

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

REGULAR MEETING OF JANUARY 16, 2024  
Adjourned from a meeting conducted JANUARY 2, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened on January 16, 2024 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 Chief Deputy Sheriff, Jeremy Williams called the meeting to order. Due to lack of a quorum and the inclement weather, the meeting was adjourned.

\_\_\_\_\_  
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:** \_\_\_\_\_

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

REGULAR MEETING OF JANUARY 17, 2024  
Adjourned from a meeting conducted JANUARY 16, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened on January 17, 2024 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 Chief Deputy Sheriff, Jeremy Williams called the meeting to order. Due to lack of a quorum and the inclement weather, the meeting was adjourned.

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

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

ATTEST:

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

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

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

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

REGULAR MEETING OF JANUARY 18, 2024  
Adjourned from a meeting conducted JANUARY 2, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on January 18, 2024 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 Casey Brannon  
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. 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 January 2, 2024***

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 January 2, 2024,

Mr. Steen did offer and Mr. Griffin did second a motion to approve the minutes of January 2, 2024 as presented, and authorize the Board President to execute same. The vote on the matter being as follows:

Supervisor Casey Brannon	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 January 2, 2024 were and are hereby approved.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

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

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

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***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 and litigation.

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Griffin did offer and Mr. Banks 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 and 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, Zoning Administrator Scott Weeks, Zoning Attorney Andy Clark, Comptroller Na’Son White, Board Attorney Mike Espy, Skip Jernigan, Esq., Chris Pace, Esq., MCEDA Director Joey Deason, Larkin Simpson, and Chief Deputy Sheriff Jeremy Williams. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

***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. Banks did second a motion to enter into Executive Session to discuss economic development and litigation. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

During Executive Session, Mr. Baxter did offer and Mr. Banks did second a motion to rescind a previous action authorizing payment related to the Catlett Road Project. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

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

Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said payment was and is hereby rescinded.  
SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Griffin did offer and Mr. Banks 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 Casey Brannon	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 the Chancery Clerk did announce the action taken during Executive Session.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Acknowledgment of Documentation***

Mr. Baxter did offer and Mr. Banks did second a motion to acknowledge the documentation submitted by Judith Fouladi, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***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. Brannon did request that Item Number 28 be pulled for further discussion, and

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

- 6. HR - Approve Personnel Matters (Attached as Exhibit A)**
- 7. HR - Approve Madison County Grievance Procedure under the ADA**
- 8. HR - Acknowledge SHRM Regional Council Business Meeting 2024 / Phillips / February 8-10, 2024**

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

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9. **B&G - Approve Renewal of County Pest Control Agreement (Attached as Exhibit B)**
10. **CA - Approve Travel and Related Expenses for Mississippi Coroner Medical Examiner 2024 Winter Conference / Alex Breeland, Joel Shows & Donnie South / Flowood, MS / January 17-19, 2024**
11. **CA - Authorize Board President to Execute Request for Extension-EWP Project**
12. **CA - Authorize Board President to Sign Notice of Intent for Madison County Citizens Services**
13. **ChClrk - Approve 16th Section Land Leases**
14. **ChClrk - Acknowledge Department Of Revenue Certificate of 2023 Tax Loss Certificates (Attached as Exhibit C)**
15. **CirClrk - Acknowledge Certification of Candidate Petition Signatures County Registrar**
16. **ChClrk - Approve Request to Void Various Tax Sales (Attached as Exhibit D)**
17. **COMP - Approve MegaSite Alliance Fire Protection District Per Diem and Authorize Payment - January 2024**
18. **COMP - Declare Property as Surplus and Authorize Disposal**
19. **COMP - Approve Request for Payment From Mississippi Development Authority Industry Incentive Financing Revolving Fund**
20. **COMP - Approve ACA Electronic Filing Agreement with Delta Computer Systems Inc. (Attached as Exhibit E)**
21. **COMP - Approve Bozeman Road (MS 463 and North) Quarterly Report to DFA (\$5m SB 2971) and Authorize Board President to Execute**
22. **COMP - Approve Bozeman Road (Hwy 463) Quarterly Report to DFA (\$2.5m HB 1353) and Authorize Board President to Execute**
23. **COMP - Approve Reunion Parkway Quarterly Report to DFA (\$5m HB 1730) and Authorize Board President to Execute**
24. **COMP - Approve Reunion Parkway Quarterly Report to DFA (\$12m HB 603) and Authorize Board President to Execute**
25. **COMP - Approve Reunion Phase II Quarterly Report to DFA (\$8m SB 2002) and Authorize Board President to Execute**
26. **COMP - Approval of American Rescue Plan Quarterly Report**
27. **ElecCom - Approve Request for Reimbursement - Patricia Truesdale (Attached as Exhibit F)**
29. **EMA - Acknowledge Letter from Madison County Emergency Management (Attached as Exhibit G)**
30. **ENG - Approve Atmos Energy Utility Permit - Yandell Road**

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

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31. **ENG - Approve Telepak Networks, Inc. / cSpire Utility Permit - Hampton Crossing/ Caroline Blvd**
32. **ENG - Approve Comcast Utility Permit - Camden Lake Circle**
33. **PC - Approve January 2024 Procurement Card Reconciliation and Authorize Payment Thereof**
34. **PC - Approve January 2024 Travel Card Reconciliation and Authorize Payment Thereof**
35. **PC - Approval of Department Employee Authorized to Submit Purchase Requisitions**
36. **TA - Approve 2023 Amended Homesteads**
37. **TA - Approve 2023 Real Property Decreases**
38. **TC - Approve Fee Agreement with Capitol Staffing**
39. **TC - Approve Mississippi Secretary of State Application for Notary Service and Authorize Payment**
40. **TC - Approve Travel and Related Expenses for Collector of Revenue Training / Raymond, MS / April 22-26, 2024**
41. **TC - Approve Accounting and Advisory Agreement with Grantham Poole**
42. **TC - Approve Agreement with DivcoData (Diversified Companies, LLC)**

The vote on the matter being as follows:

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

the matter carried unanimously and each item was and is hereby approved, adopted, and authorized as described herein above.

SO ORDERED this the 18<sup>th</sup> day of day of January, 2024.

***In re: Approval of Travel and Related Expenses***

Following discussion, Mr. Griffin did offer and Mr. Steen did second a motion to approve travel and related expenses for EMA Director Albert Jones, III and Ms. Latashee McLaurin to attend the ESRI User Conference in San Diego, California to be held July 15-19, 2024. The vote on the matter being as follows:

Supervisor Casey Brannon	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

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

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approved.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Appeal Hearing on Application for Conditional Use  
Public/Quasi Public Facility - The Oaks-Assisted Living Facility***

Mr. Baxter did offer and Mr. Banks did second a motion to open the public hearing for consideration of the Appeal of the Planning Commission’s October 19, 2023 Action on the Application for Conditional Use Public/Quasi Public Facility/Assisted Living Facility submitted by Chad Phillips for public/quasi public facility in a C-1 Commercial District. The vote on the matter being as follows:

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

the matter carried unanimously and said hearing was and is hereby opened.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Following discussion, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge documentation submitted by Mr. Steve Smith, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Following discussion, Mr. Banks did offer and Mr. Griffin did second a motion to acknowledge documentation submitted by Mr. Curtis Collins, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge the drawing of The Oaks Assisted Living Facility, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge documentation submitted by Mr. J. Kevin Watson, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Following further discussion, Mr. Griffin did offer and Mr. Banks did second a motion to close the public hearing. The vote on the matter being as follows:

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

the matter carried unanimously and said public hearing was and is hereby closed.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Banks did offer a motion to approve said Application for Conditional Use for Public/Quasi Public Facility - The Oaks-Assisted Living Facility filed by Chad Phillips. Said motion failed for lack of a second.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Steen did offer and Mr. Banks did second a motion to request the Mannsdale-Livingston Historic Preservation District (MLHPD) to revisit their denial of the Application for Conditional Use for a Public/Quasi Public Facility - The Oaks-Assisted Living Facility filed by Chad Phillips, with a binding decision within two weeks. Prior to call of the motion, Mr. Griffin did offer and Mr. Brannon did second a substitute motion to deny the Application for Conditional Use. Mr. Griffin then withdrew his substitute motion and Mr. Brannon withdrew his second to said motion.

Thereafter, the Board President called for a vote on the original motion to request the Mannsdale-Livingston Historic Preservation District (MLHPD) to revisit their denial of the Application for Conditional Use for a Public/Quasi Public Facility - The Oaks-Assisted Living Facility filed by

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Chad Phillips, with a binding decision within two weeks. The vote on the matter being as follows:

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

the matter carried unanimously and the Mannsdale-Livingston Historic Preservation District (MLHPD) was and is hereby requested.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Appointment to Madison County Planning & Zoning Commission***

Mr. Brannon did offer and Mr. Banks did second a motion to appoint Ms. Amanda Myers to the Madison County Planning & Zoning Commission. The vote on the matter being as follows:

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

the matter carried unanimously and Ms. Amanda Myers was and is hereby appointed.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Award of Bid - Police Pursuit Package Vehicles***

At the request and recommendation of Purchase Clerk Kesha Jackson, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge the bids received related to the Police Pursuit Package Vehicles. The vote on the matter being as follows:

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

the matter carried unanimously and said bids were and are hereby acknowledged.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Griffin did offer and Mr. Banks did second a motion to award (10-14) Police Pursuit Package Vehicles at a cost of \$50,609.00 each. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye

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

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Supervisor Paul Griffin

Aye

the matter carried unanimously and said vehicle cost was and is hereby awarded.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to award the bid to Cannon Chevrolet Nissan of Greenwood as the lowest and best bidder. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

***In re: Approval as Sole Source Provider***

At the request and recommendation of Purchase Clerk Kesha Jackson, Mr. Griffin did offer and Mr. Banks did second a motion to approve Montgomery Technology Systems, LLC as the sole source provider for a MTI control system computer upgrade for the Madison County Sheriff’s Department. The vote on the matter being as follows:

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

the matter carried unanimously and Montgomery Technology Systems, LLC was and is hereby approved as a sole source provider.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

Thereafter, Mr. Griffin did offer and Mr. Steen did second a motion to award and approve the computer system upgrade for the Madison County Sheriff’s Department to Montgomery Technology Systems, LLC at a cost of \$35,130.00 and authorize Purchase Clerk to issue a purchase order for said amount. The vote on the matter being as follows:

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

the matter carried unanimously and said cost was and is hereby awarded and Purchase Clerk was and is hereby authorized.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

**President’s Initials:** \_\_\_\_\_

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

**In re: Approval of Madison County Historic Courthouse Re-Roof Proposal**

At the request of Buildings & Grounds Director Drew Ridinger, Mr. Steen did offer and Mr. Banks did second a motion to approve the proposal of Belinda Stewart Architects, P.A. for the Madison County Historic Courthouse Re-Roofing Project, attached as **Exhibit H**. The vote on the matter being as follows:

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

the matter carried unanimously and said proposal was and is hereby approved.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

**In re: Acknowledgment of Mississippi Ethics Commission Advisory Opinion**

At the request and recommendation of Board Attorney Mike Espy, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge the Mississippi Ethics Commission Advisory Opinion Number 17-071-E, found in the Miscellaneous Appendix to these Minutes, as it relates to whether or not Supervisor Banks is required to recuse himself in matters regarding the Stribling Road Traffic Study. The vote on the matter being as follows:

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

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

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

**In re: Acknowledgment of Amended Stribling Road Traffic Analysis**

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to acknowledge the amended Stribling Road Traffic Analysis, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

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

the matter carried unanimously and said amended traffic analysis was and is hereby acknowledged.

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

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

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SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of 2023 Annual Report of NPDES Phase II Stormwater Program***

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Banks did second a motion to approve the 2023 Annual Report of the NPDES Phase II Stormwater Program permit, authorize Board President to execute the same, and authorize County Engineer to submit the same to MDEQ. The vote on the matter being as follows:

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

the matter carried unanimously and said annual report was and is hereby approved, Board President was and is hereby authorized, and County Engineer was and is hereby authorized.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of Preliminary Plat - Northshore of Lake Caroline, Part Six***

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the preliminary plat of Northshore of Lake Caroline, Part Six consisting of approximately 22.41 acres with 19 lots, with no public infrastructure. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

***In re: Approval of Final Plat - Northshore of Lake Caroline, Part Six***

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 Northshore of Lake Caroline, Part Six consisting of approximately 22.41 acres with 19 lots, with no public infrastructure. The vote on the matter being as follows:

Supervisor Casey Brannon	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.

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

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

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SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of Travel and Related Expenses***

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Steen did second a motion to approve travel and related expenses for County Engineer Tim Bryan to attend the Deep South Institute of Transportation Engineers 2024 Winter meeting to be held February 1 - 2, 2024 in Pearl, Mississippi. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

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

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to advertise for the Yandell Road/Weisenberger Road Improvements Project. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

***In re: Approval of Zoning Matter -  
Request to Place Mobile Home***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Griffin did second a motion to approve the request of Felicia Brown to place a mobile home on property owned by her located at 254 Mount Leopard Road due to medical hardship. The vote on the matter being as follows:

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

the matter carried unanimously and Ms. Brown was and is hereby authorized.

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

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

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SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of Zoning Matter -  
Refund of Permit Fee***

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to authorize a refund of building permit fee in the amount of \$1,006.00 to Woodlands Construction due to a change in construction plans. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

***In re: Approval of MASIT Steering Committee  
Nomination***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Griffin did offer and Mr. Banks did second a motion to nominate County Administrator Greg Higginbotham to serve on the MASIT Steering Committee. The vote on the matter being as follows:

Supervisor Casey Brannon	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 nominated.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Acknowledgment of Madison County Fastenal  
DIP Grant Closeout***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge the Madison County Fastenal (DIP) Grant closeout. The vote on the matter being as follows:

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

the matter carried unanimously and said grant closeout was and is hereby acknowledged.

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

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

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SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Authorization for Public Defenders  
to Join PERS***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Banks did second a motion to authorize Madison County Public Defenders to join PERS effective for pay period beginning January 28, 2024. The vote on the matter being as follows:

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

the matter carried unanimously and Public Defenders were and are hereby authorized.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Authorization of Budgeted  
Donation to American Red Cross***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Steen did second a motion to authorize a budgeted donation to the American Red Cross pursuant to MS Code 19-5-93. The vote on the matter being as follows:

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

the matter carried unanimously and said donation was and is hereby authorized.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of New Mileage Reimbursement  
Rate***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Griffin did second a motion to approve the new mileage reimbursement rate effective January 1, 2024 pursuant to that certain memorandum from the Department of Finance and Administration, attached as **Exhibit I**. The vote on the matter being as follows:

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

the matter carried unanimously and said mileage rate was and is hereby approved.

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

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

***For Searching Reference Only: Page 14 of 18 (1/18/24)***

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Acknowledgment of Change  
in Coroner Fee***

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Banks did second a motion to acknowledge the change in coroner fee pursuant to MS Code 41-61-75. The vote on the matter being as follows:

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

the matter carried unanimously and said coroner fee was and is hereby acknowledged.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Mr. Banks did second a motion to approve the Madison County Budget Amendments & Interfund Cash Transfers, attached as **Exhibit J**. The vote on the matter being as follows:

Supervisor Casey Brannon	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.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

***In re: Approval of Claims Docket &  
Payroll 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. Griffin did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Docket 1 - December 29, 2023
- (3) Payroll Docket 1 - January 4, 2024

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:** \_\_\_\_\_

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Fund	Claim Nos.	No. of Claims	Amount
001	1135 to 1239	105	402,310.68
012	39 to 39	1	4,252.50
015	24 to 25	2	66,301.63
030	14 to 16	3	7,208.58
097	34 to 35	2	5,985.50
104	11 to 11	1	1,264.26
105	29 to 31	3	18,799.33
114	4 to 5	2	2,649.00
115	49 to 52	4	535.72
125	5 to 6	2	3,753.00
150	186 to 212	27	122,923.39
160	31 to 32	2	31,312.00
185	14 to 14	1	1,231.25
190	22 to 23	2	246.90
191	41 to 44	4	16,725.99
194	23 to 25	3	7,977.08
226	12 to 13	2	2,790.00
306	1 to 1	1	100,000.00
324	3 to 3	1	58,357.48
327	1 to 2	2	423,861.00
331	5 to 6	2	11,537.50
342	1 to 1	1	796,441.51
346	3 to 3	1	647,484.00
655	3 to 3	1	74,659.95
664	3 to 3	1	1,000.00
672	3 to 3	1	1,059.50
675	3 to 3	1	4,259.50
680	2 to 2	1	2,951.25
TOTAL ALL FUNDS		179	2,817,878.50

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 Casey Brannon	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 Docket were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Mr. Banks did second a motion to approve the Planning and Zoning Commission per diem for January 2024, attached as **Exhibit K**. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye

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

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

***For Searching Reference Only: Page 16 of 18 (1/18/24)***

Supervisor Karl Banks  
Supervisor Paul Griffin

Aye  
Recused<sup>1</sup>

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

SO ORDERED this the 18th day of January, 2024.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Griffin did second a motion to approve a supplemental claims docket dated January 11, 2024 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 Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Recused <sup>2</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 18th day of January, 2024.

***In re: Approval of December 2023  
Clerk of the Board Report***

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Griffin did second a motion to approve the Clerk of the Board Report for the month of December 2023, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Casey Brannon	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 approved.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

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<sup>1</sup>Prior 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.

<sup>2</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:** \_\_\_\_\_

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**In re: Acknowledgment of Inmate Meal Report**

At the request of Chief Deputy Sheriff Jeremy Williams, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge the inmate meal report for December 2023, found in the Miscellaneous Appendix to these Minutes. The vote on the matter being as follows:

Supervisor Casey Brannon	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 18<sup>th</sup> day of January, 2024.

**In re: Acknowledgment of MDOC Invoices**

At the request of Chief Deputy Sheriff Jeremy Williams, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge receipt of MDOC invoices for December 2023 in the amount of \$3,937.69, 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 Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously vote of those present and said invoices were and are hereby acknowledged, and Board President was and is hereby authorized.

SO ORDERED this the 18<sup>th</sup> day of January, 2024.

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 Baxter and approved by the unanimous vote of those present, the January 18, 2024 meeting of the Board of Supervisors was adjourned until January 26, 2024 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:** \_\_\_\_\_

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

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