

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

REGULAR MEETING OF DECEMBER 20, 2021  
Adjourned from a meeting conducted December 6, 2021

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on December 20, 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  
Deputy Chancery Clerk Stacey Toten

The President of the Board 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 December 6, 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 December 6, 2021,

Mr. Baxter did offer and Ms. Jones did second a motion to approve the minutes of December 6, 2021 as presented and to authorize the Board President to execute same. The vote on the matter being as follows:

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

the matter carried unanimously and the minutes of December 6, 2021 were and are hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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

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

***For Searching Reference Only: Page 1 of 19 (12/20/21)***

***In re: Approval of Increases of Assessment of Real and Personal Property***

At the request and recommendation of Tax Assessor Norman Cannady, Ms. Jones did offer and Mr. Griffin did second a motion to open the public hearing on the matter of increasing certain real and personal property assessments for the 2021 tax year. The vote on the matter being as follows:

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

the matter carried unanimously and the public hearing was and is hereby opened.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, the Chancery Clerk did advise that the appropriate notices on the matter of increasing certain real and personal property assessments for 2021 tax year on certain parcels in the county, a spreadsheet and the petition listing the property owners, the parcel numbers, and amount of the proposed assessment increase may be found in the Miscellaneous Appendix to these Minutes, by regular mail to the affected property owners, and the Board does find that said notices were sufficient, and

WHEREAS, no one did appear to contest or protest said assessment increases,

Ms. Jones did offer and Mr. Griffin did second a motion to close the public hearing. The vote on the matter being as follows:

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

the matter carried unanimously and the public hearing was and is hereby closed.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Griffin did offer and Ms. Jones did second a motion to approve the assessment increase for the individual(s) and parcel number(s) as set forth in the aforesaid spreadsheet and petitions. The vote on the matter being as follows:

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

the matter carried unanimously and the assessment of the parcel(s) reflected thereon were and are hereby approved and adopted.

SO ORDERED this the 20<sup>th</sup> day of December, 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

Supervisor Banks did request that Item No. 11 be pulled for further discussion, and

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

- 3. HR - Approve Personnel Matters**  
(Attached as Exhibit A)
- 4. CA - Authorize Payment of MACAC Membership Application**
- 5. CA - Approve Payment of License Fee of \$112.25 - MS Board of Public Accountancy / Vance, White & Hilliard**
- 6. CA - Acknowledge Madison County Nursing Home Budget**
- 7. CA - Acknowledge FY 2020 / 2021 Financial Report - South Madison County Fire Protection District**
- 8. CA - Approve Request from Mississippi Department of Child Protection Services**
- 9. CA - Approve Associated Office Systems Maintenance Contract Renewal and Authorize Payment - Justice Court**  
(Attached as Exhibit B)
- 10. CA - Approve Tax Exemption Request - Sunnybrook Children's Home**
- 12. ChClrk - Approve 16th Section Land Leases**
- 13. ChClrk - Approve Payment for Special Master & Attorneys**
- 14. ChClrk - Acknowledge DOR Final Approval of Certificate with the Assessment Roll**
- 15. COMP - Approve Clerk of Board - October 2021**
- 16. COMP - Acknowledge Solid Waste Report**
- 17. COMP - Approve Maintenance Agreement Renewal for Stenograph**  
(Attached as Exhibit C)
- 18. COMP - Declare Supplies as Surplus and Authorize Disposal**
- 19. COMP - Declare Property as Surplus and Authorize Disposal**
- 20. COMP - Approve Rejection of Invoice - Hammett Gravel**
- 21. COMP - Approve Rejection of Invoice - Divco Data**
- 22. EMA - Approve Annual License Agreement and Authorize Payment thereof**
- 23. EMA - Approve Travel and Related Expenses for Training and Certification of Pilots /**

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Albert Jones / January 10-13, 2022 / Oxford, MS

24. **ENG - Approve Canton Municipal Utilities Permit - Moss Road**
25. **ENG - Approve Request for Payment - Reunion Parkway, Phase II / Barnett Place Properties, LLC**
26. **ENG - Approve Request for Payment - Reunion Parkway, Phase II / JAMPOP, LLC**
27. **ENG - Approve Request for Payment - Mt. Pilgrim State Aid Bridge Project / Roy Anthony Girard & Kim Marie Lassere Girard**
28. **PC - Approve December 2021 Procurement Card Reconciliation and Authorize Payment Thereof**
29. **PC - Approve December 2021 Travel Card Reconciliation and Authorize Payment Thereof**
30. **TA - Approve 2021 Real Property Decreases**
31. **TA - Approve 2021 Homestead Exemption Deletion**
32. **TA - Approve 2021 Homestead Exemption 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 unanimously and each item was and is hereby approved, adopted and authorized as described herein above.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Consideration of Redistricting***

Mr. Steen did offer and Mr. Banks did second a motion to hold a public hearing regarding redistricting for Madison County and to post the proposed new district lines at least two (2) weeks prior to said hearing, with said hearing to be held on January 25, 2022 at 6:00 p.m. to be conducted by Mr. Tommy Cardin of Butler Snow. 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 public hearing was and is hereby set for January 25, 2022 at 6:00 p.m.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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***In re: Authorization of Lobbyists***

Mr. Steen did offer and Mr. Griffin did second a motion to authorize Butler Snow to lobby at the federal level on behalf of 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 Butler Snow was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Steen did offer and Mr. Baxter did second a motion to authorize Clearwater Group to lobby at the state level on behalf of 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 Clearwater Group was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Request for Property Tax Exemption - Mt. Zion Missionary Baptist Church***

Mr. Griffin did offer and Mr. Banks did second a motion to approve the request of Mt. Zion Missionary Baptist Church for property tax exemption for the year beginning January 1, 2022 for property located at 514 North West Street in Canton to be used for church parking. 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 request for property tax exemption was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Request for Property Tax Exemption - Goodwill Industries of Mississippi***

Mr. Steen did offer and Mr. Banks did second a motion to approve the request of Goodwill Industries of Mississippi for personal property tax exemption for the year beginning January 1,

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2022 for new goods inventory. 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 request for personal property tax exemption was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Budget & Equipment Purchase  
for Madison County Mega Site Alliance  
Fire District Board***

Mr. Baxter did offer and Mr. Steen did second a motion to **(1)** approve the 2021-2022 budget for the Madison County Mega Site Alliance Fire District, attached as Exhibit D, and **(2)** authorize the purchase of necessary equipment for the Madison County Mega Site Alliance Fire District, attached as Exhibit E. 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 2021-2022 budget was and is hereby approved and said equipment purchase was and is hereby authorized .

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Fire Class Rating***

At the request and recommendation of Fire Coordinator Minor Norman, Mr. Steen did offer and Ms. Steen did second a motion to acknowledge the Notification Letter of Fire Class rating 8 for the Southwest Madison County Fire Protection District, attached as Exhibit F. 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 Notification Letter was and is hereby acknowledged .

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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

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

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***In re: Approval of Actual Cost Reimbursement Agreement***

At the request of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Baxter did second a motion to approve the Actual Cost Reimbursement Agreement related to the Bozeman Road Widening Project, attached as Exhibit G, and authorize 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Final Plat & Letter of Credit - Ashby Ridge Phase 2***

At the request and recommendation of County Engineer Tim Bryan, Mr. Baxter did offer and Ms. Jones did second a motion to approve the final plat of Ashby Ridge, Phase 2 consisting of approximately 19.4 acres with 35 lots and acknowledge Letter of Credit # 80686338 for final wearing surface. 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 final plat was and is hereby approved and said Letter of Credit was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Change Order #1 Way Road & Banks Road Culvert Replacements***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to approve Change Order #1 with Southern Rock, LLC for the Way Road and Banks Road Culvert Replacements, attached as Exhibit H, 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 Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

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the matter carried unanimously and said Change Order # 1 was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Speed Limit  
Reduction - Cedar Hill Road***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the reduction of the speed limit on Cedar Hill Road from Highway 22 to MS 463 from 45 mph to 35 mph. The vote on the matter being as follows:

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

the matter carried unanimously and said speed limit reduction was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Emergency Action  
Plan - Sulphur Springs Park Lake***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Ms. Jones did second a motion to acknowledge the updated Emergency Action Plan for the Sulphur Springs Park Lake. The vote on the matter being as follows:

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

the matter carried unanimously and said updated Emergency Action Plan was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Set Appeal Hearing***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to set an appeal hearing regarding the Petition to Rezone filed by Prakash Agrawal which was denied by the Planning and Zoning Commission. The vote on the matter being as follows:

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

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Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said appeal hearing was and is hereby set for February 7, 2022 at 9:00 a.m.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Preliminary Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to approve the preliminary plat of Deerfield Clubhouse Estates being located in Supervisor District 5. 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 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Preliminary Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Ms. Jones did second a motion to approve the preliminary plat of Glendale Farms being located in Supervisor District 5. 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 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Preliminary Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Griffin did second a motion to approve the preliminary plat of Bellemeade of Caroline being located in Supervisor District 4. The vote on the matter being as follows:

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

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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 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Preliminary Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to approve the preliminary plat of Magnolia Pointe Part Two being located in Supervisor District 5. 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 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Plat Amendment***

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Steen did second a motion to approve the plat amendment of Livingston Acres Revised being located in Supervisor District 4. 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 plat amendment was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Zoning Matter  
Gated Public Access Subdivision***

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Steen did second a motion to approve a gated entrance for Hampton Hills Subdivision being located in Supervisor Districts 1 and 5. 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

Aye

the matter carried unanimously and said gated entrance was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Resolution Identifying Legislative Objectives***

At the request and recommendation of Board Attorney Mike Espy, Ms. Jones did offer and Mr. Steen did second a motion to acknowledge the Resolution Identifying Legislative Objectives for Madison County for the 2021-2022 Legislative Session. 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 Resolution was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Interlocal Agreement***

At the request of Board Attorney Mike Espy, Ms. Jones did offer and Mr. Banks did second a motion to approve the Interlocal Agreement between Madison County and the City of Madison regarding the funding of road improvements located in the City of Madison, attached as Exhibit I, and authorize 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Settlement Documents***

At the request and recommendation of Board Attorney Mike Espy, Mr. Steen did offer and Ms. Jones did second a motion to acknowledge the documents related to the opioid settlement 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

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

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

the matter carried unanimously and said settlement documents were and are hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Authorization of Board Attorney***

Mr. Griffin did offer and Mr. Steen did second a motion to authorize Board Attorney, County Administrator, Lobbyists, County Engineer, and Waggoner Engineering to work together to draft a Resolution to send to Legislators for Madison County in support of funding for broadband, flooding, and for the Bozeman Road Project, and bring said Resolution back to the Board at the first meeting in January 2022. 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 Board Attorney, County Administrator, Lobbyists, County Engineer, and Waggoner Engineering were and are hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Authorization to Advertise***

Mr. Griffin did offer and Ms. Jones did second a motion to authorize County Administrator to advertise for the RFP for broadband services for 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 County Administrator was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Letter from Lt. Governor***

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Mr. Baxter did second a motion to acknowledge the letter from Lt. Governor Delbert Hosemann related to the Legislative Budget Recommendation for FY 2023, attached as Exhibit J. The vote on the matter being as follows:

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

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Supervisor Karl Banks Aye  
Supervisor Paul Griffin Aye

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

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Emergency Management Performance Grant***

At the request of County Administrator Shelton Vance, Ms. Jones did offer and Mr. Griffin did second a motion to approve the Emergency Management Performance Grant and authorize 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 Karl Banks Aye  
Supervisor Paul Griffin Aye

the matter carried unanimously and said Emergency Management Performance Grant was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Reimbursement***

At the request of County Administrator Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to approve reimbursement to Kyrie Lucas in the amount of \$86.76 for the purchase of fuel for his county vehicle. 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 reimbursement was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Award of Bid***

At the request of County Administrator Shelton Vance, Mr. Steen did offer and Ms. Jones did second a motion to award the bid for the Madison County Annex exterior repairs to JH&H Architects 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 Karl Banks Aye  
Supervisor Paul Griffin Aye

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

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

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Consideration of Survey of Sulphur Springs Park***

At the request of County Administrator Shelton Vance, Mr. Griffin did offer and Ms. Jones did second a motion to authorize payment of \$600.00 to County Surveyor Richard Tolbert for a topographical survey for the playground area at Sulphur Springs Park. 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 payment was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, 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
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 20<sup>th</sup> day of December, 2021.

***In re: Approval of Claims Docket and Payroll Docket for December 8, and 13, 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. Griffin did offer and Ms. Jones did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Claims Docket No. 1, dated December 8, 2021
- (2) Payroll Claims Docket No. 2, dated December 13, 2021

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

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	475 to 571	97	556,680.18
012	34 to 41	8	20,903.53
015	15 to 19	5	335,723.75
030	6 to 7	2	5,882.24
097	19 to 22	4	5,107.41
103	1 to 1	1	1,870.00
104	8 to 9	2	635.93
105	17 to 21	5	24,736.06
115	40 to 41	2	2,107.30
150	154 to 183	30	250,045.76
160	18 to 20	3	97,250.94
190	15 to 17	3	434.74
191	41 to 41	2	157.34
194	17 to 19	3	7,093.35
226	13 to 13	1	820.00
302	3 to 3	1	19,391.70
322	5 to 5	1	161,636.23
324	3 to 5	3	40,863.75
328	7 to 9	3	74,428.31
331	3 to 3	1	16,229.34
697	6 to 6	1	723.04
698	6 to 6	1	413.33
699	6 to 6	1	36.01
TOTAL ALL FUNDS		180	1,623,170.24

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 1-2 were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Approval of Justice Court Wedding Report***

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Justice Court Wedding Report. 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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**Date Signed:** \_\_\_\_\_

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Supervisor Paul Griffin

Recused<sup>1</sup>

the matter carried unanimously and said wedding report was and is hereby approved.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Planning and Zoning Commission per diem for December 16, 2021, 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	Recused <sup>2</sup>

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

SO ORDERED this the 20<sup>th</sup> day of December, 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 <sup>3</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.

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<sup>1</sup>Prior 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.

<sup>2</sup>Prior 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.

<sup>3</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:** \_\_\_\_\_



SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of Circuit Clerk Employee Handbook***

Mr. Steen did offer and Mr. Baxter did second a motion to acknowledge the Circuit Clerk Employee Handbook. 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 Circuit Clerk Employee Handbook was and is hereby acknowledged.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Acknowledgment of MDOC Invoices***

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Ms. Jones did second a motion to acknowledge receipt of MDOC invoices for September 2021 in the amount of \$20,019.34 and authorize 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said invoices were and are hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

Thereafter, Ms. Jones did offer and Mr. Baxter did second a motion to acknowledge receipt of MDOC invoices for October 2021 in the amount of \$24,088.45 and authorize 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said invoices were and are hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

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

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

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***In re: Authorization to Use Sheriff's Department for Movie Filming***

At the request and recommendation of Sheriff Randy Tucker, Mr. Steen did offer and Ms. Jones did second a motion to authorize movie filming at the Madison County Sheriff's Department and authorize the hiring of off duty officers to be used in background filming of the movie. 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 filming was and is hereby authorized.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***In re: Entering into "Closed Session" to Determine Whether or not the Board Should Declare an Executive Session***

WHEREAS, the Board of Supervisors, after beginning the meeting in open session, determined that it was necessary to enter into closed session for a brief discussion to ascertain whether an Executive Session was needed as to discuss litigation, economic development, and right of way acquisition,

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Ms. Jones did offer and Mr. 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, 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 Engineer Tim Bryan, Jim Turner, Greg Thompson, Board Attorney Mike Espy, 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 into Executive Session.

SO ORDERED this the 20<sup>th</sup> day of December, 2021.

***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. Baxter did second a motion to enter into Executive Session to discuss personnel matters. The vote on the matter being as follows:

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

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

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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 by the unanimous vote of those present and Board President 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 20<sup>th</sup> day of December, 2021.

Thereafter, Mr. Baxter did offer and Mr. Banks did second a motion to adjourn the Executive Session and announce to the public that 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 Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the Board President declared Executive Session adjourned and the Chancery Clerk did announce no action was taken during Executive Session.

SO ORDERED this the 20<sup>th</sup> day of December, 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 December 20, 2021 meeting of the Board of Supervisors was recessed until January 3, 2022 at 9:00 a.m.

\_\_\_\_\_  
Karl M. Banks, President  
Madison County Board of Supervisors

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

ATTEST:

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

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

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

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

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