

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

REGULAR MEETING OF September 15, 2025
Adjourned from a meeting conducted SEPTEMBER 2, 2025

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on September 15, 2025 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 Gerald Steen
Supervisor Karl Banks
Supervisor Paul Griffin
Andy Clark
Sheriff Randy Tucker

Absent:
Chancery Clerk Ronny Lott

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. Sam Hodges 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 September 2, 2025

WHEREAS, Andy Clark, Esq. on behalf of Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meeting of the Board of Supervisors having been conducted on September 2, 2025,

Mr. Banks did offer and Mr. Brannon did second a motion to approve the minutes of September 2, 2025 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 September 2, 2025 were and are hereby approved.

SO ORDERED this the 15th day of September, 2025.

President's Initials:_____

Date Signed:_____

For Searching Reference Only: Page 1 of 12 (9/15/25)

In re: Adoption of Resolution - Constitution Week

At the request and recommendation of County Administrator, Mr. Banks did offer and Mr. Brannon did second a motion to adopt a Resolution Proclaiming the Week of September 17, 2025 - September 23, 2025 as Constitution Week, attached as **Exhibit A**, 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 adopted and Board President was and is hereby authorized.

SO ORDERED this the 15th day of September, 2025.

In re: Public Hearing on Application for Conditional Use - Hemphill Construction

Mr. Griffin did offer and Mr. Steen did second a motion to open the public hearing on the Application for Conditional Use by Hemphill Construction. 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 opened.

SO ORDERED this the 15th day of September, 2025.

Mr. Griffin did offer and Mr. Steen 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 15th day of September, 2025.

Mr. Griffin did offer and Mr. Banks did second a motion to approve the Application for Conditional Use by Hemphill Construction for a surface mine, with the conditions that flag men will be present to direct dirt trucks, road to be kept clear of mud and dirt, and any damages to the road to be repaired upon completion. 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:_____

Supervisor Karl Banks
Supervisor Paul Griffin

Aye
Aye

the matter carried unanimously and said conditional use was and is hereby approved with said conditions.

SO ORDERED this the 15th day of September, 2025.

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:

4. **HR - Approve Personal Matters (Attached as Exhibit B)**
5. **B&G - Approve Use of Rogers Park - Bland**
6. **B&G - Approve Use of Rogers Park - Jones**
7. **CA - Approve Participation in the USDA Beaver Control Program, Authorize Board President to Execute Agreement, and Payment of \$7,500**
8. **CA - Acknowledge Letter from Mississippi Development Authority regarding CDBG Project**
9. **CA - Authorize Use of County Fire Truck at Magnolia Speech School Trunk or Treat**
10. **ChClrk - Acknowledge Lake Lorman Utility District - Audit Report for FYE - October 31, 2024**
11. **COMP - Approve MegaSite Alliance Fire Protection District Per Diem and Authorize Payment (Attached as Exhibit C)**
12. **COMP - Declare Property as Surplus and Authorize Disposal**
13. **COMP - Approve Clerk of the Board - August 2025**
14. **CountyCrt - Approve Justice Assistant Grant with Mississippi Department of Public Safety and Authorize Board President to Sign**
15. **ElecComm - Approve Travel and Related Expenses for ECAM 2026 Annual Certification Training / Denton, Gross, Carney, Pearson, and Lacy / Tunica, MS / January 28-30, 2026**
16. **ENG - Approve Comcast Utility Permit - Dampeer Road**
17. **ENG - Approve Comcast Utility Permit - Putnam Road**
18. **JusticeCrt - Approve Travel & Related Expenses for American Judges Association Annual Convention / Judge Martina B. Griffin / Vancouver, British Columbia /**

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 3 of 12 (9/15/25)

October 10-17, 2025

- 19. PC - Approve September 2025 Procurement Card Reconciliation and Authorize Payment Thereof**
- 20. PC - Approve September 2025 Travel Card Reconciliation and Authorize Payment Thereof**
- 21. PC - Approve Purchase of Items from Home Depot - County Court**
- 22. TA - Approve 2025 Real Property Increase – Signed**
- 23. TA - Approve 2025 Personal Property Increase – Signed**
- 24. TA - Approve 2025 Real Property Decreases**
- 25. TA - Approve 2025 Homestead Deletions**
- 26. TA - Approve Maintenance Subscription Renewal of CDW-G AutoCad**
- 27. TC - Approve Travel and Related Expenses for Collector of Revenue 2 Certification Class / Sheila Blakely, Pricilla Crist, Alex Kuyrkendall and Ashleigh Owens / Starkville, MS / October 6-10, 2025**
- 28. TC - Approve Reimbursement Request - Tax Collector**
- 29. YouthCrt - Approve Madison County Citizens Services Agency Memorandum of Understanding for Transportation Services Youth Services of Madison County, MS**

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 15th day of September, 2025.

In re: Appointment to Madison County Library Board

Mr. Baxter did offer and Mr. Banks did second a motion to appoint Mallory Ladner to the Madison County Library Board. 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 Mallory Ladner was and is hereby appointed.

President’s Initials:_____

Date Signed:_____

SO ORDERED this the 15th day of September, 2025.

In re: Appointment to Madison County Megasite Alliance Fire Protection District

Mr. Baxter did offer and Mr. Banks did second a motion to appoint Steven Summers to the Madison County Megasite Alliance Fire Protection 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 Steven Summers was and is hereby appointed.

SO ORDERED this the 15th day of September, 2025.

In re: Re-Appointment to Central Madison County Fire Protection District

Mr. Griffin did offer and Mr. Banks did second a motion to reappoint April Love to the Central Madison County Fire Protection 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 April Love was and is hereby reappointed.

SO ORDERED this the 15th day of September, 2025.

In re: Re-Appointment to Central Madison County Fire Protection District

Mr. Banks did offer and Mr. Griffin did second a motion to reappoint Robert Jackson and Chief Hughes to the Central Madison County Fire Protection 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 Robert Jackson and Chief Hughes were and are hereby reappointed.

SO ORDERED this the 15th day of September, 2025.

President’s Initials: _____
Date Signed: _____
For Searching Reference Only: Page 5 of 12 (9/15/25)

In re: Approval of Polling Lease Agreement

At the request of Election Commissioner Joanne Pearson, Mr. Steen did offer and Mr. Banks did second a motion to approve the Polling Lease Agreement, attached as **Exhibit D**, for a new voting precinct at Mount Charity Baptist Church, to be effective December 2, 2025 with the run-off election following the November 2025 Special Election, 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 15th day of September, 2025.

In re: Approval of Agreement for Moving Election Equipment

Mr. Steen did offer and Mr. Banks did second a motion to approve agreement with Franky J’s Moving for the moving of election equipment, attached as **Exhibit E**, 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 15th day of September, 2025.

In re: Approval of Auction Proposal

At the request and recommendation of Road Manager Cornelius Bacon, Mr. Steen did offer and Mr. Banks did second a motion to accept and approve the auction proposal of Thomas Auction & Real Estate Co, Inc., 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 auction proposal was and is hereby accepted and approved.

President’s Initials: _____
Date Signed: _____
For Searching Reference Only: Page 6 of 12 (9/15/25)

SO ORDERED this the 15th day of September, 2025.

In re: Modification of 2025 Road Plan

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Banks did second a motion to add Spring Creek Road to the 2025 Road Plan. 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 Spring Creek Road was and is hereby added.

SO ORDERED this the 15th day of September, 2025.

In re: Approval of Board Order

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Banks did second a motion to approve the Board Order, attached as **Exhibit F**, related to the State Aid Virilia Road Overlay 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 Board Order was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of September, 2025.

***In re: Approval to Perform Maintenance
off Right of Way - Sugar Lane***

At the request and recommendation of County Engineer Tim Bryan, Mr. Steen did offer and Mr. Banks did second a motion to authorize Engineering Department to work off right of way at 119 Sugar Lane to perform erosion control to stabilize the ditch. 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 Engineering Department was and is hereby authorized.

President’s Initials:_____

Date Signed:_____

For Searching Reference Only: Page 7 of 12 (9/15/25)

SO ORDERED this the 15th day of September, 2025.

In re: Approval of Board Order

At the request and recommendation of Board Attorney Mike Espy, Mr. Steen did offer and Mr. Banks did second a motion to approve the Board Order Regarding the Appointment of Justin Lancaster as Constable of District 4 of Madison County Pursuant to MS Code 23-15-839(2) due to the Lack of Any Other Candidates Vying for the Said Elected Position, attached as **Exhibit G**. 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 Board Order was and is hereby approved

SO ORDERED this the 15th day of September, 2025.

In re: Approval of MCWA-MCWI Grant Modification Form

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Banks did second a motion to approve the MCWA-MCWI Grant Modification Form, 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	No
Supervisor Trey Baxter	Aye
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (4-1) of the Board and said grant modification form was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 15th day of September, 2025.

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 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 budget amendments and interfund cash transfers were and

President’s Initials:_____

Date Signed:_____

For Searching Reference Only: Page 8 of 12 (9/15/25)

are hereby approved.

SO ORDERED this the 15th day of September, 2025.

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 - September 10, 2025

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	4044 to 4076, 4078 to 4091	117	683,778.91
	4094 to 4112, 4114 to 4164		
012	167 to 167	1	11,633.00
015	83 to 85	3	254,750.42
030	42 to 43	2	3,432.00
097	107 to 109	3	4,899.98
103	11 to 11	1	1,538.46
104	42 to 42	1	743.23
105	94 to 96, 4092,4093	5	16,986.42
115	206 to 210	5	1,255.18
150	655 to 667, 669 to 685, 4113	31	142,472.02
160	63 to 63	1	115,167.00
170	24 to 24	1	31,020.00
185	90 to 91	2	2,110.00
186	77 to 79	3	620.50
191	154 to 157	4	6,189.45
331	28 to 28	1	3,275.00
341	12 to 12	1	902,150.72
347	6 to 6	1	6,361.57
351	100 to 106	7	1,735,393.99
352	32 to 33	2	139,959.08
353	1 to 1	1	1,102,050.29
TOTAL ALL FUNDS		193	5,165,787.22

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

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.

President’s Initials: _____
Date Signed: _____
For Searching Reference Only: Page 9 of 12 (9/15/25)

SO ORDERED this the 15th day of September, 2025.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of Comptroller Na’Son White, Mr. Griffin did offer and Mr. Brannon did second a motion to approve a supplemental claims docket dated September 12, 2025 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 ¹
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by the unanimous vote of those present and said Held Claims were and are hereby approved and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 15th day of September, 2025.

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 June 2025 in the amount of \$1,828.99 and for July 2025 in the amount of \$2,339.11, 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 September, 2025.

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 right of way acquisition, and

Following discussion and pursuant to the terms of Miss. Code Ann. § 25-41-7, as amended, Mr. Banks did offer and Mr. Steen did second a motion to make a closed determination upon the

¹Prior to consideration of this item of business, Mr. Steen recused himself from the meeting, departed the meeting room and did not participate in discussion or deliberation of this matter whatsoever.

President’s Initials:_____

Date Signed:_____

issue of whether or not to declare an Executive Session for the purpose of discussing right of way acquisition, with the following persons deemed necessary for Board discussions, deliberations, and recording of such Executive Session, to wit: members of the Board, Andy Clark, Esq. On Behalf of Chancery Clerk Ronny Lott, Board Secretary/Chief Deputy Chancery Clerk Gena Permenter, County Administrator Greg Higginbotham, Comptroller Na'Son White, County Engineer Tim Bryan, Board Attorney Mike Espy, Jim Turner, and Sheriff Randy Tucker. 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 15th day of September, 2025.

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. Banks did offer and Mr. Steen did second a motion to enter into Executive Session to discuss right of way acquisition. 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 Andy Clark announced to the public the purpose for the Executive Session.

SO ORDERED this the 15th day of September, 2025.

During Executive Session, Mr. Banks did offer and Mr. Steen did second a motion to approve establishment of just compensation for a sum certain in the best interest of Madison County for Parcel Number 082I-30-003/03.00-00-00-W related to the Bozeman Road Phase II 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 just compensation was and is hereby established.

SO ORDERED this the 15th day of September, 2025.

Thereafter, Mr. Banks did offer and Mr. Steen did second a motion to approve establishment of

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 11 of 12 (9/15/25)

just compensation for a sum certain in the best interest of Madison County for Parcel Number 082I-30-001/17.00-00-00-W related to the Bozeman Road Phase II 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 just compensation was and is hereby established.

SO ORDERED this the 15th day of September, 2025.

Thereafter, Mr. Banks did offer and Mr. Brannon 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 unanimously and the Board President declared Executive Session adjourned and Andy Clark did announce the action taken during Executive Session.

SO ORDERED this the 15th day of September, 2025.

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 September 15, 2025 meeting of the Board of Supervisors was adjourned until September 30, 2025 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:_____