

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

REGULAR MEETING OF SEPTEMBER 5, 2023  
Being the first day of the September term of the Board of Supervisors

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly reconvened, held and conducted on September 5, 2023 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, Gerald Steen 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  
Chief Deputy Sheriff Jeremy Williams

Absent:

Also Present:  
County Administrator Greg Higginbotham  
Board Attorney Mike Espy  
Board Secretary/Chief Deputy Chancery Clerk Gena Permenter

The President of the Board announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Mickey Watkins 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 August 21, 2023***

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 August 21, 2023,

Ms. Jones did offer and Mr. Baxter did second a motion to approve the minutes of August 21, 2023 as presented, and 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 August 21, 2023 were and are hereby approved.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

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

*For Searching Reference Only: Page 1 of 15(9/5/23)*

**In re: Approval of Request for Property Tax Exemption - Madison Methodist Church**

Ms. Jones did offer and Mr. Baxter did second a motion to approve the request of Madison Methodist Church for property tax exemption for the year beginning January 1, 2023 for property located at 100 Post Oak Road and 2050 Main Street in Madison bearing Parcel Numbers #072C-08C-080/03.00, 072C-08C-081/00.00, 072C-08C-082/00.00, 072C-08C-083/00.00, 072C-08C-097/00.00, 072C-08C-100/00.00, 072C-08C-033/00.00, and 072C-08C-098/03.00 for continued use as a church. 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 5<sup>th</sup> day of September, 2023.

**In re: Public Hearing on the Adoption of the FY 2024 Budget and Tax Levy of Madison County, Mississippi**

Ms. Jones did offer and Mr. Banks did second a motion to open the public hearing on the Adoption of the FY 2024 Budget and Tax Levy 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 5<sup>th</sup> day of September, 2023.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to close the public hearing on the FY 2024 budget and tax levy(ies). 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 closed.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

Thereafter, Ms. Jones did offer and Mr. Baxter did second a motion to acknowledge the Notice of Public Hearing, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
-------------------------	-----

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

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

*For Searching Reference Only: Page 2 of 15(9/5/23)*

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

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

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

Thereafter, Mr. Banks did offer and Mr. Baxter did second a motion to adopt the FY 2024 Tax Levy, 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 Tax Levy was and is hereby adopted.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to adopt the FY 2024 Proposed Budget, a copy 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 proposed Budget was and is hereby adopted.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Authorization of County Administrator to Publish  
FY 2024 Budget***

Mr. Banks did offer and Ms. Jones did second a motion to authorize the County Administrator to publish the FY 2024 Budget 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 5<sup>th</sup> day of September, 2023.

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

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

***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

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

6. **HR - Approve Personnel Matters (Attached as Exhibit A)**
7. **CA - Approve and Authorize Board President to execute JH&H Architects Agreement for Madison County Fuel System Upgrade Sheriff Department**
8. **CA - Approve Computer Software Support Agreement Addendum with Delta Computer Systems Inc. (Attached as Exhibit B)**
9. **CA - Approve Participation in the USDA Beaver Control Program and Authorize Board President to Execute Agreement**
10. **CA - Approve Travel and Related Expenses for 2023 County Veterans Service Officer Training / Mendal Kemp & Casey Davis / Hattiesburg, MS / October 18-20, 2023**
11. **ChClrk - Approve 16th Section Land Leases**
12. **ChCrt - Acknowledge Special Court Orders of Eminent Domain (Attached as Exhibit C)**
13. **ChCrt - Approve Chancery Court Order Setting Compensation for Court Reporter - Amanda Brock Vanlandingham (Attached as Exhibit D)**
14. **ChCrt- Approve Chancery Court Order Setting Salary for Court Administrator - Shelia Lewis (Attached as Exhibit E)**
15. **ChCrt - Approve Chancery Court Order Setting Salary for Staff Attorney - Patricia Chatelain (Attached as Exhibit F)**
16. **COMP - Clerk of the Board - July 2023**
17. **COMP - Approve MegaSite Alliance Fire Protection District Per Diem and Authorize Payment**
18. **COMP - Approve Constable Report - August 2023**
19. **EMA - Approve Mississippi Association for Spatial Technologies Registration for Latashee McLaurin and Authorize Payment**
20. **EMA - Approve Travel and Related Expenses for 2023 MCDEMA Mid-Winter Conference / Jones, Everett, Travis, and Knight /Bay St. Louis, MS / November 14-16-, 2023**
21. **IT - Approve Upgrade of Main Circuit for cSpire Data Network from 250 mb to 1 gb (Attached as Exhibit G)**

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

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

*For Searching Reference Only: Page 4 of 15(9/5/23)*

22. **JvnlDrgCrt - Approve Lease Extension Agreement on Key Drive Properties, LLC**  
(Attached as Exhibit H)
23. **RD - Approve August 2023 Closed Call Analysis**
24. **RD - Approve August 2023 Monthly Report**
25. **RD - Approve September 2023 Culvert Requests**
26. **RD - Approve September 2023 Service Call Schedule**
27. **SO - Acknowledge Narcotic Unit Expenditures**
28. **TA - Approve Annual Maintenance Agreement and Authorize Payment - Apex Software** (Attached as Exhibit I)
29. **TA - Approve Computer Software Support Agreement Addendum with Delta Computer Systems Inc.** (Attached as Exhibit J)
30. **TC - Approve Travel and Related Expenses for 2023 Mississippi Assessors and Collectors Association Fall Conference (MACA) / Kay Pace and C. J. Garavelli / Starkville, MS / November 13-15, 2023**

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

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 5<sup>th</sup> day of September, 2023.

***In re: Award of Construction Service Term Bids***

At the request and recommendation of Purchase Clerk Keshia Jackson, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge all bids received for service term bids. 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 construction service term bids were and are hereby acknowledged.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to award the construction

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

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

*For Searching Reference Only: Page 5 of 15(9/5/23)*

service term bids for the period October 1, 2023 through September 30, 2024 as outlined in that certain memorandum from Purchase Clerk Kesha Jackson, 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 construction service term bids were and are hereby awarded.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Award of Commodity Term Bids***

At the request and recommendation of Purchase Clerk Kesha Jackson, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge all bids received for commodity term bids. 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 commodity term bids were and are hereby acknowledged.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

Thereafter, Ms. Jones did offer and Mr. Banks did second a motion to award the commodity term bids for the period October 1, 2023 through September 30, 2024 as outlined in that certain memorandum from Purchase Clerk Kesha Jackson, 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	Aye

the matter carried unanimously and said commodity term bids were and are hereby awarded.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

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

***For Searching Reference Only: Page 6 of 15(9/5/23)***

***In re: Authorization of Stephanie B. Smith of GranthamPoole, PLLC***

Mr. Griffin did offer and Ms. Jones did second a motion to authorize Stephanie B. Smith of GranthamPoole, PLLC to further investigate the accounting issues of the Madison County Tax Collector’s office for an additional 30 days. 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 Stephanie B. Smith of GranthamPoole, PLLC was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Approval to Void Tax Sale***

At the request of Tax Collector Kay Pace, Mr. Griffin did offer and Mr. Banks did second a motion to void the 2022 tax sale of Parcel Number 081C-07-004/07.00 in the name of Sunnybrook Children’s Home, Inc., and authorize a refund in the amount of \$7,180.65 to TLGFY, LLC as outlined in that certain memorandum from Tax Collector Kay Pace, attached as Exhibit 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 tax sale was and is hereby voided and said refund was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Approval of Engineering Contract - Stribling Road Pavement Evaluation***

At the request of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the engineering contract of Terracon, found in the Miscellaneous Appendix to these Minutes, for pavement evaluation services for Stribling Road between Dewees Road and Catlett Road in the amount of \$14,000.00, 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 contract was and is hereby approved and Board

**President’s Initials:** \_\_\_\_\_

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

***For Searching Reference Only: Page 7 of 15(9/5/23)***

President was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion for authorization to advertise for the NRCS Emergency Watershed Protection Program Project along East Semmes Street in 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 said advertising was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Baxter did second a motion for authorization to advertise for engineering services from a consulting engineering firm to assist Madison County with preliminary engineering and environmental services for a proposed roadway to connect Yandell Road to Gluckstadt 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 advertising was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Authorization for Traffic Impact Study***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Baxter did second a motion to authorize Jonathan Kiser of Kiser Traffic & Engineering to perform a traffic impact study of Yandell Road from Bainbridge Subdivision to Highway 51. The vote on the matter being as follows:

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

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

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

***For Searching Reference Only: Page 8 of 15(9/5/23)***



the matter carried unanimously and Jonathan Kaiser of Kiser Traffic & Engineering was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Re-Approval of Preliminary Plat - The Vision Subdivision, Phase 1***

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Baxter did second a motion to re-approve the preliminary plat of The Vision Subdivision, Phase 1 in order for the construction plans to be submitted and approved for the developer to proceed with Phase 1B of The Vision Subdivision.

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 re-approved.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Authorization to Subcontract - Reunion Parkway Phase 3 Project***

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Banks did second a motion to allow Hemphill Construction Company, Inc. to subcontract work on the Reunion Parkway Phase 3 Project to Tremac Resteel, and authorize Board President to execute the form for said subcontract. 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 5<sup>th</sup> day of September, 2023.

***In re: Approval of Construction Bid - Reunion Parkway Phase 2 Project***

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Banks did second a motion to approve and award the bid of Hemphill Construction Company, Inc. in the amount of \$31,961,800.00 as the lowest bidder for the Reunion Parkway Phase 2 Project, and authorize Board President to execute the contract and all documents related thereto. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
-------------------------	-----

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

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

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

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

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Acknowledgment of Planning and Zoning Commission Minutes***

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Banks did second a motion to acknowledge the Planning and Zoning Commission draft minutes of August 10, 2023. 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 Planning and Zoning minutes were and are hereby acknowledged.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Approval of Zoning Matter - Application for Variance***

At the request of Zoning Administrator Scott Weeks and being approved by the Planning Commission, Mr. Baxter did offer and Mr. Banks did second a motion to approve the Application for Variance submitted by Berkshire Homes, LLC for a variance on rear setbacks of Lot 1090, Heron's Bay of Caroline, 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 application for variance was and is hereby approved.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Consideration of Zoning Matter - Application for Rezoning***

Mr. Banks did offer and Ms. Jones did second a motion to table the Application for Rezoning submitted by Paul Hopper until the next board meeting to allow Mr. Hopper additional time to

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

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

***For Searching Reference Only: Page 10 of 15(9/5/23)***

meet with neighbors to decide if said property should be zoned C-2. 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 application for rezoning was and is hereby tabled until the next meeting on September 18, 2023.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Approval of Cooperation Agreement -  
City of Gluckstadt***

At the request and recommendation of Board Attorney Mike Espy, Mr. Baxter did offer and Mr. Banks did second a motion to approve the Cooperation Agreement between Madison County and the City of Gluckstadt, attached as Exhibit N, regarding the funding of certain road improvements located within the City of Gluckstadt, 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 Cooperation Agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***In re: Approval of CMPDD Aging Advisory  
Committee Nominations***

Mr. Griffin did offer and Mr. Banks did second a motion to nominate Shirley Brown as minority. Prior to call of the motion, Mr. Steen did offer and Mr. Griffin did second a substitute motion to nominate Shirley Brown and D.I. Smith to the CMPDD Aging Advisory Committee. The vote on the matter being as follows:

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

the matter carried by a majority vote (3-1) of the Board and Ms. Brown and Mr. Smith were and are hereby nominated.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

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

***For Searching Reference Only: Page 11 of 15(9/5/23)***

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

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Steen did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as Exhibit O. 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 5<sup>th</sup> day of September, 2023.

**In re: Approval of Claims Docket & Payroll Dockets**

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. Griffin did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Docket 1 - August 29, 2023
- (3) Payroll Docket 2 - August 30, 2023

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	3769 to 3960	192	607,181.20
012	157 to 160	4	25,870.96
015	79 to 82	4	435,976.39
030	35 to 35	1	1,440.00
095	15 to 15	1	37,673.59
097	104 to 106	3	12,777.06
104	40 to 40	1	632.13
105	100 to 103	4	226,044.99
115	152 to 156	5	8,921.19
116	10 to 10	1	16,042.76
117	10 to 10	1	446.66
118	10 to 10	1	553.63
119	10 to 10	1	1,308.33
120	10 to 10	1	895.19
121	10 to 10	1	280.35
122	10 to 10	1	1,400.85
125	39 to 39	1	875.00
137	15 to 15	1	15,715.93
150	679 to 712	34	108,260.90
151	1 to 2	2	108,200.00
160	91 to 93	3	34,319.85

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

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

**For Searching Reference Only: Page 12 of 15(9/5/23)**

170	16 to 16	1	8,234.24	
185	47 to 47	1	287.00	
187	22 to 24	3	2,368.50	
190	98 to 100	3	121.38	
191	147 to 150	4	3,483.72	
194	92 to 93	2	538.94	
226	39 to 40	2	1,440,412.52	
305	13 to 13	1	6,943.00	
314	3 to 3	1	3,865.00	
324	24 to 24	1	48,537.31	
328	21 to 22	2	10,325.86	
342	34 to 34	1	20,115.59	
655	11 to 11	1	60,513.00	
664	11 to 11	1	1,450.00	
672	11 to 11	1	1,175.50	
675	11 to 11	1	3,343.50	
680	3 to 3	1	1,066.25	
690	11 to 11	1	41,951.20	
691	11 to 11	1	52,439.04	
TOTAL ALL FUNDS			292	3,351,988.51

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 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 5<sup>th</sup> day of September, 2023.

***In re: Acknowledgment of the 2022 OPEB Memorandum of Participation for GASB 75 Reports***

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge and approve the 2022 OPEB Memorandum of Participation for GASB 75 Reports. 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 2022 OPEB Memorandum of Participation was and is hereby acknowledged and approved.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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

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

***For Searching Reference Only: Page 13 of 15(9/5/23)***

***In re: Approval of Claims of Fleetcor Technologies***

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Baxter did second a motion to approve a supplemental claims docket dated September 1, 2023 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>1</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.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

***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.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Steen 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 litigation, 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 Gena Permenter, County Administrator Greg Higginbotham, County Engineer Tim Bryan, Comptroller Na'Son White, Board Attorney Mike Espy, Stan Wright, and Chief Deputy Sheriff Jeremy Williams. 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 took up the matter of entering into Executive Session.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

---

<sup>1</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:** \_\_\_\_\_

**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 litigation. 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 Board President declared the Board to be in Executive Session for the consideration of such matters and Ronny Lott announced to the public the purpose for the Executive Session.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

During Executive Session, the Madison County Board of Supervisors acknowledged the hiring of Alan Purdie and Robert Dambrino for two litigation matters.

Thereafter, Mr. Baxter did offer and Mr. Steen 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	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and the Board President declared Executive Session adjourned and Ronny Lott did announce the action taken during Executive Session.

SO ORDERED this the 5<sup>th</sup> day of September, 2023.

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 Griffin and approved by the unanimous vote of those present, the September 5, 2023 meeting of the Board of Supervisors was adjourned until September 7, 2023 at 9:00 a.m.

\_\_\_\_\_  
Gerald Steen, President  
Madison County Board of Supervisors

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

ATTEST:

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

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

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

*For Searching Reference Only: Page 15 of 15 (9/5/23)*



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