

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

REGULAR MEETING OF OCTOBER 3, 2022
Being the first day of the October 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 October 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, 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. Duane Thompson 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 September 19 & 30, 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 19, and 30, 2022,

Mr. Steen did offer and Mr. Banks did second a motion to approve the minutes of September 19, and 30, 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 19, and 30, 2022, were and are hereby approved.

SO ORDERED this the 3rd day October, 2022.

President's Initials: _____

Date Signed: _____

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In re: Acknowledgment of Documents

Following discussion, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge materials presented by Dale McCraw, found in the Miscellaneous Appendix to these minutes, related to sink hole and drainage issues at 126 Seville Way. 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 materials were and are hereby acknowledged.

SO ORDERED this the 3rd day October, 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 Mr. Baxter did second a motion to take the following actions on the Consent Agenda:

4. **HR - Approve Personnel Matters (Attached as Exhibit A)**
5. **CA - Acknowledge Madison County Citizens Service Agency FY 2021 Audit Report**
6. **CA - Approve Travel and Related Expenses for Mississippi Coroner Medical Examiner 2023 Winter Conference / Joel Shows / Flowood, MS / January 18-20, 2023**
7. **CA - Approve Membership and Payment of Annual Dues Mississippi Coroner Medical Examiner Association - Joel Shows**
8. **CA - Acknowledge CMPDD Fiscal Year Work Program 2022-2023**
9. **CirClrk - Approve Renewal Support Services Agreement for Voting Equipment ES&S (Attached as Exhibit B)**
10. **CircuitCrt - Acknowledge Circuit Court Order for Establishing Court Terms (Attached as Exhibit C)**
11. **CircuitCrt - Appoint Amy Nesbit as the Financial Manager of OJJDP Family Treatment Court Program with oversight from County Comptroller Na'Son White**
12. **CircuitCrt - Appoint Amy Nesbit as the Grant Administrator of the OJJDP Family Treatment Court Program**
13. **CircuitCrt - Appoint Judge O'Neal as the Alternate Grant Administrator for OJJDP Family Treatment Court Program**
14. **COMP - Approve Constable Report - September 2022**
15. **EMA - Approve Payment to City of Madison for purchase of office furniture for**

President's Initials: _____

Date Signed: _____

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Madison Police Department (Attached as Exhibit D)

16. **ENG - Approve Travel and Related Expenses for 2022 DSITE Fall Meeting Institute of Transportation Engineers / Tim Bryan / New Orleans, LA / October 12-14, 2022**
17. **ENG - Approve Energy Utility Permit - Moss Lane**
18. **Fire Services - Approve Travel and Related Expenses for 2022 Mississippi Fire Service Training Chiefs Conference / Minor Norman / Gulfport, MS / November 2-4, 2022**
19. **RD - Approve September 2022 Closed Call Analysis**
20. **RD - Approve September 2022 Monthly Report**
21. **RD - Approve October 2022 Closed Call Analysis**
22. **RD - Approve October 2022 Service Call Schedule**
23. **TA - Approve 2022 Real Property Decreases**
24. **TA - Approve 2022 Real Property Increases - Unsigned**
25. **TA - Approve 2022 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 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 3rd day October, 2022.

***In re: Appointment to Central Madison County
Fire District Board***

Mr. Banks did offer and Ms. Jones did second a motion to reappoint Mr. Dustin Bullock to the Central Madison County Fire District Board for a term of 5 years. The vote on the matter being as follows:

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

President's Initials: _____

Date Signed: _____

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the matter carried by the unanimous vote of those present and Mr. Bullock was and is hereby reappointed.

SO ORDERED this the 3rd day October, 2022.

In re: Approval of Sole Source Declaration

At the request of Tax Assessor Norman Cannady, Mr. Banks did offer and Ms. Jones did second a motion to accept sole source declaration of Just Appraised, Inc. for appraisal services, 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 declaration was and is hereby approved.

SO ORDERED this the 3rd day October, 2022.

In re: Approval of Software Agreement

At the request of Tax Assessor Norman Cannady, Mr. Steen did offer and Mr. Banks did second a motion to approve the Agreement with Just Appraised, Inc. for appraisal services, attached as Exhibit F, 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 3rd day October, 2022.

In re: Award of Bid

At the request and recommendation of Buildings and Grounds Director Drew Ridinger, Mr. Banks did offer and Mr. Griffin did second a motion to award the bid to Flagstar Construction Company, Inc. in the amount of \$1,164,000.00 for the Madison County Park restrooms project for Fairview Park, Estes Park and Rogers Park, and authorize Board President to execute the contract related to 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

President's Initials: _____

Date Signed: _____

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

SO ORDERED this the 3rd day October, 2022.

***In re: Authorization to Advertise
MegaSite Fire Station***

At the request and recommendation of Buildings and Grounds Director Drew Ridinger, Mr. Steen did offer and Ms. Jones did second a motion to authorize advertising for the construction of a new fire station at the Madison County Mega Site. 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 advertising was and is hereby authorized.

SO ORDERED this the 3rd day October, 2022.

In re: Approval of Contract

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve the contract between Stantec Consulting Services, Inc. and Madison County for construction engineering and inspection services related to Reunion Parkway Phase 3, attached as Exhibit G, at a cost not to exceed \$1,441,528.25, and authorize the Board President to execute the same and authorize the Engineering Department to begin contract negotiations. The vote on the matter being as follow:

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 approved and Board President and the Engineering Department were and are hereby authorized.

SO ORDERED this the 3rd day October, 2022.

In re: Approval of Memorandum of Understanding

At the request of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Baxter did second a motion to approve the Memorandum of Understanding with MDOT, attached as Exhibit H, for the construction and maintenance of the proposed intersection improvements at Highway 51 and Green Oak Lane, and authorize Board President to execute the same. 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 unanimously and said Memorandum of Understanding was and is hereby approved, and Board President was and is hereby authorized.

SO ORDERED this the 3rd day October, 2022.

In re: Approval of Final Plat - Green Acres

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the final plat of Green Acres consisting of approximately 71.41 acres with 6 lots with no public infrastructure. 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.

SO ORDERED this the 3rd day October, 2022.

In re: Modification of Plat - The Highlands, Phase 2

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to modify the plat of The Highlands, Phase 2 previously approved on September 6, 2022 to reflect the change of Russum Road from a private road to a public 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 plat was and is hereby modified.

SO ORDERED this the 3rd day October, 2022.

In re: Authorization to Require Bond

Ms. Jones did offer and Mr. Banks did second a motion to require a bond for loggers using Old Rice Road. Thereafter Mr. Steen did offer and Ms. Jones did second a substitute motion to approve requiring a \$50,000.00 bond at the time a permit is issued for all loggers using Old Rice Road. The vote on the matter being as follows:

President's Initials: _____

Date Signed: _____

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

the matter carried unanimously and said bond requirement was and is hereby approved.

SO ORDERED this the 3rd day October, 2022.

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

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Ms. Jones did second a motion to acknowledge the Planning and Zoning minutes from their September 8, 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 3rd day October, 2022.

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

At the request of Zoning Administrator Scott Weeks, Mr. Steen did offer and Mr. Banks did second a motion to set the appeal hearing for the Jeff Cox Rezoning matter on November 21, 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 Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said appeal hearing was and is hereby set for November 21, 2022 at 9:00 a.m.

SO ORDERED this the 3rd day October, 2022.

***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 Lakes at Sulphur Springs Phase 1 consisting of 11 lots being located in Supervisor District 5. 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 unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 3rd day October, 2022.

***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 Lakes at Sulphur Springs Phase 2 consisting of 6 lots 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 3rd day October, 2022.

***In re: Authorization to Request Assistance from
NRCS***

At the request and recommendation of Board Attorney Mike Espy, Mr. Banks did offer and Mr. Griffin did second a motion to authorize Board President to execute the letter to request technical and financial assistance from the Natural Resources Conservation Service (NRCS) Emergency Watershed Protection Program to address watershed impairments related to the recent historic rainfall and flooding, 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 unanimously and said Board President was and is hereby authorized.

SO ORDERED this the 3rd day October, 2022.

Thereafter, Mr. Steen did offer and Mr. Banks did second a motion to authorize Waggoner Engineering to draft a letter requesting federal funding along with a watershed study related to the plan for watershed development in Madison County. The vote on the matter being as follows:

President's Initials: _____

Date Signed: _____

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

the matter carried unanimously and Waggoner Engineering was and is hereby authorized.

SO ORDERED this the 3rd day October, 2022.

In re: Authorization to Hire Court Reporter

Mr. Griffin did offer and Mr. Baxter did second a motion to authorize County Administrator to hire a court reporter for the next Board of Supervisors meeting on October 17, 2022 in order to allow citizens from Northeast Madison County to appear to give testimony in relation to the lack of internet services or poor internet services in their area which hinder their ability to complete online studies or other situations that require internet services. 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 3rd day October, 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 were obtained in advance as required by law, Mr. Banks did offer and Mr. Baxter 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:

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

President's Initials: _____

Date Signed: _____

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 3rd day October, 2022.

In re: Acknowledgment of Inmate Meal Report

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Ms. Jones did second a motion to acknowledge the inmate meal report for September 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 3rd day October, 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 October 3, 2022 meeting of the Board of Supervisors was adjourned until October 17, 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: _____

President's Initials: _____

Date Signed: _____

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