

# **BOARD OF SUPERVISORS**

# **MADISON COUNTY, MISSISSIPPI**

Department of Engineering  
Tim Bryan, P.E., PTOE, County Engineer

3137 South Liberty Street, Canton, MS 39046  
Office (601) 855-5582 FAX (601) 859-5857

## **MEMORANDUM**

July 3, 2025

To: Casey Brannon, Supervisor, District I  
Trey Baxter, Supervisor, District II  
Gerald Steen, Supervisor, District III  
Karl Banks, Supervisor, District IV  
Paul Griffin, Supervisor, District V

From: Tim Bryan, P.E., PTOE  
County Engineer

Re: State Aid Project Program Request for Pear Orchard Road  
Base and Surfacing-County Line Road to Northpark Drive  
Project No. SAP-45(23)M

The Engineering Department requests authorization to program the Office of State Aid Road Construction Project No. SAP-45(23)M located on Pear Orchard Road for base and surfacing from County Line Road to Northpark Drive (Previous Project SAP-45(19)).

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CASEY BRANNON  
District One

TREY BAXTER  
District Two

GERALD STEEN  
District Three

KARL M. BANKS  
District Four

PAUL GRIFFIN  
District Five

**ORDER OF BOARD OF SUPERVISORS \_\_\_\_\_ COUNTY,  
SETTING FORTH PROPOSED STATE AID PROJECTS FOR  
PERIOD \_\_\_\_\_, \_\_\_\_\_ THROUGH \_\_\_\_\_, \_\_\_\_\_**

Pursuant to the provisions of Senate Bill No. 1 of the Extraordinary Session of 1949 and as subsequently amended, herein after referred to as said Act, We, the undersigned members of the Board of Supervisors of \_\_\_\_\_ County, hereby order that the proposed project(s) listed herein constitute the State Aid Program for \_\_\_\_\_ County for the period \_\_\_\_\_, \_\_\_\_\_ through \_\_\_\_\_, \_\_\_\_\_.

In support of this order, the Board certifies and agrees that:

1. The State Aid System in said County has been designated by the Board and approved by the State Aid Engineer, as required by said Act.
2. The Board has employed a Registered Professional Engineer as County Engineer, who will employ such other competent technical assistant(s), as required, to properly supervise and inspect the work in compliance with the Rules and Regulations of the State Aid Engineer, all as required in said Act.
3. This program, which has been prepared by the County Engineer and approved by this Board, is herewith submitted to the State Aid Engineer for approval.
4. The Board will comply with all applicable Laws, Rules and Regulations in the acquisition of rights-of-way and will maintain the acquired rights-of-way for said project(s) to keep the same free of encroachments such as buildings, fences or any other obstructions. The Board designates \_\_\_\_\_ as its right-of-way acquisition agent for the project(s) herein. The agent's address and phone number is \_\_\_\_\_.
5. Counties receiving \$500,000 or more in Federal funds from all projects constructed or being constructed in a Federal Fiscal Year (October 1 - September 30), must have a single audit conducted in accordance with OMB circular A-133.
6. The Board herein affirms its acceptance of the Office of State Aid Road Construction's policy for the accommodation of utilities as stated in S.O.P. No. SA II-2-8 and agrees to coordinate utility facility installation and/or adjustment in a timely manner so as not to impede project development.
7. The Board will maintain the project(s), after completion, in a regular and satisfactory manner subject to the approval of the State Aid Engineer, all as required in said Act.
8. The State Aid Engineer is authorized to effect such transfer of funds as are necessary to pay engineering costs on the project(s), as authorized by Mississippi Code 1972, Section 65-9-15, and in accordance with the Rules and Regulations promulgated by the State Aid Engineer, dated July 1, 2005.
9. The State Aid Engineer is authorized to effect such transfer of funds as are necessary to pay testing expenses incurred PRIOR to the award of Contract on any project(s) included in this program. In the event the Board cancels or withdraws any project(s) included in this program, the Board hereby agrees to reimburse its State Aid Fund for testing charges incurred.

Program for \_\_\_\_\_ County \_\_\_\_\_ Districts \_\_\_\_\_

PROJECT PRIORITY NO. \_\_\_\_\_

1. **Project No** \_\_\_\_\_
2. **Road Name** \_\_\_\_\_
3. **Design Classification** Rural \_\_\_\_\_ Urban \_\_\_\_\_ Collector \_\_\_\_\_ Local \_\_\_\_\_
- Federal Route No** \_\_\_\_\_
4. **Project Termini** \_\_\_\_\_
5. **Project Length** \_\_\_\_\_ miles
6. **Character of Work** \_\_\_\_\_

**7. Design Data**

- a. **Traffic Count (How Determined)**

Current ADT _____	VPD _____	Design Year ADT _____	VPD _____	Truck % _____
Traffic Count Required _____	Yes _____	No _____		
Terrain Level _____	Level _____	Rolling _____	Design Speed _____	MPH _____
ROW Existing _____	Ft _____	Proposed _____	Ft _____	
Proposed Roadway Crown Width _____			Ft _____	Shoulder Width (Both sides) _____ 2 ft
Surface Type & Width Existing _____			Ft _____	Shoulder Type (circle one)
Proposed _____			Ft _____	<u>Paved</u> or Unpaved

**8. Bridges**

- a. **Structure No(s)** \_\_\_\_\_ **Remain in Place**

**9. Location**

- a. **Mississippi House Legislative District** \_\_\_\_\_
- b. **Mississippi Senate Legislative District** \_\_\_\_\_

**10. Project Estimated Construction Cost**

- including Contingencies \$ \_\_\_\_\_
- a. **SAP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
  - b. **SABP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
  - c. **LSBP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
  - d. **County Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
  - e. \_\_\_\_\_ % \$ \_\_\_\_\_

Type Funds  
Contributed →

**Engineering Cost** % **Construction Cost Less Contingencies** \$ \_\_\_\_\_

- a. **SAP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
- b. **SABP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
- c. **LSBP Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
- d. **County Funds Requested** \_\_\_\_\_ % \$ \_\_\_\_\_
- e. \_\_\_\_\_ % \$ \_\_\_\_\_

Type Funds  
Contributed →

**Total Estimate Cost of Project** \$ \_\_\_\_\_

Construction will be by: \_\_\_\_\_ Contract \_\_\_\_\_ County Forces \_\_\_\_\_

Use Supplemental Sheet and/or maps if needed to provide complete data.

Is there an existing Railroad Grade Crossing Yes \_\_\_\_\_ No \_\_\_\_\_

**FOR STATE AID USE**

**Review Type**

**Date**

**ONLY:**

- |                      |       |                    |       |
|----------------------|-------|--------------------|-------|
| Preliminary Review   | _____ |                    | _____ |
| Recommended Approval | _____ | District Engineer  | _____ |
| Approved             | _____ | State Aid Engineer | _____ |
| Funds Record         | _____ | Auditor            | _____ |
| Letter to Board      | _____ | District Engineer  | _____ |
| Programmed           | _____ |                    | _____ |

\_\_\_\_\_ Program for \_\_\_\_\_ County

BOARD OF SUPERVISORS

\_\_\_\_\_ County

\_\_\_\_\_, Supervisor, District I

\_\_\_\_\_, Supervisor, District II

\_\_\_\_\_, Supervisor, District III

\_\_\_\_\_, Supervisor, District IV

\_\_\_\_\_, Supervisor, District V

Prepared by: \_\_\_\_\_, County Engineer

STATE OF MISSISSIPPI

COUNTY OF \_\_\_\_\_

This is to certify that the foregoing is a true and correct copy of an order passed by the Board of Supervisors of \_\_\_\_\_ County, Mississippi, entered into the minutes of the said Board of Supervisors, Minute Book No. \_\_\_\_\_, Page No. \_\_\_\_\_, same having been adopted at a meeting of said Board of Supervisors on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Clerk of Board of Supervisors of \_\_\_\_\_ County, Mississippi

**OFFICE OF STATE AID ROAD CONSTRUCTION  
MISSISSIPPI DEPARTMENT OF TRANSPORTATION  
JACKSON, MISSISSIPPI**

DATA TO BE SUBMITTED WITH ALL PROJECT PROGRAMS

Project Number \_\_\_\_\_ County \_\_\_\_\_ Date \_\_\_\_\_

Road Connections at each End of Project

\_\_\_\_\_ End, Surf. Type \_\_\_\_\_ Surf. Width \_\_\_\_\_ Rdwy. Width \_\_\_\_\_  
(South or West)  
\_\_\_\_\_ End, Surf. Type \_\_\_\_\_ Surf. Width \_\_\_\_\_ Rdwy. Width \_\_\_\_\_  
(North or East)

Railroad Grade Crossing Data

Is there an existing Railroad Grade Crossing? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of Railroad \_\_\_\_\_

Existing Protection \_\_\_\_\_

Proposed Protection \_\_\_\_\_

Existing and/or Proposed Facilities Effecting Route:

SCHOOLS: YES \_\_\_\_\_ NO \_\_\_\_\_ ON ROUTE \_\_\_\_\_ OFF ROUTE \_\_\_\_\_  
INDUSTRY: YES \_\_\_\_\_ NO \_\_\_\_\_ ON ROUTE \_\_\_\_\_ OFF ROUTE \_\_\_\_\_

TYPE OF INDUSTRY: \_\_\_\_\_  
\_\_\_\_\_

OTHER DESIGN CONSIDERATIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

UTILITY COMPANIES TO BE AFFECTED BY PROJECT:

NAME	STREET OR P.O. BOX ADDRESS	CITY

Signed \_\_\_\_\_  
County Engineer