

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

REGULAR MEETING OF OCTOBER 21, 2019
Adjourned from a meeting conducted on October 7, 2019

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on October 21, 2019, 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:

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

Absent:

Supervisor David E. Bishop

Also Present:

County Administrator Shelton Vance
Board Attorney Katie Bryant 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. Sheriff Randy Tucker 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 October 7, 2019

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 October 7, 2019,

Mr. Steen did offer and Ms. Jones did second a motion to approve the minutes of October 7, 2019 as presented and 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the minutes of October 7, 2019 were and are hereby approved.

SO ORDERED this the 21st day of October, 2019.

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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

County Administrator/Comptroller Shelton Vance did request that Consent Item No. 21 - Approve Request for use of Election Equipment by the City of Canton for Special Election and No. 22 - Approve Travel and Related Expenses for ECAM 2020 Annual Elections Seminar be pulled for separate consideration,

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

- 6. HR - Approve Personnel Matters**
(Attached hereto as Exhibit A)
- 7. ADC - Approve Statement regarding Grant Funds for 20th Circuit Adult Drug Treatment Court and Authorize Board President to Execute same**
(Attached hereto as Exhibit B)
- 8. CA - Approve Payment to Ridgeland for Colony Park TIF**
(Attached hereto as Exhibit C)
- 9. CA - Approve Pay Application #4/Sulphur Springs Park/Benson Builders & Properties**
(Attached hereto as Exhibit D)
- 10. CA - MDA Fastenal DIP Grant Job Report and Authorize Board President to execute same**
(Attached hereto as Exhibit E)
- 11. CA - Acknowledge Arbitrage Rebate Calculation Agreement for \$3,300,000 Madison County, MS General Obligation Notes, Series 2018**
- 12. CA - Acknowledge Arbitrage Rebate Calculation Agreement for \$5,700,000 Madison County, MS General Obligation Notes, Series 2018B**
- 13. CA - Approve Infoware 2 invoice for Annual Maintenance Court Reporter Equipment and Authorize payment of same**
(Attached hereto as Exhibit F)
- 14. CA - Acknowledge Notice of Amended Hinds County Solid Waste Management Plan**
- 15. CA - Acknowledge Determination of No Hazard to Air Navigation - MSWIN Tower site at Madison County EOC**
- 16. CA - Approve Reunion II Quarterly Report to DFA - 3rd Quarter 2019 and Authorize Board President to Execute same**
- 17. CA - Approve Amendment to the County Cafeteria Plan and Authorize the Board President to execute same**
(Found in the Miscellaneous Appendix to these Minutes)
- 18. ChClrk - Approve 16th Section Land Lease Contracts**

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- 19. **COMP - Declare Property as Surplus and Authorize Disposal**
- 20. **COMP - Approve Clerk of the Board - September 2019**
- 23. **EMA - Approve DCS Annual License Agreement for software support effective December 1, 2019 through November 30, 2020 and Authorize payment of same**
(Attached hereto as Exhibit G)
- 24. **EMA - Approve Penguin Management, Inc. E Dispatch Agreement for Emergency Management and Authorize payment of same**
(Attached hereto as Exhibit H)
- 25. **Fire - Approve Submission of EMSOF Grant with Department of Health**
- 26. **IT - Approve Metrix Solutions Cisco Support for various network equipment and Authorize payment of same**
(Attached hereto as Exhibit I)
- 27. **IT - Approve ITC Quote for Annual Software Support Program and Authorize payment of same**
(Attached hereto as Exhibit J)
- 28. **PC - Approve October 2019 Procurement Card Reconciliation and Authorize Payment Thereof**
- 29. **PC - Approve October 2019 Travel Card Reconciliation and Authorize Payment Thereof**

The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 21st day of October, 2019.

***In re: Approval of Reappointment to
Madison County Citizens Services Agency Board***

Mr. Griffin did offer and Mr. Baxter did second a motion to reappoint Dr. Nelson Cauthen, At Large to the Madison County Citizens Services Agency Board, expiring October, 2024. The vote on the matter being as follows:

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

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the matter carried by the unanimous vote of those present and Dr. Cauthen was and is hereby reappointed.

SO ORDERED this the 21st day of October, 2019.

In re: Consideration of Worksite Wellness

Following a presentation presented by Dr. Rosie Ann Riley, Evolutionary Health & Wellness, LLC, Mr. Griffin did offer and Mr. Steen did second a motion to direct County Administrator/Comptroller Shelton Vance and Human Resource Director Loretta Phillips to begin discussions with Dr. Riley and bring a cost estimate back to the Board for consideration for a health and wellness program for Madison County employees. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and Mr. Vance and Ms. Phillips were and are hereby directed.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Final Plat Cornerstone

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Baxter did second a motion to approve the final plat of Cornerstone and acknowledge receipt of Letter of Credit no. 2019101600 for final lift of 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said plat was and is hereby approved.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Final Plat Woodscape of Oakfield, Phase 2

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Ms. Jones did second a motion to approve the final plat of Woodscape of Oakfield, Phase 2 and acknowledge receipt of Letter of Credit no. 150018836200 for final lift of asphalt. 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said plat was and is hereby approved.

SO ORDERED this the 21st day of October, 2019.

***In re: Approval of Contract
ION Business Concepts***

At the request and recommendation of Tax Collector Kay Pace, Mr. Steen did offer and Mr. Griffin did second a motion to direct Board Attorney Katie Bryant Snell to issue a termination notice to Certified Payments and MSONe Stop for credit card and online payments with the Tax Collector, Chancery Clerk and Circuit Clerk offices and approve the contract with ION Business Concepts, attached as Exhibit K, 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and Ms. Snell was and is hereby directed, said contract was and is hereby approved and the Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

In re: Approval to Void 2019 Tax Sale Parcel

At the request and recommendation of Tax Collector Kay Pace, Mr. Griffin did offer and Mr. Steen did second a motion to approve voiding parcel no. 072E-16B-239/00.00 from the August 26, 2019 tax sale being a cleaning assessment added to the tax roll on September, 2019. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and tax sale on parcel no. 072E-16B-239/00.00 was and is hereby void.

SO ORDERED this the 21st day of October, 2019.

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In re: Approval of Use of Election Equipment

At the request of the City of Canton, Mr. Griffin did offer and Ms. Jones did second a motion to authorize the City of Canton to use the election equipment, ballot boxes and supply boxes for a Special Election being held on Tuesday, October 29, 2019 and a possible runoff on Tuesday, November 19, 2019. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and the City of Canton was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Travel and Related Expenses

At the request County Administrator/Comptroller Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to approve travel and related expenses for the Election Commissioners to attend the ECAM 2020 Annual Elections Seminar and Training, Philadelphia, MS, January 22-24, 2020. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said travel and related expenses were and are hereby approved.

SO ORDERED this the 21st day of October, 2019.

***In re: Authorization to Issue Payment
Parkway South Public Improvement District***

At the request and recommendation of County Administrator/Comptroller Shelton Vance, Ms. Jones did offer and Mr. Steen did second a motion to authorize Chancery Clerk Ronny Lott to issue a pay warrant in the amount of \$103,000.00 to Trustmark National Bank to cover the shortfall pursuant to the Contribution Agreement for the Parkway South Public Improvement District (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	Absent
Supervisor Paul Griffin	Aye

the motion carried by the unanimous vote of those present and Mr. Lott was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

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In re: Authorization of Board President

At the request and recommendation of County Administrator/Comptroller Shelton Vance, Mr. Steen did offer and Mr. Griffin did second a motion to authorize the Board President to execute that certain IRS Form 8283, Noncash Charitable contributions, for MattSam, LLC for donation of land in District 4. The vote on the matter being as follows:

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

the motion carried by the unanimous vote of those present and the Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Budget Amendments & Interfund Cash Transfers

At the request and recommendation County Administrator/Comptroller Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to approve the “Madison County Budget Amendments & Interfund Cash Transfers,” attached as Exhibit L. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said budget amendments & interfund cash transfers were and are hereby approved.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Claims Docket and Payroll Dockets for October 11 and 16, 2019

At the request and recommendation of Comptroller/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, Ms. Jones did offer and Mr. Baxter did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Claims Docket No. 1, dated October 11, 2019
- (3) Payroll Claims Docket No. 2, dated October 16, 2019

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:

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Fund	Claim Nos.	No. of Claims	Amount
001	67 to 165	99	227,278.21
012	5 to 6	2	388.17
015	2 to 5	4	304,119.79
030	1 to 1	1	155.16
097	3 to 4	2	899.98
104	1 to 1	1	1,266.00
105	2 to 2	1	1,020.00
115	10 to 10	1	161.26
150	11 to 29	19	56,259.58
190	3 to 3	1	47.87
191	5 to 8	4	1,920.64
226	5 to 5	1	800.00
320	1 to 1	1	427,236.19
TOTAL ALL FUNDS		137	1,021,552.85

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 together with a separate Resolution approving payment of said claims, 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said General Claims Docket and Payroll Docket Nos. 1- 2 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 21st day of October, 2019.

In re: Approval of Claims of Fleetcor Technologies and

Thereafter, at the request and recommendation of Mr. Vance, Mr. Griffin did offer and Ms. Jones did second a motion to approve a supplemental claims docket dated August 16, 2019 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	Recused ¹
Supervisor David E. Bishop	Absent
Supervisor Paul Griffin	Aye

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

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

SO ORDERED this the 21st day of October, 2019.

***In re: Adoption of Final
Fiscal Year Ending September 30, 2019***

At the request and recommendation of County Administrator/Comptroller Shelton Vance, Mr. Steen did offer and Mr. Baxter did second a motion to (1) adopt the 2019 combined budget report revenues and disbursements to the final actual receipts, including beginning cash as budgeted, as shown on the General Ledger Budgeted Receipts Report after posting of all transactions for the fiscal year ending September 30, 2019, (2) amend the 2019 budget to the final actual expenditures as shown on the General Ledger Budgeted Expenditures Report (summarized by Category – personal services, contractual services, etc.), after payment of all approved claims, and payrolls for the fiscal year ending September 30, 2019 and (3) authorize the publication of the 2019 Combined Budget Report. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said 2019 budget was and is hereby so amended and adopted; and said publication was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

In re: Authorization of Board President to Execute Invoices

At the request and recommendation of Sheriff Randy Tucker, Mr. Steen did offer and Mr. Baxter did second a motion to authorize the Board President to execute those certain invoices unto MDOC for housing of prisoners for the months of June, July and August, 2019. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and the Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2019.

In re: Appointment of County Fire Investigator

At the request and recommendation of Sheriff Randy Tucker, Mr. Baxter did offer and Ms. Jones did second a motion to appoint Deputy Sheriff Joel Evans as County Fire Investigator. 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and Deputy Sheriff Joel Evans was and is hereby appointed.

SO ORDERED this the 21st day of October, 2019.

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 as to discuss litigation involving APAC, potential litigation involving NCL Landfill and potential personnel litigation, 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 APAC, potential litigation involving NCL Landfill and potential personnel litigation 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 Snell and Sheriff Randy Tucker. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and the Board took up the matter of entering Executive Session.

SO ORDERED this the 21st day of October, 2019.

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. Griffin did offer and Mr. Steen did second a motion to enter into Executive Session to discuss litigation involving APAC, potential litigation involving NCL Landfill and potential personnel litigation. The vote on the matter being as follows:

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

President’s Initials: _____

Date Signed: _____

the matter carried by the unanimous vote of those present and President Baxter declared the Board to be in Executive Session for the consideration of such matters and Chancery Clerk Ronny Lott announced to the public the purpose for the Executive Session.

SO ORDERED this the 21st day of October, 2019.

During Executive Session, Ms. Jones did offer and Mr. Steen did second a motion to resolve the personnel matter between a certain employee and the Madison County Sheriff's Department. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said personnel matter was and is hereby resolved.

SO ORDERED this the 21st day of October, 2019.

Thereafter, Mr. Steen did offer and Mr. Griffin did second a motion to adjourn the Executive Session and announce to the public the action 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the President declared Executive Session adjourned and the Chancery Clerk did announce to the public the action taken therein.

SO ORDERED this the 21st day of October, 2019.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Griffin and seconded by Supervisor Jones and approved by the unanimous vote of those present, the October 21, 2019 meeting of the Board of Supervisors was recessed until Monday, November 4, 2019 at 9:00 am.

Trey Baxter, President
Madison County Board of Supervisors

Date signed: _____

ATTEST:

Ronny Lott, Chancery Clerk

President's Initials: _____

Date Signed: _____

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