

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

September 18, 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, September 18, 2018 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present were Mayor Pro Tempore Warren Strain, Aldermen Tawanna Tatum, Patricia Peeler, 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. Mayor Mary Hawkins Butler was absent.

Mayor Pro Tempore Strain called the meeting to order. After the invocation led by Alderman Ken Jacobs and the Pledge of Allegiance led by Alderman Steve Hickok, the meeting proceeded as follows:

ADMINISTRATION – CONSENT AGENDA - *Approved*

Concerning the Consent Agenda, the Mayor Pro Tempore 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 Board Meeting Minutes:**
 - 1. First Regular Board Meeting – September 4, 2018
 - 2. Special Called Board Meeting – September 12, 2018
- B. Approve Claims Docket – **Exhibit A****
 - 1. Computer Checks – *09/18/2018*
120177-120334
 - 2. Manual Checks – *August 2018*
421-431; 17940-17969
 - 3. Payroll Checks
32831=33036 – *09/14/2018*
- C. Accept the following proofs of publication: - **Exhibit B****
 - 1. Public Notice – Keesler Federal Credit Union, variance west side yard green space setback (Herald & Journal)
 - 2. Public Notice – Steve Waggener, variance rear yard swimming pool setback, 1112 Windrose Circle (Herald & Journal)
 - 3. Public Hearing on Proposed Budget and Proposed Tax Levies for Upcoming Fiscal Year (Journal)
 - 4. Resolution Amending Article XV of the Zoning Ordinance (Herald & Journal)
 - 5. Public Hearing for Cleaning of Private Property, Lot 5, Ebenezer, Part 2 (Journal)
 - 6. Public Hearing for Cleaning of Private Property, 230 Traceland Drive (Journal)
- D. Accept the following monthly departmental reports: - **Exhibit C****
 - 1. City Clerk/Finance Department – Financials, *August 2018*
 - 2. Permit Department – *08/01/2018 – 09/06/2018*
- E. 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 resignation of Brayden Cargile, Firefighter effective September 5, 2018

2. Accept resignation of Josh Davies, Firefighter effective September 21, 2018
 3. Accept change of status from full-time to part-time for Blake Burns, Firefighter effective September 18, 2018
 4. Authorization to hire Neil K. Jenkins as full-time Police Officer effective September 19, 2018
 5. Authorization to hire Matthew J. Peacock, Water Billing Department effective September 27, 2018
 6. Authorization to hire Rick Gray, Street and Maintenance Department effective October 1, 2018
 7. Authorization to hire Jeff Williamson, Building Inspector effective September 20, 2018
- F. Approval of and authorization for Mayor to execute Engagement Letter with Collins, Barr & Hembree, Ltd. For the Fiscal Year 2018 Audit – **Exhibit E**
 - G. Accept the donation of one (1) 2018 Utility Trailer, LS612RGM, VIN1367 from Keep MS Beautiful to the Parks Department – **Exhibit F**
 - H. Accept quotes for Sewer Mainline Rehab Project in Stonegate Subdivision and award project to Mitchell Contracting, Inc. – **Exhibit G**
 - I. Authorization to remove non-serviceable items from Police Department inventory as outlined in the attached memorandum – **Exhibit H**
 - J. Approval of and authorization for Fire and Police Departments to renew and execute appropriate documents for the Statewide Mutual Aid Compact – **Exhibit I**
 - K. Approval of and authorization for the Mayor to execute the Establishment of Just Compensation offer to Brenda D. Wolverton (Parcel #054-00-00-W, T- Hoy Road Improvement Project) – **Exhibit J**
 - L. Award quote for lease-purchase items as reviewed and approved by the City Attorney and authorization to execute all necessary documentation as appropriate – **Exhibit K**
 - M. Approval of Temporary Storage Unit Permits (POD) for: - **Exhibit L**
 1. Cindy Keller, 160 Fairfield Circle for the period of September 11, 2018 – September 21, 2018
 2. Rebecca Cook, 2007 Tidewater Lane for the period of September 17, 2018 – October 14, 2018
 - N. Authorization of the following travel requests for the Public Works Department:
 1. Chris Buckner, CAD Technician to Long Beach, Mississippi on October 11-12, 2018 for MS Association for Spatial Technologies (MAST) conference
 2. Matt Reed, Operations Manager of Water/Sewer Department to Tupelo, Mississippi on October 23-25, 2018 for MS Rural Water Association and MS Department of Environmental Quality fall training sessions
 - O. Approval of and authorization for Police Department to execute appropriate documents for a Memorandum of Understanding (MOU) between the City of Madison and the Mississippi Department of Transportation concerning ALPR cameras and trailer-mounted law enforcement devices – **Exhibit M**
 - P. Approval of and authorization to execute Letter Agreement with Neel-Schaffer, Inc. for professional engineering services for the Repairs to CAF Hangar at Bruce Campbell Field subject to City Attorney review and approval – **Exhibit N**
 - Q. Accept Neel-Schaffer's evaluation and approve A-1 Constructors, Inc. proposal for repairs to the CAF Hangar at Bruce Campbell Field subject to City Attorney review and approval – **Exhibit O**

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

DEPARTMENT OF COMMUNITY DEVELOPMENT – VARIANCE #2018-12V, STEVE AND LISA WAGGENER, 1112 WINDROSE CIRCLE - Approved

Community Development Director Kianca Stringfellow presented the request of applicant Jim Atkisson (Bob-s Pool Service) on behalf of Owners, Steve and Lisa Waggener for a variance in the rear yard depth of a swimming pool from 10' to 9' feet. She explained that all conditions of the staff notes had been met and that the Planning

and Zoning Commission has also recommended approval. The motion was made by Alderman Tatum to approve the variance request as presented. Alderman Hudgins seconded the request and the vote was unanimous in favor of approval. Mayor Pro Tempore Strain declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit P**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SITE PLAN AND PERMISSION TO ISSUE BUILDING PERMIT, THE PAVILION @ REUNION - Approved

Community Development Director Kianca Stringfellow presented the request of applicant Dungan Engineering on behalf of Reunion, Inc. for site plan approval and permission to issue a building permit for the construction of a pavilion to include an open area and pool at 105 Reunion Boulevard. Ms. Stringfellow explained that all Community Development criteria had been satisfied and the Planning and Zoning Commission recommended approval. Alderman Bowering made the motion to grant approval as requested, seconded by Alderman Hudgins and unanimously approved. Mayor Pro Tempore Strain declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit Q**.

DEPARTMENT OF COMMUNITY DEVELOPMENT – SITE PLAN, MADISON RIDGELAND ACADEMY EXPANSION PLAN- Approved

Community Development Director Kianca Stringfellow presented Madison Ridgeland Academy's request for site plan approval of their expansion plan to include a parking lot and detention area. She stated that Mr. Colson reviewed the drainage calculations and with the addition of an island area, the parking spaces would be decreased to sixty-six. After brief discussion, the motion was made by Alderman Jacobs to grant approval of the site plan as requested, seconded by Alderman Peeler and unanimously approved. Mayor Pro Tempore Strain declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit R**.

PUBLIC WORKS DEPARTMENT – FINAL PLAT APPROVAL, WHITTINGTON, PHASE 2


Acting Public Works Director Jim Marler presented the final plat for Whittington, Phase 2 for Mayor and Board approval. He stated that the minimum square footage would be 3,500 and that all issues had been satisfied. Alderman Tatum made the motion to grant final plat approval, seconded by Alderman Hickok and unanimously approved by all Aldermen. Mayor Pro Tempore Strain declared the motion carried.

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



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk