

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

September 4, 2018

**STATE OF MISSISSIPPI
COUNTY OF MADISON**

INTRODUCTION AND ATTENDANCE

The first regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, September 4, 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, and Warren Strain, City Attorney Dale Danks, City Clerk/Director of Finance and Administration Susan Crandall, and Chief Deputy City Clerk Lisa Winstead. Alderman Guy Bowering was absent.

Mayor Hawkins Butler called the meeting to order. After a prayer led by Alderman Jacobs and the Pledge of Allegiance led by Alderman Hudgins, the meeting proceeded as follows.

Mayor Mary Hawkins Butler welcomed Madison County Supervisor Sheila Jones to the Board Meeting and thanked her for her continual support and service to the City of Madison.

**PUBLIC HEARING ON THE PROPOSED BUDGET AND PROPOSED TAX LEVIES
FOR THE UPCOMING FISCAL YEAR FOR THE CITY OF MADISON, MISSISSIPPI**

Mayor Hawkins Butler opened the Public Hearing for the proposed budget and tax levies for the upcoming fiscal year 2019. She commended City Clerk/Director of Finance and Administration Susan Crandall for a job well done in managing the budget. There was no one present from the public who wished to speak regarding the matter. Alderman Strain made a motion to close the Public Hearing, seconded by Alderman Peeler and unanimous approved by all aldermen. The Mayor declared the motion carried and the Public Hearing closed.

**RESOLUTION FIXING THE AD VALOREM TAX LEVIES FOR THE REAL,
PERSONAL, VEHICLE AND PUBLIC UTILITY PROPERTY FOR TAXES FOR THE
CITY OF MADISON, MADISON COUNTY, MISSISSIPPI**

Mayor Hawkins Butler presented the proposed Resolution fixing the Ad Valorem Tax levies for the Real, Personal, Vehicle and Public Utility Property for Taxes for the City of Madison, Madison County, Mississippi. City Clerk/Director of Finance Susan Crandall explained that there would be no millage rate increase again this year. Alderman Jacobs made the motion to adopt the Resolution as presented, seconded by Alderman Strain and unanimous approved by all Aldermen present. Mayor Hawkins Butler declared the motion carried. A copy of this Resolution 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 to be removed for discussion. There were no removals and Alderman Hickok moved to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes:
 - 1. Second Regular Board Meeting – August 21, 2018
- B. Approve Claims Docket - **Exhibit B**
 - 1. Computer Checks – 09/04/2018
120027-120176

2. Payroll Checks

32606-32830 – 08/31/2018

- C. Accept the following monthly departmental reports: - **Exhibit C**
 - 1. Police Department, July 2018
- D. Accept the following Oaths of Office: - **Exhibit D**
 - 1. Jacob D. Lang, Dispatcher/Deputy Court Clerk
- E. Accept the following departmental changes per terms of the Status/Payroll Change Report on file in the Office of the City Clerk: - **Exhibit E**
 - 1. Accept resignation of Casey Summers, Water Department Field Technician effective August 27, 2018
 - 2. Accept resignation of Selena Sutterfield, Assistant Public Works Director effective August 27, 2018
 - 3. Appoint Jim Marler as Acting Public Works Director effective August 30, 2018
 - 4. Appoint Billy Dean as Building Official effective August 30, 2018
- F. Approval of and authorization for Mayor to execute Second Amendment to 16th Section Lease of Easement Rights for Flood Hazard Mitigation for the Water Detention Basin & Culley Creek Drainage Area, File #1230 – **Exhibit F**
- G. Approval of and authorization for City Clerk to execute Contract for Professional Services with Southern Administrators and Benefit Consultants, Inc. for the Flexible Benefits Cafeteria Plan – **Exhibit G**
- H. Accept Reunion Public Improvement District – FY 2018/2019 Budget – **Exhibit H**
- I. Authorization for Mayor Hawkins Butler to travel to Washington, D.C. on September 15-21, 2018 to attend round-table discussions at The White House
- J. Authorization for Mayor Hawkins Butler to travel to Atlanta, Georgia to meet with developers on September 13-14, 2018
- K. Approval of and authorization for Mayor to execute Advanced Government Solutions form – **Exhibit I**
- L. Approval of and authorization for Mayor to execute Venture Properties' IRS Form 8283 for its Charitable Contribution to Welch Farms Road Property on July 12, 2017 – **Exhibit J**
- M. Approval of and authorization for Mayor to accept and execute an Engagement Letter between the City of Madison, Dale Danks, Jr. and the Law Firm of Danks, Miller, & Cory, as City Attorney for the City of Madison – **Exhibit K**
- N. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from Rosa Scott High School for 2018-19 Sponsorship Opportunities – **Exhibit L**
- O. Approval of Aqua Engineering Services, Ltd. Proposal to provide review of plans for drainage – **Exhibit M**
- P. Approval of and authorization for Fire Chief to execute renewal of annual service agreement with Omnilert – **Exhibit N**
- Q. Authorization to release all Hemphill Construction Company, Inc. Certificates of Deposit on file for Welch Farms Road Extension & Liberty Park Drainage Project #25026.00
- R. Approval of the following Temporary Storage Units (POD): - **Exhibit O**
 - 1. Gary Theis at 73 Redbud Lane for the period of August 22, 2018 – October 22, 2018
 - 2. Phyllis R. Houston, 372 Post Oak Road for the period of September 4, 2018 November 4, 2018
- S. Accept Quitclaim Deed for the turn-back of parcels of right-of-way deeded by the Transportation Commission to the City of Madison for Project No. ACNH-9204-00(007)/00486-301000, I-55 from Old Agency Road to SR 463 - **Exhibit P**
- T. Approval of 2018 Scarecrow Festival to be held on Thursday, October 4, 2018 - **Exhibit Q**
- U. Approval for Mayor to execute letter to the MS Department of Environmental Quality for the Solid Waste Grant Application for FY19 Household Hazardous Waste Day – **Exhibit R**
- V. Approve 12-month R900 N-Sight Software maintenance agreement through Consolidated Pipe & Supply Co., Inc. per attached Neptune Maintenance Quote - **Exhibit S**
- W. Approve Access Control Group, Inc. quote for upgrade to Access Control Panels from 500 Series to 635 for control of the gate and doors at the Public Services Complex – **Exhibit T**

- X. Approval of and authorization for Mayor to execute and submit a Pre-Application for Federal Assistance to the Federal Aviation Administration for a project to rehabilitate the taxiways at Bruce Campbell Field – **Exhibit U**
- Y. Authorization for submittal of a request to the Federal Aviation Administration for "Supplemental Appropriation" for two projects at the Bruce Campbell Field: *Rehabilitation of the Apron in 2019-2020; and, Rehabilitation of the Runway in 2020-2021* - **Exhibit V**
- Z. Approval of and authorization for Mayor to execute Contract Documents with Webster Electric Co., Inc. for work and labor required to construct airport improvements at Bruce Campbell Field associated with Runway and Taxiway Lighting – **Exhibit W**
- AA. Authorization for Police Department to remove from inventory and dispose of one (1) 42" fan, Serial #BF42BDORGPRO, Property #9231 declared no longer serviceable - **Exhibit X**
- BB. Approval of and authorization for City Clerk to execute Credit Application with Hobby Lobby Stores, Inc. – **Exhibit Y**
- CC. Adopt Resolution authorizing the Mayor and Board of Aldermen to waive release of the 1994 deed of trust and assume risk against any claim arising out of said deed of trust regarding the property of Betty M. Kent at 200 Clark Farms Road, (Parcel # 047-00-00-W,T - Hoy Road Improvement Project – **Exhibit Z**

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.

Fire Chief Derrick Layton presented an update on Tropical Storm Gordon stating that the Fire Department, Police Department and Public Works Department had been working together all day and are prepared for whatever the storm may bring to our City. He mentioned that the City has two task force members deployed to Gulfport, Mississippi to assist with water rescues, if necessary.

Alderman Strain praised all City personnel for assistance in Sandalwood Subdivision after the recent tornado. He indicated that he had received many compliments from citizens regarding the efforts of City personnel during that cleanup and recovery.

With no further business for discussion, the motion was duly made by Alderman Hickok, seconded by Alderman Tatum and unanimously carried to adjourn the meeting. Mayor Hawkins Butler declared the meeting adjourned.



Mayor Mary Hawkins Butler

Attest:



Susan B. Crandall, City Clerk