

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

REGULAR MEETING OF SEPTEMBER 29, 2023
Adjourned from a meeting conducted September 18, 2023

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly reconvened, held and conducted on September 29, 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 Karl Banks
Supervisor Gerald Steen
Supervisor Paul Griffin
Chief Deputy Sheriff Jeremy Williams

Absent:
Supervisor Trey Baxter
Chancery Clerk Ronny Lott

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

1. **HR - Approve Personnel Matters (Attached as Exhibit A)**
2. **COMP - Acknowledge of Receipt of Funds \$12,000,000.00 from the State of MS pursuant to HB 603 to pay costs for the Reunion Parkway and Bozeman Road Expansion Project**
3. **COMP - Approve Flexible Spending Plan - FY 2024**
4. **COMP - Approve Constable Report - September 2023**
5. **COMP - Declare Property as Surplus and Authorize Disposal**
6. **COMP - Reinstatement of Property Previously Declared Surplus**
7. **COMP - Clerk of the Board - August 2023**

The vote on the matter being as follows:

President's Initials: _____
Date Signed: _____

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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 29th day of September, 2023.

In re: Approval of Budget Amendments & Interfund Cash Transfers

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Ms. Jones did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as **Exhibit B**. 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 said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 29th day of September, 2023.

In re: Approval of Claims Docket & Payroll Dockets 1 - 3

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, Ms. Jones did offer and Mr. Banks did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Docket 1 - September 18, 2023
- (3) Payroll Docket 2 - September 25, 2023
- (4) Payroll Docket 3 - September 27, 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	4117 to 4213	97	1,565,024.94
012	166 to 172	7	58,029.69
015	86 to 88	3	271,782.15
030	37 to 38	2	1,647.00
095	16 to 16	1	75,772.32
097	112 to 114	3	11,547.87
104	44 to 44	1	2.41
105	109 to 110	2	213,796.55

President's Initials: _____

Date Signed: _____

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115	170 to 174	5	6,781.27
116	11 to 11	1	43,769.48
117	11 to 11	1	2,973.66
118	11 to 11	1	3,875.39
119	11 to 11	1	8,206.96
120	11 to 11	1	4,045.57
121	11 to 11	1	745.84
122	11 to 11	1	7,982.49
125	42 to 43	2	1,069.62
137	16 to 16	1	32,845.85
150	752 to 781	30	200,728.01
151	5 to 5	1	151,058.11
160	104 to 107	4	5,816.04
185	54 to 55	2	799.50
187	28 to 28	1	52.08
190	109 to 111	3	1,017.25
191	162 to 168	7	21,630.43
194	100 to 102	3	9,091.80
305	15 to 15	1	400.00
340	12 to 12	1	811,826.54
345	1 to 1	1	2,291,316.90
655	12 to 12	1	79,341.25
664	12 to 12	1	2,150.00
672	12 to 12	1	1,307.50
675	12 to 12	1	4,304.00
690	12 to 12	1	61,066.58
691	12 to 12	1	76,333.32
697	31 to 31	1	690.76
698	31 to 31	1	393.51
699	31 to 31	1	13.26
TOTAL ALL FUNDS		194	6,029,235.90

and further directed the Chancery Clerk to publish the Summary of Claims as required by law and approve the Claims Docket approving payment of said claims, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present, and said General Claims Docket and Payroll Dockets 1 - 3 were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 29th day of September, 2023.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na'Son White, Ms. Jones did offer and Mr. Griffin did second a motion to approve a supplemental claims docket dated September 28, 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:

President's Initials: _____

Date Signed: _____

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Absent
Supervisor Gerald Steen	Recused ¹
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 29th day of September, 2023.

In re: Adoption of Final, Amended Budget for Fiscal Year Ending September 29, 2023

At the request and recommendation of Comptroller Na'Son White, Ms. Jones did offer and Mr. Banks did second a motion to (1) amend the 2023 budget to the final actual receipts, including beginning cash as budgeted, as shown on the General Ledger Budgeted Receipts Report after posting of all transactions for the fiscal year ending September 29, 2023, and (2) amend the 2023 budget to the final actual expenditures as shown on the General Ledger Budgeted Expenditures Report (summarized by Category – personal services, contractual services, etc.), after payment of all approved claims, and payrolls for the fiscal year ending September 29, 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 said 2023 budget was and is hereby amended.

SO ORDERED this the 29th day of September, 2023.

In re: Rejection of Bid

At the request and recommendation of County Engineer Tim Bryan, Ms. Jones did offer and Mr. Banks did second a motion to reject the bid of Hemphill Construction Company for the Bozeman Road Improvement Project, and rebid said project at a future date. 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

¹Prior 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: _____

the matter carried by the unanimous vote of those present and said bid was and is hereby rejected.

SO ORDERED this the 29th 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 personnel matters and economic development.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Ms. Jones did offer and Mr. Steen 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 personnel matters and economic development, with the following persons deemed necessary for Board discussions, deliberations, and recording of such Executive Session, to wit: members of the Board, Board Secretary/Chief Deputy Chancery Clerk Gena Permenter, County Administrator Greg Higginbotham, County Engineer Tim Bryan, Comptroller Na’Son White, Board Attorney Mike Espy, and Chief Deputy Sheriff Jeremy Williams. 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 the Board took up the matter of entering into Executive Session.

SO ORDERED this the 29th day of September, 2023.

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 personnel matters and economic development. 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 Board President declared the Board to be in Executive Session for the consideration of such matters and Board Secretary/Chief Deputy Chancery Clerk Gena Permenter announced to the public the purpose for the Executive Session.

SO ORDERED this the 29th day of September, 2023.

President’s Initials: _____

Date Signed: _____

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Thereafter, Ms. Jones did offer and Mr. Griffin 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	Absent
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 Board Secretary/Chief Deputy Chancery Clerk Gena Permenter did announce that no action was taken during Executive Session.

SO ORDERED this the 29th 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 Jones and seconded by Supervisor Banks and approved by the unanimous vote of those present, the September 29, 2023 meeting of the Board of Supervisors was adjourned until October 2, 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: _____

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Date Signed: _____

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