

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

**July 16, 2024**

**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, July 16, 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, Janie Jarvis, Paul Tankersley, Mike Hudgins, and Guy Bowering, City Attorney Chelsea Brannon and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order and after a Prayer led by Steve Vassallo and the Pledge of Allegiance led by Alderman Jarvis, 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 Jarvis made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Meeting Minutes and Notices:
  - 1. Minutes of First Regular Board Meeting – July 2, 2024
  - 2. Minutes of Planning & Zoning Commission – May 13, 2024 – **Exhibit A**
- B. Approve Claims Docket – **Exhibit B**
  - 1. Computer Checks  
Checks: 10208-10391
  - 2. Manual Checks/EFTs  
Checks: 10056-10060; 10206-10207
  - 3. Payroll Checks  
Checks: 2019-2024; EFTs: 31762-31770 – June 30, 2024  
Checks: 2025-2036; EFTs: 31771-32006 – July 12, 2024  
Disbursement/Manual Checks: 2037-2045 – July 12, 2024  
Disbursement/Manual EFTs: 32007-32008 (June 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. Authorization to promote Meg Williams to the position of Public Works Office Manager effective July 25, 2024
  - 2. Authorization to hire Tammarian Robinson as Part-Time/Seasonal Laborer for the Parks Department effective July 18, 2024
  - 3. Authorization to hire Jeremiah Thornton as full-time Police Officer effective July 29, 2024
  - 4. Accept resignation of James Jones, Parks Department Laborer effective July 3, 2024
  - 5. Accept Oath of Office for Police Officer Jesse Zetterholm
  - 6. Accept resignation of Police Officer Taylor Shipp effective July 25, 2024
- D. Accept quotes and authorize Police Department to purchase one (1) Model #TMLT1280 light tower and accessories from Deviney Rental & Supply as lowest and best quote – **Exhibit D**
- E. Authorization for Police Department to purchase four (4) Baker Ballistics, LLC MRAPS Level III Shields with accessories from sole source provider – **Exhibit E**



- F. Accept quotes and authorize Police Department to purchase one (1) DJI Mavic 3 drone system from Unmanned Systems Group as lowest and best quote – **Exhibit F**
- G. Accept quotes and authorize Police Department to purchase one (1) Matrice DJI M30T drone system from Unmanned Systems Group as lowest and best quote – **Exhibit G**
- H. Authorization for Police Department to purchase ten (10) Motorola APX 6000 handheld radios from Motorola Solutions at State Contract MS WIN #3429 pricing - **Exhibit H**
- I. Accept quotes and authorize Police Department to purchase eight (8) Daniel Defense MK 18 Rifles with accessories from Guns & Gear as lowest and best quote - **Exhibit I**
- J. Authorization for Police Department to purchase new computer equipment and software from TCS Ware at State Contract EPL3760 pricing as outlined in the attached memorandum – **Exhibit J**
- K. Authorization for City Clerk to execute credit application with Ewing Outdoor Supply as requested by the Parks & Recreation Department
- L. Accept quote from AdCamp, Inc. (term bid pricing) for emergency repair to Madison Avenue due to water main leak – **Exhibit K**
- M. Accept quotes and award job to Smith Built Tree Service as lowest and best quote for the removal of dead trees at Webster Animal Shelter – **Exhibit L**
- N. Adopt Resolution approving low bid to Mid State Construction for the Liberty Park Re-Roofing Project – **Exhibit M**
- O. Authorization for Fire Department to remove equipment from inventory that is no longer serviceable as outlined in the attached memorandum – **Exhibit N**
- P. Authorization for Firefighter Cody Moss to travel to Meridian, MS on July 23-25, 2024 to Dive Training – **Exhibit O**
- Q. Accept quotes and authorize purchase of rope training equipment from Municipal Emergency Services as lowest and best quote provider – **Exhibit P**
- R. Accept the following monthly departmental reports: - **Exhibit Q**
  - 1. Fire Department – June 2024
- S. Accept quotes and authorize Police Department to purchase dive equipment from Deep South Scuba as lowest and best quote- **Exhibit R**
- T. Authorization to execute Memorandum of Understanding (MOU) related to the American Rescue Plan Act (ARPA) funding – **Exhibit S**

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.

### **COMMUNITY DEVELOPMENT DEPARTMENT**

#### **Variance – 10 Bonne Terre Boulevard - Approved**

Community Development Director Kianca Guyton presented the request of property owner Serena Flowers for approval of a variance to decrease the side yard setback from 10 feet to 3.4 feet for the construction of an accessory building on her property located at 10 Bonne Terre Boulevard. It was noted that the Planning and Zoning Commission recommended approval of this request. Alderman Strain made the motion to grant approval of the variance as requested, seconded by Alderman Bowering and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried. Documentation, including a letter from the homeowners' association, is incorporated herein as Exhibit T.

#### **Variances – 139 Carrington Drive - Approved**

Ms. Guyton presented variance requests on behalf of property owner Clifton Young for the construction of an accessory building on his property located at 139 Carrington Drive. The first request is to increase the building height from 10 feet to 25 feet, 11 inches to match the height of the existing home. The second request is to increase the building square footage from 300 square feet to 804 square feet.

It was noted that the Planning and Zoning Commission recommended approval of both variance requests but asked for a deed restriction on the property. Information regarding that restriction, as well as other documentation, is attached hereto as Exhibit U.

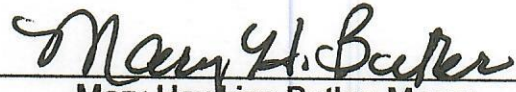


With no further discussion, the motion was made by Alderman Tatum to grant approval of both variance requests as presented. Alderman Tankersley seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.


**PUBLIC HEARING FOR CLEANING OF PRIVATE PROPERTY – LOT F-29, NORTHBAY ANNEX, PHASE II**

Mayor Hawkins Butler declared the Public Hearing opened for discussion of the condition of privately owned property located at Lot F-29, Northbay Annex, Phase II. Code Enforcement Officer Steve Greenough addressed the matter, stating that the incorrect owner had been notified of the public hearing and that the new property owner, Mr. Scott was present at the meeting. Mr. Scott recently closed on the purchase of the property on July 12, 2024 and stated that he would be maintaining the property and building a house on it which would be sold. At the conclusion of discussion, the Public Hearing was closed and no action was taken.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Bowering made the motion, seconded by Alderman Strain, 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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Susan B. Crandall, City Clerk

