

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

REGULAR MEETING OF DECEMBER 16, 2019
Adjourned from a meeting conducted on December 2

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on December 16, 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 David E. Bishop
Supervisor Paul Griffin
Chancery Clerk Ronny Lott
Chief Deputy Jeremy Williams on behalf of Sheriff Randy Tucker

Absent:

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. Mr. Thad Varner 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 December 2, 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 December 2, 2019,

Ms. Jones did offer and Mr. Bishop did second a motion to approve the minutes of December 2, 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	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the minutes of December 2, 2019 were and are hereby approved.

SO ORDERED this the 16th day of December, 2019.

President's Initials: _____

Date Signed: _____

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**In re: Approval of Resolution Directing the Sale
of General Obligation Public Improvement Bonds, Series 2020**

WHEREAS, Mr. Thad Varner, of Butler Snow & O'Mara and Mr. Nick Schorr of Government Consultants, Inc. presented a Resolution of the Board of Supervisors of Madison County, Mississippi Directing the Issuance of Eight Million Four Hundred Thousand Dollars (\$8,400,000) for the Purpose of Providing Funds for Purchasing or Erecting, Equipping, Repairing, Reconstructing, Remodeling and Enlarging County Buildings, Courthouses, Office Buildings and Related Facilities, and the Purchase of Land Therefor; Constructing, Reconstructing, and Repairing Reunion Parkway, Bozeman Road, King Ranch Road, and Catlett Road, All Located Within the County, and Acquiring the Necessary Land, Including Land for Road Building Materials, Acquiring Rights-of-way for Roads, Highways and Bridges in the County, and for Purposes Related to Such Roads, Highways and Bridges; Capital Projects Authorized by the County Bond Act, Including Certain Low-water Control Improvements; and Providing the Costs of Issuance Thereof, a copy of which is attached hereto as Exhibit A.

Following discussion Mr. Bishop did offer and Ms. Jones did second a motion to approve the Resolution and awarding the bid of 2.06% from Robert W. Baird as the lowest and best bid. 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 bid from Robert W. Baird was and is hereby awarded as the lowest and best.

SO ORDERED this the 16th day of December, 2019.

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

Mr. Baxter did request that items 3 and 27 be pulled for discussion, and

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

- 4. CA - Acknowledge Certification of Workers Compensation Certificate Coverage**
- 5. CA - Approve Danny Lee to prepare Grant Application for the Upcoming Recreational Trails Program Funding Cycle**
- 6. CA - Approve Use of Election Equipment / City of Madison**
- 7. CA - Approve Pay Application #6 / Sulphur Springs Park / Benson Builders & Properties / November 30, 2019 (Attached hereto as Exhibit B)**
- 8. CA - Approve Request for Payment of Annual Dues NACO (National Association of Counties)**

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9. CA - Approve Request for Payment of Annual Dues MAS (Mississippi Association of Supervisors)
10. CA - Acknowledge Public Service Commission Orders Regarding CMU
11. CA - Approve License Renewal - Monarch Software (Attached hereto as Exhibit C)
12. CA - Approve Pay Application #5 / ERBRF/SAP-45(16)M / Joe McGee Construction, Inc. / December 2, 2019 (Attached hereto as Exhibit D)
13. CA - Approve 2017, 2018, & 2019 TIF payment to City of Madison Grandview (Sam's) TIF
14. CA - Approve Purchase of 14 In-Car Video Systems for Sheriff's Office from TCS Ware using State Contract Pricing
15. CA - Acknowledge Approval from AG - Canton Interlocal Agreement Regarding SAAB Park and Authorize Payment to City of Canton
16. CA - Approve Purchase of ESRI Software for Tax Assessor's Office using State Contract Pricing
17. CA - Acknowledge Waste Management Holiday Schedule
18. ChClrk - Approve Void 2019 Tax Sale - Parcel No. 072C-06B-003/17.00
19. ChClrk - Acknowledge Change to Chancery Clerk Employee Handbook
20. ChClrk - Approve 16th Section Land Lease Contracts
21. ChClrk - Acknowledge DOR Order Approving 2019 Tax Rolls
22. ChClrk - Acknowledge Chancery Court for Temporary Bailiff / Kirby
23. COMP - Declare Property as Surplus and Authorize Disposal (Attached hereto as Exhibit E)
24. COMP - Approve Clerk of the Board - October 2019
25. ENG - Approve cSpire Utility Permit - Right of Way of Public Roads
26. ENG - Acknowledge Institute of Transportation Engineers Annual Membership Dues
28. PC - Approve December 2019 Travel Card Reconciliation and Authorize Payment Thereof
29. TA - Approve 2019 Real Property Decreases
30. TA - Approve 2019 Real Property Increase - Signed
31. TA - Acknowledge 2019 Real Property Increase - Unsigned
32. TA - Approve 2019 Homestead Exemption Deletions

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33. TC - Approve Void Tax Sale - Parcel No. 93G-36-008/21.00

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 16th day of December, 2019.

Thereafter, Mr. Griffin did offer and Mr. Steen did second a motion to approve item number 3, the same being Personnel matters. A copy of said personnel matters is 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

the matter carried unanimously and personnel items were and are hereby approved.

SO ORDERED this the 16th day of December, 2019.

In re: Acknowledgment of Home Grant Construction Bids

At the request and recommendation of Mr. James Curtis Smith, Home Grant Project Administrator, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge the bids for the home grant construction project, and accept the bid of Skyline Innovations as the lowest and best negotiated bid to rehab four (4) homes for Paulette Wales in the amount of \$37,700.00, Mary Black in the amount of \$32,450.00, Margie Brooks in the amount of \$35,300.00, and Rose Zettera Williams in the amount of \$30,675.00. A copy of the bid spreadsheet is attached hereto as Exhibit G. 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 bids were and are hereby acknowledged.

SO ORDERED this the 16th day of December, 2019.

Thereafter, Mr. Griffin did offer and Mr. Steen did second a motion to authorize the Board President to execute the homeowners contracts related to said bids with Skyline Innovations. 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 said contracts were approved and the Board President was and is authorized to execute the same.

SO ORDERED this the 16th day of December, 2019.

In re: Response to Vehicle Bids

At the request and recommendation of Purchase Clerk Kesha Buckner, Ms. Jones did offer and Mr. Steen did second a motion to (1) acknowledge and accept the proposal and the one bid received on the police vehicles, (2) award bid to Rogers Dabbs Chevrolet in Brandon, Mississippi under state contract price, and (3) authorize and approve the purchase of twenty-one (21) police package vehicles for the Madison County Sheriff's Department in the amount of \$34,849.00 each from Rogers Dabbs Chevrolet. 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 from Rogers Dabbs Chevrolet was and is hereby awarded.

SO ORDERED this the 16th day of December, 2019.

***In re: Approval of Plat Amendment
Fallen Oak***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Bishop did offer Ms. Jones did second a motion to authorize and approve subdividing Lot 2 into two (2) 5.79 acre parcels. 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 plat amendment of Fallen Oak was and is hereby approved.

SO ORDERED this the 16th day of December, 2019.

President's Initials: _____

Date Signed: _____

***In re: Approval of Preliminary Plat of
Glenwild Part Two***

At the request and recommendation of Zoning Administrator Scott Weeks, Ms. Jones did offer Mr. Bishop did second a motion to approve the preliminary plat of Glenwild Part Two. 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 preliminary plat was and is hereby approved.

SO ORDERED this the 16th day of December, 2019.

***In re: Approval of Preliminary Plat of
Camden Pointe IV of Caroline***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Bishop did offer Ms. Jones did second a motion to approve the preliminary plat of Camden Pointe IV of Caroline. 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 preliminary plat was and is hereby approved.

SO ORDERED this the 16th day of December, 2019.

***In re: Consideration of Emergency Declaration - E-911 System
Replacement***

At the request and recommendation of Board Attorney Katie Bryant Snell, Mr. Steen did offer and Ms. Jones did second a motion to declare an emergency regarding the E-911 system being down in Canton resulting in the inability to adequately respond to calls, with other systems beginning to fail. 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 an emergency is hereby declared regarding the E-911 system which is currently down in Canton, as well as the other failing systems.

SO ORDERED this the 16th day of December, 2019.

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Date Signed: _____

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Thereafter, Mr. Steen did offer and Ms. Jones did second a motion to authorize Board Attorney Katie Bryant Snell to request an Attorney General's opinion regarding the emergency replacement of current E-911 systems which are failing. 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 Board Attorney Katie Bryant Snell was and is authorized.

SO ORDERED this the 16th day of December, 2019.

In re: Approval of Magnolia Data Solutions Contract

At the request and recommendation of County Administrator Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to (1) shred hard drives from computers which are no longer in use at a cost of \$4.00 per computer, and (2) destroy TXS voting machines owned by the County previously used in elections at a cost of \$15.00 per unit. 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 with Magnolia Data Solutions was and is hereby approved.

SO ORDERED this the 16th day of December, 2019.

In re: Authorize Redemption of Certificate of Deposit of State Funds of Reunion 2

At the request and recommendation of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Bishop did second a motion to authorize Chancery Clerk Ronny Lott to redeem the Certificate of Deposit of State funds relating to Reunion 2 upon maturity on January 10, 2020, and create a new bank account at Renasant Bank to house these funds. 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 so authorized.

SO ORDERED this the 16th day of December, 2019.

President's Initials: _____

Date Signed: _____

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***In re: Authorization of Travel for Road Manager
Cornelius Bacon for Demonstration of Paving Machine***

At the request and recommendation of County Administrator Shelton Vance, Ms. Jones did offer and Mr. Griffin did second a motion to authorize travel for Road Manager Cornelius Bacon to travel to Knoxville, TN or to Arkansas for a demonstration of a new paving machine. 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 travel for Cornelius Bacon was and is so approved.

SO ORDERED this the 16th day of December, 2019.

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

At the request and recommendation of County Administrator/Comptroller Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to approve the “Madison County Budget Amendments & Interfund Cash Transfers,” attached 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 cash transfers were and are hereby approved.

SO ORDERED this the 16th day of December, 2019.

***In re: Approval of Claims Docket and
Payroll Dockets for December 2, and 11, 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 December 2, 2019
- (3) Payroll Claims Docket No. 2, dated December 11, 2019
- (4) Payroll Claims Docket No. 3, dated December 11, 2019

President’s Initials: _____

Date Signed: _____

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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:

Fund	Claim Nos.	No. of Claims	Amount
001	874 to 1036	163	446,246.14
012	31 to 35	5	1,082.68
015	15 to 19	5	296,539.91
030	9 to 10	2	7,262.00
105	16 to 18	3	13,850.15
115	26 to 32, 35	8	21,618.37
150	103 to 123	21	70,775.06
160	14 to 16	3	20,571.97
190	14 to 15	1	54.52
191	24 to 26	3	636.45
226	10 to 10	1	820.00
330	1 to 1	1	2,670.86
655	2 to 2	1	97,864.50
664	2 to 2	1	604.50
672	2 to 2	1	1,093.00
675	2 to 2	1	6,159.50
TOTAL ALL FUNDS		220	987,849.61

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. 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 Docket Nos. 1- 3 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 16th day of December, 2019.

***In re: Approval of Planning & Zoning Commission
Per Diem***

At the request and recommendation of County Administrator/Comptroller Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to approve the Planning and Zoning Commission per diem for December 12, 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	Aye
Supervisor Paul Griffin	Recused ¹

the matter carried unanimously and said per diem for the Planning and Zoning Commission was and is hereby approved.

SO ORDERED this the 16th day of December, 2019.

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

President's Initials: _____

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In re: Approval of Claims of Fleetcor Technologies

Thereafter, at the request and recommendation of Mr. Vance, Mr. Bishop did offer and Ms. Jones did second a motion to approve a supplemental claims docket dated December 13, 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 ²
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; said payments were and are hereby approved; and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 16th day of December, 2019.

In re: Approval of Home Grant Construction Bids

At the request and recommendation of Mr. James Curtis Smith, Home Project Administrator, Mr. Griffin did offer and Mr. Bishop did second a motion to accept the bid of K&T Construction as the lowest and best bid of \$120,000.00 each to build two (2) new homes for Bertha Luckett Matlock and Mary Austin and authorize the Board President to execute the 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 bid was and is hereby approved and the Board President was so authorized.

SO ORDERED this the 16th day of December, 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 potential litigation involving NCL, existing litigation regarding SMFD, and investigation involving credit card fraud.

²Prior 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 matter whatsoever.

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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 potential litigation involving NCL, existing litigation regarding SMFD, and investigation involving credit card fraud, 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, Ron Farris, John Brunini, 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

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

SO ORDERED this the 16th day of December, 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. Steen did offer and Mr. Griffin did second a motion to enter into Executive Session to discuss potential litigation involving NCL, existing litigation regarding SMFD, and investigation involving credit card fraud. 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 Chancery Clerk Ronny Lott announced to the public the purpose for the Executive Session.

SO ORDERED this the 16th day of December, 2019.

Thereafter, Ms. Jones did offer and Mr. Bishop 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 the Chancery Clerk did announce to the public no action was taken therein.

SO ORDERED this the 16th day of December, 2019.

President's Initials: _____

Date Signed: _____

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In re: Approve December 2019 Procurement Card Reconciliation and Authorize Payment Thereof

Following discussion , Mr. Baxter did offer and Ms. Jones did second a motion to approve the December 2019 procurement card reconciliation, excluding the four (4) Walmart gift cards. 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 December 2019 procurement card reconciliation, excluding the four (4) Walmart gift cards was approved and said payment was so authorized.

SO ORDERED this the 16th day of December, 2019.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Baxter and seconded by Supervisor Jones and approved by the unanimous vote of those present, the December 16, 2019 meeting of the Board of Supervisors was recessed until Monday, December 30, 2019 at 9:00 a.m.

Trey Baxter, President
Madison County Board of Supervisors

Date Signed: _____

Attest:

Ronny Lott, Chancery Clerk

President's Initials: _____

Date Signed: _____

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