

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

REGULAR MEETING OF MARCH 1, 2021
Being the first day of the March 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 March 1, 2021 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, Karl Banks presided and called the meeting to order. The following members were present that day:

Present:

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

Absent:

Also Present:

County Administrator Shelton Vance
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. Gerald Steen opened the meeting with a prayer and 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 February 22, 2021

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 February 22, 2021,

Ms. Jones did offer and Mr. Baxter did second a motion to approve the minutes of February 22, 2021 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

the matter carried unanimously and the minutes of February 22, 2021 were and are hereby approved.

SO ORDERED this the 1st day of March, 2021.

President's Initials: _____

Date Signed: _____

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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 Shelton Vance did request Consent Item no. 7 be pulled for separate consideration, and

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

3. **CA - Acknowledge Letter from City of Canton Fire Department**
(Attached as Exhibit A)
4. **CA - Acknowledge Unclaimed Funds - Justice Court**
(Attached as Exhibit B)
5. **CA - Acknowledge Executed Grant Application for Household Hazard Waste Disposal and Authorize Board President to Sign**
(Attached as Exhibit C)
6. **CA - Acknowledge United States Census Bureau 2020 Partnership Program Certificate**
(Attached as Exhibit D)
8. **ChClrk - Approve 16th Section Land Leases**
9. **ChClrk - Approve Payment for Special Master & Attorneys**
(Attached as Exhibit E)
10. **COMP - Approval of COVID-19 Streamlined Project Application**
(Attached as Exhibit F)
11. **COMP - Approve Constable Report - February 2021**
(Attached as Exhibit G)
12. **COMP - Approve Request for Payment of Mississippi Development Authority Industry Incentive Financing Revolving Fund**
(Attached as Exhibit H)
13. **ENG - Approve AT&T Utility Permit for County Road Name - Bozeman Road**
14. **ENG - Approve AT&T Utility Permit for County Road Name - Lone Wolf Drive**
15. **ENG - Approve Bear Creek Water Association, Inc. Utility Permit - Yandell Road**
16. **ENG - Approve cSpire Utility Permit - Gluckstadt Road**
17. **ENG - Approve cSpire Utility Permit - Green Oak Lane**
18. **ENG - Approve cSpire Utility Permit - Yandell Road and North Canton Road**
19. **RD - Approve February 2021 Monthly Report**
20. **RD - Approve February 2021 Closed Call Analysis**

President's Initials: _____

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21. RD - Approve March 2021 Culvert Requests

22. RD - Approve March 2021 Service Call Schedule

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

SO ORDERED this the 1st day of March, 2021.

Thereafter, Mr. Steen did offer and Ms. Jones did second a motion to approve the submission of the Application for a Competitive Grant from the Mississippi Department of Environmental Quality for a \$75,000.00 grant. 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 application was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Repairs to
Madison County Library System***

At the request and recommendation of Executive Director Tonja Johnson of the Madison County Library System, Mr. Steen did offer and Mr. Griffin did second a motion to authorize the repairs to the compressor and direct Board Attorney to speak with the City of Canton Attorney to assist in replacing the HVAC system in the next budget season and pursuant to the agreement between the City of Canton and Madison County. 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 repairs were and are hereby authorized and the Board Attorney was and is hereby directed.

SO ORDERED this the 1st day of March, 2021.

President's Initials: _____

Date Signed: _____

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***In re: Approval of OSARC Contract
LSBP-45(19) - Purvis Road***

At the request and recommendation of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Steen did second a motion to (1) approve the Board Order releasing Ferguson Sand & Gravel, Inc. From maintenance responsibility, (2) authorize Board President to execute said Order, (3) authorize Board President to execute the final letter to release the contractor and (4) accept Purvis Road for county maintenance, copies of which may be 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Supplemental
Agreement - Stump Bridge
Road SAP-45(58)***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to approve the supplemental Agreement to the contract with Beacon Construction, LLC for Stump Bridge Road for a fee not to exceed \$18,149.87, a copy of which may be 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Task Order #2
Stantec Consulting Services, Inc.***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Griffin did second a motion to approve Task Order #2 for Stantec Consulting, Inc. to develop construction plans to realign Smith-Carr Road just north of Yandell Road for a sum not to exceed \$29,936.00, copies of which may be 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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the matter carried unanimously and said task order # 2 was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

In re: Approval of Release of Letter of Credit

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Griffin did second a motion to authorize request of QLE, LLC to release the of Letter of Credit for Camden Lake, Phase 3. 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 letter of credit was and is hereby released.

SO ORDERED this the 1st day of March, 2021.

In re: Award Bid for Way Road and Banks Road Culvert Replacement Project

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to approve and award the contract for the Way Road and Banks Road Culvert Replacement Project to the lowest bidder, Southern Rock, LLC. for \$448,500.00, and authorize Board President to execute said 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 contract was and is hereby awarded to Southern Rock, LLC and the Board President was and is hereby authorized.

SO ORDERED this the 1st day of March, 2021.

In re: Consideration of Zoning Matter Application to Rezone

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Baxter did offer and Mr. Steen did second a motion to approve that certain application to rezone submitted by LFP, LLC to rezone 34.27 acres being zoned R-1 Residential to R-2 Residential with 1,800 square foot minimum for homes for property located on Catlett Road and situated in Section 19, T8N, R2E. The vote on the matter being as follows:

President's Initials: _____

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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 Application was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Zoning Matter
Private Sign Standard Review***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Baxter did offer and Mr. Steen did second a motion to approve the private sign standards for businesses located on Calhoun Station Parkway. 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 private sign standards were and are hereby approved.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Zoning Matter
Site Plan - Sherwin Williams***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Baxter did offer and Mr. Banks did second a motion to approve the site plan submitted by Sherwin Williams for construction of a new business located on Dees Plaza. 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 site plan was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Zoning Matter
Madisonville Master Plan***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Griffin did offer and Mr. Baxter did second a motion to approve the Madisonville Master Plan on Yandell Road for a PUD consisting of 443 lots being located in Supervisor District 5. The vote on the matter being as follows:

President's Initials: _____

Date Signed: _____

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

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

SO ORDERED this the 1st day of March, 2021.

***In re: Consideration of COVID-19
Emergency Declaration***

Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge and extend the COVID-19 Emergency Declaration. 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 Declaration was and is hereby acknowledged and extended.

SO ORDERED this the 1st day of March, 2021.

***In re: Discussion of City of
Canton Municipal Elections***

Following discussion, Mr. Steen did offer and Mr. Baxter did second a motion to authorize Board Attorney to acquire an Attorney General’s opinion regarding the option to hire an outside vendor to conduct municipal elections. 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 the Board Attorney was and is hereby authorized.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval of Communication
Service Proposal for Madison County
Sheriff’s Department***

At the request of County Administrator Shelton Vance, Mr. Baxter did offer and Mr. Steen did second a motion to approve the proposal of Southern Telecommunications Company, attached as Exhibit I, to switch to a fiber circuit for the communication services for the Madison County Sheriff’s Department and authorize the Board President to execute said agreement. The vote on

President’s Initials: _____

Date Signed: _____

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

SO ORDERED this the 1st day of March, 2021.

In re: Approval of Budget Amendments & Interfund Cash Transfers

At the request and recommendation of Comptroller Na'Son White, Mr. Baxter did offer and Mr. Steen did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit J. 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 1st day of March, 2021.

In re: Approval of Claims Docket and Payroll Docket for February 17, and 24, 2021

At the request and recommendation of Comptroller Na' Son White, 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. Baxter did offer and Mr. Steen did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Claims Docket No. 1, dated February 17, 2021
- (3) Payroll Claims Docket No. 2, dated February 24, 2021
- (4) Payroll Claims Docket No. 3, dated February 24, 2021

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	1838 to 1925	88	329,359.52
012	56 to 62	7	21,079.55
015	35 to 37	3	161,611.90
030	10 to 10	1	2,264.00
095	5 to 5	1	597,883.54
097	35 to 39	5	24,883.27

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104	10 to 11	2	633.55
105	36 to 39	4	183,941.17
115	76 to 80	5	20,090.43
116	3 to 3	1	596,146.68
117	3 to 3	1	10,987.19
118	3 to 3	1	13,993.31
119	3 to 3	1	31,180.92
120	3 to 3	1	24,576.06
121	3 to 3	1	2,958.36
137	5 to 5	1	251,459.46
150	302 to 322	21	64,370.29
160	56 to 58	3	10,121.53
170	11 to 11	1	400.00
190	25 to 27	3	367.83
191	60 to 62	1	427.16
194	27 to 28	1	228.19
226	19 to 20	2	110,675.03
228	1 to 1	1	89,778.39
305	3 to 3	1	56,488.90
328	35 to 36	2	141,048.26
655	5 to 5	1	83,935.25
664	5 to 5	1	2,460.00
672	5 to 5	1	1,357.50
675	5 to 5	1	5,901.50
681	115 to 115	1	2,977.08
690	5 to 5	1	579,978.20
691	5 to 5	1	724,971.94
TOTAL ALL FUNDS		166	4,148,535.96

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	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 1st day of March, 2021.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Baxter did offer and Mr. Banks did second a motion to approve the Planning and Zoning Commission per diem for February 11, 2021, attached as Exhibit K. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye

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Supervisor Paul Griffin

Recused¹

the matter carried unanimously and said per diem was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na’ Son White, 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 1st day of March, 2021.

***In re: Acknowledgment of Proclamation
Mississippi Sons of the American Revolution***

Mr. Baxter did offer and Mr. Steen did second a motion to acknowledge that certain Proclamation recognizing the Mississippi Sons of the American Revolution and declaring Saturday, March 13, 2021 as Sons of the American Revolution Day, 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 1st day of March, 2021.

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.

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.

President’s Initials: _____

Date Signed: _____

In re: Authorization of Road Department

Mr. Baxter did offer and Ms. Jones did second a motion to authorize the Road Department to deliver and spread gravel at the fuel pump area at 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and Road Department was and is hereby authorized.

SO ORDERED this the 1st day of March, 2021.

In re: Consideration of Mississippi HOME Corporation Housing Tax Credit Program

Mr. Griffin did offer and Mr. Banks did second a motion to authorize Supervisor Paul Griffin and Board President Karl Banks to execute the Local Government Notification Form advising certain vendors applying for federal funds for the Mississippi HOME Corporation Housing Tax Credit Program. 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. Griffin and Board President were and are hereby authorized.

SO ORDERED this the 1st day of March, 2021.

In re: Acknowledgment of Right of Way Extensions for Reunion Parkway Phase 3 Project and Bozeman Road Project

At the request and recommendation of County Administrator Shelton Vance, Mr. Griffin did offer and Mr. Baxter did second a motion to acknowledge letters from CMPDD granting a final right-of-way extension approval date of August 31, 2021 for the Reunion Parkway Phase 3 Project and extension approval date of February 28, 2022 for the Bozeman Road Project due to COVID-19 impacts, copies of which may be 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 Karl Banks	Aye

President's Initials: _____

Date Signed: _____

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Supervisor Paul Griffin

Aye

the matter carried unanimously and said letters were and are hereby acknowledged.

SO ORDERED this the 1st day of March, 2021.

***In re: Approval for Payment
of Tax Assessor Online Training Program***

Mr. Steen did offer and Mr. Baxter did second a motion to approve the cost for three Deputy Tax Assessors to participate in the Fundamentals of Mass Appraisal online training program. 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 program cost was and is hereby approved.

SO ORDERED this the 1st day of March, 2021.

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 Baxter and approved by the unanimous vote of those present, the March 1, 2021 meeting of the Board of Supervisors was adjourned until March 15, 2021 at 5:00 p.m.

Karl M. Banks, President
Madison County Board of Supervisors

Date signed: _____

ATTEST:

Ronny Lott, Chancery Clerk

President's Initials: _____
Date Signed: _____

President's Initials: _____

Date Signed: _____

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