

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

September 20, 2016

**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 20, 2016 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 John Hedglin, 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 Guy Bowering, the meeting proceeded as follows:

**PRESENTATION BY MIKE HUDGINS AND ERIC HARMON – NATCHEZ TRACE
FUNERAL HOME, CEMETERY & CREMATORY – VIETNAM WAR MOVING WALL**

Alderman Mike Hudgins introduced and welcomed Mr. Eric Harmon who recently relocated to Madison from Greenville, Mississippi to serve as the new funeral director for Natchez Trace Funeral Home, Cemetery & Crematory. Mr. Harmon provided a video presentation regarding the Vietnam War and Vietnam Moving Wall which will be hosted by the funeral home from October 21-12, 2016. A brochure detailing this event is attached hereto and incorporated herein as **Exhibit A**.

ADMINISTRATION – CONSENT AGENDA - *Approved*

Concerning the Consent Agenda, the Mayor asked if there were any items which needed to be removed for discussion. No items were removed for discussion. However, Alderman Strain recused himself and left the Board room after stating that Items L and R of the Consent Agenda involved the MS Department of Public Safety, MS Homeland Security who is his current employer.

Alderman Bowering made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes: - **Exhibit B****
 - 1. First Regular Board Meeting – September 6, 2016
 - 2. Special Called Board Meeting – September 14, 2016
 - 3. Notice of Special Called Board Meeting – September 14, 2016
 - 4. Waiver of Notification Requirements for Special Called Board Meeting – September 14, 2016
 - 5. Planning and Zoning Commission Minutes – August 8, 2016
- B. Approve Claims Docket - **Exhibit C****
 - 1. Computer Checks – 09/20/2016
112157-112296
 - 2. Payroll Checks
20825-21056 – 09/16/2016
- C. Accept the following proofs of publication: - **Exhibit D****
 - 1. Ordinance Amendment – Vapor Stores (*Herald & Journal*)
 - 2. Ordinance Amendment – Tattoo Parlors (*Herald & Journal*)
 - 3. Ordinance Amendment – Vaping Device (*Herald & Journal*)

- D. Accept the following monthly departmental reports: - **Exhibit E**
 - 1. Administration & Finance – August 2016 Financials
- E. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit F**
 - 1. Accept resignation of John David Minninger, Street Department, effective September 14, 2016
 - 2. Authorization to hire Shonna McGehee as Permit Department Clerk, effective October 3, 2016
 - 3. Authorization to hire Jacob Walker as Deputy Clerk, Accounting, effective October 3, 2016
- F. Approval of and authorization for Mayor to execute the following Periodic Pay Estimates: - **Exhibit G**
 - 1. Periodic Estimate #2, Hemphill Construction Co., Inc. – Old Canton Road Improvements
 - 2. Periodic Estimate #3, Hemphill Construction Co., Inc. – Sanitary Sewer Reverse Flow Project
- G. Approval of and authorization for Mayor and City Clerk to execute the following documents related to Land and Water Conservation Fund #28-00628 for Liberty Village Inclusive Play: - **Exhibit H**
 - 1. Project Agreement vs. Actual Project Expense Form
 - 2. Accounting and Audit Requirements Acknowledgement Form
- H. Approval for Tona Becker to attend, on behalf of the City of Madison, the Keep MS/AL Beautiful Conference in Tuscaloosa, Alabama from October 12-14, 2016 (cost is covered by Keep MS Beautiful)
- I. Approve Temporary Storage Unit Permit for location of one (1) POD at 106 Aspen Drive for the period of September 23, 2016 – November 4, 2016 – **Exhibit I**
- J. Authorization for Police Department to apply for and obtain appropriate approval signatures for Lil BUB with ASPCA grants to help special needs animals at the Webster Animal Shelter – **Exhibit J**
- K. Accept quotes and award to lowest bidder, Buford Plumbing, for the replacement of an air conditioning unit for Court Services – **Exhibit K**
- L. Authorization for Police Department to apply for and obtain appropriate approval signatures for the MS Office of Homeland Security multi-jurisdictional grant to obtain automatic license plate readers (ALPR) – **Exhibit L**
- M. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Madison County Young Life in the amount of \$500.00 for sponsorship of the Madison County Young Life Banquet – **Exhibit M**
- N. Acknowledge receipt of Reunion Public Improvement District FY 2016/2017 Budget – **Exhibit N**
- O. Accept quotes and award to lowest bidder, Guns-n-Gear, for the Police Department to trade old shotguns for new shotguns – **Exhibit O**
- P. Authorization to engage Bobby Long to assist in easement acquisition for Depot Parking Project
- Q. Authorization to accept Liberty Park Entergy easements (adjusted), subject to staff review, including Lot Access Use Agreement
- R. Approve and authorize execution of Fire Department's Memorandum of Understanding (MOU) with MS Office of Homeland Security (MOHS), the MS Emergency Management Agency (MEMA) and the MS Task Force (MTF) – **Exhibit P**
- S. Authorization to reimburse Ashton Park Homeowners Association (\$3,881.24) for damages to gate loops – **Exhibit Q**
- T. Authorization to expend funds not to exceed \$800,000.00 for "INTERLOCAL COOPERATION AGREEMENT BETWEEN MADISON COUNTY, MISSISSIPPI AND THE CITY OF MADISON, MISSISSIPPI REGARDING FUNDING OF CERTAIN STREET IMPROVEMENTS (TRACELAND NORTH AND COUNTRYSIDE PLANTATION)" subject to receipt of final executed agreement – **Exhibit R**
- U. Authorization for City Clerk to execute agreement with InLine for additional band width to concur with current contract period (\$400.00/month until end of current contract) – **Exhibit S**

Alderman Hudgins seconded the motion approving the Consent Agenda and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. At this time, Alderman Strain returned to the meeting room.

COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE #2016-017V), WILLIAM AND KATE COLBERT – Approved

The variance request of William and Kate Colbert, 240 Hoy Farms Road, for a decrease in side yard width from 10' to 8.8' was presented by Community Development Director Kianca Stringfellow. It was noted that this request was made in order to support the construction of an unattached accessory building. Ms. Stringfellow explained that the request was properly noticed and that it had been recommended for approval by the Planning and Zoning Commission, the homeowners association and surrounding neighbors. Alderman Tatum moved to grant approval of the variance request for the decrease in side yard width from 10' to 8.8' as requested. 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**.

COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE #2016-018V), WILLIAM AND KATE COLBERT – Approved

The variance request of William and Kate Colbert, 240 Hoy Farms Road, for a decrease in rear yard width from 10' to 6.4' was presented by Community Development Director Kianca Stringfellow. It was noted that this request was made in order to support the construction of an unattached accessory building. Ms. Stringfellow explained that the request was properly noticed and that it had been recommended for approval by the Planning and Zoning Commission, the homeowners association and surrounding neighbors. Alderman Hickok moved to grant approval of the variance request for the decrease in rear yard width from 10' to 6.4' as requested. Alderman Tatum 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**.

COMMUNITY DEVELOPMENT DEPARTMENT – 736 MAGNOLIA STREET PROFESSIONAL OFFICE BUILDING, SITE PLAN, ARCHITECTURAL PLAN, BUILDING PERMIT – Approved

Director of Environment and Design Alan Hoops presented the site plan request of Greg Johnston for development of a professional office building to be located at 736 Magnolia Street. The architectural design of the building will be similar to that of the existing building architecture. Mr. Hoops explained that the Planning and Zoning had recommended approval of the request and that he also recommends approval subject to conditions outlined in the staff notes. Alderman Hudgins made the motion to approve the site plan, architectural design, and issuance of the building permit for this building contingent upon the conditions of 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 U**.

COMMUNITY DEVELOPMENT DEPARTMENT – GRANDVIEW OUTPARCEL BUILDING 400, SITE PLAN, ARCHITECTURAL PLAN, BUILDING PERMIT – Approved

Mr. Hoops presented the request of CCM Investment, LLC for the development of Grandview East Outparcel Building 400 as a small retail building. He indicated that all conditions outlined in the staff notes had been met and approval is recommended. Alderman Hudgins moved to grant approval of the site plan, architectural design, and issuance of the building permit for Grandview East Outparcel Building 400. Alderman Bowering seconded the motion. The vote was unanimous in favor of approval and the Mayor declared the motion approved. Documentation concerning this request is attached hereto and incorporated herein as **Exhibit V**.

COMMUNITY DEVELOPMENT DEPARTMENT – GRANDVIEW EAST RETAIL DEVELOPMENT, PRELIMINARY PLAT – Approved

The request of Mattiace Madison Development Company, LLC, for the preliminary plat approval for Grandview East Retail Development, was presented by Director of Environment and Design Alan Hoops. This development will be located on the northeast quadrant of the intersection of Madison Avenue and Grandview Boulevard. This development has been recommended for approval by the Planning and Zoning Commission. With no further discussion, Alderman Jacobs moved to grant approval of the preliminary plat for Grandview East Retail Development. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation regarding this request is attached hereto and incorporated herein as **Exhibit W**.

COMMUNITY DEVELOPMENT DEPARTMENT – GRANDVIEW EAST RETAIL DEVELOPMENT, CONCEPT MASTER PLAN – Approved

The request of Mattiace Madison Development Company, LLC, for the concept master plan approval for Grandview East Retail Development, was presented by Director of Environment and Design Alan Hoops. This development will be located on the northeast quadrant of the intersection of Madison Avenue and Grandview Boulevard. This development has been recommended for approval by the Planning and Zoning Commission. With no further discussion, Alderman Strain moved to grant approval of the preliminary plat for Grandview East Retail Development. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation regarding this request is attached hereto and incorporated herein as **Exhibit X**.

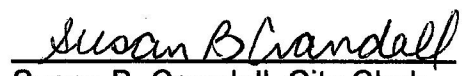
COMMUNITY DEVELOPMENT DEPARTMENT – REUNION SUBDIVISION GUARD HOUSE, SITE PLAN, ARCHITECTURAL PLAN, BUILDING PERMIT – Approved

Mr. Hoops presented the request of Reunion Subdivision for the site plan, architectural plan and issuance of building permit for the construction of a guard house at the subdivision's gated public entry. After brief discussion, the motion was made by Alderman Bowering to approve the request for site plan, architectural design and issuance of a building permit contingent upon conditions as outlined in the staff notes. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Documentation pertinent to this request is attached hereto and incorporated herein as **Exhibit Y**.

With no further business for discussion, Mayor Hawkins Butler declared the meeting adjourned.


Mayor Mary Hawkins Butler

Attest:


Susan B. Crandall, City Clerk