

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

REGULAR MEETING OF FEBRUARY 3, 2020  
Being the first day of the February term of the Board of Supervisors

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on February 3, 2020 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, Gerald Steen presided and called the meeting to order. The following members were present that day:

Present:

Supervisor Sheila Jones  
Supervisor Karl Banks  
Supervisor Gerald Steen  
Supervisor Paul Griffin  
Chancery Clerk Ronny Lott  
Sheriff Randy Tucker

Absent:

Supervisor Trey Baxter  
County Administrator Shelton Vance

Also Present:

Board Attorney Mike Espy  
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. Norman Cannady 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 January 21, 2020***

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 January 21, 2020,

Mr. Banks did offer and Mr. Steen did second a motion to approve the minutes of January 21, 2020 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	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the minutes of January 21, 2020 were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

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

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

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**In re: Consideration of Public Road - Moore Road**

Following discussion, Mr. Banks did offer and Mr. Griffin did second a motion to acknowledge the petition to request that Moore Road be made a public road. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Steen did offer and Mr. Banks did second a motion to appoint a committee comprised of Ms. Jones and Mr. Griffin to review Moore Road and bring a recommendation back to the Board as to becoming a public road with county maintenance. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Ms. Jones and Mr. Griffin were and are hereby appointed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

**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

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

- 4. **HR - Approve Personnel Matters**  
(Attached hereto as Exhibit A)
- 5. **B&G - Approve Use of Rogers Park - Dixon**
- 6. **CA - Approve Travel and Related Expenses for Payroll Law 2020 Seminar / Myrtis Hawkins, Jay Hilliard, Loretta Phillips & Clara Griffin / Jackson, MS / February 11, 2020**
- 7. **CA - Approve Request for Cash / Home Grant and Authorize Board President to Execute same**  
(Attached hereto as Exhibit B)
- 8. **CA - Authorize Board President Gerald Steen to execute documents related to the Home Grant Project no. 1228-M16-SG-280-045**

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

9. **CA - Approve Grant Application for Recreational Trails Program Funding Cycle**
10. **CA - Approve Payment to City of Canton for Medical Center TIF**  
(Attached hereto as Exhibit C)
11. **CA - Acknowledge Solid Waste Report**
12. **CA - Approve State Legal Holiday - Monday, February 17, 2020, as George Washington's Birthday for County Offices**
13. **ChClrk - Approve Order of Reimbursement to Mary Helen Walden**  
(Attached hereto as Exhibit D)
14. **ChClrk - Approve Order Appointing Staff Attorney - William Wilkerson**  
(Attached hereto as Exhibit E)
15. **ChClrk - Approve Order Appointing Temporary Law Clerk - William Wilkerson**  
(Attached hereto as Exhibit F)
16. **COMP - Approve Constable Report - January 2020**
17. **COMP - Declare Property as Surplus and Authorize Disposal**
18. **COMP - Clerk of the Board - December 2019**
19. **EMA - Approve Name of Road - Gray-Trowbridge Road to be maintained as a private road.**
20. **EMA - Approve FY 2020 Emergency Management Performance Grant Application and Authorize Board President to Execute same**  
(Attached hereto as Exhibit G)
21. **ENG - Approve 2019 Annual Stormwater Report**
22. **Fire Services - Approve Travel and Related Expenses for 2020 Fire Chief's International Conference / Minor Norman / Indianapolis, IN / April 19-23, 2020**
23. **PC - Authorize Issuance for State Procurement Card**
24. **RD - Approve January 2020 Closed Call Analysis**
25. **RD - Approve January 2020 Monthly Report**
26. **RD - Approve February 2020 Service Call Schedule**
27. **RD - Approve February 2020 Culvert Requests**
28. **SO - Approve Tag Purchase(s) - Sheriff's Department**
29. **SO - Approve Travel and Related Expenses for 2020 Summer Sheriff's Conference / Randy Tucker / Biloxi, MS / June 1-5, 2020**
30. **TA - Approve 2019 Real Property Decreases**
31. **TA - Approve 2019 Homestead Exemption Amended Applications**

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

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- 32. TA - Approve 2019 Personal Property Decreases
- 33. TA - Acknowledge 2019 Personal Property Increases - Unsigned
- 34. TA - Approve 2019 Personal Property Increase - Signed

The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
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 3<sup>rd</sup> day of February, 2020.

***In re: Discussion of Appointments to Various Boards and Committees***

Mr. Banks did offer and Mr. Steen did second a motion to reappoint Emma Strickland to the Madison County Nursing Home Board. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Emma Strickland was and is hereby reappointed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Griffin did offer and Ms. Jones did second a motion to reappoint Howard Harris and Mike Smith to the Farmhaven Fire Protection District. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Howard Harris and Mike Smith were and are hereby reappointed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Griffin did offer and Ms. Jones did second a motion to reappoint Marcus Goodloe and Dorothy Sims-Draine to the Valley View Fire Protection District. The vote on the matter being as follows:

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

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Marcus Goodloe and Dorothy Sims-Draine were and are hereby reappointed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Banks did offer and Ms. Jones did second a motion to reappoint Mary Ann Sones to the Lake Lorman Utility District. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Mary Ann Sones was and is hereby reappointed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Second Amendment Safe Haven Resolution***

Mr. Steen did offer and Mr. Banks did second a motion to approve the Resolution establishing Madison County, Mississippi as a Second Amendment Safe Haven County. A copy of said Resolution is attached hereto as Exhibit H. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Resolution was and is hereby approved and adopted.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Request for Tax Exemption - In His Steps Ministry***

At the request of Reverend Jasper Bacon, Executive Director of In His Steps Ministry, and upon a finding by the Board of Supervisors that In His Steps Ministry is a non-profit organization and receives a 501c3 status, Mr. Banks did offer and Mr. Griffin did second a motion to grant tax exemption to property located at 3574 North Liberty Street, with said property being used as an expansion campus of In His Steps Ministry. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

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

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

the matter carried unanimously and tax exemption for In His Steps Ministry was and is hereby granted.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Acknowledge Planning and Zoning  
Commission Minutes - January 9, 2020***

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Griffin did second a motion to acknowledge the Planning and Zoning Commission draft minutes of January 9, 2020. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Planning and Zoning minutes were and are hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Conditional Use for  
Private Family Cemetery - Helen Goines***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Griffin did offer and Mr. Banks did second a motion to approve the request of Helen Goines for the conditional use for a private family cemetery on property located at the corner of Stump Bridge Road and Tithelo Road being zoned A-1 Agricultural. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said conditional use was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Variance - Capitol Body Shop***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Steen did offer and Mr. Banks did second a motion to approve a variance for additional 132 square feet of signage submitted by Capitol Body Shop on property located at 210 Autobahn Loop being zoned C-2 Commercial. The vote on the matter being as follows:

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said variance was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Request to Place Mobile Home -  
Vina Jackson***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Steen did second a motion to authorize Ms. Vina Jackson to place a mobile home on property zoned in a residential district located at 142 Brown Drive due to medical hardship to allow her to care for her uncle on a full time basis. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Ms. Jackson was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Request to Place Mobile Home -  
Ray Sanders***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Griffin did second a motion to authorize Ray Sanders to place a mobile home on property zoned in a residential district located at 156 Renfroe Drive due to medical hardship to allow him to care for a disabled relative. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Site Plan - Dees Office Building***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Banks did offer and Mr. Steen did second a motion to approve the site plan for a new business located at the corner of Dees Plaza and Dees Drive being zoned C-2 Commercial. The vote on the matter being as follows:

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said site plan was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Petition to Alter Plat -  
Lake Caroline Phase One***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Steen did second a motion to approve the Petition to Alter Plat of Lake Caroline, Phase One, with changes being made to boundary lines of lots A164, A165, A166, A167, and A168. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said plat amendments were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Petition to Alter Plat -  
Lake Caroline Phase One***

At the request and recommendation of Zoning Administrator Scott Weeks , Mr. Banks did offer and Mr. Griffin did second a motion to approve the Petition to Alter Plat of Lake Caroline, Phase One, with changes being made to boundary lines of lots A169, A170, A171, A172, A173, A190, and A191. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said plat amendments were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Allen Engineering  
and Science Contract***

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Griffin did second a motion to approve Allen Engineering and Science’s contract for a sum not to exceed \$20,000.00 for services associated with the implementation of Madison County’s storm water management program as a part of the MS4 Permit with MDEQ. The vote on the matter

**President’s Initials:** \_\_\_\_\_

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



being as follows:

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

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Repair of Hart Road Bridge***

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Griffin did second a motion to authorize a purchase order to Key, LLC in the amount of \$165,117.23 for repair of Hart Road Bridge. The vote on the matter being as follows:

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

the matter carried unanimously and said purchase order was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Authorization to Repair Drainage Issues -  
Oakfield Blvd./Way Road***

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Griffin did second a motion to use drainage funds to finish repairs to drainage issues and alleviate flooding issues on Oakfield Boulevard and Way Road. The vote on the matter being as follows:

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

the matter carried unanimously and said repairs were and are hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Adoption of 2020 Road Plan***

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to adopt the 2020 Madison County Road Plan, a copy of is attached as Exhibit I. The vote on the matter being as follows:

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

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Road Plan was and is hereby adopted.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Road Projects***

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to approve the county road projects, a copy being attached hereto as Exhibit J . The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said Road Projects were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Griffin did offer and Mr. Steen did second a motion to authorize the Purchase Clerk to issue purchase orders as needed for said road projects. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Purchase Clerk was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Authorization to Terminate Tiger Correctional Services, Inc. Food Service Agreement***

At the recommendation of Board Attorney Mike Espy, Mr. Banks did offer and Mr. Steen did second a motion to authorize a 60 day notice of termination of the Food Service Agreement between Madison County Jail and Tiger Correctional Services, with said termination to become effective upon the conclusion of contractual services on March 31, 2020. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

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

the matter carried unanimously and said agreement was and is hereby terminated.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Summit Food Service Agreement***

At the request and recommendation of Board Attorney Mike Espy, Ms. Jones did offer and Mr. Griffin did second a motion to approve the Food Service Agreement between Madison County Sheriff's Department and Summit Food Service, LLC. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said agreement was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Interest Rate Bid on Certificate of Deposit***

Mr. Banks did offer and Ms. Jones did second a motion to acknowledge and approve the bid of 1.9% of Origin Bank on the six million dollar Certificate of Deposit. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said bid was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Travel and Related Expenses NACo Legislative Conference***

Mr. Griffin did offer and Mr. Banks did second a motion to approve travel and related expenses for the Board of Supervisors, Chancery Clerk, County Administrator, Comptroller and Board Attorney to attend the NACo Legislative Conference on February 29 - March 4, 2020 in Washington, D.C. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

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

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the matter carried unanimously and said travel and related expenses was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Authorization of Refund to Thomas and Sharon Smith***

Mr. Griffin did offer and Mr. Steen did second a motion to authorize a refund, pursuant to the Secretary of State voiding a tax patent being issued to Thomas and Sharon Smith, and direct a refund of taxes paid in the amount of \$467.23 to Mr. and Mrs. Smith from the county general fund and direct the Chancery Clerk to issue a refund in the amount of \$152.79 from his fee account. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said refund was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Wage and Hour Study - Craft Entities, LLC***

Mr. Steen did offer and Mr. Griffin did second a motion to approve the agreement with Craft Entities, LLC to conduct a study to determine Madison County's level of compliance with the Federal Wage and Hour Laws. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said agreement was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Acknowledge Notice from MDEQ***

Mr. Banks did offer and Mr. Steen did second a motion to acknowledge the notice from MDEQ, a copy of which is attached hereto as Exhibit K. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

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

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the matter carried unanimously and said notice from MDEQ was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Contract for Hauling  
Election Equipment - MS Van Lines***

Mr. Steen did offer and Mr. Banks did second a motion to approve the contract with Mississippi Van Lines in the amount of \$9,000.00 for the hauling of election equipment for the primaries on March 10, 2020. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Hazardous Household  
Waste Day Interlocal Agreement- City of Ridgeland & City of Madison***

Mr. Banks did offer and Ms. Jones did second a motion to approve an interlocal agreement with the City of Ridgeland and City of Madison for a hazardous household waste day. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said interlocal agreement was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Extension of Solid Waste  
Consulting Agreement - Headwaters***

Mr. Banks did offer and Ms. Jones did second a motion to approve the consulting agreement with Headwaters, Inc., a copy of which is attached as Exhibit L. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Rejection of Contract with LexisNexis Prison Solutions***

Mr. Banks did offer and Ms. Jones did second a motion to reject the contract with LexisNexis Prison Solutions. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said contract was and is hereby rejected.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

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

At the request and recommendation of Assistant Comptroller Myrtis Hawkins, Mr. Steen did offer and Ms. Jones did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, a copy of which is attached as Exhibit M. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	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 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Claims Docket and Payroll Docket for January 22, and 29, 2020***

At the request and recommendation of Assistant Comptroller Myrtis Hawkins, 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. Banks did offer and Mr. Griffin did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Claims Docket No. 1, dated January 22, 2020
- (3) Payroll Claims Docket No. 2, dated January 29, 2020
- (4) Payroll Claims Docket No. 3, dated January 29, 2020

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:

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

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

<i>Fund</i>	<i>Claim Nos.</i>	<i>No. of Claims</i>	<i>Amount</i>
001	1288 to 1383	96	455,881.71
012	51 to 52	2	15,430.00
015	29 to 30	2	113,794.43
030	14 to 14	1	3,391.50
031	4 to 4	1	4,463.60
095	5 to 5	1	703,534.20
097	31 to 32	2	21,095.45
105	28 to 32	5	177,523.38
108	2 to 2	1	1,296.82
115	54 to 60	7	20,758.58
116	2 to 2	1	1,323,780.53
117	2 to 2	1	11,775.86
118	2 to 2	1	18,585.94
119	2 to 2	1	33,332.80
120	2 to 2	1	60,281.82
121	1 to 1	1	608.09
137	5 to 5	1	295,824.43
150	176 to 188	13	48,952.23
190	23 to 23	1	21.18
191	45 to 46	2	6,501.68
226	15 to 16	2	1,989,250.00
320	14 to 14	1	211,243.64
324	1 to 1	1	183,810.74
328	12 to 12	1	1,422.11
690	4 to 4	1	683,323.64
691	4 to 4	1	812,034.85
<i>TOTAL ALL FUNDS</i>		<i>148</i>	<i>7,197,919.21</i>

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 Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	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 3<sup>rd</sup> day of February, 2020.

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

Mr. Griffin did offer and Ms. Jones 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:

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

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

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Recused <sup>1</sup>
Supervisor Karl Banks	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 3<sup>rd</sup> day of February, 2020.

***In re: Authorization for Destruction of Certain Records***

At the request and recommendation of Chancery Clerk Ronny Lott, Ms. Jones did offer and Mr. Banks did second a motion to authorize the destruction of certain records which have exceeded their eligible disposal date according to MDAH retention schedules, a copy of which is attached hereto as Exhibit N. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the Chancery Clerk was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Approval of Request to Hire Temporary Workers***

At the request of Election Commissioner Pat Truesdale, Mr. Banks did offer and Mr. Steen did second a motion to authorize the hiring of temporary workers for logistics testing of election equipment, the same being Rodderick Green for 150 hours and Tressa Carlisle for 120 hours. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said request was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

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<sup>1</sup>Prior 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.

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

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



***In re: Establishment of a Drainage Department***

Mr. Banks did offer and Mr. Griffin did second a motion to (1) establish a drainage department under the County Engineer to clean creeks and ditches to alleviate flooding and strengthen our county roads, and be responsible for bridges, culverts, and ditches, (2) hire Lawrence Morris to manage the drainage department, to be supervised by County Engineer, and (3) direct County Engineer to return to the Board with a recommendation for a proposed salary and job description for said position. The vote on the matter being as follows:

Supervisor Sheila Jones	No
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (3-1) and a drainage department was and is hereby established, Lawrence Morris was and is hereby hired as the Drainage Department Manager, and County Engineer was and is hereby directed.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Consideration of Variance***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to approve the non-conforming use for a variance on property located at the corner of Green Oak Lane and Highway 51 which is zoned R-1 Residential, with said variance being necessary due to the proposed Reunion Parkway right-of-way acquisition. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said variance was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Acknowledgment of Letter from Arthur Noble - Bainbridge Properties, LLC***

Mr. Griffin did offer and Ms. Jones did second a motion to acknowledge the letter from Arthur Noble concerning Bainbridge Subdivision, said letter stating that Mr. Noble will complete the final wearing surface on the streets in Phases 3 and 3A when the remaining five (5) houses owned by Birkdale Properties, LLC are sold. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

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

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***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 right-of-way acquisition.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Supervisor Jones did offer and Supervisor Steen did second a motion to make a closed determination upon the issue of whether or not to declare an Executive Session for the purpose of discussing personnel matters, potential litigation and right-of-way acquisition 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, Board Attorney Mike Espy, County Engineer Tim Bryan, HR Director Loretta Phillips, John McKee, 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***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. Banks did offer and Mr. Griffin did second a motion to enter into Executive Session to discuss personnel matters, potential litigation, and right-of-way acquisition. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and President Steen 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 3<sup>rd</sup> day of February, 2020.

Ms. Jones did offer and Mr. Banks did second a motion to approve right of way acquisition for the Reunion Parkway Project, Phase 3. The vote on the matter being as follows:

**President’s Initials:** \_\_\_\_\_

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

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said right of way acquisition was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

Thereafter, Mr. Banks 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	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the President declared Executive Session adjourned and the Chancery Clerk did announce that the Board of Supervisors approved right-of-way acquisition for Reunion Parkway Project Phase III during Executive Session.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

***In re: Authorization of Travel Expenses***

Mr. Steen did offer and Mr. Griffin did second a motion to authorize payment of travel expenses and any other related expenses for any board member to travel to Washington, D.C. along with any of the contract lobbyists and engineers retained by the County as needed to assist with any presentations to members of our congressional delegation and their staffs and any other federal officials and their staffs until such time as a final decision is announced about the awarding of a federal BUILD grant for Phase II of the Reunion Project. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the authorization for travel expenses was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of February, 2020.

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

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

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 Banks and approved by the unanimous vote of those present, the February 3, 2020 meeting of the Board of Supervisors was recessed until Tuesday, February 18, 2020 at 5:00 p.m.

\_\_\_\_\_  
Gerald Steen, President  
Madison County Board of Supervisors

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

ATTEST:

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

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

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