

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

REGULAR MEETING OF OCTOBER 16, 2023
Adjourned from a meeting conducted October 2, 2023

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly reconvened, held and conducted on October 16, 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
Sheriff Randy Tucker

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. 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 October 2, 2023

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meetings of the Board of Supervisors having been conducted on October 2, 2023,

Ms. Jones did offer and Mr. Banks did second a motion to approve the minutes of October 2, 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 October 2, 2023 were and are hereby approved.

SO ORDERED this the 16th day of October, 2023.

President's Initials: _____

Date Signed: _____

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In re: Approval to Support Dr. Flonzie Brown Wright

Mr. Banks did offer and Mr. Griffin did second a motion to endorse and support Dr. Flonzie Brown Wright in her efforts to erect a Mississippi Humanities Council Marker for her 60 years of service to 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 Dr. Flonzie Brown Wright was and is hereby endorsed.

SO ORDERED this the 16th day of October, 2023.

In re: Authorization to Hire GranthamPoole, PLLC

At the request of Tax Collector Kay Pace, Mr. Steen did offer and Mr. Baxter did second a motion to authorize hiring Stephanie B. Smith of GranthamPoole, PLLC to continue to reconcile accounts for the Madison County Tax Collector's office through January 31, 2024. 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 GranthamPoole, PLLC was and is hereby authorized and hired.

SO ORDERED this the 16th day of October, 2023.

In re: Authorization of Board Attorney

Mr. Baxter did offer and Mr. Banks did second a motion to authorize Board Attorney to research and bring a recommendation back to the Board of Supervisors at the next meeting regarding the refund of monies owed to the City of Canton by 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 Board Attorney was and is hereby authorized.

SO ORDERED this the 16th day of October, 2023.

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***In re: Consideration of Funding Request -
Joe Pritchard Homes Renovations***

Mr. Griffin did offer and Mr. Banks did second a motion to take under advisement the request for redevelopment funding of public housing from Joe Pritchard Homes/Canton Housing Authority for renovations until funding from ARPA is determined. 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 was and is hereby taken under advisement.

SO ORDERED this the 16th day of October, 2023.

***In re: Approval of Increases of Assessment of
Real and Personal Property Pursuant to Miss. Code Ann. § 27-35-147 et seq.***

Mr. Steen did offer and Mr. Banks did second a motion to open the public hearing on the matter of increasing certain real and personal property assessment for Waxing the City for tax year 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 the public hearing was and is hereby opened.

SO ORDERED this the 16th day of October, 2023.

Thereafter, the Chancery Clerk did advise that the appropriate notices on the matter of increasing certain real and personal property assessments for tax year 2023 for Waxing the City, a spreadsheet and the petition listing the property owner, the parcel number, and amount of the proposed assessment increase may be found in the Miscellaneous Appendix to these Minutes, by regular mail to the affected property owner(s), and the Board does find that said notices were sufficient, and

WHEREAS, no one did appear to contest or protest said assessment increases,

Mr. Baxter did offer and Mr. Banks did second a motion to close the public hearing. 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	Absent

the matter carried by the unanimous vote of those present and the public hearing was and is hereby closed.

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SO ORDERED this the 16th day of October, 2023.

Thereafter, Mr. Banks did offer and Mr. Steen did second a motion to approve the assessment increase for the individual(s) and parcel number(s) as set forth in the aforesaid spreadsheet and petitions. 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	Absent

the matter carried by the unanimous vote of those present and the assessment of the parcel(s) reflected thereon were and are hereby approved and adopted.

SO ORDERED this the 16th day of October, 2023.

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. Baxter 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. **HR - Acknowledge SHRM Volunteer Leaders Business Meeting 2023 / Phillips / November 16-18, 2023**
8. **B&G - Approve Use of Courthouse Grounds - Madison County Soil & Water**
9. **CA - Approve Proclamation to Observe Veterans Day Holiday - November 10, 2023**
10. **CA - Acknowledge Mississippi Department of Mental Health Letter**
11. **CA - Acknowledge Request from Town of Lambert Mayor James Rayford**
12. **CA - Acknowledge Change in Rogers Park Application**
13. **CA - Authorize Board President to Execute Fastenal DIP Grant Closeout**
14. **ChClrk - Approve 16th Section Land Leases**
15. **ChClrk - Acknowledge Distribution of Cash and Aging of Accounts for Justice Court**
16. **ChClrk - Authorize Destruction of Records**
17. **ChClrk - Approve ITC Quote for Maintenance and Support (Attached as Exhibit B)**
18. **ChClrk - Acknowledge Orders Appointing Interpreters (Attached as Exhibit C)**

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19. **CirCrt - Acknowledge Order Appointing and Setting Salary for Support Staff - Allie Burroughs (Attached as Exhibit D)**
20. **CirCrt - Acknowledge Circuit Court Order for Establishing Court Terms (Attached as Exhibit E)**
21. **COMP - Approve Payment Maintenance Agreement Renewal for Stenograph (Attached as Exhibit F)**
22. **COMP - Approve Higginbotham TIF Payment to the City of Ridgeland**
23. **COMP - Clerk of the Board - September 2023**
24. **COMP - Approve Reunion Parkway Quarterly Report to DFA (\$12m HB 603) and Authorize Board President to Execute**
25. **COMP - Approve Bozeman Road to Hwy 463 Quarterly Report to DFA (\$2.5m HB 1353) and Authorize Board President to Execute**
26. **COMP - Approve Bozeman (MS 463 and North) Quarterly Report to DFA (\$5m SB 2971) and Authorize Board President to Execute**
27. **COMP - Approve Reunion Parkway Quarterly Report to DFA (\$5m HB 1730) and Authorize Board President to Execute**
28. **COMP - Approve Reunion Phase II Quarterly Report to DFA (\$8m SB 2002) and Authorize Board President to Execute**
29. **EMA - Approve Travel and Related Expenses for Mississippi Opioid Crisis 3rd Annual Summit /Albert Jones & Abonie Robicheaux / Philadelphia, MS / March 6, 2024**
30. **ENG - Approve Comcast Cable Utility Permit - Holmes Hollow Lane and Rock Road**
31. **ENG - Approve Comcast Cable Utility Permit - Potluck Road**
32. **ENG - Approve Comcast Cable Utility Permit - Royal Oak Road**
33. **ENG - Approve Request for Payment - Right of Way for Catlett Road Project STP-6984-00(001) LPA to Dustin Metz and Anna Metz**
34. **ENG - Approve Request for Payment - Right of Way for Catlett Road Project STP-6984-00(001) LPA to Randall & Caroline Vaughn.**
35. **IT - Approve IBM Services Renewal for Chancery and SO AS/400 System and Authorize Payment (Attached as Exhibit G)**
36. **PC - Approve October 2023 Procurement Card Reconciliation and Authorize Payment Thereof**
37. **PC - Approve October 2023 Travel Card Reconciliation and Authorize Payment Thereof**
38. **PC - Approve Service Agreement with Shred-it and Authorize Board President to execute (Attached as Exhibit H)**

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- 39. SO - Acknowledge Narcotic Unit Expenditures
- 40. SO - Approve Request for Reimbursement - Sgt. Jonathan Dearing
- 41. TA - Approve Appraisal Board Renewal License Fee - Norman A. Cannady, Jr.
- 42. TA - Approve 2023 Amended Homestead
- 43. TA - Approve 2023 Real Property Increase – Signed
- 44. TA - Approve 2022 Personal Property Decrease
- 45. TA - Approve 2023 Personal Property Decreases
- 46. TA - Approve 2023 Personal Property Increase – Signed

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	Absent

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 16th day of October, 2023.

In re: Acknowledgment of Documentation

Mr. Banks did offer and Mr. Griffin did second a motion to acknowledge the letter from David Humphries, Esq. related to the Woodgate Subdivision discussion, 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 letter was and is hereby acknowledged.

SO ORDERED this the 16th day of October, 2023.

In re: Acknowledge Receipt of Fire Trucks

At the request of Fire Coordinator Minor Norman, Mr. Griffin did offer and Mr. Banks did second a motion to accept and acknowledge receipt of two fire trucks from SunbeltFire Apparatus, Inc. and authorize payment for said fire trucks with interfund transfers or budget amendments as needed. The vote on the matter being as follows:

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

the matter carried unanimously and said fire trucks were and are hereby accepted and acknowledged and said payment for said fire trucks was and is hereby authorized.

SO ORDERED this the 16th day of October, 2023.

In re: Award Bid - EWPP Project

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to approve and award the bid of RNC Services, LLC in the amount of \$ 153,983.00 as the lowest bidder for the NRCS Emergency Watershed Program. 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 bid was and is hereby awarded.

SO ORDERED this the 16th day of October, 2023.

In re: Authorization to Refund Permit Fee

At the request of Zoning Administrator Scott Weeks, Ms. Jones did offer and Mr. Banks did second a motion to authorize a refund of permit fee in the amount of \$115.00 to Marie Edwards Lewis. 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 refund was and is hereby authorized.

SO ORDERED this the 16th day of October, 2023.

In re: Approval of Road Use Agreement - Ragsdale Solar Park, LLC

At the request and recommendation of Board Attorney Mike Espy, Mr. Banks did offer and Mr. Griffin did second a motion approve Ragsdale Solar Park, LLC's Road Use Agreement, found in the Miscellaneous Appendix to these Minutes, and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye

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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 16th day of October, 2023.

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

At the request and recommendation of Board Attorney Mike Espy, Mr. Banks did offer and Mr. Steen did second a motion to approve the Cooperation Agreement between Madison County and the City of Flora, attached as **Exhibit I**, regarding the paving of and improvements to certain roads within the City of Flora, 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 16th day of October, 2023.

In re: Acknowledgment of Resolution

At the request of County Administrator Greg Higginbotham, Ms. Jones did offer and Mr. Banks did second a motion to acknowledge the Resolution from the City of Canton and List of Proposed Road Improvements, attached as **Collective Exhibit J**, regarding the request for assistance with paving and repairs to certain streets in the City of Canton. 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 Resolution and Road List were and are hereby acknowledged.

SO ORDERED this the 16th day of October, 2023.

***In re: Approval of Request for E-911 Funds -
City of Ridgeland***

Mr. Steen did offer and Mr. Banks did second a motion to approve the City of Ridgeland's request for E-911 funds in the amount of \$121,947.99. The vote on the matter being as follows:

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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 request for E-911 funds was and is hereby approved.

SO ORDERED this the 16th day of October, 2023.

***In re: Approval of Request for E-911 Funds -
City of Gluckstadt***

Mr. Baxter did offer and Mr. Banks did second a motion to approve the City of Gluckstadt’s request for E-911 funds in the amount of \$454,446.80 for the purchase of the entirety of the new E911 equipment. 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 E-911 funds was and is hereby approved.

SO ORDERED this the 16th day of October, 2023.

***In re: Authorization to Transfer
ARPA Funds***

At the request of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Steen did second a motion to authorize the transfer of \$2 Million in ARPA funds to the Madison County Wastewater Authority pursuant to the MCWI Agreement. 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 transfer of ARPA funds was and is hereby authorized.

SO ORDERED this the 16th day of October, 2023.

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

At the request and recommendation of Comptroller Na’Son White, Mr. Baxter did offer and Mr. Banks did second a motion to **(1)** approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as **Exhibit K**, and **(2)** approve the General Claims Docket and Payroll Docket 1 - October 11, 2023, assuring the Board of Supervisors that all claims had been properly

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documented and where necessary, purchase orders were obtained in advance as required by law.

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	12 to 101	90	463,678.22
002	1 to 1	1	1,062.33
012	4 to 5	2	2,116.79
014	1 to 1	1	40,929.00
015	1 to 2	2	174,204.66
030	1 to 1	1	1,031.02
095	1 to 1	1	1,136.69
096	1 to 1	1	63.74
097	2 to 3	2	2,944.06
105	2 to 4	3	19,844.87
115	4 to 7	4	3,430.16
137	1 to 1	1	478.05
150	4 to 35	32	169,961.64
151	1 to 1	1	122,341.17
160	2 to 3	2	10,201.03
185	2 to 2	1	262.50
186	2 to 2	1	912.50
190	2 to 2	1	205.02
191	4 to 4	1	200.00
194	2 to 4	3	1,788.14
226	1 to 3	3	10,432.95
681	1 to 1	1	3,186.54
TOTAL ALL FUNDS		155	1,030,411.08

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 unanimously 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 16th day of October, 2023.

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 dated October 12, 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:

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Supervisor Sheila Jones	Aye
Supervisor Trey Baxter	Aye
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 16th day of October, 2023.

***In re: Approval of Final Budget
Amendments for FY Ending 2023 &
Authorization for Publication***

At the request and recommendation of Comptroller Na’ Son White, Mr. Banks did offer and Mr. Steen did second a motion to approve the final budget amendments for fiscal year ending 2023, found in the Miscellaneous Appendix to these Minutes and authorize publication of 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 final budget amendments for fiscal year ending 2023 were and are hereby approved and publication was and is hereby authorized.

SO ORDERED this the 16th day October, 2023.

***In re: Approval of ARPA Quarterly
Report***

At the request and recommendation of Comptroller Na’ Son White, Mr. Banks did offer and Ms. Jones did second a motion to approve the ARPA quarterly report, 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 ARPA quarterly report was and is hereby approved.

SO ORDERED this the 16th day October, 2023.

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.

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Date Signed: _____

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In re: Acknowledgment of Inmate Meal Report

At the request of Sheriff Randy Tucker, Mr. Banks did offer and Ms. Jones did second a motion to acknowledge the inmate meal report for September 2023, 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 16th day October, 2023.

In re: Authorization of Board President

At the request of Sheriff Randy Tucker, Mr. Baxter did offer and Ms. Jones did second a motion to authorize Board President to acknowledge monies received from the Alcohol Grant. 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 Board President was and is hereby authorized.

SO ORDERED this the 16th day October, 2023.

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 Banks and approved by the unanimous vote of those present, the October 16, 2023 meeting of the Board of Supervisors was adjourned until November 6, 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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