

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

REGULAR MEETING OF APRIL 15, 2024
Adjourned from a meeting conducted APRIL 1, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on April 15, 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:	Absent:
Supervisor Casey Brannon	
Supervisor Trey Baxter	
Supervisor Gerald Steen	
Supervisor Karl Banks	
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. Timothy Jenkins 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 March 25, 2024
and April 1, 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 March 25, 2024 and April 1, 2024,

Mr. Banks did offer and Mr. Steen did second a motion to approve the minutes of March 25, 2024 and April 1, 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 March 25, 2024 and April 1, 2024 were and are hereby approved.

SO ORDERED this the 15th day of April, 2024.

President's Initials: _____

Date Signed: _____

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In re: Approval of Resolution for Law Enforcement Appreciation Week

Mr. Banks did offer and Mr. Brannon did second a motion to approve the Resolution recognizing Law Enforcement Appreciation Week for the week of May 13 - May 17, 2024 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 and said Resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

In re: Authorization to Advertise

Mr. Banks did offer and Mr. Baxter did second a motion to authorize advertising with Team Mississippi Transplant Sports for the purpose of bringing into favorable notice the opportunities, possibilities, and resources of Madison County pursuant to MS Code Ann. 17-3-1. 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 15th day of April, 2024.

In re: Consideration of MDEQ Emergency Permit

Mr. Baxter did offer and Mr. Brannon did second a motion to authorize a letter to MDEQ in support of an Emergency Permit. Prior to call of the motion, Mr. Steen did offer and Mr. Griffin did second a substitute motion to direct Mr. Timothy Jenkins to take this matter before the Planning and Zoning Commission for consideration. The vote on the matter being as follows:

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

the matter carried by a majority vote (4-1) of the Board and Mr. Jenkins was and is hereby directed.

SO ORDERED this the 15th day of April, 2024.

President's Initials: _____

Date Signed: _____

***In re: Approval of Resolution Honoring
Canton High School Boys Basketball Team***

Following presentation by Board Attorney Mike Espy, Mr. Griffin did offer and Mr. Banks did second a motion to approve a Resolution Honoring Canton High School Boys Basketball Team, 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 and said Resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

***In re: Approval of Petition to Have Property
Granted Qualified Resort Status***

At the request of Don McGraw, Jr., Esq., Mr. Baxter did offer and Mr. Brannon did second a motion to approve the Petition of E&M Entertainment, LLC to Have Property Granted Qualified Resort Status, 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 resort status was and is hereby approved.

SO ORDERED this the 15th day of April, 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. Banks did second a motion to take the following actions on the Consent Agenda:

7. **HR - Approve Personnel Matters (Attached as Exhibit A)**
8. **B&G - Approve Use of Rogers Park – Ousley**
9. **B&G - Approve Use of Rogers Park – Walker**
10. **B&G - Approve Use of Rogers Park - Leggins**
11. **B&G - Approve Household Hazard Waste Disposal SW 1374 Request for Payment**

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- and Authorize Board President to Execute Same (Attached as Exhibit B)**
- 12. B&G - Approve Household Hazard Waste Disposal SWC 595 Request for Payment and Authorize Board President to Execute Same (Attached as Exhibit C)**
 - 13. B&G - Approve and Authorize Board President to execute MDEQ Local Solid Waste Assistance Grant Fund - Competitive and Noncompetitive Allocation Application (Attached as Exhibit D)**
 - 14. B&G - Approve and Authorize Board President to execute Belinda Stewart Architects Agreement for Madison County Courthouse – Re-Roof (Attached as Exhibit E)**
 - 15. B&G - Approve Change Order #10 - Madison County Multipurpose Building - Peoples Construction (Attached as Exhibit F)**
 - 16. CA - Approve Travel & Related Expenses for BOS, Co. Admin, Chancery Clerk, Board Atty., Comptroller, Co. Engineer & Road Manager to Attend 2024 MAS Annual Convention / Biloxi, MS / June 10-13, 2024**
 - 17. CA - Approve Travel and Related Expenses for Mississippi Coroner Medical Examiner Association 2024 Summer Conference / Joel Shows / Biloxi, MS / June 25-28, 2024**
 - 18. CA - Acknowledge Letter from Mississippi Public Entity Workers Compensation Notice of Annual Meeting**
 - 19. CA - Acknowledge Madison County School District - Audit Report Fiscal Year Ended - June 30, 2023**
 - 20. ChClrk - Approve 16th Section Land Leases**
 - 21. ChCrt - Approve Chancery Court (BIS Digital) Service & Support Renewal Contract and Authorize Payment (Attached as Exhibit G)**
 - 22. COMP - Acknowledge FEMA Management Costs Declined**
 - 23. COMP - Approve Clerk of the Board - March 2024**
 - 24. COMP - Approve Bozeman Road (MS 463 and North) Quarterly Report to DFA (\$5m SB 2971) and Authorize Board President to Execute**
 - 25. COMP - Approve Bozeman Road (MS 463) Quarterly Report to DFA (\$2.5m HB 1353 2022) and Authorize Board President to Execute**
 - 26. COMP - Approve Reunion Phase II Quarterly Report to DFA (\$8m SB 2002) 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 Parkway Quarterly Report to DFA (\$12m HB 603) and Authorize Board President to Execute**
 - 29. COMP - Approve Request from Parkway South PID and Authorize Payment**
 - 30. COMP - Approval of American Rescue Plan Quarterly Report**

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31. **EMA - Approve and Authorize Board President to execute Confidentiality Agreement on behalf of Entergy, MS, LLC and Madison County, MS**
(Attached as **Exhibit H**)
32. **JuvDrgCrt - Approve Madison County Juvenile Drug Treatment Court (MCJDTC) Memorandum of Understanding between Health Connect America**
(Attached as **Exhibit I**)
33. **JuvDrgCrt - Approve Travel and Related Expenses for 2024 Mississippi Conference for Addiction Professionals / Avis Stringer and Lance Felton / Hattiesburg, MS / April 23-26, 2024**
34. **PC - Approve April 2024 Procurement Card Reconciliation and Authorize Payment Thereof**
35. **PC - Approve April 2024 Travel Card Reconciliation and Authorize Payment Thereof**
36. **PC - Approve Declaration of Sole Source with Pen-Link - Sheriff Department**
37. **PC - Approve Declaration of Sole Source with WSI Technologies - Sheriff Department**
38. **PC - Approve Declaration of Sole Source with Lee Tractor Company of MS - Road Department**
39. **SO - Approve Contract Agreement with The Range and Authorize Payment Thereof**
40. **TA - Approve 2023 Real Property Decreases**
41. **TA - Approve 2023 Real Property Increase – Signed**
42. **TA - Approve 2023 Amended Homesteads**
43. **TC - Approve Request for Void of Tax Sale August 2023**

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 each item was and is hereby approved, adopted, and authorized as described herein above.

SO ORDERED this the 15th day of April, 2024.

In re: Acceptance of Signs from Springbrook HOA

Mr. Steen did offer and Mr. Banks did second a motion to accept donation of signs and poles from the Springbrook HOA and authorize the Road Department to post said signs on public roads within the Springbrook community. 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	Aye
Supervisor Paul Griffin	Aye

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

SO ORDERED this the 15th day of April, 2024.

In re: Approval of Request for Property Tax Exemption - James W. Hood Family Foundation

Mr. Steen did offer and Mr. Griffin did second a motion to approve the request of the James W. Hood Family Foundation for property tax exemption for the year beginning January 1, 2024 on property located at 443 Northpark Drive bearing Parcel Number 072I-32C-017/08.00. 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 request for property tax exemption was and is hereby approved.

SO ORDERED this the 15th day of April, 2024.

In re: Acknowledgment of Engagement Agreement

At the request and recommendation of Tax Collector C.J. Garavelli, Mr. Banks did offer and Mr. Griffin did second a motion to acknowledge the Engagement Agreement between the Madison County Tax Collector and Donahoo Law Firm, PLLC. 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 agreement was and is hereby acknowledged.

SO ORDERED this the 15th day of April, 2024.

In re: Approval of Resolution

At the request of EMA Director Albert Jones, Mr. Banks did offer and Mr. Steen did second a motion to approve a Resolution Requesting to Proclaim a State of Emergency, attached as **Exhibit J**, and authorize Board President to execute the same. 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	Aye
Supervisor Paul Griffin	Aye

the matter carried unanimously and said resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

In re: Authorization to Award Bid

At the request and recommendation of Buildings and Grounds Director Drew Ridinger, Mr. Steen did offer and Mr. Griffin did second a motion to award the bid of J.E. Stevens Construction Group, LLC as the lowest and best bid in the amount of \$360,500.00 for the Madison County Office Building Boardroom Improvements Project. The vote on the matter being as follows:

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

the matter carried by a majority vote (3-2) of the Board and said bid was and is hereby awarded.

SO ORDERED this the 15th day of April, 2024.

In re: Approval of CE&I Services Contract - Stantec

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to approve the contract of Stantec Consulting Services, Inc. for construction, engineering, and inspection services (CE&I) for the Yandell Road Widening Project, 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 and said contract was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

In re: Acceptance of Letter of Credit

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Banks did second a motion to accept the Letter of Credit for Woodgate Subdivision for off-site improvements where Woodgate Boulevard will intersect with Yandell Road at its current intersection with Deerfield Club Drive. The vote on the matter being as follows:

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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 Letter of Credit was and is hereby accepted.

SO ORDERED this the 15th day of April, 2024.

***In re: Authorization to Subcontract -
Reunion Parkway Phase 2 Project***

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to authorize Hemphill Construction Company, Inc. to subcontract work on the Reunion Parkway Phase 2 Project to A1 Sealing, Dickerson & Bowen, Inc., Simmons Erosion Control, Inc., Lane Line, LLC, Atwood Fence Company, Inc., and Lewis Electric, Inc., and authorize Board President to execute the form for each subcontract. 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 subcontract work was and is hereby authorized and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

In re: Approval of Amended Plat - Expedition Point, Phase 1

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Baxter did second a motion to approve the amended plat of Expedition Point, Phase 1, 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 plat was and is hereby approved.

SO ORDERED this the 15th day of April, 2024.

***In re: Approval of Petition to Alter Plat -
Twin Cedars, Phase II-A***

At the request of Zoning Administrator Scott Weeks, Mr. Baxter did offer and Mr. Steen did second a motion to approve the Petition to Alter Plat of Twin Cedars, Phase II-A filed by Robert G. Feild to allow for the division of Lot 28 to combine 0.88 acres out of Lot 28 with Lot 27 to meet

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setback requirements of Twin Cedars, Phase II-A. 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 plat was and is hereby altered.

SO ORDERED this the 15th day of April, 2024.

In re: Consideration of Cooperative Agreement

Following discussion, Mr. Griffin did offer and Mr. Banks did second a motion to table consideration of the Cooperative Agreement until the next board meeting to allow Board Attorney to make necessary changes to said agreement. 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 matter was and is hereby tabled.

SO ORDERED this the 15th day of April, 2024.

In re: Approval for KnowBe4 Cyber Security Awareness Training

At the request of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Griffin did second a motion to approve the quote of CDW-G for KnowBe4 Cyber Security awareness training, attached as **Exhibit K**. 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 quote was and is hereby approved.

SO ORDERED this the 15th day of April, 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 L**. 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	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 15th day of April, 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 - April 11, 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	2255 to 2375	121	1,692,460.71
012	83 to 83	1	615.24
015	46 to 47	2	144,506.06
030	28 to 28	1	879.66
097	62 to 63	2	660.55
105	57 to 58	2	11,525.11
115	98 to 99	2	18,669.73
150	384 to 410	27	143,761.45
151	6 to 7	2	21,718.87
185	27 to 27	1	1,075.00
191	87 to 87	1	1,230.49
194	52 to 52	1	1,230.00
226	29 to 29	1	800.00
329	3 to 3	1	2,613,378.29
347	2 to 2	1	1,594,481.14
655	6 to 6	1	111,392.43
664	6 to 6	1	4,377.50
672	6 to 6	1	1,117.75
675	6 to 6	1	5,776.50
680	4 to 4	1	1,305.00
681	116 to 116	1	3,284.96
TOTAL ALL FUNDS		172	6,374,246.44

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

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

SO ORDERED this the 15th day of April, 2024.

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

At the request and recommendation of Comptroller Na'Son White, Mr. Banks did offer and Mr. Steen did second a motion to approve the Planning and Zoning Commission per diem for April 2024, attached as **Exhibit M**. 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 Recused¹

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

SO ORDERED this the 15th day of April, 2024.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na'Son White, Mr. Griffin did offer and Mr. Baxter did second a motion to approve a supplemental claims docket dated April 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 Recused²
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 15th day of April, 2024.

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.

President's Initials: _____

Date Signed: _____

In re: Acknowledgment of MDOC Invoices

At the request of Sheriff Randy Tucker, Mr. Banks did offer and Mr. Griffin did second a motion to acknowledge receipt of MDOC invoices for February 2024 in the amount of \$4,789.76, 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 and said invoices were and are hereby acknowledged and Board President was and is hereby authorized.

SO ORDERED this the 15th day of April, 2024.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Banks and seconded by Supervisor Baxter and approved by the unanimous vote of those present, the April 15, 2024 meeting of the Board of Supervisors was adjourned until May 6, 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: _____

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