MINUTES OF THE BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI

REGULAR MEETING OF AUGUST 1, 2022 Being the first day of the August 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 August 1, 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, Paul Griffin presided and called the meeting to order. The following members were present that day:

Present: Absent:
Supervisor Sheila Jones
Supervisor Trey Baxter

Supervisor Karl Banks¹ Supervisor Gerald Steen

Supervisor Paul Griffin Chancery Clerk Ronny Lott

Sheriff Randy Tucker

Also Present:

County Administrator Greg Higginbotham

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. 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 July 18 & 28, 2022

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 July 18, and 28, 2022,

Mr. Steen did offer and Ms. Jones did second a motion to approve the minutes of July 18 and 28, 2022 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 by the unanimous vote of those present and the minutes of July 18, and 28, 2022 were and are hereby approved.

SO ORDERED this the 1st day of August, 2022.

Mr. Banks participated in the med	eting via teleconference.
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In re: Consideration of Reimbursement for Tree Removal

Mr. Steen did offer and Mr. Banks did second a motion for approval to pay \$1,000.00 to Bobby Dye as reimbursement of one half of the cost of removing a dead tree on county right-of-way. The vote on the matter being as follows:

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

the matter carried by a majority vote (2-2-1) and said reimbursement was and is hereby approved.

SO ORDERED this the 1st day of August, 2022.

In re: Public Hearing on Objections to the Equalization of the 2022 Assessment Roll of Madison County, Mississippi

Ms. Jones did offer and Mr. Steen did second a motion to open the public hearing on Objections to the Equalization of the 2022 Assessment Roll 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 the public hearing was and is hereby opened.

SO ORDERED this the 1st day of August, 2022.

WHEREAS, this day came on to be considered by the Board of Supervisors of Madison County, Mississippi, the matter of the objections to the assessment roll for the year 2022, and it appearing that said preliminary assessment rolls have been heretofore filed by the Madison County Tax Assessor and that said rolls have been examined and equalized by this Board of Supervisors as required by law and the required notice has been given to the public and to the taxpayers in the manner provided by law at least ten (10) days prior to this meeting, and

WHEREAS, Tax Assessor Norman Cannady announced to the Board that no protests had been received,

Mr. Baxter did offer and Ms. Jones did second a motion to declare the period for accepting objections to said rolls closed as of 9:00 a.m. this date, August 1, 2022. The vote on the matter being as follows:

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the matter carried unanimously and the objection period was and is hereby closed.

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SO ORDERED this the 1st day of August, 2022.

Mr. Baxter did offer and Ms. Jones did second a motion, in accordance with Miss. Code Ann. §§ 27-35-89 and 27-35-93, acknowledge that no objections were received, and set Monday, August 15, 2022, at 9:00 a.m. as the date for any possible individual equalization hearings or changes, and for the final approval of said rolls. 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 individual equalization hearings were and are hereby set beginning at 9:00 a.m. on Monday, August 15, 2022.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Memorandum of Agreement

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve the Memorandum of Agreement with MDOT for the Yandell Road Widening from Westfalen to Madison Crossing Elementary, attached as Exhibit A, 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 Memorandum of Agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 1st day of August, 2022.

In re: Rejection of Bids

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to reject the two bids received for the Southwood Drive Drainage Improvements project due to one deemed irregular and the other exceeded the Engineer's estimate for said 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 said bids were and are hereby rejected.

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In re: Authorization of Engineer

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to authorize County Engineer to request MDOT to allow Madison County to advertise for bid projects related to Reunion Parkway Phase 3 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 County Engineer was and is hereby authorized.

SO ORDERED this the 1st day of August, 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. Steen did offer and Mr. Baxter did second a motion to take the following actions on the Consent Agenda:

- 7. **HR Approve Personnel Matters** (Attached as Exhibit B)
- 8. HR Approve Travel and Related Expenses for 2021 SHRM Annual Conference / Phillips & Griffin / Las Vegas, NV / June 11-14, 2023
- 9. B&G Approve Request to Refund \$25.00 for Use of Rogers Park / Dominique Harris
- 10. B&G Approve Use of Courthouse Grounds / Canton Tourism / November 25 December 23, 2022
- 11. B&G Approve Proposal TOPO Graphic Survey for Ball Fields at Sulphur Springs Park
- 12. CA Approve Travel and Related Expenses for the Mississippi Justice Court Clerks Convention / Horn, Taylor and Luckett / Natchez, MS / September 7-9, 2022
- 13. CA Award Bid Publication Madison County Journal
- 14. CA Approve Engagement Letter with Butler Snow for Continuing Disclosure Services for Public Debt and Authorize Board President to Execute
- 15. Acknowledge Madison County Health Department Fiscal Year 2023 Budget Request
- 16. CA Approve FY23 DUI Grant Application
- 17. CA Approve 12 Month Extension of Ridgewood Road Drainage Funds and Direct Board Attorney to Work with City of Ridgeland to Amend MOU

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- 18. CA Approve Appointment and Bond of Lt. Carlos Dipuma as Deputy Clerk of Justice Court
- 19. ChClrk Approve Payment for Special Master & Attorneys (Attached as Exhibit C)
- 20. ChClrk Acknowledge Order Appointing Jessie Smith as Bailiff of Eleventh Chancery Court District (Attached as Exhibit D)
- 21. CirClrk Approve Travel and Related Expenses for ECAM 2023 Annual Elections Seminar and Training / Anita Wray / Philadelphia, MS / January 24-26, 2023
- 22. CirCrt Approve Travel and Related Expenses for MADCP State Drug Court Convention / Alexis Armstrong / Biloxi, MS / August 23-25, 2022
- 23. COMP Approve MegaSite Alliance Fire Protection District Per Diem and Authorize Payment
- 24. COMP Approve Request to Madison County Nursing Home for Reimbursement for Sulphur Springs Park Walking Trails
- 25. COMP Request Access to Madison County Board of Supervisors Bank Accounts for County Administrator
- **26. COMP Declare Property as Surplus and Authorize Disposal** (Attached as Exhibit E)
- 27. COMP Approve Payment to Ridgeland for Colony Park TIF
- 28. COMP Approve Constable Report July 2022
- 29. EMA Approve Road Name Thomas Drive
- 30. EMA Approve Road Name Lake Katherine Lane and Hillside Trail
- 31. ENG Approve AT&T Utility Permit Roads in Deerfield Subdivision and North Old Canton Road
- 32. ENG Approve AT&T Utility Permit North Old Canton Road
- 33. ENG Approve AT&T Utility Permit Roads in Harvey Crossing and Deerfield Subdivision
- 34. ENG Approve Telepak Networks, Inc. / cSpire Utility Permit Stokes Road
- 35. ENG Approve Reunion Parkway Phase 3 Roadway Project # STP-6988-00(003) LPA Wildlife Mississippi Bayou Pierre Mitigation Bank Phase II and Authorize Payment (Attached as Exhibit F)
- 36. ENG Approve PS&E Assembly Transmittal Letter for Advertising Authority / Reunion Parkway, Phase 3 and Authorize Board President to Sign (Attached as Exhibit G)
- 37. ElecComm Acknowledge Letter from Secretary of State Mississippi Voting Modernization Act Grant Program

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- 38. JuvDrgCrt Acknowledge Treatment Services, Assessment & Expenditure Examples
- 39. RD Approve July 2022 Closed Call Analysis
- 40. RD Approve July 2022 Monthly Report
- 41. RD Approve August 2022 Culvert Requests
- 42. RD Approve August 2022 Service Call Schedule
- 43. TA Approve 2021 Real Property Decreases
- 44. TA Approve 2021 Amend Homestead
- **45.** TA Approve 2021 Personal Property Decreases

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 1st day of August, 2022.

In re: Award Bid - Playground Equipment for Sulphur Springs Park

At the request of Buildings and Grounds Director Drew Ridinger, Mr. Griffin did offer and Ms. Jones did second a motion to award the contract to Great Southern Recreation as the lowest and best bidder for the Playground Equipment for Sulphur Springs Project in the amount of \$614,848.00, and authorize Board President to execute all documents related thereto. 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 and Board President was and is hereby authorized.

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In re: Acknowledgment of Planning & Zoning Minutes

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Baxter did second a motion to acknowledge the Planning and Zoning minutes from their July 14, 2022 meeting. 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 minutes were and are hereby acknowledged.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Zoning Matter - Site Plan

At the request of Zoning Administrator Scott Weeks, Mr. Baxter did offer and Ms. Jones did second a motion to approve a site plan of Holy Trinity Anglican Church for a classroom addition on property located at 432 Bozeman 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 said site plan was and is hereby approved.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Zoning Matter - Request to Place Mobile Home

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Steen did second a motion to approve the request of Glinda Thomas to place a mobile home on property owned by her on Pugh Road due to medical hardship. 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 Ms. Thomas was and is hereby authorized.

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In re: Approval of Amended Resolution

At the request of Board Attorney Mike Espy, Mr. Baxter did offer and Mr. Steen did second a motion to authorize Board Attorney to amend the Resolution related to the sink holes located in the City of Gluckstadt. 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 Board Attorney was and is hereby authorized.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Resolution

At the request of Board Attorney Mike Espy, Mr. Griffin did offer and Mr. Banks did second a motion to approve the Resolution concerning Sulphur Springs Grant from Madison County Nursing Home attached as Exhibit H, for the playground equipment, infrastructure for ADA compliance, and with the understanding that any remaining funds will be used for lighting at the park, 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	No
Supervisor Karl M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote of the Board (4-1) and said Resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 1^{st} day of August, 2022.

In re: Consideration of Madison County Personnel Handbook

At the request and recommendation of Board Attorney, Mr. Griffin did offer and Ms. Jones did second a motion to subject employees not certified by DOT to drug testing based upon preemployment, reasonable suspicion, or post accident. 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 drug testing policy was and is hereby approved.

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In re: Approval of Insurance Agent of Record

At the request of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Griffin did second a motion to (1) approve Fisher Brown Bottrell as the insurance agent of record for Madison County, and (2) terminate the services of BncorpSouth. The vote on the matter being as follows:

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

the matter carried by a majority vote (3-1-1) and said insurance agent was and is hereby approved.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Contract Renewal for Dental, Vision & Life Insurance

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Baxter did second a motion to approve the contract renewal with Guardian Life Insurance for dental, vision, and life insurance for Madison County, 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 M. Banks	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Contract Renewal for Medical Insurance - UMR

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Bamks did second a motion to approve the contract renewal with UMR for administrative rates for medical insurance for Madison County, 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 M. Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said contract renewal was and is hereby approved and Board

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President was and is hereby authorized.

SO ORDERED this the 1st day of August, 2022.

In re: Authorization to Advertise

At the request and recommendation of County Administrator Greg Higginbotham, Ms. Jones did offer and Mr. Steen did second a motion to authorize County Administrator to advertise for setting a public hearing for the FY 2023 Budget and Tax Levy to be set for September 6, 2022 at 9:00 a.m. 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 advertising was and is hereby authorized

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Budget Amendments & Interfund Cash Transfers

At the request and recommendation of Comptroller Na'Son White, Ms. Jones did offer and Mr. Baxter did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit I . 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 1st day of August, 2022.

In re: Approval of Claims Docket & Payroll 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 were obtained in advance as required by law, Mr. Steen did offer and Ms. Jones did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Docket 1 July 20, 2022

WHEREAS, the following is a summary of all claims and funds from which said claims

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are to be paid relative to the primary claims docket:

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 by the unanimous vote of those present, and said General Claims Docket and Payroll Docket 1 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 August, 2022.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na' Son White, Ms. Jones did offer and Mr. Baxter 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 August, 2022.

In re: Approval for Payment of Constables for Serving Tax Sale Notices

At the request of Chancery Clerk Ronny Lott, Mr. Baxter did offer and Mr. Steen did second a motion to authorize Chancery Clerk to pay the constables through payroll to allow for fringe benefits to be paid on their behalf at a cost of \$45 per parcel, with Constables only being paid in the event the taxes are redeemed. The vote on the matter being as follows:

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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.

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 Chancery Clerk was and is hereby authorized

SO ORDERED this the 1st day of August, 2022.

In re: Acknowledgment of Inmate Meal Report

At the request of Sheriff Randy Tucker, Mr. Steen did offer and Ms. Jones did second a motion to acknowledge the inmate meal report for July 2022, 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 report was and is hereby acknowledged.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Grant

At the request of Sheriff Randy Tucker, Ms. Jones did offer and Mr. Baxter did second a motion to approve the fiscal year Mississippi Office of Highway Safety Grant in the amount of \$63,060.00 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 grant was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 1st day of August, 2022.

In re: Approval of Resolutions in Support of HB 1427 & HB 1542

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Mr. Steen did second a motion to approve Resolutions in support of House Bill 1427 and House Bill 1542 for a premium pay program to pay eligible law enforcement officers and first responders a payment of \$1,000.00, with said funds being paid by the state to Madison County, attached as Collective Exhibit J, and

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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 resolutions were and are hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 1st day of August, 2022.

In re: Discussion of Medical Cannabis

At the request and recommendation of Board Attorney Mike Espy, Mr. Griffin did offer and Ms. Jones did second a motion to adopt a policy to treat medical cannabis as a legal drug prescribed just as any other prescribed medication. The vote on the matter being as follows:

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

the matter carried unanimously and said policy was and is hereby adopted

SO ORDERED this the 1st day of August, 2022.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Steen and seconded by Supervisor Jones and approved by the unanimous vote of those present, the August 1, 2022 meeting of the Board of Supervisors was recessed until August 15, 2022 at 9:00 a.m.

	Paul Griffin, President Madison County Board of Supervisor
	Date signed:
ATTEST:	
Ronny Lott, Chancery Clerk	

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