

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

August 21, 2018

**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, August 21, 2018 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, Mike Hudgins, Guy Bowering, and Warren Strain. City Attorney Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead.

Mayor Hawkins Butler called the meeting to order. After the invocation led by Alderman Ken Jacobs and the Pledge of Allegiance led by Alderman Warren Strain, 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, but it was noted that approval of Item Q would be contingent upon consent of the rear property owners. Alderman Bowering made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes: - **Exhibit A**
 - 1. First Regular Board Meeting – August 7, 2018
 - 2. Planning and Zoning Commission – July 9, 2018
 - 3. Special Called Board Meeting – August 19, 2018
- B. Approve Claims Docket - **Exhibit B**
 - 1. Computer Checks – 08/21/2018
119838-120026
 - 2. Manual Checks – July 2018
412-420; 17914-17939; 119416
 - 3. Payroll Checks
32395-32605 – 08/17/2018
- C. Accept the following proofs of publication: - **Exhibit C**
 - 1. Legal Notice – Garbage Collection Fund Statement (*Herald*)
- D. Authorization to pay Don McLemore PC for Invoice-Right of Way for the Hoy Road Project STP-0047-00(35) LPA FMS 105508/701000: - **Exhibit D**
 - 1. Invoice 182779, Elizabeth Y. Taylor, File No. 029-00-00-T
 - 2. Invoice 182780, William & Stacy Johnson, File No. 031-00-00-T
 - 3. Invoice 182781, John & Kay Couch, File No. 028-00-00-T
 - 4. Invoice 182752, David & Renee Kehtel, File No. 018-00-00-W
 - 5. Invoice 182753, David & Renee Kehtel, File No. 018-02-00-T
- E. Adopt Resolution Adjudicating Cost of Cleaning Certain Real Property - 1020 Macdale Lane – **Exhibit E**
- F. Authorization for placement of the following Temporary Storage Unit (POD): - **Exhibit F**
 - 1. Paul Davis Restoration of Central, MS (Jackie Warren) at 173 Cross Creek Drive for the period of August 8, 2018 through September 19, 2018
 - 2. Bobby Harrison at 1169 Windrose Circle for the period of August 16, 2018 through September 16, 2018

- G. Accept recommendation of Committee to select Neel-Schaffer as engineering firm to perform the requisite tasks and functions associated with the construction of Hoy Road, Phase II, Federal Aid Project Number STP-6940-00(001) LPA/105508-701000 – **Exhibit G**
- H. Authorization for Fire Department to purchase radios from Motorola, State Contract #3429 – **Exhibit H**
- I. Authorization for street name change for Sunnybrook Estates Retirement Center access road from 248 Locust Lane to Serenity Lane (numeric to be issued by Madison County 911) – **Exhibit I**
- J. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit J**
 - 1. Accept Oath of Office for Teresa I. Cohea, Records Clerk/Deputy Court Clerk
 - 2. Accept Oath of Office for Steven D. Linick, Police Officer
 - 3. Accept Oath of Office for Jose Valle, Police Officer
 - 4. Authorization to hire Jacob Lang as full-time Police Dispatcher effective August 22, 2018
 - 5. Accept resignation of Public Works Director Joe Welch effective August 20, 2018
 - 6. Accept resignation of Police Officer, Matthew Junkin effective August 30, 2018
 - 7. Accept resignation of Police Officer, James Monroe effective August 24, 2018
 - 8. Accept resignation of Police Officer, Martez Simpson effective August 9, 2018
- K. Approval of and authorization for Mayor to execute revised Establishment of Just Compensation for Hoy Road Improvements Project to Hoy Farms Homeowners Association, Inc. (Parcel #041-00-00-W,T) – **Exhibit K**
- L. Authorization for Fire Department to remove items (no longer serviceable) from inventory: - **Exhibit L**
 - 1. Dell Laptop Latitude D620
 - 2. Motorola Minitor III Pager, A667
 - 3. Motorola Minitor Liv, A656, A659, A661
 - 4. Toshiba Laptop, P371
- M. Authorization for Fire Department employees (Nick Brooks, Brad Letchworth, Kevin Miller, Ian O'Leary, J. Mark Sledge) to attend Hazmat Refresher training in Columbus, Mississippi on August 29-30, 2018
- N. Accept the following monthly departmental reports: - **Exhibit M**
 - 1. City Clerk – Financials through July 2018
 - 2. Fire Department, July 2018
- O. Authorization and Approval for the Mayor to accept and execute an Engagement Letter between the City of Madison and the Law Firm of Jones Walker, as Bond Counsel, relating to the issuance of City of Madison General Obligation Utility Bonds, Series 2018 for the purpose of purchasing Cypress Utility Company, Inc. sewage system – **Exhibit N**
- P. Approval of and authorization for Mayor to execute Mississippi Transportation Commission Airport Federal Matching Grant Agreement, Project No. AIP-3-28-0046-025-2018, for Bruce Campbell Field runway reconstruction and taxiway lighting – **Exhibit O**
- Q. Approval of 6', black cyclone fence around basketball court at 712 Wisteria Lane contingent upon planting selection approval by Director of Environment and Design
- R. Approval to increase fence height from 6' to 8' at Madison Ridgeland Academy
- S. Rescind action of August 7, 2018 authorizing City Clerk to execute credit application for CNH Industrial Capital "Productivity Plus" Account (Case tractors) and authorize City Clerk to execute credit application with Lee Tractor Company (Case tractors)
- T. Approval of and authorization for Mayor to execute Supplemental Agreement with Pickering Firm, Inc. for additional cost associated with the Welch Farms Road Extension Project No. 25026.00 – **Exhibit P**
- U. Approval of Profile Products as the single source vendor for the Parks Department turf planning services

- V. Authorization for Nathan Hanson, Parks & Recreation Director to attend the MS Recreation & Parks Association conference in Oxford, Mississippi on October 15-17, 2018
- W. Authorization for City Clerk to execute credit application with DDB Construction, LLC for use by the Parks & Recreation Department
- X. Authorization for Ken Wilbanks, Code Enforcement Director to attend MS Association of Code Enforcement (MACE) Conference in Hattiesburg, MS on October 10-12, 2018
- Y. Authorization to engage Neel-Schaffer as structural engineer for a repair protocol with regard to the wind related damages sustained at the CAF hangar at Bruce Campbell Field on August 17, 2018
- Z. Authorization to declare Mannsdale Park as a private street
- AA. Approval of and authorization for Mayor to execute documents concerning hazard mitigation funding – **Exhibit Q**
- BB. Approval of replace non-repairable Neptune meter reading unit with a new MRX920 Neptune reading unit to be purchased from Consolidated Pipe (local Neptune sole source) per quote – **Exhibit R**

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

At this time, Alderman Tawanna Tatum recused herself from the meeting stating that she would abstain from voting on all issues concerning Keesler Credit Union who is her current full-time employer. She left the meeting room.

DEPARTMENT OF COMMUNITY DEVELOPMENT – VARIANCE #2018-008V, KEESLER CREDIT UNION - Approved

Community Development Director Kianca Stringfellow presented the request of Keesler Credit Union for approval of a variance in the front yard (south side) green space setback from 20' to 5' on their property located on the northeast corner of Main Street/Welch Farms Road, Lot 5, Garden Park (Amended) Subdivision. It was noted that the property owner has agreed to maintain the MDOT right-of-way as outlined in the staff notes. The motion was made by Alderman Strain to approve this variance contingent upon platting amendments and other issues as outlined in the staff notes. 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 S**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – VARIANCE #2018-009V, KEESLER CREDIT UNION - Approved

Community Development Director Kianca Stringfellow presented the request of Keesler Credit Union for approval of a variance in the west side yard green space setback from 20' to 5' on their property located on the northeast corner of Main Street/Welch Farms Road, Lot 5, Garden Park (Amended) Subdivision. The motion was made by Alderman Hudgins to approve this variance contingent upon platting amendments and other issues as outlined in the staff notes. Alderman Bowering 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 S**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – VARIANCE #2018-010V, KEESLER CREDIT UNION - Approved

Community Development Director Kianca Stringfellow presented the request of Keesler Credit Union for approval of a variance in the east side yard green space setback from 5' to 0" on their property located on the northeast corner of Main Street/Welch Farms Road, Lot 5, Garden Park (Amended) Subdivision. The motion was made by Alderman Hudgins to approve this variance contingent upon platting amendments and other issues as outlined in the staff notes. 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 S**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SITE PLAN, KEESLER CREDIT UNION - Approved

Community Development Director Kianca Stringfellow presented the request of Keesler Credit Union for approval of the site plan for their offices to be located on the northeast corner of Main Street/Welch Farms Road, Lot 5, Garden Park (Amended) Subdivision. The motion was made by Alderman Bowering to approve this variance contingent upon platting amendments, moving the property line to include the shared driveway, and other issues as outlined in the staff notes. Alderman Hudgins 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 S**.

At this time, Alderman Tatum returned to the meeting room.

DEPARTMENT OF COMMUNITY DEVELOPMENT – CONCEPT PLAN – MADISON RIDGELAND ACADEMY EXPANSION PLAN ADDITION, PARKING LOT & DETENTION AREA REVIEW - Approved

Community Development Director Kianca Stringfellow presented the request of Madison Ridgeland High School for the concept plan of their expansion plan, additional parking lot & detention area review. The motion was made by Alderman Peeler to approve this concept plan as presented. 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 T**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – CONTINUATION OF DISCUSSION REGARDING FENCE VARIANCE, 320 SONOMA COVE - Continued

Concerning the pending request of approval for a fence variance at 320 Sonoma Cove in Trace Vineyard Subdivision, Community Development Director Kianca Stringfellow asked for a continuance until the September 4, 2018 meeting. After brief discussion, the determination was made that the Board would take action. Alderman Peeler made a motion to allow the fence to be constructed only to the point which would push it beyond the bathroom window but enclose the rear window. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the fence drawing is attached hereto and incorporated herein as **Exhibit U**.

CONTINUATION OF DISCUSSION REGARDING RESOLUTION PERTAINING TO THE CLEANING OF PRIVATE PROPERTIES (AMBROSINO FAMILY-GALLERIA PARKWAY) – Continued

Code Enforcement Ken Wilbanks addressed the Mayor and Board concerning the maintenance of the following parcels of land on Galleria Parkway owned by the Ambrosino Family: Parcel No. 072C-06A-003/10.00, Parcel No. 072C-06A-003/11.00, Parcel No. 072C-06A-003/04.00, Parcel No. 082I-31-002/01.00, Parcel No. 072C-06A-003/07.00, Parcel No. 072C-06A-003/08.0. He stated that an agreement had been reached with the property owner to keep up with the maintenance on the properties in accordance with City standards with the understanding that if this is not done, the City reserves the right to come back and adopt a resolution to have the property cleaned and associated costs assessed to the owners. The motion was made by Alderman Tatum to continue this issue. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

RESOLUTION DECLARING THE INTENTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF MADISON, MISSISSIPPI, TO ISSUE GENERAL OBLIGATION UTILITY BONDS OF SAID MUNICIPALITY IN THE MAXIMUM PRINCIPAL AMOUNT OF ONE MILLION SEVEN HUNDRED THOUSAND DOLLARS (\$1,700,000) TO FINANCE THE ACQUISITION OF SEWAGE SYSTEM ASSETS FOR THE PURPOSE OF IMPROVING AND EXTENDING THE MUNICIPALITY'S SEWAGE SYSTEM AND FOR RELATED PURPOSES; AND DIRECTING PUBLICATION OF NOTICE OF SUCH INTENTION – Adopted

City Attorney Dale Danks presented the above mentioned Resolution for consideration regarding the Cypress sewer system in Reunion subdivision. After brief discussion, Alderman Bowering made the motion to adopt the Resolution as presented. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

CONSIDERATION OF PROPOSED ORDINANCE RELATING TO AMBULANCE SERVICE IN THE CITY OF MADISON – Adopted

City Attorney Dale Danks presented a Resolution Adopting Ordinance for Ambulance Service in the City of Madison, Mississippi. After brief discussion, the motion was made by Alderman Strain to adopt this Ordinance. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the Ordinance is attached hereto and incorporated herein as Exhibit V.

EXECUTIVE SESSION – PERSONNEL MATTERS

Mayor Mary Hawkins Butler requested to enter into a Closed Session to determine if an Executive Session would be appropriate regarding several personnel matters. Alderman Strain made the motion, seconded by Alderman Bowering 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 several personnel matters. The public was invited to return to the room to hear the motion as follows: Alderman Tatum moved to go into Executive Session for the purpose of discussing several personnel matters. Alderman Strain 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.

Discussion was held with regard to the personnel matters at issue and upon conclusion, Alderman Bowering moved to adjourn the Executive Session, seconded by Alderman Hudgins and unanimously approved by all aldermen. Mayor Hawkins Butler declared the motion carried.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to end the Executive Session and declare the Board meeting adjourned. Alderman Hickok made the motion, seconded by Alderman Jacobs and unanimously approved by all Board members. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk