

Purchasing Department
Madison County Board of Supervisors
146 West Center Street
Canton, Mississippi 39046

6 March 2018

District 1 Supervisor Sheila Jones
District 2 Supervisor Trey Baxter
District 3 Supervisor Gerald Steen
District 4 Supervisor David Bishop
District 5 Supervisor Paul Griffin

Subject: Authority to purchase press-and-seal forms for constables' collection mail outs

Dear Board Members:

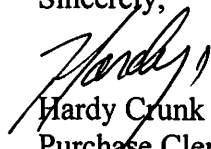
State law requires prior board approval for expenditures for constables except for those items the county is required by law to furnish. The required items are: (1) two official duty uniforms, (2) a blue light, (3) vehicle identification emblems, and (4) any required training (only once per term).

Constable Brad Harbour has requested that I order some press-and-seal forms for the constable mail outs used to collect unpaid fines. The cost would be \$210 plus freight for 2,000 forms.

Constable Harbour reports that the county collected over \$25,000 in previously unpaid traffic fines as a result of the most recent mail out.

This expenditure requires prior board approval.

Sincerely,


Hardy Crunk
Purchase Clerk