

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

REGULAR MEETING OF APRIL 20, 2020
Recessed from a meeting conducted on April 6, 2020

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on April 20, 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 Trey Baxter¹
Supervisor Karl Banks
Supervisor Gerald Steen
Supervisor Paul Griffin
Chancery Clerk Ronny Lott
Chief Deputy Sheriff Jeremy Williams

Absent:

Also Present:

County Administrator Shelton Vance
Comptroller Na'Son White
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. Canton Mayor William Truly opened the meeting with a prayer and Chief Deputy Jeremy Williams 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 6, 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 April 6, 2020,

Mr. Griffin did offer and Ms. Jones did second a motion to approve the minutes of April 6, 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	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

¹Supervisor Trey Baxter participated in the meeting via teleconference.

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the matter carried unanimously and the minutes of April 6, 2020 were and are hereby approved.

SO ORDERED this the 20th day of April, 2020.

In re: Consideration of City of Canton Flooding

Following discussion, Mr. Banks did offer and Mr. Griffin did second a motion to authorize Jim Turner to obtain the necessary right of way from the city limits of Canton on Martin Luther King Drive to King Ranch Road as Phase 2 of our attempt to stop the flooding in West Canton with use of in-house forces. 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 Mr. Jim Turner was and is hereby authorized.

SO ORDERED this the 20th day of April, 2020.

In re: Consideration of Rural Roadsides

Mr. Griffin did offer and Mr. Banks did second a motion to direct the Road Manager to discontinue spraying for weeds on county right-of-way throughout the county and only use this process around bridges. The vote on the matter being as follows:

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

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

SO ORDERED this the 20th day of April, 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

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

- 3. HR - Approve Time Clock Plus - License Renewal**
(Attached hereto as Exhibit A)
- 4. B&G - Approve Request to Refund \$25.00 for Cancellation of Rogers Park Reservation - Love**

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5. **CA - Approve Pay Application #10 / Sulphur Springs Park / Benson Builders & Properties / March 30, 2020**
(Attached hereto as Exhibit B)
6. **CA - Approve Pay Application #11 / Sulphur Springs Park / Benson Builders & Properties / March 30, 2020**
(Attached hereto as Exhibit C)
7. **CA - Acknowledge Retention of Grant Funds - Hazardous Household Waste Disposal Day**
8. **CA - Reject 2020 Household Hazardous Waste Cleanup Contract - Magnolia Data Solutions, LLC**
9. **CA - Reject 2020 Household Hazardous Waste Cleanup Contract - Care Environmental Corp**
10. **CA - Reject 2020 Household Hazardous Waste Cleanup Contract - Stericycle Inc (Shred-It)**
11. **CA - Acknowledge MASIT Fisher Brown Bottrell Insurance 2020 - 2021 Policy**
(Attached hereto as Exhibit D)
12. **CA - Approve Travel & All Related Expenses for Board of Supervisors, Administrator, Chancery Clerk, Board Atty. & Comptroller / 2020 MS Association of Supervisors / Biloxi, MS / August 10-13, 2020**
13. **CA - Approve HOME Grant Request for Cash and Authorize Payment of Vendors Upon Receipt of Funds from MS Home Corporation**
(Attached hereto as Exhibit E)
14. **CA - Approve Waste Tire Grant WT618 Request for Cash and Authorize Board President to Execute Same**
(Attached hereto as Exhibit F)
15. **CA - Acknowledge Request for Donation of Patrol Vehicles - City of Canton**
16. **ChClrk - Approve 16th Section Land Leases**
17. **COMP - Declare Property as Surplus and Authorize Disposal**
18. **ENG - Approve CMU Permit / County Road Name - Mount Zion Road**
19. **PC - Approve April 2020 Procurement Card Reconciliation and Authorize Payment Thereof**
20. **PC - Approve April 2020 Travel Card Reconciliation and Authorize Payment Thereof**
21. **PC - Approve Purchase and Upgrade of DCS Software for Sheriff's Department as a Sole Source Item**
(Attached hereto as Exhibit G)
22. **TA - Approve 2019 Real Property Decreases**
23. **TA - Approve 2019 Real Property Increase - Signed**

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24. TA - Approve 2019 Homestead Exemption Deletion

25. TA - Approve 2019 Homestead Amended Applications

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 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 20th day of April, 2020.

***In re: Appointment of Board Commissioner for
West Madison Utility District***

Mr. Banks did offer and Mr. Steen did second a motion to reappoint Letitia Reeves as Board Commissioner of the West Madison Utility District for a period of five years. 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 Letitia Reeves was and is hereby reappointed.

SO ORDERED this the 20th day of April, 2020.

***In re: Consideration of State of Emergency Declaration for
the March 4, 2020 Storm***

At the request and recommendation of Emergency Management Director Albert Jones, Mr. Banks did offer and Mr. Griffin did second a motion to close the emergency declaration for the March 4, 2020 storm effective April 21, 2020 at 5:00 p.m. 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 said emergency declaration was and is hereby closed effective April 21, 2020 at 5:00 p.m..

SO ORDERED this the 20th day of April, 2020.

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In re: Consideration of State of Emergency Proclamation - COVID-19 & E-911 Emergency Declaration

Mr. Banks did offer and Mr. Griffin did second a motion to extend the State of Emergency Proclamation for COVID-19 and the E-911 Emergency Declaration for thirty (30) days. 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 said COVID-19 Emergency Proclamation and E-911 Emergency Declaration were and are hereby extended for thirty (30) days.

SO ORDERED this the 20th day of April, 2020.

In re: Approval of Preliminary Plat - Autumn Crest

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Baxter did offer and Mr. Banks did second a motion to approve the preliminary plat of Autumn Crest, consisting of approximately 28 acres with 60 lots. 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 said preliminary plat was and is hereby approved.

SO ORDERED this the 20th day of April, 2020.

In re: Discussion of Food Trucks and Mobile Food Vendors

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to relax regulations on food trucks and mobile food vendors regarding areas in which they are allowed to operate, as well as not requiring permits, until May 18, 2020 due to the COVID-19 pandemic. 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 said regulations were and are hereby relaxed until May 18, 2020.

SO ORDERED this the 20th day of April, 2020.

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In re: Approval of Right of Way Just Compensation - S&S, LLC of Flowood & Pat and Lisa Busby

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Steen did second a motion to authorize the Chancery Clerk to issue a pay warrant to Pat and Lisa Busby in the amount of \$335.00 for right of way acquisition and acknowledge S&S, LLC of Flowood waiving the just compensation related to the Stump Road Bridge Project . 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 Chancery Clerk was and is hereby authorized.

SO ORDERED this the 20th day of April, 2020.

In re: Approval of Emergency Solutions - BFAC Smartphone App

At the request and recommendation of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Banks did second a motion to approve the purchase of the Emergency Solutions - BFAC Smart phone app at a cost of \$1,500.00 annually. 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 said purchase was and is hereby approved.

SO ORDERED this the 20th day of April, 2020.

In re: Approval of Purchase of Tractors on State Contract

At the request and recommendation of County Administrator Shelton Vance, Mr. Griffin did offer and Mr. Banks did second a motion to approve the purchase of tractors on state contract. 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 said purchase of tractors was and is hereby approved.

SO ORDERED this the 20th day of April, 2020.

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In re: Approval of Budget Amendments & Interfund Cash Transfers

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Steen 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 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 20th day of April, 2020.

In re: Approval of Claims Docket & Payroll Docket for April 6, 13, and 15, 2020

At the request and recommendation of Comptroller Na'Son White, 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 April 6, 2020
- (3) Payroll Claims Docket No. 2, dated April 13, 2020
- (4) Payroll Claims Docket No. 3, dated April 15, 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:

Fund	Claim Nos.	No. of Claims	Amount
001	2315 to 2399	85	371,528.85
012	89 to 91	3	287.42
015	47 to 50	4	236,048.49
030	19 to 20	2	7,262.00
031	5 to 5	1	4,463.60
097	50 to 50	1	1,200.00
104	13 to 13	1	633.00
105	51 to 52	2	7,063.61
150	308 to 325	18	51,964.49
160	40 to 40	1	9,496.55
190	38 to 39	2	293.07
191	86 to 88	3	1,206.64
194	42 to 42	1	108.11
226	25 to 25	1	800.00
305	1 to 1	1	16,049.05
306	4 to 4	1	246,687.93
324	4 to 4	1	12,789.14
TOTAL ALL FUNDS		128	967,881.95

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:

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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 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 20th day of April, 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:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Recused ²
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 20th day of April, 2020.

In re: Approval of Purchase of Firearm

At the request of Chief Deputy Sheriff Jeremy Williams, Mr. Griffin did offer and Mr. Banks did second a motion to approve the price of \$10.00 for a retiring deputy to purchase his firearm. 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 said price was and is hereby approved.

SO ORDERED this the 20th day of April, 2020.

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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In re: Discussion of Funding for Road Repair

Mr. Baxter did offer and Ms. Jones did second a motion to direct the County Administrator and County Engineer to locate \$230,000.00 in funding to pave and overlay Deweese Road from Gluckstadt Road to Stribling Road. 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 County Administrator and County Engineer were and are hereby directed.

SO ORDERED this the 20th day of April, 2020.

In re: Consideration of Internet Service for Schools & Students in Northeast Madison County

Mr. Griffin did offer and Mr. Banks did second a motion to direct Board Attorney and County Administrator to contact the Regional Director of AT&T and C-Spire to work with the school district to acquire internet services to provide access to hot spots for the students in Northeast Madison County to assist with their school work during the COVID-19 pandemic. 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 Attorney and County Administrator were and are hereby directed.

SO ORDERED this the 20th day of April, 2020.

In re: Consideration of Funding

At the request of County Administrator Shelton Vance, Mr. Banks did offer and Mr. Steen did second a motion to approve a letter to be sent to our Congressional delegation related to a potential fourth round of funding for COVID-19 and authorize 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 20th day of April, 2020.

In re: Authorization to Temporarily Increase Pay

Mr. Griffin did offer and Mr. Banks did second a motion to authorize a temporary increase in pay to Road Department employees, Engineering Department employees, and Buildings and Grounds employees with an additional \$5.00 per hour to hourly employees only, with said increase to be effective April 21, 2020 until next board meeting on May 4, 2020. 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 said temporary pay increase was and is hereby authorized.

SO ORDERED this the 20th day of April, 2020.

In re: Approval of Incentive Pay Agreement

Mr. Banks did offer and Mr. Griffin did second a motion to approve an Incentive Pay Agreement related to the temporary increase in pay of \$5.00 per hour, a copy of which is attached as Exhibit I, which will allow employees of the Road Department, Engineering Department, and Buildings and Grounds to sign the agreement, with the understanding that the additional pay will not be reported to PERS, but will be paid by separate check. 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 said Incentive Pay Agreement was and is hereby approved.

SO ORDERED this the 20th day of April, 2020.

In re: Approval of Public Road - Moore Road

At the recommendation of Supervisor Jones and Supervisor Griffin, Mr. Banks did offer and Mr. Griffin did second a motion to approve and accept Moore Road as a public road with county maintenance. 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

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the matter carried unanimously and Moore Road was and is hereby accepted as a public road.

SO ORDERED this the 20th day of April, 2020.

In re: Consideration of Cox Lane

Mr. Steen did offer and Mr. Banks did second a motion to deny the request that Cox Lane be accepted as a public road. 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	No

the matter carried by a majority vote (4-1) of the Board and said request was and is hereby denied.

SO ORDERED this the 20th day of April, 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 just compensation.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Supervisor Jones did offer and Supervisor Griffin 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 just compensation 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 Mike Espy, Tim Bryan, Brad Engels, Jim Turner, 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 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 20th day of April, 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. Griffin did offer and Mr. Banks did second a motion to enter into

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Executive Session to discuss just compensation. 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 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 20th day of April, 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	Aye
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 made motions for right-of-way acquisition for the Reunion Parkway Phase 3 Project and the Bozeman Road Widening Project during Executive Session.

SO ORDERED this the 20th day of April, 2020.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Banks and seconded by Supervisor Griffin and approved by the unanimous vote of those present, the April 20, 2020 meeting of the Board of Supervisors was adjourned until Monday, May 4, 2020 at 9:00 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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