

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

REGULAR MEETING OF SEPTEMBER 19, 2022
Adjourned from a meeting conducted September 6, 2022

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on September 19, 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:
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 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 Na'Son White 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 September 6, 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 September 6, 2022,

Mr. Steen did offer and Mr. Banks did second a motion to approve the minutes of September 6, 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 unanimously and the minutes of September 6, 2022 were and are hereby approved.

SO ORDERED this the 19th day September, 2022.

President's Initials: _____

Date Signed: _____

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In re: Consideration of Race Track Hours

At the request of James Smith, Jr., Mr. Griffin did offer and Mr. Banks did second a motion to **(1)** authorize Junk Yard Speedway to have a race on Thursday, September 22, 2022 from 7:00 p.m. to 11:00 p.m., and **(2)** authorize Junk Yard Speedway to have races on one Thursday per month from 7:00 p.m. to 11:00 p.m. during the months of May, June, July, and August, with the understanding that Junk Yard Speedway must request authorization to have races on Thursdays in any other months. 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 race track hours were and are hereby authorized.

SO ORDERED this the 19th day September, 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. Banks did second a motion to take the following actions on the Consent Agenda:

3. **HR - Approve Personnel Matters (Attached as Exhibit A)**
4. **B&G - Approve Use of Rogers Park - Thomas**
5. **B&G - Approve Use of Rogers Park - Zion Chapel Church**
6. **B&G - Approve Use of Courthouse Grounds - Madison County Soil & Water Conservation**
7. **B&G - Approve Use of Courthouse Grounds - Canton Flea Market - October 8, 12 & 14, 2022**
8. **CA - Approve Participation in the USDA Beaver Control Program and Authorize Board President to Execute Agreement (Attached as Exhibit B)**
9. **CA - Acknowledge De-obligation of Funds and Authorize Board President to Sign (Attached as Exhibit C)**
10. **CA - Acknowledge Letter from Mannsdale Heritage Foundation**
11. **CA - Acknowledge Letter from District Attorney**
12. **ChClrk - Approve 16th Section Land Leases**
13. **COMP - Reinstatement of Property Previously Declared Surplus**
14. **COMP - Declare Property as Surplus and Authorize Disposal**
15. **COMP - Approve Disposal of Property via Transfer to Hancock County**

President's Initials: _____

Date Signed: _____

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16. **COMP - Approve Request for Payment From Mississippi Development Authority Industry Incentive Financing Revolving Fund**
17. **EMA - Approve Travel and Related Expenses for 2022 MCDEMA Mid-Winter Conference /Knight, Everett & Jones / Philadelphia, MS / November 15-17, 2022**
18. **EMA - Approve Travel and Related Expenses for 2022 Mississippi 911 Coordinator Conference /Jones & Knight / Biloxi, MS / October 24-28, 2022**
19. **ENG - Approve AT&T of Mississippi Utility Permit - Stribling Road**
20. **ENG - Approve Telepak Networks, Inc. /cSpire Utility Permit - Robinson Springs Road**
21. **IT - Approve Renewal of Support Contract for Cisco Router - Emergency Management (Attached as Exhibit D)**
22. **IT - Approve Maintenance Agreement with S4i Systems for Chancery Scanning System and Authorize Payment (Attached as Exhibit E)**
23. **PC - Approve September 2022 Procurement Card Reconciliation and Authorize Payment Thereof**
24. **Approve September 2022 Travel Card Reconciliation and Authorize Payment Thereof**
25. **P&Z - Approve Travel and Related Expenses for 2022 Mississippi 911 Coordinator Conference / LaTashee McLaurin /Biloxi, MS / October 24-28, 2022**
26. **TA - Approve Maintenance Subscription Renewal of CDW-G AutoCad**
27. **TA - Approve Computer Software Support Agreement Addendum with Delta Computer Systems Inc. - Tax Assessor (Attached as Exhibit F)**
28. **TA - Approve 2022 Personal Property Decreases**
29. **TA - Approve 2022 Personal Property Increase**
30. **TA - Approve Tri-State Consulting Agreement (Attached as Exhibit G)**

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 19th day of September, 2022.

President's Initials: _____

Date Signed: _____

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In re: Appointment to CMPDD Board of Directors

Mr. Baxter did offer and Mr. Steen did second a motion to appoint Mr. Phil Buffington to the CMPDD Board of Directors Business & Industry effective immediately replacing Mr. John McKee . 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. Buffington was and is hereby appointed.

SO ORDERED this the 19th day of September, 2022.

In re: Approval of Travel & Related Expenses

Mr. Steen did offer and Mr. Banks did second a motion to approve travel and related expenses for the Board of Supervisors and Board Attorney to travel to Washington, D.C. on September 20, 2022 through September 22, 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 said travel and related expenses were and are hereby approved.

SO ORDERED this the 19th day of September, 2022.

In re: Acknowledgment of Region 8 Mental Health Annual Report

Mr. Baxter did offer and Mr. Banks did second a motion to acknowledge receipt of the Region 8 Mental Health annual report as presented by Director Dave Vann, 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 19th day of September, 2022.

President's Initials: _____

Date Signed: _____

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***In re: Authorization to Subcontract
Heindl Road Bridge Project - SAP-45(61)***

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to allow Fordice Construction Company, Inc. to subcontract work on the SAP-45(61) Heindl Road Bridge Project to Clearpoint Consulting Engineers, P.A., attached as Exhibit H and authorize Board President to sign the State Aid form. 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 subcontract work was and is hereby authorized and Board President was and is hereby authorized.

SO ORDERED this the 19th day of September, 2022.

In re: Approval of Utility Agreement

At the request of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Baxter did second a motion to approve the Utility Agreement with Bear Creek Water Association, attached as Exhibit I, for Phase 1 of the Bozeman Road Water and Sewer Relocation, 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 Utility Agreement was and is hereby approved, and Board President was and is hereby authorized.

SO ORDERED this the 19th day of September, 2022.

In re: Approval of Final Plat - Woodscape of Oakfield, Phase 4

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve the final plat of Woodscape of Oakfield, Phase 4 consisting of approximately 15.57 acres with 55 lots and acknowledge Letter of Credit 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

President's Initials: _____

Date Signed: _____

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the matter carried unanimously and said final plat was and is hereby approved.

SO ORDERED this the 19th day of September, 2022.

***In re: Approval of Zoning Matter -
Petition to Alter Plat***

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Baxter did second a motion to approve the Petition to Alter Plat filed by Highway 22 Property, LLC to combine lots 35 and 36 of Charlton Place Part 2 into one lot. 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 was and is hereby altered.

SO ORDERED this the 19th day of September, 2022.

***In re: Approval of Zoning Matter
Preliminary Plat - Green Acres Subdivision***

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 Green Acres Subdivision consisting of 6 lots ranging from 11 acres to 12.15 acres 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 19th day of September, 2022.

***In re: Approval of Budget Amendments &
Interfund Cash Transfers and Approval
of Claims Docket & Payroll Docket***

At the request and recommendation of Comptroller Na'Son White, Mr. Baxter did offer and Ms. Jones did second a motion to (1) approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit J, (2) approve the General Claims Docket dated September 15, 2022, and (3) approve the Payroll Docket dated September 14, 2022,

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:

President's Initials: _____

Date Signed: _____

Fund	Claim Nos.	No. of Claims	Amount
001	3332 to 3427	96	339,779.20
012	170 to 170	1	153.96
015	83 to 88	6	492,007.88
030	31 to 32	2	14,622.30
097	91 to 92	2	1,229.96
104	40 to 40	1	1,204.05
105	103 to 104	2	20,429.99
115	182 to 184	3	1,297.25
125	29 to 30	2	1,225.83
150	819 to 842	24	40,328.73
160	109 to 114	6	172,884.22
190	80 to 82	3	732.95
191	164 to 168	5	5,378.16
194	87 to 91	5	22,865.49
305	20 to 21	2	5,595.00
321	3 to 3	1	9,874.00
338	40 to 41	2	134,553.78
TOTAL ALL FUNDS		163	1,264,162.75

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 budget amendments and interfund cash transfers were and are hereby approved, said General Claims Docket and Payroll Docket were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 19th day of September, 2022.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Ms. Jones did second a motion to approve the Planning and Zoning Commission per diem for September 2022, 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	Recused ¹

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.

President's Initials: _____

Date Signed: _____

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

SO ORDERED this the 19th day of September, 2022.

In re: Approval of Clerk of the Board Report

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Baxter did second a motion to approve the Clerk of the Board Report for the month of August 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 Clerk of the Board Report was and is hereby approved.

SO ORDERED this the 19th day of September, 2022.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na' Son White, Mr. Baxter did offer and Mr. Banks 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 19th day of September, 2022.

In re: Acknowledgment of MDOC Invoices

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Mr. Banks did second a motion to acknowledge receipt of MDOC invoices for May 2022 in the amount of \$29,888.76, for the month of June 2022 in the amount of \$16,428.79, and for July 2022 in the amount of \$21,513.53, found in the Miscellaneous Appendix to these Minutes, and authorize Board President to execute

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: _____

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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 19th day of September, 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 economic development. Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Banks did offer and Mr. Baxter 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 economic development, 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, Board Secretary/Chief Deputy Chancery Clerk Cynthia Parker, County Administrator Greg Higginbotham, Board Attorney Mike Espy, County Engineer Tim Bryan, Comptroller Na’Son White, 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 19th day of September, 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, Mr. Banks did offer and Mr. Baxter did second a motion to enter into Executive Session to discuss economic development. 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 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 19th day of September, 2022.

Thereafter, Mr. Baxter did offer and Ms. Jones 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 Chancery Clerk Ronny Lott did announce that no action was taken during Executive Session.

SO ORDERED this the 19th day of September, 2022.

In re: Modification of 2022 Road Plan

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Banks did second a motion to add Daughtrey Lane to the 2022 Road Plan. 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 2022 Road Plan was and is hereby modified.

SO ORDERED this the 19th day of September, 2022.

President's Initials: _____

Date Signed: _____

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THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Baxter and seconded by Supervisor Jones and approved by the unanimous vote of those present, the September 19, 2022 meeting of the Board of Supervisors was adjourned until September 30, 2022 at 9:00 a.m.

Paul Griffin, President
Madison County Board of Supervisors

Date signed: _____

ATTEST:

Ronny Lott, Chancery Clerk

President's Initials: _____

Date Signed: _____

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