

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

September 5, 2023

**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 Wednesday, September 5, 2023 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, Patricia Peeler, 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 Janie Jarvis was absent

Mayor Hawkins Butler called the meeting to order and after a prayer led by Alderman Bowering and the Pledge of Allegiance led by Alderman Tatum, the meeting proceeded as follows:

SPECIAL PRESENTATION

Ms. Brooklyn Gallagher and her mother were welcomed to the meeting by Mayor Hawkins Butler. Ms. Gallagher was presented with a Certificate of Special Recognition for her accomplishments in winning three best in-state titles in the 2023 Long Course State Swim Team Championship (**Exhibit A**).

PUBLIC HEARING FOR PROPOSED BUDGET AND TAX LEVIES FOR FY2024

Mayor Hawkins Butler declare the Public Hearing opened for consideration of the proposed budget and tax levies for the upcoming Fiscal Year 2024. There was no one present from the public to speak regarding the matter.

RESOLUTION FIXING AD VALOREM TAX LEVIES – ADOPTED

Following brief discussion, a motion was made by Aldermen Bowering to adopt a Resolution Fixing the Ad Valorem Tax Levies for the Real, Personal, Vehicle, and Public Utility Property for Taxes for the City of Madison, Mississippi. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried.

ADMINISTRATION – CONSENT AGENDA – APPROVED

Concerning the Consent Agenda, Mayor Hawkins Butler asked if there were any items which needed to be removed for discussion. There were no items removed and with no further discussion, Alderman Strain made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Meeting Minutes and Notices:**
 - 1. Minutes of Second Regular Board Meeting – August 15, 2023
 - 2. Notice of Special Called Board Meeting - August 16, 2023 – **Exhibit B**
 - 3. Minutes of Special Called Board Meeting – August 16, 2023
- B. Approve Claims Docket – **Exhibit C****
 - 1. Computer Checks
 - Checks: 6601-6812
 - 2. Manual Checks/EFTs
 - Checks: 6593-6600
 - 3. Payroll Checks
 - Checks: 1627-1637; EFTs: 26402-26619 – 08/25/2023
 - Disbursement Checks: 1638-1641 – 08/25/2023
 - Checks: 1642-1645; EFTs: 26620-26628 – 08/31/2023

- 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. Accept resignation of Firefighter Wilson Crocker effective August 23, 2023
 - 2. Authorization to hire James Thornton, III as full-time Firefighter effective September 6, 2023
 - 3. Authorization to hire Marvin Hubbard as full-time Parks Department Laborer effective September 6, 2023
 - 4. Accept resignation of Police Officer Tosha Darby effective August 25, 2023
 - 5. Authorization to re-hire Brandon Lee Harris as full-time Police Dispatcher/Deputy Court Clerk effective August 25, 2023
 - 6. Accept Oath of Office for Police Dispatcher/Deputy Court Clerk Brandon Lee Harris
 - 7. Accept resignation of Police Dispatcher Kelsey Wallace effective August 24, 2023
- D. Accept the following Proofs of Publication (Madison County Journal): - **Exhibit E**
 - 1. Public Notice – Variance for Height Increase, Cameron Brown
 - 2. Public Notice – Variance for Side Yard Setback, Cameron Brown
 - 3. Public Notice – Variance for Height Increase, Brooks Bryan
 - 4. Public Notice – Variance for Rear Yard Setback, Bettye Freeny
- E. Acknowledge Appointment of Mayor Mary Hawkins Butler to the Mississippi Municipal League Board of Directors – **Exhibit F**
- F. Approval of and authorization for Assistant City Clerk to submit Request for Public Assistance for FEMA Project DR4727 – **Exhibit G**
- G. Accept Amendment No. Five to Irrevocable Standby Letter of Credit No. 18-045-SP Originally dated August 22, 2018 for Whittington, Phase 2 – **Exhibit H**
- H. Adopt Resolutions Adjudicating Cost of Cleaning Certain Real Property for the following Properties: - **Exhibit I**
 - 1. Ash Tree Lane/North Azalea Drive – Lots 13, 14, 16, 39
 - 2. 138 Sunflower Drive
 - 3. Galleria Parkway Parcels
 - 4. Garden Park, Lots 25, 26
 - 5. Indian Pines, Lot 7
 - 6. Wind Dance, Lots 24, 25, 26, 27, 35
- I. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from the Mississippi Classic Cruisers Car Club for purchase of sponsorship of the 2023 Scarecrow Cruise and Car Show – **Exhibit J**
- J. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from the JAG Singers Booster Club, Inc. for purchase of Grand Champion Corporate Sponsorship – **Exhibit K**
- K. Accept the following monthly departmental reports: - **Exhibit L**
 - 1. Police Department – July 2023
- L. Approval of Fire Department Travel and Training Calendar for September and October 2023 – **Exhibit M**
- M. Approval of and authorization for Fire Chief to execute Agreement Between University of Mississippi Medical Center and Madison Fire Department – **Exhibit N**
- N. Authorization for Fire Department to remove from inventory equipment that is no longer serviceable and properly dispose of it as outlined in the attached memorandum – **Exhibit O**
- O. Approve acceptance of Mississippi Office of Homeland Security Grant #23HS249 for the Madison Fire Department – **Exhibit P**
- P. Authorization for Jim Bates, Building Inspector and Sydney Byram, Administrative Assistant to attend the Building Officials Association of Mississippi Winter Conference in Natchez, Mississippi on November 29- December 1, 2023 – **Exhibit Q**
- Q. Approval of and authorization for Police Department to execute annual software renewal agreement with PowerDMS for the period of September 6, 2023 through September 5, 2024 – **Exhibit R**
- R. Authorization for Police Department to apply for Mississippi Department of Environmental Quality (MDEQ) Solid Waste Assistance Grant – **Exhibit S**

- S. Approval of and authorization for Police Department to execute Memorandum of Understanding (MOU) between Madison Police Department and the Mississippi Department of Mental Health – **Exhibit T**
- T. Authorization for the Police Department to apply for JAG Grant with the Mississippi Department of Public Safety – **Exhibit U**
- U. Approval of and authorization for Police Department to execute Memorandum of Understanding (MOU) between Madison Police Department and the Madison County Multidisciplinary Children's Advocacy Center – **Exhibit V**
- V. Authorization for Police Department to apply for Walmart Local Community Grant – **Exhibit W**
- W. Accept quotes and approve Pickering Firm as lowest and best provider for engineering services for Madison Avenue Traffic Study – **Exhibit X**
- X. Approval of and authorization for Mayor to execute Form LPA-100 for the Strawberry Patch Sidewalk Project (STP-0047-00(0043) LPA – **Exhibit Y**
- Y. Authorization for Public Works Department to pursue a temporary easement from Eastbrooke Estates subdivision for drainage ditch improvements – **Exhibit Z**
- Z. Accept quotes and approve Barone's Tree Services as lowest and best provider for removal of numerous trees in City right-of way areas – **Exhibit AA**
- AA. Approve term bid and authorize Adcamp to complete repairs, repaving, and re-opening of Garden Park Drive – **Exhibit BB**
- BB. Approval of and authorization for Mayor to execute annual Maintenance/Repair Agreement with Remote Systems Integration, LLC for service of the Automated Weather Observation System (AWOS) at Bruce Campbell Field – **Exhibit CC**
- CC. Accept Proposal of Brightly/Smart Gov as Sole Source Vendor and Authorize Execution of Agreement Subject to Review by City Attorney – **Exhibit DD**
- DD. Ratify Emergency Resolution Regarding Cleaning of Property – **Exhibit EE**
- EE. Accept Estimate from Empire Truck Sales, LLC for additional repairs of 2011 FTL, M2106 dump truck – **Exhibit FF**
- FF. Accept Quotes and Award to Bank First as outlined in attached documentation – **Exhibit GG**
- GG. Approve Engineering Study for Traffic Signal at Highway 463 and Fairfield – **Exhibit HH**
- HH. Approve Adcamp, Inc. Proposal for Repaving of Montgomery Street to be Property Coordinated with Opening of New City Hall – **Exhibit II**
- II. Approval of and authorization to execute MDOT Certification Form for Sub-Awards Executive Compensation Reporting for Transparency Act – **Exhibit JJ**

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

PUBLIC HEARINGS FOR CLEANING OF PRIVATE PROPERTIES – Resolutions Adopted – Exhibit KK

Mayor Hawkins Butler opened the Public Hearings for discussion regarding the cleaning of private properties as follows:

241 Kiowa Drive, Parcel 072E-15D-012/00.00

Regarding the condition of property located at 241 Kiowa Drive, Code Enforcement Officer Steve Greenough explained this property is consistently overgrown and had an expired rental permit. After posting for Public Hearing, the rental issue was brought into compliance. Upon his recommendation, Alderman Tankersley made a motion to adopt a Cleaning Resolution authorizing the City to have the property cleaned should the owner not do so. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. There was no one from the public present to address the matter.

Lot 19, Wind Dance, Parcel 081H-34-419/00.00

Mr. Greenough explained that this property, Lot 19, Wind Dance is owned by an individual who currently resides in New Iberia, Louisiana. The lot has been mowed/cleaned once, but continues to be overgrown on a regular basis. There was no one present from the public to address the matter and upon the recommendation of Mr. Greenough, the motion

was made by Alderman Bowering and seconded by Alderman Tatum to adopt the Cleaning Resolution. After a unanimous vote of approval, Mayor Hawkins declared the motion carried.

Lot 41, Wind Dance, Parcel 081H-34-443/00.00

This property, Lot 41, Wind Dance is owned by BOA Properties, LLC in Flowood. Mr. Greenough explained that it is not maintained on a regular basis. There was no one present from the public to address the matter, and after brief discussion, the motion was made by Alderman Strain and seconded by Alderman Peeler to adopt a Cleaning Resolution. The vote was unanimous in favor of approval and Mayor Hawkins Butler declared the motion carried.

With no further business for discussion, Mayor Hawkins Butler asked for a motion to declare the meeting adjourned. Alderman Tatum made the motion, seconded by Alderman Strain and unanimously approved by all Aldermen. Mayor Hawkins Butler declared the motion carried and the meeting was adjourned.


Mary Hawkins Butler, Mayor

Attest:


Susan B. Crandall, City Clerk

