

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

September 6, 2016

**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 6, 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 Patricia Peeler, the meeting proceeded as follows:

RECOGNITION OF NEHA ARORA – DISTINGUISHED YOUNG WOMAN OF MISSISSIPPI FOR 2017

Special recognition was given to Neha Arora, Madison County's Distinguished Young Woman. On behalf of the City of Madison, Mayor Hawkins Butler presented her with a certificate of recognition and appreciation for her recently won title of Distinguished Young Woman of Mississippi for 2017.

Also attending the meeting were her parents, Namita and Sumesh Arora, Ms. Debbie Bunting, Chairperson of the Distinguished Young Woman (DYW) Committee for Madison County and her husband, Bob Bunting and DYW committee members, Madeline Beard and Cathy Robertson.

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 discussion concerning the proposed budget for Fiscal Year 2017. She commended City Clerk/Director of Finance and Administration Susan B. Crandall for a job well done in preparing the City's proposed budget with no tax increase included. She asked if there were any comments from the public with regard to the budget. There were none and the Public Hearing was declared 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 again addressed City Clerk Susan Crandall concerning the proposed Resolution fixing tax levies. Mrs. Crandall explained that the City will

ADMINISTRATION – 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 removals, and Alderman Bowering made the motion to approve the Consent Agenda as follows:

CONSENT AGENDA

- A. Accept Board Meeting Minutes:
 - 1. Second Regular Board Meeting – August 16, 2016
- B. Approve Claims Docket - **Exhibit B**
 - 1. Computer Checks – 09/06/2016
111956-112154
 - 2. Manual Checks – August 2016
234-242; 17057-17091
 - 3. Payroll Checks
20351-20592 – 08/19/2016
20593-20824 – 09/06/2016
- C. Accept the following proofs of publication: - **Exhibit C**
 - 1. Notice for Bids – Grandview Blvd., Walmart/Lowe's Intersection Improvements, Project 12959 (*Herald*)
 - 2. Public Notice, William & Kate Colbert, 240 Hoy Farms Drive, Variance on Side Yard Width (*Herald & Journal*)
 - 3. Public Notice, William & Kate Colbert, 240 Hoy Farms Drive, Variance on Rear Yard Depth (*Herald & Journal*)
 - 4. Public Notice, Alexander Elenkov, 412 Cedarmon Drive, Variance in Fence Height (*Herald & Journal*)
 - 5. Rezoning Ordinance – Sanctuary Development, LLC (*Herald & Journal*)
- D. Accept the following monthly departmental reports: - **Exhibit D**
 - 1. Parks Department, August 2016
 - 2. Police Department, July 2016
- E. Accept the following Oaths of Office: - **Exhibit E**
 - 1. Kelly R. Jones, Police Officer
 - 2. Michael Q. Shannon, Police Officer
- F. 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 Britt Thomas, Police Officer, effective September 1, 2016
 - 2. Authorization to transfer Landon A. Daniels, Laborer, from Water Department to Street Department effective September 15, 2016
- G. Accept the following Letters of Credit: - **Exhibit G**
 - 1. Amendment No. One to Irrevocable Standby Letter of Credit 16-015-SP from Trustmark National Bank for Fontanelle Subdivision, Phase 2-A
 - 2. Amendment No. One to Irrevocable Standby Letter of Credit 15-053-SP from Trustmark National Bank for Wright's Mill Subdivision, Phase 6A
- H. Authorization to dispose of and remove from Street Department inventory the miscellaneous items as detailed in the attached memo – **Exhibit H**
- I. Authorization to transfer the following mowers from Parks Department inventory to Street Department inventory:
 - 1. Scag mower, S/N A6000783, PR 124
 - 2. Scag mower, S/N A6000784, PR125
 - 3. Scag mower, S/N A6000785, PR 126
- J. Approval of and authorization for City Clerk to execute Kroger charge account update forms-DIV 25 – **Exhibit I**
- K. Approval of and authorization for City Clerk to execute credit application with Louisiana Tree Farm, Inc. for the enhancement of parkways – **Exhibit J**
- L. Approval of and authorization for City Clerk to execute Contract for Professional

- O. Authorization for Police Department to submit and electronically execute the annual Federal Equitable Sharing Agreement and Certification – **Exhibit N**
- P. Approval of the following travel requests:
 - 1. Fire Department Training Officer, Nick Brooks – National Fire Academy, Emmitsburg, MD, September 16-25, 2016
 - 2. Fire Department Training Officer Nick Brooks and Fire Chief Derrick Layton MEMS EMS Conference, Biloxi, MS, October 15-18, 2016
 - 3. Fire Department Lt. Jereme King – National Fire Academy, Emmitsburg, MD, October 9-21, 2016
 - 4. Police Department Captain Kevin Newman – CALEA Conference, Charleston, SC, November 1-6, 2016
- Q. Authorization for Mayor to sign "INTERLOCAL COOPERATION AGREEMENT BETWEEN MADISON COUNTY, MISSISSIPPI AND THE CITY OF MADISON, MISSISSIPPI REGARDING FUNDING OF CERTAIN STREET IMPROVEMENTS (TRACELAND NORTH AND COUNTRYSIDE PLANTATION)" and authorization for Mayor and City Personnel to submit same for approval and filing – **Exhibit O**
- R. Rescind approval and authorization of service agreement with Allison Winstead, dba The Creative Think Company, appearing as Consent Agenda Item M on August 16, 2016
- S. Approval of and authorization to advertise for bids for Tisdale Road improvements, Project #12854-01 – **Exhibit P**
- T. Accept bid tabulation and approve recommendation of bid award to Lewis Electric, Inc. for Grandview Boulevard- Walmart/Lowe's intersection improvements – **Exhibit Q**
- U. Authorization to transfer one (1) EM014, 20 ft. trailer, S/N 460FU18271107721 from Water Department inventory to Parks Department inventory
- V. Authorization to dispose of and remove from Parks Department inventory the miscellaneous items as detailed in the attached memo – **Exhibit R**

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

ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL AND PERMISSION TO ISSUE BUILDING PERMIT, MADISON CENTRAL HIGH SCHOOL BASEBALL FACILITY – Approved

Director of Environment and Design Alan Hoops presented the request of Mr. Ronnie McGehee of Madison Central High School for approval of the architectural rendering and permission to issue the building permit for the school's new baseball facility. Mr. Hoops explained that approval is recommended based on the contingencies as outlined in the staff notes. Alderman Strain made a motion to grant this approval subject to the contingencies as mentioned. Alderman Hudgins seconded the motion and the vote was unanimous in favor of approval. Mayor Hawkins Butler declared the motion carried. A copy of the staff notes and architectural rendering is attached hereto and incorporated herein as **Exhibit S**.

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


Mayor Mary Hawkins Butler