

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

REGULAR MEETING OF February 2, 2026
Being the first day of the February term of the Board of Supervisors

BE IT REMEMBERED that the regular meeting of the Board of Supervisors of Madison County, Mississippi was duly convened, held and conducted on February 2, 2026 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 Karl Banks	
Supervisor Gerald Steen	
Supervisor Paul Griffin	
Chancery Clerk Ronny Lott	
Sheriff Randy Tucker	

Also Present:
County Administrator Greg Higginbotham
Board Attorney Mike Espy
Deputy Chancery Clerk Stacey Toten

The President of the Board announced that the members of the Board present constituted a quorum and declared the meeting duly convened. Albert Jones opened the meeting with a prayer and Will Sligh led the members and the audience in the Pledge of Allegiance to the Flag of the United States of America.

In re: Approval of Minutes from January 20, 2026

WHEREAS, Chancery Clerk Ronny Lott did present the Board with the Minutes of the previous meeting of the Board of Supervisors having been conducted on January 20, 2026,

Mr. Banks did offer and Mr. Steen did second a motion to approve the minutes of January 20, 2026, as presented and authorize the Board President to execute same. The vote on the matter being as follows:

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

the matter carried unanimously and the minutes of January 20, 2026 were and are hereby approved.

SO ORDERED this the 2nd day of February, 2026.

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

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 1 of 11 (2/2/26)

Mr. Griffin did request to remove item numbers 9 and 11 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:

2. **HR - Approve Personnel Matters (Attached as Exhibit A)**
3. **HR - Approve Software Subscription Agreement with Progress/ShareFile and Authorize Payment**
4. **B&G - Approve Use of Rogers Park - Fields**
5. **B&G - Approve Use of Rogers Park - Williams**
6. **B&G - Approve Application and Certificate of Payment - Madison County Courthouse ReRoof / Application # 5b / Belinda Stewart Architects, P. A. (Attached as Exhibit B)**
7. **B&G - Approve Proposed Change Request #3 Madison County Circuit Court Building Renovation and Addition and Authorize Payment**
8. **CA - Approve State Holiday - Monday, February 16, 2026 and Authorize Closing of County Offices**
10. **CA - Approve Travel & Related Expenses for BOS, Co. Admin, Chancery Clerk, Board Atty., Comptroller to Attend 2026 NACO Annual Conference & Exposition / New Orleans, LA / July 17-20, 2026**
12. **CA - Approve Madison County Schools Additional Bus Turn-Around List**
13. **CA - Approve Membership and Payment of Annual Dues to the Mississippi Association of County Veteran Service Officers**
14. **CA - Acknowledge Mississippi Secretary of State Letter - Form C**
15. **CA - Approve Proposal from Xcelerate Technology and Consulting, LLC for Annual HIPAA Risk Assessment for Madison County (Attached as Exhibit C)**
16. **CA - Acknowledge Northeast Madison County Community Park Financial Report January 2025 - December 2025 (Attached as Exhibit D)**
17. **ChClrk - Acknowledge Candidate Qualifying Statement of Intent and Affidavit - Lindsey Herr**
18. **ChClrk - Approve Request to Void Various Tax Sales Struck to the State (Attached as Exhibit E)**
19. **CirClrk - Acknowledge Agreement between Madison County Democratic Party Executive Committee and Circuit Clerk**
20. **COMP - Approve MegaSite Alliance Fire Protection District Per Diem and Authorize Payment**
21. **COMP - Approve Arbitrage Rebate Calculation Agreement for \$5,100,000 Madison County, MS General Obligation Notes, Series 2024 (Attached as Exhibit F)**
22. **COMP - Approve Constable Report - January 2026**

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 2 of 11 (2/2/26)

23. **COMP - Declare Property as Surplus and Authorize Disposal**
24. **CountyCrt - Approve Memorandum of Understanding Services Agreement with Tobias Couseling, LLC and Madison Youth and Drug Courts and Authorize Board President to Execute (Attached as Exhibit G)**
25. **CountyCrt - Approve Court Watch Programming Service Agreement and Authorize Board President to Execute - Juvenile Drug Court**
26. **ENG - Approve AT&T Utility Permit - Gluckstadt Road**
27. **ENG - Approve Comcast Utility Permit - Madisonville Drive**
28. **IT - Approve Declaration of Sole Source with gWorks (Attached as Exhibit H)**
29. **PC - Approve Purchase of Items from Amazon - Juvenile Drug Court**
30. **SO - Approve Petty Cash for Extraditing Prisoner from St. Louis, Missouri**
31. **SO - Approve Petty Cash for Extraditing Prisoner from Houston, Texas**
32. **SO - Approve Maintenance Agreement and Annual Support with Dynamic Imaging**
33. **SO - Approve Request for Reimbursement - Deputy Kimmons**
34. **TA - Approve Registration and Related Expenses for McKissock Learning 15 Hour National USPAP Course - Randi Jerome**
35. **TA - Approve Registration and Related Expenses for McKissock Learning 15 Hour National USPAP Course - Lisa Coursey**
36. **TA - Approve Registration and Related Expenses for McKissock Learning 15 Hour National USPAP Course - Shane Pickett**
37. **TA - Approve Registration and Related Expenses for McKissock Learning 15 Hour National USPAP Course - Steve Meador**
38. **TA - Approve Travel and Related Expenses for IAAO Course 101 / Tori McDaniel / Starkville, MS / March 2-6, 2026**
39. **TA - Approve 2025 Real Property Decreases**
40. **TA - Approve 2025 Amended Homesteads**
41. **TA - Approve 2025 Personal Property Increase - Signed**
42. **TA - Approve 2025 Personal Property Decreases**
43. **TC - Approve Travel and Related Expenses for Collector of Revenue I Certification Course / Barbara Crosswhite / Starkville, MS / March 2-6, 2026**
44. **TC - Approve Registration for the 2026 IAAO 400 Assessment Administration Course / Randle, Austin, and Jobe and Authorize Payment**

The vote on the matter being as follows:

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 3 of 11 (2/2/26)

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 2nd day of February, 2026.

In re: Entering into “Closed Session” to Determine Whether or not the Board Should Declare an Executive Session

WHEREAS, the Board of Supervisors, after beginning the meeting in open session, determined that it was necessary to enter into closed session for a brief discussion to ascertain whether an Executive Session was needed as to discuss economic development, and

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 issue of whether or not to declare an Executive Session for the purpose of discussing economic development, 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, Deputy Chancery Clerk Stacey Toten, County Administrator Greg Higginbotham, Comptroller Na’Son White, Board Attorney Mike Espy, Zoning Administrator Scott Weeks, Zoning Attorney Andy Clark, Thad Varner, Steve Pittman, Joey Deason, Mayor Gene McGee, Gabriel Prado, Jan Collins, Phil Buffington, Spencer Ritchie, Emily Harrison, Larkin Simpson, Tray Hairston, Charity Karanja, Lisa Walters, Alan Hart, Kim Cooper, Ezequiel Pereyra, 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 2nd day of February, 2026.

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. Steen did offer and Mr. Griffin did second a motion to enter into Executive Session to discuss economic development. The vote on the matter being as follows:

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

President’s Initials: _____

Date Signed: _____

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 2nd day of February, 2026.

Thereafter, Mr. Griffin did offer and Mr. Banks 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
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 2nd day of February, 2026.

In re: Approval of Resolution Establishing an Urban Renewal Plan

Following discussion, Mr. Steen did offer and Mr. Banks did second a motion to approve the Resolution Establishing the Urban Renewal Plan, attached as **Exhibit I**, for the Madison County Conference Center Project and providing for a public hearing on same following approval of the Plan by the County Planning and Zoning Department and authorize Board President to execute the same. The vote on the matter being as follows:

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

the matter carried by a majority vote (3-1) of the Board and said Resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Resolution Authorizing the Regional Economic Development Alliance Agreement

Following discussion, Mr. Steen did offer and Mr. Banks did second a motion to approve the Resolution Authorizing the form and execution of the Regional Economic Development Alliance Agreement, attached as **Exhibit J**, with the City of Ridgeland and MCEDA regarding the Madison County Conference Center Project and authorize Board President to execute the same. The vote on the matter being as follows:

Supervisor Casey Brannon	No
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President's Initials: _____

Date Signed: _____

Supervisor Trey Baxter	Abstained
Supervisor Gerald Steen	Aye
Supervisor Karl Banks	Aye
Supervisor Paul Griffin	Aye

the matter carried by a majority vote (3-1-1) of the Board and said Resolution was and is hereby approved and Board President was and is hereby authorized.

SO ORDERED this the 2nd day of February, 2026.

In re: Acceptance of Resignation

Mr. Griffin did offer and Mr. Steen did second a motion to accept the resignation of Calvin Garrett from the Valley View 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 said resignation was and is hereby accepted.

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Travel and Related Expenses

At the request of Election Commissioner Leroy Lacy, Mr. Griffin did offer and Mr. Banks did second a motion to approve the travel and related expenses for Election Commissioners Anthony Denton, Barbara Gross, Helen Carney, Joanne Pearson, and Leroy Lacy to attend the ECAM 2026 Annual Certification Training in Tunica, MS on February 3, 2026 through February 6, 2026 which was rescheduled due to inclement weather. The vote on the matter being as follows:

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

the matter carried unanimously and said travel and related expenses were and are hereby approved.

SO ORDERED this the 2nd day of February, 2026.

In re: Acceptance of 2025 Annual Report of NPDES Phase II Stormwater Program

At the request and recommendation of County Engineer Tim Bryan, Mr. Banks did offer and Mr. Steen did second a motion to accept the 2025 Annual Report of the NPDES Phase II Stormwater Program for Madison County prepared by Allen Engineering and Science, found in the Miscellaneous Appendix to these Minutes, and authorize Board President to execute the same to be submitted to MDEQ. The vote on the matter being as follows:

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 6 of 11 (2/2/26)

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

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

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Proposed Scope of Work & Budget Estimate - Reunion Parkway Drainage Improvements

At the request and recommendation of County Engineer Tim Bryan, Mr. Baxter did offer and Mr. Griffin did second a motion to approve the proposed scope of work and budget estimate from Headwaters, Inc. to complete the wetland and other assessment, found in the Miscellaneous Appendix to these Minutes, related to the Reunion Parkway Drainage Improvements Project. The vote on the matter being as follows:

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

the matter carried unanimously and said proposed scope of work and budget estimate was and is hereby approved.

SO ORDERED this the 2nd day of February, 2026.

In re: Acknowledge Planning and Zoning Commission Minutes

At the request of Zoning Administrator Scott Weeks, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge the Planning and Zoning Commission draft minutes of January 8, 2026. 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 Planning and Zoning minutes were and are hereby acknowledged.

SO ORDERED this the 2nd day of February, 2026.

President's Initials: _____

Date Signed: _____

In re: Approval of Zoning Matter - Variance on Side Setbacks - Woodgate 1A and 1B

At the request and recommendation of Zoning Administrator Scott Weeks, and being approved by the Planning and Zoning Commission, Mr. Griffin did offer and Mr. Banks did second a motion to approve a variance to side setbacks from 10 feet to 7 feet for Lots 36 - 42, Lots 77 - 79, and Lots 82 - 88 of Woodgate 1A and Lots 1 - 35 of Woodgate 1B, and to approve square footage of homes to be 2000 square feet and up. 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 variance to side setbacks was and is hereby approved and said square footage was and is hereby approved.

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Zoning Matter - Zoning Ordinance Amendment

At the request and recommendation of Zoning Administrator Scott Weeks, and being approved by the Planning and Zoning Commission, Mr. Banks did offer and Mr. Steen did second a motion to approve the amendment of Section 2503.01 of the Madison County Zoning Ordinance to amend the Maximum Building Height to No Structure shall exceed eighty (80) feet or six stories in height. 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 amendment was and is hereby approved.

SO ORDERED this the 2nd day of February, 2026.

In re: Acknowledgment of Change in Workers' Comp Insurance Carriers

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Banks did offer and Mr. Baxter did second a motion to acknowledge a change in Workers' Compensation Insurance Carriers for Madison County. 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 change was and is hereby acknowledged.

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 8 of 11 (2/2/26)

SO ORDERED this the 2nd day of February, 2026.

In re: Authorization to Purchase Advertising

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Banks did second a motion to authorize the purchase of advertising with the City of Ridgeland Chamber of Commerce for the purpose of bringing into favorable notice the opportunities, possibilities, and resources of Madison County in accordance with MS Code Section 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	Absent

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

SO ORDERED this the 2nd day of February, 2026.

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 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	Absent

the matter carried unanimously and said budget amendments and interfund cash transfers were and are hereby approved.

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Claims Docket & Payroll Dockets 1 - 2

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 - January 27, 2026
- (3) Payroll Docket 2 - January 29, 2026

WHEREAS, the following is a summary of all claims and funds from which said claims are to be paid relative to the primary claims docket:

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 9 of 11 (2/2/26)

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	Absent

the matter carried unanimously and said General Claims Docket and Payroll Dockets 1 - 2 were and are hereby approved, and the Chancery Clerk was and is instructed to issue pay warrants accordingly.

SO ORDERED this the 2nd day of February, 2026.

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

At the request and recommendation of Zoning Administrator Scott Weeks, Mr. Griffin did offer and Mr. Banks did second a motion to authorize Marie Dixon to place a mobile home on property zoned in a residential district located at 3152B Highway 43 due to medical hardship. The vote on the matter being as follows:

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

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

SO ORDERED this the 2nd day of February, 2026.

In re: Approval of Claims of Fleetcor Technologies

At the request and recommendation of County Administrator Greg Higginbotham, Mr. Steen did offer and Mr. Banks did second a motion to approve a supplemental claims docket 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	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 Fleetcor Docket was and is hereby approved.

President's Initials: _____

Date Signed: _____

For Searching Reference Only: Page 10 of 11 (2/2/26)

SO ORDERED this the 2nd day of February, 2026.

Thereafter, Mr. Banks did offer and Mr. Steen did second a motion to enter the said Fleetcor Docket into the minutes, found in the Miscellaneous Appendix to these Minutes. 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 Fleetcor Docket was and is hereby entered.

SO ORDERED this the 2nd day of February, 2026.

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 Griffin and approved by the unanimous vote of those present, the February 2, 2026 meeting of the Board of Supervisors was adjourned until February 17, 2026 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 11 of 11 (2/2/26)

President's Initials: _____
Date Signed: _____