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

REGULAR MEETING OF October 21, 2024 Adjourned from a meeting conducted October 7, 2024

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on October 21, 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. Rev. Jason Dillon 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 7, 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 October 7, 2024,

Mr. Griffin did offer and Mr. Steen did second a motion to approve the minutes of October 7, 2024 as presented, and authorize the Board President to execute same. 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 the minutes of October 7, 2024 were and are hereby approved.

SO ORDERED this the 21st day of October, 2024.

### In re: Approval of Consent Agenda Items

WHEREAS, the Board President did explain that any Supervisor could, in advance of the

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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, noting that Sheriff Tucker provided corrected personnel forms for Detention Officers Samantha Stubbs, Shameka Wells, and Tiffany Cumberland:

- 2. HR Approve Personnel Matters (Attached as Exhibit A)
- 3. HR Acknowledge SHRM Volunteer Leaders Business Meeting 2024 / Phillips / November 21-23, 2024
- 4. B&G Approve Use of Rogers Park Sims
- 5. ChClrk Approve Engagement Letter with Bridgers, Goodman, Baird & Clark, PLLC (Attached as Exhibit B)
- 6. CirCrt Acknowledge Circuit Court Order Appointing and Setting Salary for Support Staff Allie Burroughs (Attached as Exhibit C)
- 7. CA Authorize Ramsay Construction Group to Modify Courtrooms 1 & 2 at 229 North Union Street (Attached as Exhibit D)
- 8. CA Authorize Use of County Fire Truck at Magnolia Speech School Trunk or Treat
- 9. COMP Approve Payment Maintenance Agreement Renewal for Stenograph (Attached as Exhibit E)
- 10. COMP Approve Bozeman (MS 463 and North) Quarterly Report to DFA (\$5m SB 2971) and Authorize Board President to Execute
- 11. COMP Approve Bozeman Road to Hwy 463 Quarterly Report to DFA (\$2.5m HB 1353) and Authorize Board President to Execute
- 12. COMP Approve Reunion Phase II Quarterly Report to DFA (\$8m SB 2002) and Authorize Board President to Execute
- 13. COMP Approve Reunion Parkway Quarterly Report to DFA (\$5m HB 1730) and Authorize Board President to Execute
- 14. COMP Approve Reunion Parkway Quarterly Report to DFA (\$12m HB 603) and Authorize Board President to Execute
- 15. COMP Approve Completion and Submission for GPM Empire, LLC Credit Application Sheriff Department
- 16. COMP Approval of Schedule F End of Year Inventory Report and Authorize Filing with the Office of State Auditor (Attached as Exhibit F)
- 17. COMP Approve Renaissance III & IV TIF payment 2024 to the City of Ridgeland
- 18. COMP Approve Clerk of the Board September 2024
- 19. COMP Approve Rejection of Invoice Stribling Equipment
- 20. ElecComm Acknowledge Resolution Board Personnel for General Election
- 21. ENG Approve AT&T Utility Permit Endris Road
- 22. ENG Approve Comcast Utility Permit Nissan Parkway

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- 23. ENG Approve Telepak Networks, Inc. / cSpire Utility Permit Porter Ridge Drive
- 24. ENG Approve Telepak Networks, Inc. / cSpire Utility Permit Windermere Blvd
- 25. ENG Approve Right-of-Way Permit Application for the Construction or Adjustment of a Utility, Lake Castle Road and Authorize Board President to Sign
- 26. PC Approve October 2024 Procurement Card Reconciliation and Authorize Payment Thereof
- 27. PC Approve October 2024 Travel Card Reconciliation and Authorize Payment Thereof
- 28. PC Approve Purchase of Vehicles using State Contract Sheriff Department
- 29. PC Approve Purchase of Tractors using State Contract Road Department
- 30. PC Approve Purchase of Cradle Boom using State Contract Road Department
- 31. PC Authorization to Advertise for Police Pursuit Vehicles Sheriff Department
- 32. SO Approve Travel and Related Expenses for Tactical Officer Survival School / Scott McDonald / Lake Cormorant, MS / December 2-13, 2024
- 33. TA Approve Marshall Valuation Services and Authorize Payment
- 34. TA Approve Fee Agreement with Capitol Staffing

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 21st day of October, 2024.

### In re: Consideration of Preliminary Plat/Final Plat - Ratliff Trace Farms Subdivision

At the request and recommendation of County Engineer Tim Bryan, Mr. Griffin did offer and Mr. Steen did second a motion to table the Preliminary Plat and Final Plat of Ratliff Trace Farms. 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.

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## In re: Approval of Final Plat - Lost Rabbit Town Center Block 5, Part 2

At the request and recommendation of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Brannon did second a motion to approve the final plat of Lost Rabbit Town Center, Block 5, Part 2 consisting of approximately 1.2 acres with 8 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	Ave

the matter carried unanimously and said final plat was and is hereby approved.

SO ORDERED this the 21st day of October, 2024.

# *In re:* Approval of Zoning Matter - Zoning Violation

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Baxter did offer and Mr. Banks did second a motion to authorize Zoning Administrator to take action regarding the property at 121 Hampton Place bearing parcel number 081A-11-174/00.00 owned by Peter V. Pope, Jr. if said property owner does not bring said property into compliance of the Madison County Zoning Ordinance and bring said matter back to the Board on November 4, 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 Zoning Administrator was and is hereby authorized.

SO ORDERED this the 21st day of October, 2024.

# In re: Approval of Zoning Matter Preliminary Plat of Woodscape of Oakfield Phase 6

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to approve the preliminary plat of Woodscape of Oakfield Phase 6. 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

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the matter carried unanimously and said preliminary plat was and is hereby approved.

SO ORDERED this the 21st day of October, 2024.

### In re: Approval of Cooperation Agreement - City of Ridgeland

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 Ridgeland, attached as **Exhibit G**, upon correction of Wheatley Road to Wheatley Street, 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 agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2024.

#### In re: Approval of Cooperation Agreement - Town 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 Town of Flora, attached as **Exhibit H**, regarding the paving of Pocahontas Road, 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 agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2024.

### In re: Approval of Cooperation Agreement - Town 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 Town of Flora, attached as **Exhibit I**, regarding the funding of certain road improvements located within the Town of Flora, 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

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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 21st day of October, 2024.

#### In re: Approval of Cooperation Agreement - City of Canton

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 Canton, attached as **Exhibit J**, regarding the funding of certain road improvements located within the City of Canton, 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 agreement was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 21st day of October, 2024.

### In re: Acknowledgment of Resignation of Dr. Nelson Cauthen

At the request of County Administrator Greg Higginbotham, Mr. Griffin did offer and Mr. Steen did second a motion to acknowledge the resignation of Dr. Nelson Cauthen from the Region 8 Mental Health Board of Commissioners, 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 resignation was and is hereby acknowledged.

SO ORDERED this the 21st day of October, 2024.

# *In re:* Re-Appointment to Madison County Citizens Services Agency Board

At the request of County Administrator Greg Higginbotham, Mr. Griffin did offer and Mr. Banks did second a motion to re-appoint Dr. Nelson Cauthen to the Madison County Citizens Services Agency Board for a five year term to expire in October 2029. 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 Dr. Nelson Cauthen was and is hereby re-appointed.

SO ORDERED this the 21st day of October, 2024.

#### In re: Approval of Freedom Trail Marker Ceremony

At the request of County Administrator Greg Higginbotham, Mr. Griffin did offer and Mr. Banks did second a motion to approve a Freedom Trail Marker ceremony to be held on November 8, 2024 at the Historic Courthouse to honor Dr. Flonzie Brown Wright. 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 ceremony was and is hereby approved.

SO ORDERED this the 21st day of October, 2024.

#### In re: Approval of Annual URD Fees

At the request of County Administrator Greg Higginbotham, Mr. Brannon did offer and Mr. Banks did second a motion to approve the annual URD fees for the Lost Rabbit Urban Renewal District, attached as **Exhibit L**. 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 fees were and are hereby approved.

SO ORDERED this the 21st day of October, 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 M**. 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 budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 21st day of October, 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. Steen did second a motion to approve the following:

- (1) General Claims Docket
- (2) Payroll Docket 1 October 9, 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	289 to 578	290	500,949.10
012	10 to 13	4	7,061.65
015	2 to 5	4	220,210.87
030	1 to 2	2	2,381.00
097	3 to 6	4	2,146.24
104	2 to 2	1	632.13
105	3 to 4	2	5,493.61
113	2 to 2	1	3,146.56
115	11 to 14	4	2,222.12
125	2 to 2	1	175.00
150	19 to 35	17	97,266.03
151	4 to 10	7	235,953.42
160	2 to 2	1	5,000.00
185	2 to 3	2	765.75
186	2 to 2	1	20.10
187	2 to 2	1	236.45
190	4 to 5	2	1,049.46
191	6 to 6	1	756.42
194	6 to 6	1	975.00
331	1 to 3	3	70,699.97
681	1 to 1	1	642.34
	TOTAL ALL FUNDS	350	1,157,783.22

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

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the matter carried unanimously, 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 21st day of October, 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 October 17, 2024, attached as **Exhibit N**. 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	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 21<sup>st</sup> day of October, 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. Banks did second a motion to approve a supplemental claims docket dated October 18, 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 21st day of October, 2024.

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<sup>&</sup>lt;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>&</sup>lt;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.

# *In re:* Approval of ARPA Quarterly 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 ARPA quarterly report, 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 ARPA quarterly report was and is hereby approved.

SO ORDERED this the 21st day of October, 2024.

### In re: Approval of Final Budget Amendments for FY Ending 2024 & 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 2024, found in the Miscellaneous Appendix to these Minutes and authorize publication of 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 final budget amendments for fiscal year ending 2024 were and are hereby approved and said publication was and is hereby authorized.

SO ORDERED this the 21st day of October, 2024.

### In re: Acknowledgment of MDOC Invoices

At the request of Sheriff Randy Tucker, Mr. Banks did offer and Mr. Steen did second a motion to acknowledge receipt of MDOC invoices for August 2024 in the amount of \$2,684.64, 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 21st day of October, 2024.

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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 potential litigation and personnel matters, and

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Banks did offer and Mr. Griffin 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 potential litigation and personnel matters, 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, Board Attorney Mike Espy, Comptroller Na'Son White, Sean Wolfe, Nelson Chisolm, Joel Evans, and Sheriff Randy Tucker. The vote on the matter being as follows:

Aye
Aye
Aye
Aye
Aye

the matter carried unanimously and the Board took up the matter of entering into Executive Session.

SO ORDERED this the 21st day of October, 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. Steen did second a motion to enter into Executive Session to discuss potential litigation and personnel matters. 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 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 21st day of October, 2024.

Thereafter, Mr. Banks did offer and Mr. Griffin did second a motion to adjourn the Executive Session and announce to the public that no action was taken therein. The vote on the matter being as follows:

Supervisor 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 the Board President declared Executive Session adjourned and Ronny Lott did announce that no action was taken during Executive Session.

SO ORDERED this the 21st day of October, 2024.

THERE BEING NO FURTHER BUSINESS to come before the Board of Supervisors of Madison County, Mississippi, upon motion duly made by Supervisor Baxter and seconded by Supervisor Banks and approved by the unanimous vote of those present, the October 21, 2024 meeting of the Board of Supervisors was adjourned until November 4, 2024 at 9:00 a.m.

	Gerald Steen, President
	Madison County Board of Supervisors
	Date signed:
ATTEST:	
Ronny Lott, Chancery Clerk	

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