MINUTES OF THE BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI

REGULAR MEETING OF MARCH 20, 2017 Adjourned from a meeting conducted on March 6, 2017

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on March 20, 2017, in the Board Room on the first floor of the Madison County Office Complex, 125 West North Street, Canton, Mississippi, as follows, to-wit:

The President of the Board, Trey Baxter presided and called the meeting to order. The following members were present that day:

Present: Absent:

Supervisor Sheila Jones
Supervisor Trey Baxter
Supervisor Gerald Steen
Supervisor David E. Bishop
Supervisor Paul Griffin
Chancery Clerk Ronny Lott
Chief Deputy Sheriff Jeremy Williams on be

Chief Deputy Sheriff Jeremy Williams on behalf of Sheriff Randy Tucker

Also Present:

County Administrator Shelton Vance Board Attorney Katie Snell Board Secretary/Chief Deputy Chancery Clerk Cynthia Parker

The Board President announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Building & Grounds Director Danny Lee opened the meeting with a prayer and Mr. Will Sligh led the members and the audience in the Pledge of Allegiance to the Flag of the United States of America.

In re: Approval of Minutes from March 6, 2017

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meeting of the Board of Supervisors having been conducted on March 6, 2017,

Mr. Steen did offer and Mr. Bishop did second a motion to approve the minutes of March 6, 2017 and to authorize the President to execute same. The vote on the matter being as follows:

Aye
Aye
Aye
Aye
Aye

the matter carried unanimously and the minutes of March 6, 2017 were and are hereby approved.

SO ORDERED this the 20th day of March, 2017.

President's	s Initials:
Dat	te Signed:
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In re: Approval of Consent Agenda Items

WHEREAS, the Board President did explain that any Supervisor could, in advance of the call of the question, request that any item be removed from the Consent Agenda, and

WHEREAS, County Administrator Shelton Vance requested the Board pull Consent Item. No. 14 - "Approve 2017 Request for Tax Exemption/Our Daily Bread" for separate consideration,

Therefore, Ms. Jones did offer and Mr. Bishop did second a motion to take the following actions on the Consent Agenda:

2. Acknowledge and Approve Personnel Forms/Matters - Emergency Management, Building & Grounds, Road Department and Detention Center.

(Attached hereto as Collective Exhibit A.)

3. Approve Madison County School District 16th Section Lease Contracts. (Found in the Miscellaneous Appendix to these Minutes.)

4. Authorize Payment to Mississippi Department of Revenue for the purchase of forty-six automobile tags.

(Attached hereto as Exhibit B.)

- 5. Acknowledge Correspondence from Mississippi Emergency Management Agency that Madison County is in compliance with the federal hazard mitigation planning standards of the Disaster Mitigation Act of 2000.

 (Found in the Miscellaneous Appendix to these Minutes.)
- 6. Approve Service Contract Proposal from Mississippi Filing Systems, Inc. for onsite, telephone based or internet based support for software at the Road Department, Planning & Zoning, Purchasing, Circuit Clerk, Justice Court, Tax Collector and Tax Assessor and Authorize payment of same.

 (Attached hereto as Exhibit C.)
- 7. Award Asphalt Term Bids for April 1 September 30, 2017. (Found in the Miscellaneous Appendix to these Minutes.)
- 8. Approve March 2017 Travel Card Reconciliation Report and Authorize payment of same.

(Found in the Miscellaneous Appendix to these Minutes.)

9. Authorize Chancery Clerk to release Letter of Credit No. 16-033-SP for Fall's Crossing, Phase 4.

(Found in the Miscellaneous Appendix to these Minutes.)

- 10. Authorize the Board President to execute MASIT Notice to Bind Insurance. (Attached hereto as Exhibit D.)
- 11. Acknowledge State Aid Budget Reductions for fiscal year 2017. (Found in the Miscellaneous Appendix to these Minutes.)
- 12. Authorize Travel and Related Expenses for Jennifer Carpenter to attend the 2017 ESAP Conference in Biloxi, MS, May 4-5, 2017.

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13. Authorize reimbursing Farmhaven Fire Department in the amount of \$9,000.00 for the purchase of Motorola radios.

(Attached hereto as Exhibit E.)

15. Acknowledge receipt of funds returned to county from Chancery Clerk Ronny Lott. (Found in the Miscellaneous Appendix to these Minutes.)

16. Approve Petitions for Reduction of Assessments of Real Property for the 2016 Tax Year.

(Found in the Miscellaneous Appendix to these Minutes.)

17. Approve Petitions for Increase of Real Property Assessment for 2016 Tax Year as Accepted by Tax Payer.

(Found in the Miscellaneous Appendix to these Minutes.)

18. Approve 2016 Deleted Homestead Applications.

(Found in the Miscellaneous Appendix to these Minutes.)

19. Approve 2016 Amended Homestead Applications.

(Found in the Miscellaneous Appendix to these Minutes.)

20. Authorize County Engineer/Road Manager Dan Gaillet to make the necessary repairs to sinkholes at 105 Mason Cove if it is determined to be the County's responsibility.

(Found in the Miscellaneous Appendix to these Minutes.)

21. Approve Use of Rogers Park.

(Found in the Miscellaneous Appendix to these Minutes.)

22. Approve change to the Road Registry to rename Herron Street to Pickenpaugh Lane in the City of Madison.

(Found in the Miscellaneous Appendix to these Minutes.)

- 23. Approve the Final Plat of The Shores at Caroline, Phase 2A consisting of twenty-seven lots.
- 24. Approve destruction of certain records pursuant to Miss. Code Ann. § 25-60-1, et seq. and § 1-15-1 et seq.

(Found in the Miscellaneous Appendix to these Minutes.)

25. Approve Electrical Service Contract with Omega Electric to provide labor, equipment and transportation necessary to perform electrical services to Madison County and Authorize the Board President to execute same.

(Attached hereto as Exhibit F.)

The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

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Da	te Signed:
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the matter carried unanimously and each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 20th day of February, 2017.

In re: Discussion of Election Equipment

At the request of Election Commissioner Leroy Lacy, Mr. Steen did offer and Ms. Jones did second a motion to (1) award the bid to ES&S for a precinct scanner system, including all items and services listed on page 2 of the attached specifications, at the turn-key price of \$422,965 and authorize issuance of a purchase order for same; (2) approve and authorize the board president to execute the attached Sales Order Agreement, including the following attachments: General Terms; Exhibit A (found in the Miscellaneous Appendix to these Minutes) entitled Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period); Schedule A1 (Pricing Summary); Hardware Maintenance Description and Fees; Software License Maintenance and Support Description and Fees Electionware Software, and Software License, Maintenance and Support Description and Fees Firmware. This agreement includes board-approval to annually pay without additional board approval the annual hardware, software, and firmware licenses and maintenance fees for the four years following the expiration of the initial one-year warranties, maintenance agreements, and licenses included with the turn-key bid price; (3) approve and authorize the board president to execute the attached Ballot On Demand System Processing and Services Agreement. This agreement includes board approval to pay the itemized per-absentee-ballot fees on an as-used basis as well as the annual software license and hardware maintenance fees beginning in year four (first three years are included in turn-key price) and (4) approve a budget amendment to the Election Commission budget in the amount of \$16,675.00 for fiber and computer upgrades to their building. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bid was and is hereby awarded to ES&S; the Board President was and is hereby authorized; and said budget amendment was and is hereby approved.

SO ORDERED this the 20th day of March, 2017.

In re: Discussion of Household Hazardous Waste Grant

At the request and recommendation of Purchase Clerk Hardy Crunk, Mr. Steen did offer and Mr. Griffin did second a motion to (1) approve contracts with Shred-It and Magnolia Data for the full amounts, (2) approve a cap amount on the contract with Care Environmental at \$18,000, (3) direct the City of Ridgeland to pay Care Environmental any amount above \$18,000 and (4) authorize the Board President to execute all documents related thereto. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

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the matter carried unanimously and said contracts were and are hereby approved; said cap with Care Environmental was and is hereby approved; the City of Ridgeland was and is hereby directed; and the Board President was and is hereby authorized.

SO ORDERED this the 20th day of March, 2017.

In re: Request to Replace Mobile Home - 121 Charles Road

At the request and recommendation of Zoning Administrator Carl Allen, Mr. Bishop did offer and Mr. Steen did second a motion to authorize Mr. Jasper Pitts to place a second mobile home on property owned by him at 209 Harris Road due to medical hardship to allow him to care for an elderly parent on a full time basis. The vote on the matter being as follows:

Aye
Aye
Aye
Aye
Aye

the matter carried unanimously and Mr. Pitts was and is hereby authorized.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of Contract for Professional and Technical Services - CMPDD

At the request and recommendation of Zoning Administrator Carl Allen, Mr. Steen did offer and Ms. Jones did second a motion to approve the Contract for Professional and Technical Services with Central Mississippi Planning Development District (CMPDD) for GIS technical assistance for a period of one year ending December 31, 2017, attached hereto as Exhibit G, and authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said contract was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of LSBP Orders

At the request and recommendation of State Aid/LSBP Engineer Jim Hust, Mr. Griffin did offer and Mr. Steen did second a motion to (1) direct that LSBP-45(17) Ben Luckett Road/Kentuctah Creek Bridge #112 remain open, (2) approve the Order Cancelling LSBP-45(18), Way Road over Hagin Creek, (3) approve the Order Setting Forth Proposed LSBP Replacement and Rehabilitation Project LSBP-45(19), Purvis Road, (4) approve the Order Setting Forth Proposed LSBP Replacement and Rehabilitation Project LSBP-45(20), Oaks Road (Old Highway 51 Road) and (5) authorize the Board President to execute same. The vote on the matter being as follows:

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and LSBP-45(17) Project was and is hereby directed to remain open; said Orders were and are hereby approved; and the Board President was and is hereby authorized.

SO ORDERED this the 20th day of March, 2017.

In re: Discussion of 2017 Request for Tax Exemption - Our Daily Bread

Mr. Bishop did offer and Mr. Steen did second a motion to table the request from Our Daily Bread for a 2017 tax exemption for further review. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said matter was and is hereby tabled.

SO ORDERED this the 20th day of March, 2017.

In re: Discussion of Online Surplus Property Auction

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to direct Mr. Vance to pursue placing various surplus equipment and items up for an online surplus auction. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mr. Vance was and is hereby directed.

SO ORDERED this the 20th day of March, 2017.

In re: Discussion to Lease Space -Madison County Citizens Services' Building

At the request of County Administrator Shelton Vance, Mr. Griffin did offer and Mr. Bishop did second a motion to direct Board Attorney Katie Bryant Snell to prepare a lease agreement to South Central Services to lease the rear area of the Madison County Citizens Service building located on the Canton square at a cost of \$450.00 per month and declare same as surplus property. The vote on the matter being as follows:

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Ms. Snell was and is hereby directed.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of Budget Amendments

At the request and recommendation of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Baxter did second a motion to approve the "Madison County Budget Amendments & Interfund Transfers March 20, 2017," attached hereto as Exhibit H. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said budget amendments & interfund transfers were and are hereby approved.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of Claims Docket for March 20, 2017 and Payroll Dockets for March 6, 8, 10 and 13, 2017

At the request and recommendation of Interim County Administrator Shelton Vance, assuring the Board of Supervisors that all claims had been properly documented and where necessary, purchase orders were obtained in advance as required by law, Mr. Steen did offer and Ms. Jones did second a motion to approve the following:

- (1) General Claims Docket, dated March 20, 2017
- (2) Payroll Claims Docket No. 1, dated March 6, 2017
- (3) Payroll Claims Docket No. 1, dated March 8, 2017
- (4) Payroll Claims Docket No. 2, dated March 10, 2017
- (5) Payroll Claims Docket No. 3, dated March 13, 2017

WHEREAS, the following is a summary of all claims and funds from which said claims are to be paid relative to the primary claims docket dated March 20, 2017:

Fund	Claim Nos.	No. of Claims	Amount
001	2028 to 2151	124	296,990.02
012	90 to 92	3	3,486.33
015	38 to 40	3	246,863.13
030	19 to 20	2	22,646.71
031	13 to 14	2	5,948.60
104	12 to 12	1	575.00
105	46 to 48	3	9,315.26
115	78 to 78	1	1,920.00
150	369 to 398	30	73,739.55

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160	82 to 88	7	16,472.26
190	30 to 30	1	186.18
191	51 to 54	4	5,405.82
303	6 to 6	1	2,128.03
304	1 to 1	1	12,482.41
	TOTAL ALL FUNDS	183	698,159.30

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and to authorize the Board President to sign and approve the Claims Docket, found in the Miscellaneous Appendix to these Minutes together with a separate Resolution approving payment of said claims. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Ave

the matter carried unanimously and said General Claims Docket and Payroll Docket Nos. 1-4 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of Claims of Fleetcor Technologies and Approval of Planning Commissioners Per Diem

Thereafter, at the request and recommendation of Mr. Vance, Mr. Bishop did offer and Ms. Jones did second a motion to (1) approve a supplemental claims docket dated March 20, 2017 containing the claims of Fleetcor Technologies, (2) approve payment of the Planning Commission's per diem, attached hereto as Exhibit I and (3) direct that invoice numbers should be attached to each claim listed on the supplemental docket and direct the Chancery Clerk to include said claims in the Summary of Claims to be published as required by law, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Absent ¹
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Absent ²

the matter carried by the unanimous vote of those present and said Held Claims were and are hereby approved; and said payments were and are hereby approved; and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20th day of March, 2017.

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¹Prior to consideration of this item of business, Mr. Steen excused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

²Prior to consideration of this item of business, Mr. Griffin excused himself from the meeting, departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

In re: Appointment of County Comptroller for Madison County

Ms. Jones did offer and Mr. Bishop did second a motion to appoint Mr. Harold "Buddy" Voelkel as Comptroller of Madison County, effective April 3, 2017, and set his salary at \$85,000.00 annually. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mr. Buddy Voelkel was and is hereby appointed Comptroller of Madison County and said salary was and is hereby set at \$85,000.00 annually.

SO ORDERED this the 20th day of March, 2017.

In re: Discussion of Emergency Management Director Position

Ms. Jones did offer and Mr. Steen did second a motion to direct Human Resource Director Loretta Phillips to present the top three resumes for consideration for the Emergency Management Director position and set up interviews before the next board meeting. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Ms. Phillips was and is hereby directed.

SO ORDERED this the 20th day of March, 2017.

In re: Approval of PERS Refund -Former Circuit Clerk Lee Westbrook

Mr. Steen did offer and Ms. Jones did second a motion to direct County Administrator Shelton Vance to issue a refund in the amount of \$1,388.00 to former Circuit Clerk Lee Westbrook representing PERS retirement contributions for calendar year 2016. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Ave

the matter carried unanimously and Mr. Vance was and is hereby directed.

SO ORDERED this the 20th day of March, 2017.

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In re: Discussion of MASIT Trustee Election

Mr. Griffin did offer and Ms. Jones did second a motion to nominate Mr. David Hogan, Mr. Troy Ross and Mr. Bobby Rushing for re-election to the MASIT Board of Trustees. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said nominees were and are hereby reappointed.

SO ORDERED this the 20th day of March, 2017.

In re: Authorization of Engineer

Ms. Jones did offer and Mr. Bishop did second a motion to authorize Building & Grounds Director Danny Lee to acquire a quote from Neel Schaffer for the necessary repairs to the roof on the Emergency Management building. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mr. Lee was and is hereby authorized.

SO ORDERED this the 20th day of March, 2017.

In re: Entering into "Closed Session" to Determine Whether or not the Board Should Declare an Executive Session

WHEREAS, the Board of Supervisors, after beginning the meeting in open session, determined that it was necessary to enter into closed session for a brief discussion to ascertain whether an Executive Session was needed to discuss litigation involving Parkway East PID,

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Supervisor Baxter did offer a motion to make a closed determination upon the issue of whether or not to declare an Executive Session for the purpose of discussing litigation involving Parkway East PID with the following persons deemed necessary for Board discussions, deliberations, and recording of such Executive Session, to wit: members of the Board, Chancery Clerk Ronny Lott, County Administrator Shelton Vance, Board Attorney Katie Bryant Snell and Chief Deputy Sheriff Jeremy Williams. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

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Date Signed:	
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the matter carried unanimously and the Board took up the matter of entering Executive Session.

SO ORDERED this the 20th day of March, 2017.

In re: Entering into Executive Session

WHEREAS, the Board Attorney advised the Board that discussion of the proposed matters of business was properly the subject of executive session,

Following discussion, Mr. Steen did offer and Mr. Bishop did second a motion to enter into Executive Session to discuss litigation involving Parkway East PID. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and President Baxter declared the Board to be in Executive Session for the consideration of such matters and the Chancery Clerk announced to the public the purpose for the Executive Session.

SO ORDERED this the 20th day of March, 2017.

Thereafter, Ms. Jones did offer and Mr. Steen did second a motion to adjourn the Executive Session and announce to the public no action was taken therein. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the President declared Executive Session adjourned and did announce to the public no action was taken therein.

SO ORDERED this the 20^{th} day of March, 2017.

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Madison County, Mississippi, upon motion duly made	1
by Supervisor David Bishop and approved by the unar	imous vote of those present, the March 20,
2017 meeting of the Board of Supervisors was adjourn	ned until Monday, April 3, 2017 at 9:00 am.
	Trey Baxter, President
	Madison County Board of Supervisors
	Date signed:
ATTEST:	
Ronny Lott, Chancery Clerk	

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of