A-005/00.00
  - Lot 10, Parcel 072C-06A-005/09.00
  - Lot 11, Parcel 072C-06A-005/09.00
  - Lot 13, Parcel 072C-06A-005/00.00
  - Lot 14, Parcel 072C-06A-003/09.00
  - Lot 17, Parcel 072C-06A-003/05.00
  - Lot 19, Parcel 072C-06A-003/06.00
6. Lot 25, Garden Park – Parcel 072C-07A-034/00.00
7. Key Office Park, Lot 9, Parcel 071A-12A-011/15.00
8. 200 Hawthorne Drive, Parcel 072C-05D-003/02.02
9. 639 Live Oak Drive, Parcel 072C-08A-047/18.00
10. Lot 14, Wind Dance Drive, Parcel 081H-34-422/00.00
  - Lot 24, Wind Dance Drive, Parcel 081H-34-426/00.00
  - Lot 25, Wind Dance Drive, Parcel 081H-34-427/00.00
  - Lot 26, Wind Dance Drive, Parcel 081H-34-428/00.00
  - Lot 27, Wind Dance Drive, Parcel 081H-34-429/00.00
  - Lot 35, Wind Dance Drive, Parcel 081H-34-437/00.00
- E. Authorization to retire Police K-9 Astra, Bade #495 from active duty – **Exhibit E**
- F. Authorization for Police Department to execute documents for the renewal of agreement between MS Bureau of Narcotics and the Madison Police Department as outlined in the attached memorandum – **Exhibit F**
- G. Authorization for Police Department to remove two (2) copier machines from inventory as outlined in the attached memorandum – **Exhibit G**
- H. Approve and authorize execution of letter to MDOT for Pickering Firm, Inc. to provide engineering consultant services on the Strawberry Patch Park Sidewalk Install project – **Exhibit H**
- I. Approve and authorize execution of application to MDOT for FAA grant funding for drainage rehabilitation for all areas inside the taxiway safety areas at the Bruce Campbell Field – **Exhibit I**
- J. Authorize Mayor to sign contract for Central Mississippi Planning and Development District to update City's Comprehensive Plan – **Exhibit J**
- K. Approve and authorize Tuition Assistance Agreement of firefighter Hardie Hays IV for Paramedic School – **Exhibit K**
- L. Authorization for Police Department to purchase hardware and software upgrades to upgrade to larger storage data base from TCS Ware as lowest quote – **Exhibit L**
- M. Accept the following monthly departmental reports: - **Exhibit M**
  1. Police Department – April 2024
- N. Authorization to advertise for the City Center Water, Sewer, and Stormwater Improvements Project, upon review of final specifications by Public Works
- O. Adopt Resolution Ratifying Emergency Repair to Adderley Gardens Lift Station - **Exhibit N**
- P. Adopt Resolution Ratifying Emergency Repair to Lift Station Number 1 – **Exhibit O**
- Q. Authorization to Enter info Professional Services Agreement with Heflin Engineering, LLC- **Exhibit P**
- R. Authorization to Advertise for Well Improvements upon review of final specifications by Public Works
- S. Authorization to Enter info Agreement with McMaster & Associates, Inc. for the Hearn Creek Repair Project – **Exhibit Q**
- T. Authorization to Advertise for Kingsbridge Road Base Repair and Overlay upon review of final specifications by Public Works
- U. Reject Bids and Authorize Re-advertising of Liberty Park Re-Roofing Project
- V. Authorize Execution of Engagement Letter with Phelps Dunbar, LLP – **Exhibit R**

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.



**PUBLIC HEARINGS FOR CLEANING OF PRIVATE PROPERTY – Resolutions Adopted**

Mayor Hawkins Butler declared the Public Hearings opened for discussion regarding the cleaning of private properties located at 245 Kiowa Drive and 269 Woodland Brook Drive.

245 Kiowa Drive – Code Enforcement Officer Steve Greenough stated that this property is in foreclosure and owned by a mortgage company. He recommended that the Board adopt a Resolution to have the property cleaned. Based on this recommendation, Alderman Hudgins made the motion to adopt the cleaning Resolution, seconded by Alderman Tankersley, and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried.

269 Woodland Brook Drive – Mr. Greenough stated that the property needs mowing and that the owner, Ms. Jane Nguyen has currently taken care of the mowing and pledged to continue to do so. He recommended that a cleaning Resolution be adopted to authorize the City to have the property cleaned should she not continue to do so. Ms. Nguyen was present at the meeting and in agreement with these statements. The motion was made by Alderman Tankersley to adopt the cleaning Resolution, seconded by Alderman Peeler, and unanimously approved. Mayor Hawkins Butler declared the motion carried.

Both Cleaning Resolutions are attached hereto as Exhibit S.


**RESOLUTION ADOPTING SERVICES AND FACILITIES PLAN FOR ANNEXATION AREA - Adopted**

Having been previously presented and reviewed by the Mayor and Board, the motion was made by Alderman Tankersley to approve the Resolution Adopting Services and Facilities Plan for Annexation Area. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. The Resolution is attached hereto as Exhibit T.

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

  
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Mary Hawkins Butler, Mayor

Attest:

  
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For Susan B. Crandall, City Clerk

