

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

REGULAR MEETING OF JANUARY 3, 2022  
Being the first day of the January 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 January 3, 2022 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<sup>1</sup>  
Supervisor Karl Banks  
Supervisor Paul Griffin  
Chancery Clerk Ronny Lott  
Sheriff Randy Tucker

Absent:  
Supervisor Gerald Steen

Also Present:  
County Administrator Shelton Vance  
Board Attorney Mike Espy  
Board Secretary/Chief Deputy Chancery Clerk Cynthia Parker

The President of the Board announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Paul Griffin 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:* Election of Officers of the  
Madison County Board of Supervisors**

Board President Karl Banks did announce his resignation as Board President effective immediately,

Thereafter, Mr. Banks did offer and Ms. Jones did second a motion to elect Mr. Paul Griffin as President and Mr. Gerald Steen as Vice President of the Madison County Board of Supervisors for the current year. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and Paul Griffin was and is hereby elected President of the Board and Gerald Steen was and is hereby elected Vice President of the Board.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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<sup>1</sup>Supervisor Trey Baxter participated in the meeting via teleconference.

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

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**In re: Approval of Minutes from December 20, 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 20, 2021,

Mr. Banks did offer and Ms. Jones did second a motion to approve the minutes of December 20, 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	Absent
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the minutes of December 20, 2021 were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

**In re: Consideration of Public Roads**

Following discussion, Mr. Banks did offer and Ms. Jones did second a motion to approve the request for Pembroke Cove, Hartwood, Sumpter, Charleston Lane, and Charleston Circle to be made public with county maintenance. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said roads were and are hereby declared public.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

**In re: Authorization to Donate Equipment**

At the request of Circuit Clerk Anita Wray, Mr. Banks did offer and Ms. Jones did second a motion to authorize Circuit Clerk Anita Wray to donate poll books to the county to be added to county inventory. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and the Circuit Clerk was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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

***In re: Acknowledgment of Homeland Security Grant***

At the request of Election Commissioner Pat Truesdale, Ms. Jones did offer and Mr. Banks did second a motion to acknowledge the application for the Homeland Security grant to purchase two new servers at the Circuit Courthouse and Records Management and also new routers to be utilized in county elections. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said grant was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***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 Ms. Jones did second a motion to take the following actions on the Consent Agenda:

2. **HR - Approve Personnel Matters**  
(Attached as Exhibit A)
3. **CA - Acknowledge Letter from CMPDD for funds received for 2022 Local Share**
4. **CA - Approval of State Holiday - January 17, 2022 and Authorize Closing of County Offices**
5. **CA - Acknowledge CMPDD 2020 - 2021 Annual Report**
6. **CA - Approve MCCSA's Notice of Intent to Apply for Funding for General Public Transportation Services through MDOT**  
(Attached as Exhibit B)
7. **COMP - Approve Constable Report - December 2021**
8. **ENG - Approve Request for Payment - Reunion Parkway Phase II - Curtis D. Whittington, Janet Whittington, John Ford and Tamara Ford**  
(Attached as Exhibit C)
9. **ENG - Authorize Payment for Mississippi of County Engineers Membership Application**
10. **RD - Approve December 2021 Monthly Report**
11. **RD - Approve December 2021 Closed Call Analysis**
12. **RD - Approve January 2022 Culvert Requests**
13. **RD - Approve January 2022 Service Call Schedule**
14. **TA - Approve 2021 Real Property Decreases**
15. **TA - Approve 2021 Personal Property Decreases**
16. **TA - Approve 2021 Personal Property Increase - Signed**

The vote on the matter being as follows:

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

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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 January, 2022.

***In re: Request to Purchase Fire Truck  
for Central Madison Fire Protection District***

At the request of Chairman Andrew Hughes, Mr. Banks did offer and Ms. Jones did second a motion to authorize the request of the Central Madison Fire Protection District to purchase a pumper truck due to insufficient water in the area, with said pumper truck to be owned by Madison County and housed in the City of Canton. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said purchase was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Request for Property Tax  
Exemption - James W. Hood Family Foundation/  
Charter School Properties, LLC***

Mr. Banks did offer and Ms. Jones did second a motion to approve the request of James W. Hood Family Foundation/Charter School Properties, LLC on behalf of Christ Covenant School for property tax exemption for the year beginning January 1, 2022 for property located at 441 Northpark Drive in Ridgeland to be used for a Christian private school. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said request for property tax exemption was and is hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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***In re: Approval of Contract -  
Allen Engineering & Science, Inc.***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Ms. Jones did second a motion to approve the contract with Allen Engineering and Science, Inc. for the 2022 Phase II Storm Water Program for Madison County for a fee not to exceed \$20,000.00, attached as Exhibit D, 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	Absent
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said contract was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Approval of Work Order #6 -  
Dewees Road***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve Work Order #6 with Garver for design services for upgrades to Dewees Road for a fee not to exceed \$26,000.00, attached as Exhibit E, 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	Absent
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said Work Order # 6 was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Approval of Final Plat & Letter  
of Credit - Glenwild Part 3***

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Ms. Jones did second a motion to approve the final plat of Glenwild, Part 3 consisting of approximately 14.99 acres with 44 lots and acknowledge Letter of Credit #21-094-SP for final wearing surface. The vote on the matter being as follows:

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

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the matter carried by the unanimous vote of those present and said final plat was and is hereby approved and said Letter of Credit was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Approval of Final Plat & Letter of Credit - Wildoak Part 1***

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Banks did second a motion to approve the final plat of Wildoak, Part 1 consisting of approximately 12.67 acres with 38 lots and acknowledge Letter of Credit #150021153300 for final wearing surface. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said final plat was and is hereby approved and said Letter of Credit was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Ms. Jones did second a motion to authorize County Engineer to advertise for the construction of repairs to the embankment at bridge 45-38 on Abernathy Road. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and County Engineer was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Acknowledgment of Planning & Zoning Minutes***

Ms. Jones did offer and Mr. Banks did second a motion to acknowledge the Planning and Zoning minutes from their December 16, 2021 meeting. The vote on the matter being as follows:

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

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the matter carried by the unanimous vote of those present and said minutes were and are hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Approval of Zoning Matter  
Conditional Use of Mining Operation***

At the request of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to approve the request of Robert A. Armstrong for an exempt mining operation, consisting of approximately 4 acres, on property located at the northeast corner of Highway 43 and Quail Road being zoned A-1 Agricultural, with the stipulations of no operation on Sundays, daylight operation only, and keep dirt off the roadway. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said conditional use was and is hereby approved with said stipulations.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Acknowledgment of Letter***

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Ms. Jones did second a motion to acknowledge the letter received from the City of Gluckstadt, attached as Exhibit F, stating the City of Gluckstadt has adopted a Comprehensive Plan, zoning regulations and a zoning map that will go into effect on January 16, 2022. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said letter was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Consideration of Sulphur Springs  
Fishing Ordinance***

At the request of Board Attorney Mike Espy, Mr. Banks did offer and Ms. Jones did second a motion to approve a Fishing Ordinance for the Sulphur Springs Park effective March 1, 2022, attached as Exhibit G, and post said ordinance on the Madison County website as well as at the park. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said ordinance was and is hereby adopted and approved.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Acknowledgment of Letter to Region 8 Mental Health Center***

At the request of Board Attorney Mike Espy, Mr. Banks did offer and Ms. Jones did second a motion to acknowledge the letter to Region 8 Mental Health Center concerning Dr. Nelson Cauthen’s position as a member of the Region 8 Mental Health Board of Commissioners and authorize Mr. Espy to execute the same. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said letter was and is hereby acknowledged and Mr. Espy was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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

At the request and recommendation of Comptroller Na’Son White, Mr. Banks did offer and Ms. Jones did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit H . The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***In re: Approval of Claims Docket***

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

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were obtained in advance as required by law, Mr. Banks did offer and Ms. Jones did second a motion to approve the following:

(1) General Claims Docket

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	573 to 626	54	296,022.05
012	43 to 44	2	8,823.38
015	20 to 22	3	183,564.97
095	6 to 6	1	40,017.01
097	24 to 24	1	360.00
105	23 to 26	4	194,287.54
115	43 to 45	3	13,606.37
116	3 to 3	1	30,119.06
117	2 to 2	1	224.68
118	2 to 2	1	914.43
119	3 to 3	1	2,487.58
120	2 to 2	1	1,895.08
121	3 to 3	1	52.71
122	1 to 1	1	2,023.85
137	6 to 6	1	16,826.28
150	185 to 198	14	29,227.78
160	22 to 26	5	38,069.55
190	19 to 19	1	51.64
191	43 to 43	1	206.56
194	21 to 23	3	855.16
226	14 to 14	1	675,906.00
302	4 to 4	1	6,430.48
322	6 to 6	1	126,390.66
327	6 to 9	4	432,655.07
331	4 to 4	1	113,214.26
338	1 to 4	4	16,431.67
655	3 to 3	1	69,532.25
664	3 to 3	1	2,700.00
672	3 to 3	1	2,046.00
675	3 to 3	1	4,637.00
681	44 to 44	1	2,635.12
690	3 to 3	1	66,522.24
691	3 to 3	1	72,004.56
TOTAL ALL FUNDS		119	2,450,740.99

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	Absent
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present, and said General Claims Docket was and is 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 January, 2022.

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***In re: Approval of Payroll Docket for  
December 21, 2021***

At the request and recommendation of Comptroller Na' Son White, Mr. Banks did offer and Ms. Jones did second a motion to approve the Payroll Docket for December 21, 2021. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present, and said Payroll Docket was and is 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 January, 2022.

***In re: Acknowledgment of Inmate  
Meal Report***

At the request of Sheriff Randy Tucker, Ms. Jones did offer and Mr. Banks did second a motion to acknowledge the inmate meal report for December 2021, 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	Absent
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said report was and is hereby acknowledged.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

***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 and right of way acquisition.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Banks did offer and Ms. Jones 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 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, County Engineer Tim Bryan, Jim Turner, 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	Absent

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Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the Board took up the matter of entering into Executive Session.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Absent
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 3<sup>rd</sup> day of January, 2022.

During Executive Session, Mr. Banks did offer and Ms. Jones did second a motion to establish just compensation for a sum certain on property related to the Bozeman Road Project. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said just compensation was and is hereby established

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

Thereafter, Ms. Jones did offer and Mr. Baxter did second a motion to establish just compensation in a sum certain on property related to the Reunion Parkway Phase II Project and authorize Board Attorney to draft the necessary documents related thereto. The vote on the matter being as follows:

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

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the matter carried by the unanimous vote of those present and said just compensation was and is hereby established and the Board Attorney was and is hereby authorized.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

Thereafter, Mr. Banks did offer and Ms. Jones 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	Absent
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 the action taken during Executive Session.

SO ORDERED this the 3<sup>rd</sup> day of January, 2022.

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 Baxter and approved by the unanimous vote of those present, the January 3, 2022 meeting of the Board of Supervisors was recessed until January 18, 2022 at 5:00 p.m.

\_\_\_\_\_  
Paul Griffin, President  
Madison County Board of Supervisors

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

ATTEST:

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

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

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