MINUTES OF THE BOARD OF SUPERVISORS OF MADISON COUNTY, MISSISSIPPI

REGULAR MEETING OF FEBRUARY 20, 2024 Adjourned from a meeting conducted FEBRUARY 5, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on February 20, 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:

Supervisor Karl Banks

Present: Absent:

Supervisor Casey Brannon Supervisor Trey Baxter Supervisor Gerald Steen Supervisor Paul Griffin Chancery Clerk Ronny Lott Sheriff Randy Tucker

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 February 5, 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 February 5, 2024,

Mr. Baxter did offer and Mr. Griffin did second a motion to approve the minutes of February 5, 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and the minutes of February 5, 2024 were and are hereby approved.

SO ORDERED this the 20th day of February, 2024.

President's Initials:
Date Signed:
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In re: Consideration of MLHPD's Findings and Recommendations Related to Application for Conditional Use - The Oaks - Assisted Living Facility

Following discussion, Mr. Brannon did offer and Mr. Baxter did second a motion to deny the Application for Conditional Use filed by Chad Phillips for The Oaks Assisted Living Facility. Prior to call of the motion, Mr. Steen did offer and Mr. Griffin did second a substitute motion to send said matter back to the Planning and Zoning Commission for further consideration. The vote on the matter being as follows:

Supervisor Casey Brannon	No
Supervisor Trey Baxter	No
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter failed for lack of a majority vote.

SO ORDERED this the 20th day of February, 2024.

Thereafter, the Board President called for a vote of the original motion made by Mr. Brannon and seconded by Mr. Baxter to deny the request to approve the Application for Conditional Use for the The Oaks Assisted Living Facility. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter failed for lack of a majority vote.

SO ORDERED this the 20th day of February, 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. Griffin did offer and Mr. Steen did second a motion to take the following actions on the Consent Agenda:

- 3. HR Approve Personnel Matters (Attached as Exhibit A)
- 4. HR Approve Time Clock Plus Renewal of Annual Support & Maintenance (Attached as Exhibit B)
- 5. B&G Approve Use of Courthouse Grounds Canton Flea Market May 5, 8, & 9, 2024
- 6. B&G Approve Use of Courthouse Grounds Canton Convention & Visitors Bureau for Various Events
- 7. B&G Approve Change Order #3 Madison County Multipurpose Building Peoples Construction (Attached as Exhibit C)
- 8. B&G Approve Change Order #4 Madison County Multipurpose Building Peoples Construction (Attached as Exhibit D)

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- 9. B&G Approve Change Order #5 Madison County Multipurpose Building Peoples Construction (Attached as Exhibit E)
- 10. B&G Approve Change Order #6 Madison County Multipurpose Building Peoples Construction (Attached as Exhibit F)
- 11. CA Approve Travel & Related Expenses for 2024 Annual Mississippi Association of Supervisors Minority Caucus Conference / Supervisor Griffin and Supervisor Banks / Hattiesburg, MS / April 9-12, 2024
- 12. CA Approve Travel & Related Expenses for Amazon Project / Minor Norman & Norman Cannady / Columbus OH / February 21-23, 2024
- 13. ChClrk Approve Payment for Special Master & Attorneys
- 14. ChCrt Approve Chancery Court ADA Business Information Systems (BIS Digital)
 Service & Support Renewal Contract and Authorize Payment
 (Attached as Exhibit G)
- 15. CircuitCrt Approve Applying for Drug Court Grant with U.S. Department of Justice
- 16. CircuitCrt Approve Applying for (SAMSHA) Drug Court Grant with U.S. Department of Justice
- 17. CircuitCrt Approve Applying for (BJA) Drug Court Grant with U.S. Department of Justice
- 18. COMP Approve Arbitrage Rebate Calculation Agreement for \$5,300,000 Madison County, MS General Obligation Notes, Series 2023
- 19. COMP Acknowledge Arbitrage Report for \$5,250,000 Madison County, MS / General Obligation Note Series 2022
- 20. COMP Approve Actuarial Services Contract with Madison County, MS and Cavanaugh MacDonald Consulting, LLC
- 21. COMP Approve Clerk of the Board January 2024
- 22. CountyCrt Approve Travel & Related Expenses for (NADCP) National Drug Court Convention / Stafford, Ballard, & Nisbett / Anaheim, CA / May 22-25, 2024
- 23. ENG Approve Travel & Related Expenses for 2024 Mississippi Engineering Society Winter Meeting / Brandon Johnson / Jackson Convention Complex / February 28 March 1, 2024
- 24. ENG Approve Comcast Cable Utility Permit Sweetbriar Circle
- 25. ENG Approve Telepak Networks, Inc. / cSpire Utility Permit Allie Land and Charleigh Circle
- 26. ENG Approve Memorandum of Agreement for the I-55 from Bozeman Road to Parkway East (Reunion Interchange) Project and Authorize Board President to Sign
- 27. ENG Approve Mississippi Department of Transporation Executive Compensation Certificate for Transparency Act and Authorize Board President to Sign

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- 28. IT Approve Renewal of Meraki Wireless Network Equipment and Authorize Payment
- 29. PC Approve February 2024 Procurement Card Reconciliation and Authorize Payment Thereof
- 30. PC Approve February 2024 Travel Card Reconciliation and Authorize Payment Thereof
- 31. TA Approve Travel and Related Expenses for 2024 Certified Appraisers School / Courtney Sones / Starkville, MS / April 29 May 3, 2024
- 32. TA Approve Travel and Related Expenses for 2024 Certified Appraisers School / Tori McDaniel / Starkville, MS / April 29 May 3, 2024
- 33. TA Approve 2023 Real Property Decreases
- 34. TA Approve 2023 Amended Homesteads
- 35. TC Approve Request for Void of Tax Sales August 2021 & 2022
- 36. JuvDrgCrt Approve Contract for Professional Services with Essential Touchstones, LLC
- 37. JuvDrgCrt Approve Fixed Price Research Agreement

The vote on the matter being as follows:

Supervisor Casey Brannon
Supervisor Trey Baxter
Supervisor Gerald Steen
Supervisor Karl Banks
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 20th day of day of February, 2024.

In re: Approval of Request for Property Tax Exemption - Sunnybrook Children's Home, Inc.

Mr. Steen did offer and Mr. Griffin did second a motion to approve the request of Sunnybrook Children's Home, Inc. for property tax exemption for the year beginning January 1, 2024 for property at 3841 Highwy 22 in Flora bearing Parcel Numbers 081C-07-004/02.00 and 081C-07-004/02.01. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said request for property tax exemption was and is hereby approved.

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In re: Approval of Congestion Mitigation Project Application - Weisenberger Road

At the request of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Griffin did second a motion to approve the Application for a Congestion Mitigation Project grant related to the widening of Weisenberger Road from U.S. Highway 51 to Parkway East within the City of Gluckstadt and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey BrannonAyeSupervisor Trey BaxterAyeSupervisor Gerald SteenAyeSupervisor Karl BanksAbsentSupervisor Paul GriffinAye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20th day of day of February, 2024.

In re: Approval of Congestion Mitigation Project Application - Stribling Road/Catlett Road

At the request of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Brannon did second a motion to approve the Application for a Congestion Mitigation Project grant related to the widening of Stribling Road from the intersection of Caroline Boulevard to the intersection of Red Fox Lane in Madison County and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey BrannonAyeSupervisor Trey BaxterAyeSupervisor Gerald SteenAyeSupervisor Karl BanksAbsentSupervisor Paul GriffinAye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20th day of day of February, 2024.

In re: Approval of Safety Improvements Project Application - Yandell Road

At the request of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Steen did second a motion to approve the Application for a Safety Improvements Project grant for intersection improvements at the intersection of Yandell Road at North Old Canton Road including installation of a traffic signal and authorize Board President to execute documents related thereto. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye

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Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said application was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 20th day of day of February, 2024.

In re: Consideration for Bid

Mr. Brannon did offer and Mr. Baxter did second a motion to re-advertise for bids for the Bozeman Road Phase 1 Project. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	No
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter failed for lack of a majority vote.

SO ORDERED this the 20th day of February, 2024.

In re: Approval of Candidate Petition for Election Commissioner

Mr. Steen did offer and Mr. Baxter did second a motion to approve the Candidate Petition for Election Commissioner for District 3 in Madison County filed by Joanne Pearson and acknowledge documentation in support of this position presented by Board Attorney. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	No

the matter carried by a majority vote (3-1) of the Board and said petition was and is hereby approved and documentation was and is hereby acknowledged.

SO ORDERED this the 20th day of day of February, 2024.

In re: Acknowledgment of Letter

At the request of Board Attorney Mike Espy, Mr. Griffin did offer and Mr. Baxter did second a motion to acknowledge the letter dated February 14, 2024 from Canton Municipal Utilities rescinding their previous letter dated November 14, 2023 requesting reimbursement of \$95,117.93 from the Board of Supervisors, attached as **Exhibit H**, related to a 2001 Lease Agreement between Madison County and Canton Municipal Utilities. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said letter was and is hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 20th day of day of February, 2024.

In re: Acknowledgment of Documentation

Mr. Steen did offer and Mr. Griffin did second a motion to acknowledge the documentation presented by Phyllis Doby related to the MLHPD presentation of Findings and Recommendations. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said documentation was and is hereby acknowledged.

SO ORDERED this the 20th day of day of February, 2024.

In re: Acknowledgment of Documentation

Mr. Baxter did offer and Mr. Griffin did second a motion to acknowledge the Road Project Funding mechanisms documentation. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said funding mechanisms were and are hereby acknowledged.

SO ORDERED this the 20th day of day of February, 2024.

In re: Acknowledgment of Duties and Responsibilities of County Administrator

At the request of County Administrator, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge the duties and responsibilities of County Administrator pursuant to MS Code 19-4-7. The vote on the matter being as follows:

Supervisor Casey Brannon	Aye
Supervisor Trey Baxter	Aye

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Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said duties and responsibilities of County Administrator were and are hereby acknowledged.

SO ORDERED this the 20th day of day of February, 2024.

In re: Approval to Ratify Emergency Declaration

At the request of County Administrator, Mr. Griffin did offer and Mr. Steen did second a motion to ratify the Emergency Declaration, attached as **Exhibit I**, related to a water line break at the Madison County Sheriff's Office. The vote on the matter being as follows:

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

the matter carried by the unanimous vote of those present and said emergency declaration was and is hereby ratified.

SO ORDERED this the 20th day of day of February, 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. Griffin 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	Absent
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 20th day of day of February, 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. Griffin did offer and Mr. Steen did second a motion to approve the following:

(1) General Claims Docket

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- (2) Payroll Docket 1 January 31, 2024
- (3) Payroll Docket 1 February 14, 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:

Fund	Claim Nos.	No. of Claims	Amount
001	1358 to 1451, 1453 to 1489,	137	450,394.45
	1492 to 1497		
012	51 to 55	5	7,654.88
015	32 to 34	3	307,066.24
030	17 to 18	2	2,566.00
097	43 to 44	2	11,309.80
105	39 to 40	2	16,733.93
114	7 to 8	2	5,635.00
115	65 to 67	3	825.37
150	244 to 275	32	124,623.11
160	40 to 43	4	115,295.27
185	18 to 18	1	2,050.00
186	16 to 16	1	123.75
187	4 to 4	1	103.68
190	29 to 29	1	2,196.25
191	54 to 60	7	27,497.70
194	31 to 34	4	2,138.61
324	5 to 5	1	53,311.05
327	3 to 3	1	2,085.00
328	2 to 2	1	128,989.97
331	8 to 9	2	12,768.75
345	8, 1	2	40,408.36
	TOTAL ALL FUNDS	214	1,313,777.17

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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present, and said General Claims Docket and Payroll Dockets 1 and 2 were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 20th day of day of February, 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. Brannon did second a motion to approve the Planning and Zoning Commission per diem for February 2024, attached as **Exhibit K**. The vote on the matter being as follows:

Supervisor Casey Brannon Aye

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Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Absent
Supervisor Paul Griffin	Recused ¹

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

SO ORDERED this the 20th day of day of February, 2024.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na'Son White, Mr. Brannon did offer and Mr. Griffin did second a motion to approve a supplemental claims docket dated February 15, 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 ²
Supervisor Karl Banks	Absent
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 20th day of day of February, 2024.

In re: Approval of Payment to Mississippi Development Authority

At the request and recommendation of Comptroller Na'Son White, Mr. Steen did offer and Mr. Brannon did second a motion to approve the Request for Payment from Mississippi Development Authority Industry Incentive Financing Revolving Fund, 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	Absent
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said payment was and is hereby approved and Board President was and is hereby authorized.

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¹Prior 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.

²Prior 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.

In re: Acknowledgment of MDOC Invoices

At the request of Sheriff Randy Tucker, Mr. Steen did offer and Mr. Griffin did second a motion to acknowledge receipt of MDOC invoices for January 2024 in the amount of \$5,188.91, 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 BrannonAyeSupervisor Trey BaxterAyeSupervisor Gerald SteenAyeSupervisor Karl BanksAbsentSupervisor Paul GriffinAye

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 20th day of day of February, 2024.

In re: Acceptance of Retirement of K-9 Kelly

At the request of Sheriff Randy Tucker, Mr. Brannon did offer and Mr. Griffin did second a motion to accept retirement of K-9 Kelly and allow her to remain with Deputy Connor Smith. The vote on the matter being as follows:

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

the matter carried unanimously vote of those present and said retirement was and is hereby accepted.

SO ORDERED this the 20th day of day of February, 2024.

In re: Approval of Summit Food Service Agreement Modification

At the request of Sheriff Randy Tucker, Mr. Steen did offer and Mr. Griffin did second a motion to approve the Summit Food Service Agreement Modification #4, attached as **Exhibit L**, 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	Absent
Supervisor Paul Griffin	Aye

the matter carried unanimously and said report was and is hereby acknowledged and Board President was and is hereby authorized .

SO ORDERED this the 20th day of day of February, 2024.

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In re: Approval of Sole Source Declaration

At the request and recommendation of Sheriff Randy Tucker, Mr. Griffin did offer and Mr. Brannon did second a motion to approve Airworx, LLC as sole source declaration for unmanned robotics vehicles. The vote on the matter being as follows:

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

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

SO ORDERED this the 20th day of day of February, 2024.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Griffin and seconded by Supervisor Steen and approved by the unanimous vote of those present, the February 20, 2024 meeting of the Board of Supervisors was adjourned until February 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: For Searching Reference Only: Page 12 of 12 (2/20/24)