

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

September 20, 2022

**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, 2022 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, Janie Jarvis, 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 Peeler was absent.

Mayor Hawkins Butler called the meeting to order. Members of the Boy Scout Troop 164 with Parkway Hills United Methodist Church, were welcomed at the meeting in partial fulfillment of requirements to obtain their Citizenship in the Community Badge. Following a Prayer led by Scout J. J. Tice and the Pledge of Allegiance let by Scout Parker McNeese, the meeting proceeded as follows:

PRESENTATION TO MADISON MIDDLE SCHOOL ROBOTICS TEAM

Mayor Hawkins Butler welcomed members of the Madison Middle School Robotics Team. This team is led by Coach Julie Jackson and Assistant Coach Robin Tonos. It was noted that Ms. Jackson received an award for Robotics Teach of the Year for the State of Mississippi. Both teams, Cool Kidz and Coding Crusaders won awards for excellence and attended the Vex Robotics Work Championships in May. Mayor Hawkins Butler presented all members with Certificates of Achievement. A list of team members is attached hereto as **Exhibit A**.

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 for discussion and Alderman Tatum then made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices: - Exhibit B**
 - 1. Minutes of First Regular Board Meeting – September 6, 2022
 - 2. Minutes of Special Called Board Meeting – September 15, 2022
 - 3. Planning & Zoning Commission Minutes – July 11, 2022
 - 4. Planning & Zoning Commission Minutes – August 9, 2022
- B. Approve Claims Docket – Exhibit C**
 - 1. Computer Checks
Checks: 2853-2999
 - 2. Manual Checks/EFTs
Checks: 2848-2852
 - 3. Payroll Checks
Checks: 1265-1274; EFTs: 20652-20863
Manual/Disbursement Checks: 1275-1278
- 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 D**
 - 1. Authorization to transfer Gary Tolbert from the Parks Department to the Public Works Street Department effective September 22, 2022
 - 2. Accept resignation of Jacqueline Brown, Deputy City Clerk effective September 26, 2022

- D. Accept the following proofs of publication: - **Exhibit E**
 - 1. Public Notice – Proposed Budget and Tax Levies (Journal)
 - 2. Public Notice – Variance for Decrease in Front Yard Setback, Jordan (Journal)
 - 3. Public Notice – Variance for Decrease in Side Yard Width, Jordan (Journal)
 - 4. Public Notice – Variance for Decrease in Rear Yard Depth, Jordan (Journal)
 - 5. Public Notice – Variance for Decrease in Front Yard Setback, Singh (Journal)
- E. Approval of and authorization for Mayor to execute lease-purchase agreement with Trustmark and Bank First regarding City vehicles and equipment approved on September 6, 2022 – **Exhibit F**
- F. Approval of Police Lieutenant Marcus Oster as nominee to FBI National Academy in Quantico, Virginia on January 29, 2023 – March 16, 2023 – **Exhibit G**
- G. Authorization for Police Department to purchase six (6) motor helmets and accessories from sole source provider, Super Seer Corporation as outlined in the attached memorandum – **Exhibit H**
- H. Authorization for Fire Department to remove items from inventory as outlined in the attached memorandum – **Exhibit I**
- I. Authorization for Fire Department personnel to travel to Pensacola, Florida on January 30, 2023 – February 3, 2023 to the the Fire Conference as outlined in the attached memorandum – **Exhibit J**
- J. Accept the following Irrevocable Letters of Credit: - **Exhibit K**
 - 1. Block Z, Winchester Phase 3 - #22-021
 - 2. Block Z, Winchester, Phase 1 - #22-022
 - 3. Block T, Eastwick, Phase II - #22-023
 - 4. Block U, Edenberg, Phase II - #22-024
 - 5. Block W, Woodvale - #22-025
 - 6. Block X – Overbrook - #22-026
 - 7. Block L – Carlyle - #22-027
 - 8. Block K – Dalton - #22-028
 - 9. Amendment No Six, Stone Lake Subdivision - #16-052
- K. Accept Monthly Departmental Reports: - **Exhibit L**
 - 1. Fire Department – August 2022
 - 2. Public Works Department – August 2022
- L. Adopt the following Resolutions for Adjudication of Properties: - **Exhibit M**
 - 1. Ash Tree Lane
 - 2. 412 Post Oak Cove
 - 3. Galleria Parkway Properties
- M. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Distinguished Young Women for The Northside Sun – **Exhibit N**
- N. Approval of and authorization for Mayor to execute Proposal for Services with ChemPro Services for treatment of ditches – **Exhibit O**
- O. Approval of and authorization for Mayor to execute Pre-Application for Federal Assistance for the project to reconstruct the north apron at Bruce Campbell Field – **Exhibit P**
- P. Authorization for Police Department to apply for a grant through Best Friends Foundation for building and maintenance of a Webster Shelter adoption website – **Exhibit Q**
- Q. Accept quote for Local Project Performing Arts/Utilities account and award to Origin Bank as lowest and best quote – **Exhibit R**
- R. Approve and Confirm Letter of Engagement with Jones Walker for Representation – **Exhibit S**
- S. Accept quotes for Madison Airport Maintenance Hangar and award to Norman Roofing as lowest and best quote – **Exhibit T**

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

COMMUNITY DEVELOPMENT DEPARTMENT

Variances for Front Yard Setback for Sign, Rigby Ridge of Mississippi, LLC - Approved

Community Development Director Kianca Guyton presented the request of Rigby Ridge of Mississippi, LLC for decrease in front yard setback from 20' to 10' for sign placement

at their property located at 7708 Old Canton Road. The motion was made by Alderman Strain, seconded by Alderman Bowering and unanimously approved. Mayor Hawkins Butler declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit U**.

Variances for Front Yard Setback for Porte Cochere, Singh, 107 Homestead Drive - Approved

Property owner Anshika Singh requested a variance to allow for a front yard setback decrease from 40' to 35' feet for a porte cochere on her daycare property located at 107 Homestead Drive. The motion was made by Alderman Jarvis to grant approval of this request. Alderman Tankersley seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. Attached as **Exhibit V** are documents relevant to this request.

Amendment to Driveway Site Plan, Take 5 Oil Change – Approved

Following brief discussion, the motion was made by Alderman Strain to grant approval of the site plan amendment for the driveway at Take 5 Oil Change. Alderman Tankersley 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 W**.

PUBLIC HEARING – REQUEST TO APPEAL, VARIANCE AT 1122 BENBROOK DRIVE – Remanded to Planning and Zoning Commission

Mayor Hawkins Butler declared the Public Hearing open for discussion regarding the appeal filed by Walter & Judy DeLoach of 1122 Benbrook Drive. Community Development Director Kianca Guyton explained that the Planning and Zoning Commission had previously denied the variance request to allow for an accessory structure side yard setback decrease from 10' to 1' for a patio replacement pergola. She requested that the matter be remanded to the Planning and Zoning Commission for consideration of a new request for the setback to decrease from 10' to 8'.

Mr. John Bane was present at the meeting and stated that he was speaking on behalf of this parents who live at 138 Mackey Drive and expressed concern that the structure was hanging over the property line into their back yard. He agreed to attend the next Planning and Zoning meeting in October to hear discussion and consideration of the new setback request.

With no further discussion, the Public Hearing was declared closed and Alderman Tankersley made a motion to remand the matter back to the Planning and Zoning Commission meeting at their meeting on October 10, 2022. The motion was seconded by Alderman Bowering. After unanimous approval, Mayor Hawkins Butler declared the motion carried. Documentation relevant to this matter is attached hereto and incorporated herein as **Exhibit X**.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Jarvis made the motion, seconded by Alderman Strain, and the vote was unanimous in favor of approval. The motion was declared carried and the meeting was adjourned.


Mary Hawkins Butler, Mayor

Attest:


Susan B. Crandall, City Clerk