

**MINUTES OF THE BOARD OF SUPERVISORS  
OF MADISON COUNTY, MISSISSIPPI**

REGULAR MEETING OF APRIL 16, 2018  
Adjourned from a meeting conducted on April 2, 2018

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on April 2, 2018, 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, Sheila Jones presided and called the meeting to order. The following members were present that day:

Present:

Supervisor Sheila Jones  
Supervisor Trey Baxter  
Supervisor Gerald Steen  
Supervisor David E. Bishop  
Supervisor Paul Griffin  
Chancery Clerk Ronny Lott  
Sheriff Randy Tucker

Absent:

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. IT Director Duane Thompson 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 April 2, 2018***

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 April 2, 2018,

Mr. Steen did offer and Mr. Griffin did second a motion to approve the minutes of April 2, 2018 as presented and to authorize the 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 the minutes of April 2, 2018 were and are hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

***For Searching Reference Only: Page 1 of 22(4/16/18)***

***In re: Approval of Resolution for Madison County  
Law Enforcement Appreciation Week***

Mr. Baxter did offer and Mr. Bishop did second a motion to approve the Resolution declaring the week of May 13<sup>th</sup> thru May 19<sup>th</sup>, 2018 as Madison County Law Enforcement Appreciation Week, to wit:

RESOLUTION OF THE BOARD OF SUPERVISORS  
OF MADISON COUNTY, MISSISSIPPI

WHEREAS, the week of May 13<sup>th</sup> thru May 19<sup>th</sup>, 2018, has been designated as "Madison County Law Enforcement Appreciation Week"; and,

WHEREAS, citizens of Madison County, Mississippi, are extremely indebted to the committed, well-trained, hard-working members of its Sheriff's Department and staff; and,

WHEREAS, as part of the celebration and commemoration of the outstanding work of the Sheriff's Department of Madison County, Mississippi, the Board of Supervisors, as well as the citizens of Madison County, wish to commend and thank its well-trained, loyal force for its commitment to Madison County, and its further commitment to providing a safe and secure county in which to live,

NOW, THEREFORE, BE IT RESOLVED, I, Sheila Jones, President of the Board of Supervisors of Madison County, Mississippi, do hereby declare the week of May 13 thru May 19, 2018, as "Madison County Law Enforcement Appreciation Week" of and for Madison County, Mississippi; and, call upon its residents to recognize and participate in this special observance and honor of our law enforcement officials.

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 Resolution was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Acknowledgment of Certain Correspondence***

During a period of Concerned Citizens, Mr. Walter McKay appeared before the Board and requested the Board's consideration to place a moratorium on commercial development within the proposed Gluckstadt annexation area. Mr. Baxter did offer and Mr. Steen did second a motion to acknowledge those certain email correspondence received in regards to same, 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	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

President's Initials: \_\_\_\_\_

Date Signed: \_\_\_\_\_

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the matter carried unanimously and said correspondence was and is hereby acknowledged.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***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, Supervisor Griffin did request that Consent Item No. 18, Approve Wedding Reports - Griffin & McKinley - Justice Court ”, be pulled for separate consideration, and

Therefore, Mr. Steen did offer and Mr. Griffin did second a motion to take the following actions on the Consent Agenda:

7. **HR - Approve Personnel Matters**  
(Attached hereto as Exhibit A)
8. **HR - Approve Time Clock Plus - License Renewal**  
(Attached hereto as Exhibit B)
9. **HR - Approve Time Clock Plus - Advance Comp Time Tracking**  
(Attached hereto as Exhibit C)
10. **CA - Approve Travel and Related Expenses for Technology Conference for Accountants, Ridgeland, MS / Vance**
11. **CA - Approve Payment to Bear Creek Water - Fairview Park - April, 2018**  
(Attached hereto as Exhibit D)
12. **CA - Approve Payment to Bear Creek Water - Madison Co. Fire Station #3**  
(Attached hereto as Exhibit E)
13. **CA - Acknowledge Canton Public School District - Audit Report FY Ended - June 30, 2017**
14. **CA - Approve Rehabilitation Policies, Procedures and Guidelines and Authorize the Board President to execute same**  
(Attached hereto as Exhibit F)
15. **CA- Approve Pay Application # 2 Final, Canton Library Roof Replacement, Neel Schaffer**  
(Attached hereto as Exhibit G)
16. **ChClrk - Approve 16th Section Land Lease Contracts**
17. **COMP - Declare Property as Surplus and Authorize Disposal**
19. **COMP - Clerk of the Board Report February 2018**
20. **EMA - Approve Naming of Private Road - Kimball Drive**  
(Attached hereto as Exhibit H)
21. **EMA - Agreement for Cspire Telecommunications Service Agreement for fiber cable and Authorize the Board President to execute same**  
(Attached hereto as Exhibit I)

President's Initials: \_\_\_\_\_

Date Signed: \_\_\_\_\_

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22. **EMA - Approve Registration and Related Travel Expenses for 2018 MS Partners in Preparedness Summit for Minor Norman and Albert Jones, III / Biloxi, MS**
23. **B&G - Approve Use of Rogers Park - Francis**
24. **B&G - Approve Use of Rogers Park - Roberson**
25. **B&G - Approve Use of Rogers Park - Williams**
26. **B&G - Approve Use of Rogers Park - Harris & Brown**
27. **B&G - Approve Use of Rogers Park - Morris**
28. **B&G - Approve Use of Rogers Park - Madison Co. Citizens Services**
29. **B&G - Approve Use of Rogers Park - Sims**
30. **IT - Approve Extension of Annual Support - IBM Services for Chancery AS400 System**  
(Attached hereto as Exhibit J)
31. **IT - Approve Extension of Annual Support - IBM Services for SO AS400 System**  
(Attached hereto as Exhibit K)
32. **TC - Approve Request to Void 2016 and 2017 Tax Sale, Parcel No. 082I-29-006/01.00 being assessed to Madison County Economic Development Authority**
33. **TA - Approve 2017 Real Property Decreases**
34. **TA - Approve 2017 Real Property Increase (Signed)**
35. **TA - Approve 2016 Real Property Increase Letter (Signed)**
36. **TA - Approve 2017 Homestead Exemptions Deletions**
37. **TA - Approve 2017 Homestead Amended Applications**
38. **TA - Approve 2017 Personal Property Increases (Signed)**
39. **PC - Approve ES&S Services for Election - June 5, 2018**  
(Attached hereto as Exhibit L)
40. **PC - Approve Postage Meter Lease - Pitney Bowes**  
(Attached hereto as Exhibit M)
41. **PC - Approve Purchase of Desk Chairs for Youth Services**  
(Attached hereto as Exhibit N)
42. **PC - Approve Pager Service - American Messaging**  
(Attached hereto as Exhibit O)
43. **PC - Approve April 2018 Procurement Card Report**
44. **PC - Authorize April 2018 Travel Card Report**

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

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 each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Wedding Reports  
Griffin & McKinley - Justice Court***

Mr. Steen did offer and Mr. Bishop did second a motion to approve those certain Justice Court Wedding Reports for Judge Martina Griffin and Judge Bruce McKinley, attached as Collective Exhibit P, and authorize payment of 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	Absent <sup>1</sup>

the matter carried unanimously and said wedding reports were and are hereby approved and the Chancery Clerk was and is hereby authorized to issue pay warrants accordingly.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Increases of Assessment of  
Real and Personal Property Pursuant to Miss. Code Ann. § 27-35-147 et seq.***

Mr. Baxter did offer and Mr. Steen did second a motion to open the public hearing on the matter of increasing certain real and personal property assessments for various tax years. 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 public hearing was and is hereby opened.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, the Chancery Clerk did advise that the appropriate notices on the matter of increasing certain real and personal property assessments for various tax years on certain parcels in the county, a spreadsheet and the petition listing the property owners, the parcel numbers, and amount of the proposed assessment increase may be found in the Miscellaneous Appendix to

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<sup>1</sup>Prior to consideration of this item of business, Mr. Griffin departed the meeting room and did not participate in discussion of deliberation of this matter whatsoever.

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**Date Signed:** \_\_\_\_\_

these Minutes, by regular mail to the affected property owners, and the Board does find that said notices were sufficient, and

WHEREAS, no one did appear to contest or protest said assessment increases,

Mr. Griffin did offer and Mr. Steen did second a motion to close the public hearing. 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 public hearing was and is hereby closed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, Mr. Griffin did offer and Mr. Steen did second a motion to approve the assessment increase for the individual(s) and parcel number(s) as set forth in the aforesaid spreadsheet and petitions. 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 assessment of the parcel(s) reflected thereon were and are hereby approved and adopted.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Appointment of Committee to Inspect  
Archie Road/Quail Road***

Mr. Griffin did offer and Mr. Bishop did second a motion to appoint a committee comprised of Supervisor Bishop and Supervisor Steen to inspect Archie Road, located in District 5, and report to the Board at their earliest convenience their assessment of its suitability to become a public road. 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 committee was and is hereby appointed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of City of Ridgeland Hazardous Waste Day***

Mr. Steen did offer and Mr. Bishop did second a motion to authorize the Chancery Clerk to issue a pay warrant in the amount of \$7,500.00 to assist the City of Ridgeland with Hazardous Waste

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Day pursuant to grant funds provided to the City of Ridgeland. 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 Chancery Clerk was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Acknowledgment of 2016-2017 Audit Report  
Madison County Citizens Services Agency***

At the request of Dr. Mary Sims Johnson, Director of Madison County Citizens Services Agency, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge that certain 2016-2017 Audit Report of Madison County Citizens Services Agency, 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	Aye
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said report was and is hereby acknowledged.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Sole Source Item***

At the request and recommendation of Election Commissioner Pat Truesdale, Mr. Steen did offer and Mr. Bishop did second a motion to declare ES&S as a sole source vendor to purchase fifty (50) refurbished sealable hard sided tote bins. 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 ES&S was and is hereby declared as a sole source vendor.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, Mr. Steen did offer and Mr. Bishop did second a motion to approve the quote submitted by ES&S in the amount of \$8,250.00 and authorize Purchase Clerk Hardy Crunk to issue a purchase order for the purchase of fifty (50) refurbished sealable hard sided tote bins. 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 ES&S was and is hereby declared as a sole source vendor.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of New Hires  
Tax Collector Office***

Mr. Griffin did offer and Mr. Steen did second a motion to approve a budget amendment in the amount of \$46,668.29 for new hires in the Tax Collector's office. 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 amendment was and is hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Consideration of Employee Navigator Benefits***

At the request and recommendation of Human Resource Director Loretta Phillips, Mr. Steen did offer and Mr. Bishop did second a motion to approve the BXSI Employee Navigator to allow employees to make changes to their county benefits online. 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 amendment was and is hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Acknowledgment of Executed  
Fire Protection Service Agreement***

At the request and recommendation of County Fire Coordinator Tom Larievere, Mr. Griffin did offer and Mr. Bishop did second a motion to acknowledge that certain Fire Protection Service Agreement from Southwest Madison County Fire Protection District to pay unto said district Twenty Thousand Dollars (\$20,000.00) for the first year and Ten Thousand Dollars (\$10,000.00) annually thereafter. The vote on the matter being as follows:

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_



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 Fire Protection Service Agreement was and is hereby acknowledged.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Utility Permits***

At the request and recommendation of County Engineer Dan Gaillet, Mr. Bishop did offer and Mr. Baxter did second a motion to approve that certain Utility Permit submitted by CSpire, found in the Miscellaneous Appendix to these Minutes, for utility services along Industrial Drive North within the county 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 permits were and are hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Travel and Related Expenses***

At the request and recommendation of County Engineer Dan Gaillet, Mr. Steen did offer and Mr. Griffin did second a motion to approve travel and related expenses for Mr. Gaillet and Tim Bryan to attend the 2018 Deep South Institute of Transportation Engineers meeting, June 13-15, 2018 in Biloxi, MS. 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 travel and related expenses were and are hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Final Plat  
Sweetbriar Plantation, Part 2***

At the request and recommendation of County Engineer Dan Gaillet, Mr. Griffin did offer and Mr. Bishop did second a motion to approve the final plat of Sweetbriar Plantation, Part 2. The vote on the matter being as follows:

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

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 final plat of Sweetbriar Plantation, Part 2 was and is hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Final Plat  
Martinique, Part 2B***

At the request and recommendation of County Engineer Dan Gaillet, Mr. Bishop did offer and Mr. Steen did second a motion to approve the final plat of Martinique, Part 2B. 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 final plat of Martinique, Part 2B was and is hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Supplemental Agreement No. 1  
Reunion Parkway/Highland Colony Parkway***

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Steen did offer and Mr. Bishop did second a motion to (1) approve that certain Supplemental Agreement No. 1 submitted by Waggoner Engineering, Inc. at a cost not to exceed \$54,695.41 in order to construct a truck lane on the eastern northbound lane of Highland Colony Parkway and extend the contract to inspect the additional work on Reunion Parkway and Highland Colony Parkway, found in the Miscellaneous Appendix to these Minutes and (2) authorize the Board President to execute said 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

the matter carried unanimously and said Supplemental Agreement No. 1 was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2017

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

***In re: Approval of Change Order No. 1***  
**Catlett Road/Stribling Road Intersection Improvements Project**

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Bishop did offer and Mr. Steen did second a motion to approve that certain change order no. 1, submitted by Prosperity Construction, LLC, in the amount of \$9,369.25 for the Catlett Road/Stribling Road Intersection Improvements, attached as Exhibit Q, due to unforeseen sight conditions 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 change order was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Authorization of Purchase Clerk***  
**Stout Road Paving Project**

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Bishop did offer and Mr. Baxter did second a motion to authorize Purchase Clerk Hardy Crunk to issue a purchase order in the amount of \$38,232.00 to Adcamp, Inc., for the Stout Road Paving Project, attached as Exhibit R, for additional asphalt. 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. Crunk was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Change Order No. 2***  
**Robinson Springs Road Project**

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Steen did offer and Mr. Bishop did second a motion to approve that certain change order no. 2, submitted by Walters Construction Co., Inc. for a reduction in the amount of \$2,354.85 for the Robinson Springs Road Project, attached as Exhibit S, using crushed stone in lieu of asphalt 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

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

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

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Supplemental Agreement No. 1  
Neel Schaffer, Inc.***

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Baxter did offer and Mr. Bishop did second a motion to approve that certain Supplemental Agreement No. 1 to the Professional Services Agreement submitted by Neel Schaffer, Inc. for scope of work services for the Gluckstadt Road Improvements Project, attached as Exhibit T, 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 agreement was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Agreement for Professional Services  
TRC Engineers, Inc.***

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Griffin did offer and Mr. Steen did second a motion to approve that certain Master Agreement for Professional Services submitted by TRC Engineers, Inc. to perform professional services, attached as Exhibit U, 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 agreement was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Request to Replace Mobile Home -  
145 Renfroe Drive***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Bishop did offer and Mr. Griffin did second a motion to authorize Ms. Blanche Hopson to place a mobile home on property owned by Mr. Paul Hopson at 145 Renfroe Drive 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:

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

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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. Hopson was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of Zoning Matter***  
**William Garner, Jr.**

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Bishop did second a motion to (1) find, adjudicate and determine that certain property located at the corner of Highway 51 and Tithelo Road, bearing parcel no. 103E-21-007/02.00, was and is in such a state of uncleanliness as to be a menace to the public health and safety of the community, (2) direct that the County Road Department proceed to have the land cleaned by cutting weeds and excessive growth, removing rubbish, dilapidated buildings and other debris, and (3) upon completion of such cleaning, assess the actual cost of cleaning the said lot to the owner thereof, the same constituting a lien against said property to be enrolled in the office of the circuit clerk of the county as other judgments are enrolled, and the tax collector of the county shall, if such sums are not tendered, proceed to sell said land to satisfy said lien as now provided by law for the sale of lands for delinquent taxes, all in accordance with Miss. Code Ann. § 19-5-105. 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 property was and is hereby declared in violation of the zoning ordinances of Madison County and the Zoning Administrator and Road Manager were and are hereby directed to take necessary action to bring said property within compliance and to charge the expenses associated therewith to the responsible taxpayer via the tax roll accordingly, to assess unto said taxpayer all fines and other penalties provided for in said ordinance and to take all necessary steps to enforce said ordinance including, if necessary, the institution of legal proceedings.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of Zoning Matter***  
**Susan G. Nall**

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Steen did second a motion to grant Ms. Nall until May 21, 2018, to clean up her property located at 648 Highway 43 South, before the Road Department proceeds with clean up at her expense. 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

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

the matter carried unanimously and said extension was and is hereby granted.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of Zoning Matter -  
ES&K Warren Properties, LLC***

WHEREAS, Mr. Derek Hall, Attorney, on behalf Mr. Teddy Lee, ES&K Warren Properties, LLC, did request the Board allow Mr. Lee to continue to park various commercial equipment on property owned by him at 559 Bozeman Road, being zoned R1 Residential,

Following discussion, Mr. Baxter did offer and Mr. Bishop did second a motion to direct Mr. Lee to remove said commercial equipment from said property zoned R1 Residential. 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	Abstain

the matter carried by a majority vote (4-0-1) of the Board and Mr. Lee was and is hereby directed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, Mr. Baxter did offer and Mr. Bishop did second a motion to direct Board Attorney Katie Bryant Snell and Zoning Administrator Attorney Leah Ledford to proceed with legal action on said matter. 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. Snell and Ms. Ledford were and are hereby directed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Discussion of Zoning Matter  
Robert L. Battimon and Minnie L. Smith***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Bishop did second a motion to grant Ms. Smith forty-five (45) days to work with Mr. Weeks to acquire a permit for a storage building previously constructed on property without a permit and to remove junked vehicles and tires on her property at 581 Yandell Road. 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

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

the matter carried unanimously and said extension was and is hereby granted and Mr. Weeks was and is hereby directed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Resolution Acknowledging  
Petition for the Formation of a Fire District in the  
Kearney Park Community***

**IN THE MATTER OF THE ACKNOWLEDGMENT OF THE RECEIPT OF PETITION  
FOR THE FORMATION OF A FIRE DISTRICT IN THE KEARNEY PARK  
COMMUNITY LOCATED IN MADISON COUNTY, MISSISSIPPI, THE ADOPTION  
OF A RESOLUTION OF INTENT TO INCORPORATE THE KEARNEY PARK FIRE  
DISTRICT, AND THE SETTING OF A PUBLIC HEARING**

WHEREAS, certain resident citizens and property owners of Madison County, Mississippi desire to organize a fire protection district for the purpose of ensuring the preservation and protection of property from and during fire as may occur in the boundaries of the proposed district which are identified as follows:

Commencing in Township 9N, Range 1W with the Northwest corner of Section 30, proceed East to the Northwest corner of Section 28 in Township 9N, Range 1W, then North to the Northwest corner of Section 21 in Township 9N, Range 1W, then East to the Northwest corner of Section 22 in Township 9N, Range 1W, then North to the Northwest corner of Section 15, then East to the Northeast corner of Section 14, then South, crossing into Township 8N, Range 1W to the Southeast corner of Section 2, then West to the intersection of the south boundary of Section 5 of Township 8N, Range 1W and the east boundary of the Illinois Central Gulf Railroad then continue along the east boundary of the Illinois Central Gulf Railroad northwesterly to the intersection of the north boundary of Middle Road and the east boundary of the Illinois Central Gulf Railroad then continue Southwesterly along the north boundary of Middle Road to the intersection of the north boundary of Middle Road and the west boundary of U.S. Hwy 49 then Northwesterly along the west boundary of U.S. Hwy 49, into Township 9N, Range 1W, to the intersection of the west boundary of U.S. Hwy 49 and west boundary of Section 31 Township 9N, Range 1W then North to the point of beginning at the Northwest corner of Section 30 in Township 9N, Range 1W.

WHEREAS, if created, Madison County will levy six (6) mills on all property located within the boundaries of the proposed Kearney Park Fire District to support the operation of said district, and

WHEREAS, the petition evidences a great necessity for the fire protection services to be supplied by the proposed district, and

WHEREAS, the proposed corporation name for the district is Kearney Park Fire Protection District, and

WHEREAS, an estimate of the costs and acquisition or construction of facilities to be operated by the district, which estimate, however, shall not serve as a limitation upon the financing of improvements or extensions to the facilities, is a sum of \$0.00.

WHEREAS, said persons have signed a petition requesting the Madison County Board of Supervisors to exercise its authority to make assessments as outlined in Section 19-5-189 and 19-5-191 of the MS Code of 1972 as annotated, and

WHEREAS, the Board of Supervisors did, upon a motion by Supervisor Bishop, seconded by Supervisor Steen, unanimously approve the acceptance of said petition and the

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

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foregoing resolution of intent to incorporate and did further determine that a public hearing should be set for May 21, 2018, and directed the Board Secretary to publish notice of same in a newspaper of general circulation for three consecutive weeks consistent with Section 19-5-157 of the MS Code of 1972 as annotated.

(Copies of said petition to be found in the March 5, 2018 miscellaneous files of said Board of Supervisors.)

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 Resolution was and is hereby approved and public hearing was and is hereby set for May 21, 2018 at 5:00 p.m.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of MASIT Nominees***

Mr. Griffin did offer and Mr. Bishop did second a motion to nominate the current three (3) incumbents 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 incumbents were and are hereby nominated.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, Mr. Griffin did offer and Mr. Bishop did second a motion to authorize County Administrator Shelton Vance to complete the proxy for said 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 Mr. Vance was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Acknowledge Moody's Annual Overview Report***

President's Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

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Mr. Steen did offer and Mr. Bishop did second a motion to acknowledge the 2018 Moody's Annual Overview Report for Madison County. 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 report was and is hereby acknowledged.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Final Pay Application No. 2  
JH&H Architectural Services***

At the request and recommendation of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Baxter did second a motion to approve that certain final pay application no. 2, submitted by JH&H Architectural Services in the amount of \$6,970.61 for architectural services provided for the Madison County Chancery Courtroom and Administrative Office Renovation, attached as Exhibit V. 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 pay application was and is hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Acknowledgment of Debt Service Insufficiency  
Parkway East Public Improvement District***

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Bishop did second a motion to acknowledge that certain correspondence from Hancock Bank regarding the notice of debt service insufficiency related to the Parkway East Public Improvement District Special Assessment Bonds. 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 correspondence was and is hereby acknowledged.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Budget Amendments &  
Interfund Cash Transfers***

President's Initials: \_\_\_\_\_  
Date Signed: \_\_\_\_\_

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Mr. Steen did offer and Ms. Jones did second a motion to approve the “Madison County Budget Amendments & Interfund Cash Transfers,” attached as Exhibit W. 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 and interfund cash transfers were and are hereby approved.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Claims Docket for April 12, 2018 and Payroll Dockets for April 2, 4 and 11, 2018***

At the request and recommendation of Comptroller Buddy Voelkel, 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. Griffin did offer and Mr. Steen did second a motion to approve the following:

- (1) General Claims Docket, April 12, 2018
- (2) Payroll Claims Docket No. 1, April 2, 2018
- (3) Payroll Claims Docket No. 2, April 4, 2018
- (4) Payroll Claims Docket No. 3, April 11, 2018

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 April 12, 2018:

Fund	ClaimNos.	No. of Claims	Amount
001	1647 to 1742	96	868,329.07
012	104 to 107	4	4,521.54
013	7 to 8	2	12,740.39
015	35 to 36	2	106,001.48
030	39 to 40	2	20,088.39
031	16 to 16	1	2,222.00
104	10 to 10	1	2,300.00
105	40 to 43	4	21,608.21
115	81 to 84	4	38,040.50
150	307 to 333	27	314,428.58
190	39 to 40	2	131.74
191	65 to 69	5	1,327.73
304	15 to 15	1	1,875.22
315	16 to 16	1	13,659.03
319	23 to 26	4	148,706.20
655	6 to 6	1	72,263.00
664	6 to 6	1	2,433.00
672	6 to 6	1	1,050.50
675	6 to 6	1	4,340.50
681	222 to 222	1	2,582.97
TOTAL ALL FUNDS		161	1,638,650.05

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and approve the Claims Docket approving payment of said claims, found in the Miscellaneous

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**Date Signed:** \_\_\_\_\_

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Appendix to these Minutes. 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 General Claims Docket and Payroll Dockets 1-3 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Claims of Fleetcor Technologies***

Thereafter, at the request and recommendation of Mr. Voelkel, Mr. Griffin did offer and Mr. Bishop did second a motion to approve a supplemental claims docket containing the claims of Fleetcor Technologies and 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 <sup>2</sup>
Supervisor David E. Bishop	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Authorization of Board President to Execute Invoices***

At the request and recommendation of Sheriff Randy Tucker, Mr. Baxter did offer and Mr. Bishop did second a motion to authorize the Board President to execute those certain invoices for the month of November, 2017 through February, 2018 unto MDOC for housing of prisoners. 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 Board President was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

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<sup>2</sup>Prior 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.

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

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***In re: Discussion of Transferring Funds to Certain Road Projects***

Mr. Griffin did offer and Mr. Steen did second a motion to transfer excess funds from Goodloe Road, Quail Road, Ricks Drive, Jody Drive, Wayne Drive, Kelly Drive, Davis Drive, Grown Williams Road, Monroe Street, McNamara Road and Ben Lockett Road to Bilbrew Road and Summerlin Road. 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 funds were and are hereby approved to be transferred.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval to Release Letter of Credit Saddlebrook, Part 2***

At the request and recommendation of County Engineer/Road Manager Dan Gaillet, Mr. Baxter did offer and Mr. Bishop did second a motion to authorize the Chancery Clerk to release that certain Letter of Credit No. 16-024-SP representing final wearing surface of Saddlebrook, Part 2. 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 Chancery Clerk was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Budget Amendment***

Ms. Jones did offer and Mr. Steen did second a motion to approve a budget amendment in the amount of \$300,000.00 for the installation of turn lanes for north and south bound traffic at the intersection of Green Oak Lane and Highway 51 for preparation of a traffic light at said intersection. 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 Chancery Clerk was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

***In re: Approval of Extension of Surface Mining Permit  
Tony Spears***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Bishop did second a motion to approve the request to extend a surface mining permit for a period of one year submitted by Mr. Tony Spears, previously owned by Thaddius Carroll, for property located at Highway 43 at Sharon Road, contingent on (1) no work be performed on Sunday's, (2) work during daylight hours only and (3) no mud on county roads. 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 permit was and is hereby extended for one year with aforementioned provisions.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Payment for Posters***

At the request and recommendation of County Administrator Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to authorize the Chancery Clerk to issue a pay warrant to Ms. Joy Dodson in the amount of \$72.91 for the purchase of movie posters in the Chancery/Administrative building located on the square. 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 Chancery Clerk was and is hereby authorized.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

***In re: Approval of Personnel Matters***

Mr. Griffin did offer and Mr. Baxter did second a motion to appoint Mr. Minor Norman as the County Fire Coordinator with his current salary effective immediately. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor David E. Bishop	No
Supervisor Paul Griffin	Aye

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**Date Signed:** \_\_\_\_\_

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the matter carried by a majority vote (3-2) of the Board and Mr. Norman was and is hereby appointed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

Thereafter, Mr. Griffin did offer and Mr. Baxter did second a motion appoint Mr. Albert Jones, III as Interim Emergency Management Director at an annual salary of \$65,000.00 effective immediately. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor David E. Bishop	Abstain
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (3-1-1) of the Board and Mr. Jones was and is hereby appointed.

SO ORDERED this the 16<sup>th</sup> day of April, 2018.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Trey Baxter and seconded by Supervisor David E. Bishop and approved by the unanimous vote of those present, the April 16, 2018 meeting of the Board of Supervisors was adjourned until Monday, May 7, 2018 at 9:00 am.

\_\_\_\_\_  
Sheila Jones, President  
Madison County Board of Supervisors

Date signed: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ronny Lott, Chancery Clerk

**President's Initials:** \_\_\_\_\_  
**Date Signed:** \_\_\_\_\_

**President's Initials:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_

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