

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding

April 3, 2017

A. CALL TO ORDER

The April 3, 2017 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Chief Deputy Macon Moore was present and opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Chief Deputy Macon Moore	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MARCH MINUTES

Supervisor Lee asked if everyone had read over the March minutes.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to accept the minutes of the Board of Supervisors for March, 2017, as presented this date; pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit D.

E. CITIZEN REMARKS & PRESENTATIONS

1. Recognition of Olive Branch Girls' Basketball Team.

Supervisor Caldwell read and presented a resolution honoring the 2017 Olive Branch Lady Quistors for winning the State basketball championship. Supervisor Caldwell stated the group was made up of ladies who were smart, beautiful, and talented on the basketball court.

See Exhibit E.1.

2. Recognition of Myah Taylor.

Supervisor Medlin read and presented a resolution honoring Myah Taylor, a senior girls' basketball player for Olive Branch. Mr. Medlin read the many accolades Miss Taylor has received and stated she fulfilled her personal goal to lead her team to a State Championship before leaving high school. He expressed his pride in Miss Taylor and the whole team, and thanked them for giving this region a good impression of DeSoto County.

See Exhibit E.2.

3. Bridgetown Fire Department Presentation

Captain Poppenheimer of the Bridgetown Fire Department expressed his personal appreciation and the appreciation of the Volunteers of the Bridgetown Fire Department for the Board's help with their projects through the years, and most recently to honor Chief Jerry Sides. Captain Poppenheimer presented the Board with personalized insulated cups.

Chief Bobby Storey also expressed his appreciation to the Board for their support of all areas of fire service in the County.

4. Team Challenge Accepted Robotics Team

Supervisor Lee recognized members of the Challenge Accepted Robotics Team, Jonathan and Nathan Rodgers. The team members brought their summary notebook for the Board to see, and expressed their appreciation for the Board's support. They also reported they earned a slot to the World Championship in Houston, TX in April. The team told the Board they are reaching out to the community and doing workshops locally.

Supervisor Caldwell stated she appreciated their work and enjoyed following the team online. Team Parent Mrs. Tommie Rodgers stated they really appreciated the Board's support and they wanted to personally express that appreciation.

Supervisor Lee asked them how many teams they had to beat to be in the World Championship. One of the team members stated there were 72 teams in the Georgia Super Regionals and only 25 slots were awarded for the World Championship.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve an allocation from Advertising County Resources of \$250 to the First Tech Challenge Robotics Team #7802; after having determined that such an allocation met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the Mississippi Code of 1972, that the Board of Supervisors did make a determination that the above allocation would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County. The Board acknowledged the advertisement of County Resources by having the DeSoto County Board of Supervisors logo on the robot itself; and to authorize the clerk to write the check.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

F. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Supervisor Lee asked if there was anyone who wished to add or delete items to the Agenda.

1. County Administrator Vanessa Lynchard requested to add the following:

1) Earth Day Update – Request Board Approval to Accept Entergy Grant Funds in the

Amount of \$2,000.00 and for the Board President to sign any necessary award documents AND Request Entire Board’s Signatures on Letter Thanking Entergy for Earth Day Grant Funding (New, I.3.b.)

2) Pioneer Credit Recovery d/b/a Municipal Services Bureau Contract Update (New, I.23.) - This item was found to be already on the agenda later in the meeting.

3) Consideration for Executive Session:

-Property Acquisition – Star Landing Landfill (Executive, K.3.)

-Industrial Prospect – Star Landing Landfill/Agri-Ed/FSA (Executive, K.4)

-Property Acquisition – Workforce Development Executive, K.5.

2. Supervisor Mark Gardner requested to add the following:

1) Discussion on Procedure for Erroneous Assessments – (New, I.24)

3. Supervisor Bill Russell requested to add the following:

1) Approval to Travel to Keep MS Beautiful Meeting. (New, I.25)

4. Supervisor Lee Caldwell requested to add the following:

1) Update from Fire/EMA on Fairhaven (Old, H.6.)

2) Consideration for Executive Session – Employee Matter – Road Department (Executive, K.9.)

5. Board Attorney Tony Nowak requested to consider the following for Executive:

1) Litigation – Ferguson Homes – (Executive – K.6.)

2) Potential Litigation – U.S. Assets – (Executive – K.7.)

3) Property Acquisition – Center Hill Road – (Executive – K.8.)

6. Planning Director Bennie Hopkins requested to add the following:

1) Erosion Control Bond for Forest Ridge LLC (New, I.25.)

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the agenda items and actions with the additions, deletions, and changes as set forth above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

G. CONSENT AGENDA

1. Publication of Board Proceedings

2. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded for the month of March and paid to Humana:				
Funding Request	Date Paid	Amount	Claim Type	
Date				
3/1/17	3/16/17	\$88,289.88	Administration Fees	
3/6/17	3/6/17	\$54,653.31	Medical	
3/6/17	3/6/17	\$9,970.75	Dental	
3/6/17	3/6/17	\$29,529.90	Pharmacy	
3/14/17	3/15/17	\$38,130.15	Medical	
3/14/17	3/15/17	\$6,897.00	Dental	
3/14/17	3/15/17	\$8,939.41	Pharmacy	
3/20/17	3/21/17	\$48,528.59	Medical	
3/20/17	3/21/17	\$6,543.00	Dental	
3/20/17	3/21/17	\$13,698.00	Pharmacy	
3/27/17	3/28/17	\$151,622.41	Medical	
3/27/17	3/28/17	\$5,112.80	Dental	
3/27/17	3/28/17	\$27,076.85	Pharmacy	
	TOTAL	\$488,992.05		

3. Office of Finance & Accounting

a. Budget Amendments – SCAAP Reimb/Ending Cash, Sheriff Admin/IT, Aviation

		Fund/Department #		001 / 219 & 999				Updated 7/15
(1)	SCAAP REIMB / ENDING CASH							
ACCT #	LINE ITEM			YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-219-921	Other Cap Outlay Under \$5000			\$ -	\$ 18,561.00		\$ 18,561.00	\$ -
001-219-922	Other Cap Outlay Over \$5,000			\$ -	\$ 6,000.00		\$ 6,000.00	\$ -
001-999-999	Ending Cash			\$ -	\$ 34,521,020.00	\$ 24,561.00		\$ 34,545,581.00
TOTALS					\$ 34,545,581.00	\$ 24,561.00	\$ 24,561.00	\$ 34,545,581.00
Reason for Request: (Show detailed justification)	To correct settlement of prior years department expenses.							
Requested by:	Andrea Freeze							
		Fund/Department #		001/ 200 & 152				Updated 7/15
(2)	Sheriff Administration / Information Technology							
ACCT #	LINE ITEM			YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-924	Computer Hardware & Software			\$ 8,727.19	\$ 19,968.00		\$ 200.00	\$ 19,768.00
001-152-924	Computer Hardware & Software			\$ 107,470.88	\$ 237,992.00	\$ 200.00		\$ 238,192.00
TOTALS					\$ 257,960.00	\$ 200.00	\$ 200.00	\$ 257,960.00
Reason for Request: (Show detailed justification)	To move funds to correct department paying for NVIDIA video card license for Brian Perkins.							
Requested by:	Sheriff Bill Rasco / Donna Ford							
		Fund/Department #		001 / 201				Updated 7/15
(3)	Aviation							
ACCT #	LINE ITEM			YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-201-677	Aviation Fuel			\$ 15,639.36	\$ 38,040.00		\$ 3,000.00	\$ 35,040.00
001-201-922	Other Cap Outlay over \$5,000			\$ -	\$ 10,000.00	\$ 3,000.00		\$ 13,000.00
TOTALS					\$ 48,040.00	\$ 3,000.00	\$ 3,000.00	\$ 48,040.00
Reason for Request: (Show detailed justification)	To account for transportation fees for the helicopter.							
Requested by:	Sheriff Bill Rasco / Donna Ford							

b. Quarterly Budget Allocations - \$6,242,774.92

QUARTERLY BUDGET ALLOCATIONS For Quarter Ending June 30, 2017	
TAX ASSESSOR:	
Department 103	\$ 332,209.50
TAX COLLECTOR:	
Department 104	\$ 333,343.75
SHERIFF:	
Department 200 (Sheriff Administration)	\$ 301,737.42
Department 201 (Aviation)	\$ 49,241.75
Department 202 (Patrol/Law Enforcement)	\$ 3,234,842.75
Department 216 (DUI Grant)	\$ 65,717.50
Department 219 (SCAAP Funds)	\$ 6,140.25
Department 220 (Custody of Prisoners)	\$ 1,270,002.00
Department 222 (Prisoners' Medical Expense)	\$ 320,388.50
Department 223 (Juvenile Detention)	\$ 319,276.50
Department 225(Search Unit)	\$ 4,875.00
TOTAL SHERIFF	\$ 5,572,221.67
TOTAL ALLOCATIONS	\$ 6,242,774.92

c. SID Forfeitures

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account. Please approve the transfer of the funds.

Case #	Date Seized	Receipt #	Amount	Date of Forfeiture
2017-8366	2/10/2017	33270	297.00	3/23/2017
2017-8431 (Def#1)	2/11/2017	33270	118.00	3/23/2017
2017-8431	2/11/2017	33270	779.00	3/23/2017

(Def#2)				
2017-8985	2/14/2017	33270	350.00	3/23/2017
2017-9024	2/14/2017	33270	900.00	3/23/2017
		TOTAL	\$ 2,444.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$ 2,444.00
Transfer to Sheriff-Forfeiture Fund (120-000-238) \$ 2,444.00

Thank you.
C: Commander Roger Hutchins

d. Final Inventory Dispositions – Chancery Land, IT, Facilities, EMS

FISCAL YEAR: 2016/2017
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: Chancery
NAME:

NR = NON REPAIRABLE (COST) K = THOUSANDS
MR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #:
LOC #:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	Y	R	C	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
35999	VIEWSONIC V3200 MONITOR	A2041002736	WONT POWER ON				CHANCERY LAND				
32745	HEDMAN FORM CHECK SIGNER	280V2895	BROKEN/OBSOLETE				CHANCERY LAND				
42947	DELL OPTIPLEX	FF030021	WONT POWER ON				CHANCERY COURT				
42938	DELL OPTIPLEX	552KVC1	BROKENTOO COSTLY TO REPAIR				CHANCERY COURT				
42961	DELL OPTIPLEX	4M4WC1	BAD CAPACITOR CAPS				CHANCERY COURT				
42914	XEROX DOCUMENT SCANNER	14P032140	BROKENTOO COSTLY TO REPAIR				CHANCERY COURT				
42917	DELL OPTIPLEX	7BMY201	BAD CAPACITOR CAPS				CHANCERY COURT				
42962	DELL OPTIPLEX	3P04WC1	WONT POWER ON				CHANCERY COURT				
41289	LENOVO M70E DESKTOP	5M4C0L1	BAD MOTHERBOARD				CHANCERY LAND				
44148	DELL OPTIPLEX	224K521	BROKENTOO COSTLY TO REPAIR				CHANCERY LAND				
42935	DELL OPTIPLEX	7T0L0L1	BAD CAPACITOR CAPS				CHANCERY LAND				
42755	LEXMARK LASER PRINTER	57L3YH8	BROKENTOO COSTLY TO REPAIR				CHANCERY LAND				
42859	LEXMARK E550D PRINTER	57L3YH9	WONT PULL PAPER				CHANCERY LAND				
32921	HP COLOR LASERJET PRINTER	5C4C030581	WONT PULL PAPER				CHANCERY LAND				
42759	LEXMARK LASER PRINTER	57L3YH4	BROKENTOO COSTLY TO REPAIR				CHANCERY LAND				
34854	ACER MONITOR	10282N15216	BLACK SCREEN				CHANCERY COURT				
32983	VIEWSONIC MONITOR	A2044034281	WONT POWER ON				CHANCERY COURT				
32984	VIEWSONIC MONITOR	A2044034482	BLACK SCREEN				CHANCERY COURT				

APPROVED BY: *Misty Heffner*
PRINT NAME: MISTY HEFFNER

DISPOSED BY: *Angie Tapley*
PRINT NAME: ANGIE TAPLEY

INVOICED BY: *Angie Tapley*
PRINT NAME: ANGIE TAPLEY

DATE: 1-31-17
DATE: 3-27-17
DATE: 2-1-17

INVENTORY CLERK:
INFORMATION:
PRELIMINARY PRESENT TO CDS: 2-6-17
FINAL PRESENT TO CDS: 4-3-17
DATE INVENTORY DISPOSED IN WASH:
DATE OF FINAL ASSET ATTACHED:
NOTES:
Page 1 of 2

FISCAL YEAR: 2016/2017
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: CHANCERY
NAME:

NR = NON REPAIRABLE (COST) K = THOUSANDS
MR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #:
LOC #:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	Y	R	C	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
32642	FLUITSU F14120C SCANNER	812362	BAD ROLLERS/NOT COMPATIBLE				CHANCERY LAND				
42120	XEROX SCANNER	114302011	BAD ROLLERS/NOT COMPATIBLE				CHANCERY COURT				
43171	SAMSUNG MONITOR	ZVC4HTC030202	BROKENTOO COSTLY TO REPAIR				CHANCERY COURT				
43168	SAMSUNG MONITOR	ZVC4HTC030210	WONT POWER ON				CHANCERY COURT				
43169	SAMSUNG MONITOR	ZVC4HTC030420	WONT POWER ON				CHANCERY COURT				
34832	ACER MONITOR	52362N234210	BROKENTOO COSTLY TO REPAIR				CHANCERY COURT				

APPROVED BY: *Misty Heffner*
PRINT NAME: MISTY HEFFNER

DISPOSED BY: *Angie Tapley*
PRINT NAME: ANGIE TAPLEY

INVOICED BY: *Angie Tapley*
PRINT NAME: ANGIE TAPLEY

DATE: 1-31-17
DATE:
DATE: 2-1-17

INVENTORY CLERK:
INFORMATION:
PRELIMINARY PRESENT TO CDS: 2-6-17
FINAL PRESENT TO CDS:
DATE INVENTORY DISPOSED IN WASH:
DATE OF FINAL ASSET ATTACHED:
NOTES:
Page 2 of 2

4. Office of Procurement

- a. Remove Pat Sanford as interim requisitions signer for acct# 001-169
- b. Appoint Jim Holland as requisition signer for acct# 001-169
- c. Request to Approve Bid Specifications and Solicit Bids for Copier Lease for Various Offices: Bid File #17-100-002

5. Road Department

- a. Road Report
- b. Monthly Work Schedule
- c. Road Bond Report

6. Contract Administration

- a. Circuit Clerk – RBM – Hardware Maintenance Agreement
- b. Human Resources – Pitney Bowes – Maintenance for Stuffer/Sorter
- c. EMA – Statewide Mutual Aid Compact
- d. Road Department – State Aid Project #SAP17(15)M – Formal Concurrence of Award of Contract
- e. Road Department – LSBP-17(7) Meadowbrook Bridge – Formal Concurrence of Award of Contract

7. Animal Services








- a. MSU Vet Fees Update – Last Visit March 23-24, 2017

MSU Vet Visits 2014-2017					
Year	Food	Lodging	Total	Number of animals	avg cost per animal
3.23.17	\$ 160.12	\$ 248.00	\$ 408.12	37	\$11.03
Totals	\$ 3,295.05	\$ 4,250.40	\$ 7,545.45	785	\$ 9.61

- b. Wings of Rescue Update – March 28, 2017 – 16 animals sent - \$120.66

8. MDOC Reimbursement

MISSISSIPPI DEPARTMENT OF CORRECTIONS REPORT: COUNTY JAIL PAYMENTS							
13:14 Monday, February 6,							
NAME	MDOC_NUM	DOB	RACE	DATE SENTENCE ORDER RECEIVED	BILLED DAYS	REIMBURSEMENT AMOUNT	MEDICAL COST
Location: <u>DESBOTO CJ</u>				Reimbursement Month: <u>January 2017</u>			
ALVARADO, MANUEL	207823	05/09/1955	SP	01/24/2017	8	\$ 160.00	<i>0</i>
ANDERSON, JOHN HENRY	191442	10/10/1995	WH	<i>12-1-2016</i>	22	\$ 440.00	<i>0</i>
ARMSTRONG, MARCUS	R6678	11/04/1979	BL	01/12/2017	20	\$ 400.00	<i>0</i>
ARNOLD, MICHAEL	199874	02/19/1992	BL	01/19/2017	13	\$ 260.00	<i>0</i>
AUSTILL, ERNEST RAY	207802	10/03/1971	WH	01/19/2017	13	\$ 260.00	<i>0</i>
BARKLEY, BILLY MITCHELL	T4821	04/11/1968	WH	11/23/2016	22	\$ 440.00	<i>0</i>
BOWEN, WILLIAM	157116	09/07/1988	WH	12/26/2016	29	\$ 580.00	<i>Owe 2</i>
BOYD, ALEX SHANE	152846	07/12/1987	WH	10/06/2009	4	\$ 80.00	<i>Owe 2</i>
CARDENAS, MARCO ANTONIO	207685	08/27/1980	SP	01/13/2017	19	\$ 380.00	<i>0</i>
CHRISTIE, JANIE	104597	02/14/1980	WH	03/22/2016	11	\$ 220.00	<i>0</i>
DANIEL, BRANDON KEITH	R7544	05/28/1980	WH	12/01/2016	22	\$ 440.00	<i>0</i>
FORD, KARL	78409	08/17/1973	BL	01/13/2017	19	\$ 380.00	<i>0</i>
FUNDERBURK, MATTHEW R.	131149	01/28/1981	WH	12/28/2016	29	\$ 580.00	<i>Owe 2</i>
GARCIA, JAMES DERYKE	125875	05/18/1975	WH	12/28/2016	29	\$ 580.00	<i>Owe 2</i>
GREEN, JOSHUA D	207663	08/01/1988	BL	01/13/2017	19	\$ 380.00	<i>0</i>
HANNAN, JAMES R	11254	01/17/1961	WH	11/23/2016	22	\$ 440.00	<i>0</i>
HARRISON, DALTON	126906	11/01/1981	WH	01/24/2017	8	\$ 160.00	<i>0</i>
HATHORN, KEITH BERNAL	207678	08/02/1994	BL	01/13/2017	19	\$ 380.00	<i>0</i>
HUDSON, KITTRELL	128613	05/11/1979	BL	12/01/2016	22	\$ 440.00	<i>Owe 3</i>
HUGHES, PATRICE WADINE	W5947	06/13/1977	BL	12/29/2016	23	\$ 460.00	<i>0</i>
JAMES, PHILLIP MICHAEL	207312	12/08/1985	BL	12/19/2016	22	\$ 440.00	<i>0</i>
JONES, JERMAINE HARVELL	180109	12/21/1975	BL	12/01/2016	22	\$ 440.00	<i>0</i>
JOYNER, REMICKA	207709	10/19/1993	BL	01/18/2017	9	\$ 180.00	<i>0</i>
KENDALL, SKYLAR DEVEALL	207227	04/07/1984	BL	12/13/2016	22	\$ 440.00	<i>0</i>
LONG, PATRICK ROBERT	152829	01/10/1957	WH	01/13/2017	19	\$ 380.00	<i>0</i>
MELONE, STEPHEN WADE	207750	07/09/1955	WH	01/19/2017	13	\$ 260.00	<i>0</i>
MCCAIN, SAMUEL DENNETRICK	146194	09/10/1984	BL	12/06/2016	22	\$ 440.00	<i>Owe 2</i>
MORGAN, VINCENT LENOISE	207430	01/29/1996	BL	12/28/2016	29	\$ 580.00	<i>0</i>
MYLES, ALVIN J	175092	03/05/1969	BL	01/23/2017	9	\$ 180.00	<i>0</i>
OWENS, DYTERIOUS DONTAY	207661	03/12/1992	BL	01/13/2017	19	\$ 380.00	<i>0</i>
PENNINGTON, JAMES ERVIN	178304	11/13/1991	WH	01/24/2017	8	\$ 160.00	<i>0</i>
PIERCE, ADAM LEE	123201	08/17/1988	WH	12/19/2016	22	\$ 440.00	<i>0</i>

NAME	DOC_NUM	DOB	RACE	DATE SENTENCE ORDER RECEIVED	BILLED DAYS	REIMBURSEMENT AMOUNT	MEDICAL COST
PRYOR, BRADLEY H.	142990	03/29/1977	WH	01/13/2017	19	\$ 380.00	
RICE, JULIAN ELIJAH	207805	03/20/1996	BL	01/19/2017	13	\$ 260.00	
SEITZ, JASON LEE	207623	03/10/1979	WH	01/12/2017	20	\$ 400.00	
SMITH, JARVIUS FERNELL	207510	10/16/1974	BL	01/09/2017	27	\$ 540.00	
SMITH, JESSE DAVID	207799	07/13/1977	WH	01/19/2017	13	\$ 260.00	
SMOCKS, JESSE EDWARD	207669	04/28/1994	WH	01/13/2017	19	\$ 380.00	
STEWART, JAMUEL TERRELL	207100	01/13/1977	BL	11/23/2016	22	\$ 440.00	
STEWART, MICHAEL THOMAS	194427	08/30/1990	WH	01/13/2017	19	\$ 380.00	
STINYARD, CHRISTIAN JAWON	185688	10/05/1994	BL	09/05/2013	5	\$ 100.00	
STROLE, OGBORAH LYNN	W2874	08/23/1975	WH	01/13/2017	14	\$ 280.00	
WALKER, KAYON MONTESETYON	207010	10/30/1996	BL	01/19/2017	13	\$ 260.00	
WILLIAMS, MILES C	K5206	02/05/1902	WH	01/19/2017	13	\$ 260.00	
WILSON, JUSTIN BLAKE	207670	11/19/1994	WH	01/13/2017	19	\$ 380.00	
WILSON, ROY	155924	10/09/1987	BL	05/16/2013	12	\$ 240.00	
Total Amount:						\$ 16,340.00	

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the actions and matters as set forth in the Consent Agenda.

Supervisor Medlin asked Mr. Nowak about the road bond report. Road Manager Andy Swims stated Miller Farms had an overlay from last year that can now be released.

Supervisor Russell asked if there was a safety report. Mr. Swims said there was not.

Supervisor Russell asked what caused the spike in admin costs on the insurance report. Human Resources Director Vickie Richmann stated this was the first report of the year and it showed the increases.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.

H. OLD BUSINESS

1. Road Department – Nail Road MOU With City of Horn Lake

City of Horn Lake Public Works Director Spencer “Penny” Shields informed the Board that MDOT is requiring a shoulder upgrade on Nail Road to make it a viable project; and that requirement has increased the price. Mr. Shields stated the project went to bid in December and came back 10% higher than the engineer’s projected cost. MDOT requested they rebid the project and that was done last month. The County would now owe \$76,611.24. Mr. Shields asked if the Board was willing to share the cost increase. He said MDOT will go ahead with the project if the County and City of Horn Lake are willing to do the cost share. Mr. Shield stated the Horn Lake Board of Aldermen voted to share the cost.

Supervisor Caldwell stated this project was an 80/20 match with Horn Lake and the County sharing the 20% at 10% each. She stated the updated request was to asphalt the shoulders.

Supervisor Medlin asked if the shoulders would be similar to the interstate. Mr. Shields affirmed. Supervisor Caldwell stated there was not much competition for the bid to bring the price down. Mr. Shield stated with oil prices being so unstable and the variables in asphalt costs, bidders lean to the high side.

Supervisor Caldwell asked Mr. Swims if he could find the increase in his budget. Mr. Swims affirmed.

Board Attorney Tony Nowak stated an MOU typically states a not to exceed amount. Mr. Shields said this MOU states the costs are estimated. Road Department Engineer Scott Young stated they need just under \$77,000.00 and they have \$55,000.00 budgeted for this project.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Nail Road MOU with the City of Horn Lake and pay the increased amount not to exceed \$77,000.00.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.1.

2. Burn Permit Issuance Update

Mrs. Lynchard reminded the Board that the handling of burn permits has changed. She stated we are creating a new system, and in the process of working out the glitches.

Officer Fred Leviton stated everyone involved will be using a shared spreadsheet that will update every couple of minutes so all parties can be informed. He stated they are using the phone system to tell people the rules, thus providing better productivity for issuing burn permits.

Chief Bobby Storey asked the Board to please let their constituents know that this is a work in progress. They are working on the weekend procedure, as there was some confusion there. Chief Storey stated he really feels this will benefit the County.

Mrs. Lynchard stated Mr. Alberson in IT is working on the weekend procedure, and she asked Chief Storey and Officer Leviton to meet with him to see what the next step is. Supervisor Russell stated there are 3 numbers listed on the website that refer to burn permits. Mr. Leviton stated the new system has a new number of 662-469-8080 and that number will take people to the switchboard or dispatch, depending on the time of the call. Tanner Kuntz stated when people call they will receive a voice prompt to take them to the switchboard, EMA, or the MS Forestry Commission.

Supervisor Gardner asked about regulations within the cities. Chief Storey stated the cities control their own regulations. He said he suggests that citizens in city limits contact their municipal Fire Marshall.

Supervisor Medlin asked if the ruling could change during the day. Chief Storey affirmed saying they watch the wind speed and air quality. He said if something comes up and they have to cut off immediately, they call the permit holders and tell them to contain the fire immediately.

3. County Building on Brookhaven

Mrs. Lynchard stated Region IV looked at the building and, at first, thought it would be good. They had another person come look at it and they had concerns about the square footage. She stated Region IV has contacted someone at State Mental Health with the size to see if it is big enough for their use.

Supervisor Russell stated he was willing to look at a local & private if enlarging it was feasible.

4. Approval to Pay Line of Duty Supplemental Benefits

Mrs. Lynchard stated there was some question as to whether or not the officers got paid fully for 10 days after their injuries. She said she checked with Mrs. Richmann in Human Resources and found the officers have been paid. She stated the minutes did not have a motion, but the benefits were paid and no leave was charged to the officers.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to extend the benefits to the injured officers finding the officers were unable to perform their duties and to approve retroactive pay to the date of their injuries, when their normal salaries would have been suspended.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.4.

5. Report of Tennis Facility Tour

Supervisor Gardner stated last Tuesday in a recessed Board meeting, Supervisor Russell, Supervisor Caldwell, County Administrator Vanessa Lynchard, Supervisor Gardner, President of Local USTA Assoc. Jim Greene, Brian Bullard of UrbanARCH, Southaven City Tennis Director Michael Johnson, and Todd Mastry from the CVB made a trip to Murphreesboro, TN to tour a tennis facility. He stated this center is a partnership with the City of Murphreesboro, Middle Tennessee University, a philanthropic foundation, and the Adams family for which the complex is named. He stated each court had a \$50,000.00 sponsorship and was named for the donors, the scoreboard had a \$250,000.00 sponsorship and was named, and they sold bricks for \$250.00 and \$500.00.

Supervisor Gardner stated this facility was a much larger scale than the Board is looking at. He stated DeSoto County is talking about 6 indoor courts and they have 8; and 10 outdoor courts compared to their 24. He pointed out several things about the facility:

- A court for wheelchair tennis, and over 100 participants in this area
- 24 outdoor courts (several have been there for years) (not all are lighted)
- 8 indoor courts (all in use on a Tuesday morning)
- Built in phases
- Nice landscaping
- Small staff – 4 full-time
- Lots of part-time help
- Host to Conference USA Championship, USTA Tournaments, High School Tournaments
- Home court for Middle TN State University

Supervisor Medlin asked the population of Murphreesboro. Supervisor Caldwell stated they have a population of 106,000 in the city. Supervisor Russell stated they also had a Park and Ride lot next to the tennis facility that was full.

Supervisor Russell asked about their budget. Mrs. Lynchard stated the budget is in the city's parks budget, but not broken down as far as the tennis facility goes. Supervisor Russell stated he would like to talk with the city and get a better breakdown of their budget.

Supervisor Gardner stated DeSoto County has a couple of hundred kids participating in Junior Tennis in DeSoto County, and that has just begun to show in the way of college scholarships. He stated many stay-at-home moms get the kids off to school, and go play in a ladies' league. He said he felt the tour was time well-spent.

Supervisor Gardner encouraged the Board members to go look at the facility at Memphis University School on Ridgeway as well. Supervisor Gardner stated the Board had voted for Mr. Nowak to work on a MOU with the CVB to have UrbanARCH draw up plans at a cost not to exceed \$18,000.00 and he has done that. Mr. Nowak stated the MOU calls for a 50/50 cost share with the CVB.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the MOU with the Convention & Visitors Bureau to approve a budget amendment to move money from ending cash to pay the County's half not to exceed \$9,000.00.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.5.

6. Update from Fire/EMA Committee on Fairhaven Fire Department

Supervisor Caldwell stated Fairhaven is doing a fund-raiser and Open House to raise money to pay for their addition and to go toward a new truck. She stated Legacy Park is going to be the chief promoter or the open house and fund-raiser event. Supervisor Caldwell stated Supervisor Medlin worked for years saving the money to help Fairhaven get their Fire Department built and they have an excellent department.

The event will be Saturday, April 22 from 10 am – 4 pm. Supervisor Caldwell pointed out this is the same day as Earth Day, but the Supervisors will be attending both events.

Chief Bobby Storey stated Supervisor Medlin has done a lot of work on the east side of the County to build up the Volunteer Fire Departments. He stated it has done a lot for the community over there. Supervisor Medlin gave credit to the different Boards over the years and to Mr. Jim Robbins for donating the property for Fairhaven.

See Exhibit H.6.

I. NEW BUSINESS

1. Recognition of Employee 25-Year Anniversary

Mrs. Lynchard stated the Board recognized some 25-year employees a few meetings ago, but she pointed out that Mrs. Connie Scott would soon be retiring and she has since met her 25-year anniversary with the county. Mrs. Lynchard stated Mrs. Scott started in the Circuit Clerk's office in 1992, and moved to the Planning Commission in 2000. Mrs. Lynchard said the County will be losing a lot of institutional knowledge when Mrs. Scott leaves as she has served with 5 Planning Directors. She said Mrs. Scott knows the thinking behind the past Planning Commissions and Directors and how things have worked. Mrs. Lynchard said Mrs. Scott will be missed.

Supervisor Lee presented Mrs. Connie Scott with her 25-year pin and thanked her for her service to DeSoto County. He said she will be very much missed.

2. EMS Training Program

EMS Director Mark Davis reminded the Board that when they hired him they stressed the importance of in-house training, and he has been trying to fulfill that charge. Mr. Davis informed the Board that Paramedics are required by the State to have a minimum of 60 hours training and a total of 82 hours every 2 years at recertification. He said they require 4-day, 8-hour blocks.

Supervisor Russell asked who paid for the recertification. Mr. Davis stated the paramedics pay their own fees. Mr. Davis said the EMS Department recently worked with Northwest Community College (NWCC) and the courses were taught at DeSoto County's EOC to over 180 participants. He stated this training exposed the County to say DeSoto is doing their own training and interested in helping our own people.

Supervisor Medlin asked if people from different areas participated. Mr. Davis stated the

participants were from all over the area, as far away as Grenada. He stated the instructors charged \$40 per person for the classes. Mrs. Lynchard stated that is a fraction of the cost compared to going away to the classes. Supervisor Caldwell stated the medics also appreciated the time factor in having the classes within the County.

Mr. Davis stated the State requires four particular blocks, and all the instructors are certified through the State. He said by doing this in-house, it made it so much easier on the medics and for other services in the County.

Supervisor Russell asked Mr. Davis his opinion on paying for the training. Mr. Davis stated it is a good benefit. He said private companies do not offer that. He also stated there are Fire Departments close by that put the fees in their salary packages, and the individuals then pay their own.

Mr. Davis stated ACLS & Pounds classes are typically \$200 each. He stated Danny Eytchison is an instructor and they will be offering those classes for the \$15 card fee. He said they will offer this to the cities as well.

Supervisor Gardner asked if Dr. Thompson was involved with these classes. Mr. Davis said he is not yet, although he has set up with Region IV and the Sheriff's Office to discuss the new CIT program at the next quarterly meeting. Supervisor Gardner asked Mr. Davis if he was involved in the CIT meetings. He said he has not known when the last few meetings were held.

Mrs. Lynchard stated Mr. Eytchison has always been good to teach classes, and Mr. Davis is having him train to be able to teach more. Mr. Davis also stated the National Registry required some online hours that are done in 1 hour class blocks. He said the cost is typically \$200-\$300, but he has found a vendor that is offering them at no cost. He said you have to sit through a few videos, but it is definitely worth the cost savings to do that.

Mr. Davis also informed the Board that he is looking at some ways to do some PR events, and public outreach training. He stated he is scheduled to go to the Fire Chiefs' meeting and showing the American Heart Association's hands-only CPR. He said if the Chiefs get on board, he would like to go around to each fire department when they are hosting community events and offer this free of charge as an outreach for the Fire Departments and EMS. He stated he will advertise this through the County's website, social media, and newspapers as each one is set up.

3. Earth Day Update

a. Update on Event Day

Director of Administrative Services Pat McLeod stated Earth Day is quickly approaching. She reminded the Board Earth Day will be Saturday, April 22 from 9 am to 1 pm; and it coincides with the opening day of the Hernando Farmer's Market. She stated the Hernando Board of Aldermen agreed to close the streets around the square, and that all the cities are participating. She stated there are currently 52 exhibitors signed up, with MS Public Broadcasting and the Road Department as new exhibitors. Mrs. McLeod stated Entergy and Farm Bureau are returning and expanding their booths considerably. She said Environmental Services will have 3 different booths, MDOT has provided litter bags to hand out, and Horn Lake will be bringing back the popular mood cups for water. Mrs. McLeod said Entergy has approved the grant which will pay for advertising, a petting zoo, banners, and part of the shredding truck. She stated Trustmark Bank paid for the other part of the shredding truck and they are advertising Earth Day through their branches. She said we will be sending out flyers to K-5 students and re-using signs purchased last year to put at all the schools. Mrs. McLeod stated we are anticipating a great day.

b. Request to Accept Entergy Grant in the amount of \$2,000.00, authorize budget amendments as necessary, authorize Board President to sign documents, and authorize Mr. Kuntz to write a thank you letter to Entergy.

Grant Administrator Tanner Kuntz requested approval to accept the \$2,000.00 awarded funds from Entergy, authorize Accounting to make the necessary budget amendments, authorize the Board President to sign the necessary documents, and authorize Mr. Kuntz to draft a thank-you

letter to Entergy on behalf of the Board.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the \$2,000.00 awarded funds from Entergy, authorize Accounting to make the necessary budget amendments, authorize the Board President to sign the necessary documents, and authorize Mr. Kuntz to draft a thank-you letter to Entergy on behalf of the Board.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.3.b.

4. Environmental Services – Solid Waste – Request Board Authorization for Attorney to Work on Garbage Collection & Rubbish Facility RFP

Environmental Services Director Ray Laughter requested the Board to approve the firm of Smith, Phillips, Mitchell, Scott & Nowak to be involved in the process of making sure the RFP for garbage collection and the rubbish facility was in order.

Mrs. Lynchard informed the Board that Mr. Laughter has saved the County a lot of money and has spent a great deal of time going over the RFP.

Supervisor Caldwell stated with a county this large, there will be problems. She said she commends Waste Connections and their crews on how they handle those problems. She said they are doing a good job in DeSoto County. Mr. Laughter stated Waste Connections provided lunch for the Board today.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to be involved in the process of making sure the RFP for garbage collection and the rubbish facility was in order.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

5. Office of Procurement

- a. Recommendation to Award 2017 Annual Supply &/or Haul Dirt to the County Rubbish Pit – Bid Tab: # 17-341-001**

Mr. Laughter stated they expected to get a good bit of clean dirt from the Corps of Engineers project at Wedgewood although they have not gotten much so far because of the weather. He said the contractor at that job has been in contact with the rubbish pit manager to talk about the quality of dirt that is required.

Mr. Laughter presented the bids received as follows:
HM Cooper Trucking \$140.00 per load
Prewett Enterprises \$145.00 per load
Cleveland Construction \$150.00 per load
Compared to: DC Road Management \$162.50 per load

Mr. Laughter recommended HM Cooper Trucking as the low bidder. He stated Mr. Cooper has trucks located in DeSoto County and dirt lined up locally.

Supervisor Jessie made the motion and Supervisor Lee Caldwell seconded the motion to award the bid to the HM Cooper Trucking at \$140.00 per load as the lowest and best qualified bid and to approve Prewett Enterprises as 1st alternate at \$145.00 per load and Cleveland Construction as 2nd alternate at \$150.00 per load as stated in Bid Tab # 17-341-001.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.a.

b. Chiller Repairs Exceeding \$25,000 to be Approved as Sole Source

Facilities Manager Robert Jarman stated there was a lightning strike at the chiller several months back. He stated that an inspection of the electrical box found that a new part had to be specially made. He stated the part made by Daikin is done, and the only dealer in this area is EK Automation.

Supervisor Medlin asked if this was an emergency purchase. Mr. Jarman stated it was not, as Chiller #2 is working. He stated they did not rush this because they were able to take parts off Chiller #1 and put them on Chiller #2 to fix what was damaged on it. He stated Chiller#1 is the only one not working at this time. Mr. Jarman also pointed out with the chillers working as they are supposed to, they are more efficient and the electric bill has gone from \$9,000 - \$10,000 per month to \$3,000 - \$4,000 per month.

Supervisor Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make the sole source information on EK Automation part of the minutes and authorize the purchase over \$25,000 as a sole source purchase, finding the conditions and circumstances are such that there are no competitive alternatives for purchase, as presented in Exhibit I.5.b.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.b.

c. Recommendation for Award: Bid Tab Juvenile Courtroom Renovation #17-315-163-001

Mr. Jarman stated they had 6 contractors to bid on the project with Murphy & Sons being the lowest at \$753,842.00. He stated the projected cost was \$795,125, so this bid is under budget.

Supervisor Medlin asked where the entrance to the building would be. Mr. Jarman stated the entrance will be where the present visitation entrance is. He stated there is currently a small porch there with a drop-off of 2.5 to 3 feet. He stated he has a proposal to pour concrete, put in a brick sign, aluminum awning, and a decorative coverage over the chiller pipes for \$75,000. Mr. Jarman stated he felt that was high and that he thinks his department can pour a larger porch and make it look nice for a lot less using in-house labor and contracting some out. He said he would like to put in a larger porch and sidewalks, using the existing porch; and possibly use shrubbery or some other decorative material to cover the chiller pipes.

Mrs. Lynchard stated there is \$770,125 available for construction. She said the building bid came in at \$753,842, plus \$25,000 for IT wiring. She said that leaves about \$15,000 for the front entrance. Mr. Jarman stated they had 5 ten foot pews donated and he plans to refinish them to match the interior.

Supervisor Russell asked if the project can stay under \$15,000 using the donated pews and doing the contract work. Mr. Jarman stated he was sure it could. He stated there is also a \$50,000 contingency built in from all the bidders. Mrs. Lynchard stated the Board gave Mr. Jarman the authority to make some decisions regarding unforeseen things that can come up in a renovation, and the contingency covers that.

Supervisor Russell asked what the timeline was. Mr. Jarman stated after Mr. Nowak reviews the contract and he will come back to the Board. He also stated UrbanARCH contacted Murphy & Sons regarding their low bid to be sure they did not miss anything, and they said they stand behind the bid.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the base bid of \$753,842.00 from Murphy & Sons finding it to be the lowest and best qualified bid, authorize Mr. Jarman to come back with costs on other improvements, and include the letter from UrbanARCH regarding Murphy & Sons' bid in the minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.c.

d. Recommendation for Award for 2017 County Overlay – Bid Tab #17-300-018

Road Department Engineer Scott Young stated the only company that bid was Lehman Roberts at \$2,360,429.66. He stated the hot mix unit price was good. He stated the patch price was higher than expected, but they would be all over the county.

Supervisor Medlin asked if Mr. Young thought they would use all the milling. Mr. Young affirmed stating he thought they would use all the milling and patching, but he did not expect an overrun.

Supervisor Caldwell stated they saw evidence of the increased pricing with the Nail Road project.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to award the County Overlay Bid #17-300-018 to Lehman Roberts as the lowest and best qualified quote, and approve the budget amendment to cover increased costs in Contract Paving #156-300-593.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.d.

6. Office of Finance and Accounting

a. Claims Docket

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks brought invoice documentation to address any questions.

Supervisor Jessie Medlin asked about the following claims:

Page 14 – Jolly Roofing Boggan Lane – Mr. Jarman stated that was a roof coating at the maintenance shop. He stated they have done a lot of inspections to roofs and are planning for the future.

Page 80 – Jimmy Gray – Front door speakers and rear door speakers – The invoice showed a faulty amp blew out the speakers and they were replaced on the FL1 Chevy Pickup.

Supervisor Mark Gardner asked about the following claims:

Page 24 – Staples Advantage – Office Chairs – The invoice showed chairs for Cassandra & Vickie in Youth Court.

Page 36 – Marcus Ross – Youth Mentoring Grant – Mr. Kuntz stated that was a field trip for 12 youth and 3 adults.

Page 37 – Paulsen Printing - \$1,280 – The invoice showed 120 receipt books for the jail.

Page 39 – Decal Jones LLC – The invoice showed 19 graphic packages for police interceptors and an SUV. Mrs. McNeil stated they have been a vendor for a couple of years and they are a local vendor.

Page 39 – CIOX Health – The invoice showed consulting/counseling fees for a prisoner.

Page 49 – Chief Supply – The invoice showed 2 lock out kits.

Page 68 – Lees Precast Concrete – This was for the structural collapse training at EMA covered under their grant.

Page 75 – Jones & Bartlett – The invoice showed 32 books for a training class paid with Delta Trauma money.

Page 80 – Tag Truck Enterprises – Mr. Swims stated that was a small truck that had some work.

Supervisor Bill Russell did not have any questions.

Supervisor Lee Caldwell asked about the following claims:

Page 8 – Nova Copy – Several listings for the Sheriff's Office – Mrs. McLeod stated they are on the County copier contract.

Page 10 – I-69/Purvis – Supervisor Caldwell asked Mr. Swims to contact MDOT to do the repairs and finish that project up.

Page 10 – Mobilitie – Mr. Nowak stated that is for the work with AT&T and the FCC hearing where Mobilitie has filed to be allowed on the public right of way

Page 39 – Surwic Trailer - \$1051.04 – The invoice showed a spare tire rack for Search & Rescue.

Page 50 – Supervisor Caldwell asked what Fleetcor was. Mrs. McLeod stated that is the same as Fuelman.

Page 41 – Comserv – The invoice showed quantities of 18 and 36. Mrs. McNeil stated that was equipment for the 18 new cars.

Page 61 – Walls Water – Yearly Inspection – Mrs. Lynchard stated that project was part of a grant, so it has to be inspected yearly as part of the agreement.

Supervisor Michael Lee asked about the following claims:

Page 15 – Overhead Door – Mr. Jarman stated that was for the Sally Port repairs. He said another spring broke, and there is money in the budget to change out the springs. Mr. Jarman said the design of the building did not call for high-cycle springs.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

b. Preliminary Inventory Dispositions – IT, Circuit Court, Circuit Court Clerk, EMA

Inventory Clerk Angie Tapley stated these dispositions are for equipment that is no longer in working order.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize preliminary inventory dispositions as presented by Mrs. Tapley

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District ABSENT
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit I.6.b.

FISCAL YEAR: 2017 PRELIMINARY INVENTORY DISPOSITION

DEPT NAME: IT Department DEPT #: 152

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
30506	Baystack24 port switch	KEE0039773	will not power on	99	2586	IT Storage				
32557	IBM AS400 Model 800	S10F4C1B	Obsolete	03	14270					
37058	ACER 24 IN LCD MONITOR	ETL6102018615009B34111	will not power on	06	750					
43090	SONIM ARMOR XP3400	270113179409583822	Changed Carrier to AT&T	13	270					
43091	SONIM ARMOR XP3400	270113179409584209	Changed Carrier to AT&T	13	270					
44625	APPLE IPHONE 5S	0139640095363247	Bad touch screen	15	550					
44841	APPLE IPHONE 5S	0K3Q0157FF9R	Bad touch screen	16	450					

FISCAL YEAR: 2016/2017 PRELIMINARY INVENTORY DISPOSITION

DEPT NAME: CIRCUIT COURT NRC = NON REPAIRABLE (COST) K = THOUSANDS
SALLY WILLIAMS NR = NON REPAIRABLE H = HUNDREDS
DAS = (NRC) ARE AS SURPLUS D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
37041	ACER MONITOR	ETL530C05761605D864000	NO LONGER NEEDED or COMPATIBLE	06	2H	CIRCUIT CRT				

Inventory Control Disposition

PRELIMINARY

Department: Circuit Clerk Office Fiscal Year: 2017

Asset #	Serial #	Description	Reason for Disposal	Location at Preliminary	Preliminary Approval Date	Disposed Of By	Location of Final Disposal	Date of Final Approval
42790	604137	F. 61302	BROKEN	Circuit Court				

FISCAL YEAR: 2016/2017 PRELIMINARY INVENTORY DISPOSITION

DEPT NAME: EMA NRC = NON REPAIRABLE (COST) K = THOUSANDS
260 NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
43202	Cspire Hotspot	S10000075	Doesn't hold charge (replaced)	13	2H	Acct Office				

c. Preliminary/Final Inventory Dispositions – Sheriff’s Office

Mrs. Tapley stated this item was entered into the inventory at the wrong price and this action will correct that mistake.

Segments of Track	Miles	FIRE	Yazoo MS Delta Levee District	Drainage Districts	Municipality	COUNTY	SCHOOL	
1	5.1438	Love Fire Protection District				BOS	School Board	1.714595
2	7.0502	Walls Fire Protection District	YMDLB			BOS	School Board	1.762543
3	3.8839	Walls Fire Protection District	YMDLB		Walls	BOS	School Board	0.776779
4	2.0406		YMDLB			BOS	School Board	0.680206
5	0.4603		YMDLB	Horn Lake DD		BOS	School Board	0.115082
6	1.7118			Horn Lake DD	Southaven	BOS	School Board	0.427947
7	3.6530			Horn Lake DD	Horn Lake	BOS	School Board	0.91324
8	13.5997				Olive Branch	BOS	School Board	4.533231
9	7.9898				Hernando	BOS	School Board	2.663269
10	1.0706				Southaven	BOS	School Board	0.356878
11	6.6282					BOS	School Board	3.314116
								17.25789
Total	53.2319							
		amount of check	\$	109,168.01				
		each mile of track	\$	2,050.80				
		Taxing District	Amount Owed					
		Love	\$	3,516.30				
		Walls Fire Protection	\$	5,207.64				
		Yazoo MS Levee	\$	6,838.62				
		Horn Lake DD	\$	2,986.52				
		Walls	\$	1,593.02				
		Southaven	\$	1,609.52				
		Horn Lake	\$	1,872.87				
		Olive Branch	\$	9,296.75				
		Hernando	\$	5,461.83				
		School Board	\$	35,392.47				
		County	\$	35,392.47				
			\$	109,168.01				

7. Road Department

a. Finding of Fact – 13736 Whispering Pines

Road Manager Andy Swims stated there was a drain pipe crossing under Whispering Pines Drive and there are large sink holes between two lots above the underground pipe system. He stated they need to investigate the cause of the damage related to the underground pipe system at an estimated cost of \$1,941.00.

Supervisor Caldwell asked if this would impact the road. Mr. Swims affirmed stating the underground drainage pipes are attached to the roadside drainage pipe.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Road Department to investigate the cause of the damage to private property at 13736 Whispering Pines and make the repairs at an estimated cost of \$1,941.00 finding the damage associated with drainage and erosion affects the health, safety and welfare of the public and could adversely impact the integrity of a County road.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.a.

b. Finding of Fact – 2330 Itasca Drive

Mr. Swims stated there is a similar problem at 2330 Itasca where drainage problems and erosion damage are affecting the health, safety and welfare of the public. He requested authorization to proceed with the necessary work at an estimated cost of \$1,301.00.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Road Department to investigate the source and complete the necessary work at an estimated cost of \$1,301.00 finding the damage caused by drainage and erosion to affect the health, safety and welfare of the public.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.b.

c. Request by DeSoto County Schools to Remove Dirt Stockpile at 325 Kapik Drive

Mr. Swims stated he received a request from Jerry White, Director of Plant Maintenance for the DeSoto County Schools to remove a dirt stockpile at Kapik Drive. He estimates it to be about 17 truckloads of dirt that can be utilized by the Road Department. Mr. Jarman stated the dirt has some construction material in it. Mr. Swims stated that will not be a factor, as they will use the dirt to fill in a hole at the back of the Road Department site.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to remove the dirt stockpile at Kapik Drive finding that the dirt stockpile on DeSoto County School's property at 325 Kapik Drive will have a primary benefit to the County, and the value of the dirt is more than the cost to remove it.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.c.

d. Request to Release Memphis Stone from Bonding Obligations at 2 Locations

Mr. Swims stated the two locations are the Church Road/Pleasant Hill Road and Pleasant Hill Road/Getwell locations. He stated both sites have been shut down for some time, are totally reclaimed, and released by MDEQ. He stated Memphis Stone has done a good job of the reclamation. He requested releasing the reclamation and road bonds for both sites.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to release Memphis Stone from bonding obligations at the 2 locations as presented by Mr. Swims, finding they have fulfilled all their obligations, and obtained releases by MDEQ.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Medlin expressed concern over Byhalia Road as sand is hauled to I-69.

See Exhibit I.7.d.

e. Jordan Creek Drive Drainage Request

Mr. Young stated there was a new house built that is on a lot below the road. He stated Planning Inspector Randy Williams stopped the builder from tying an underground pipe that runs across the property into the County culvert. Mr. Young stated the builder is proposing a concrete junction box that his pipes enter on one side and the County pipe enters on the other side. Mr.

Young is asking for direction from the Board to be sure the homeowners in the future realize the County is not responsible for anything past the road culvert.

Mr. Swims stated here have been a couple of situations similar to this where the Board allowed a homeowner to put in a junction box with a letter stated they were responsible for everything on the home side of the box. Mr. Swims stated the builder would be required to put a manhole on the box so the County could access the county culvert.

Supervisor Caldwell stated there needs to be an agreement in place. She suggested a possible deed restriction to protect the buyer.

Supervisor Gardner stated the MS Real Estate Commission just mandated a property disclosure, so it looks like the seller would have to disclose this information.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to authorize Mr. Scott Young to talk to the builder and allow him to build a junction box with a manhole cover, and to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to be sure there is a covenant to be sure the County is not held liable for anything on the homeowner's side of the county culvert in the future, and to be sure the homeowner is informed.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.e.

8. Grant Administration

a. Request the Board to accept the Local Government Solid Waste Assistance Grant in the amount of \$75,000.00 and for the Board President to sign the award document

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the Local Government Solid Waste Assistance Grant in the amount of \$75,000 and authorize the Board President to sign the award documents.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.8.a.

b. Request permission to apply for the Solid Waste Officer Assistance Grant for an amount not to exceed \$45,000.00 and for the Board President to sign the award document

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize Grant Administrator Tanner Kuntz to apply for the Solid Waste Officer Assistance Grant for an amount not to exceed \$45,000 and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
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Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.8.b.

c. Update on Blight Elimination Grant

Mr. Kuntz stated he talked to someone at the MS Home Corporation and they will begin the application workshop on April 12. He stated there will be \$500,000 available and the County can apply 8 times. He stated the need to begin naming blighted properties that have been condemned. Mr. Kuntz stated there has to be a 3rd party blight partner to hold the title to the property while the house is being demolished. He stated he will keep looking into this to get more information.

9. Proclamation of County Government Month – Brilliant Ideas At Work

Mr. Kuntz stated NACO does a national county government emphasis month to help people understand what county governments do. He stated they want to focus on innovative ideas county governments are pushing. Mr. Kuntz said he will work on publicizing programs that the Board is doing.

Supervisor Russell stated the Secretary of State called him about the “Shame on Y’all” campaign. He said several counties want to use the slogan.

Mrs. Lynchard stated there used to be a program that did get a good response, but she feel that Mr. Kuntz’s idea is a good one to get the word out about everything that is going on.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to proclaim April as County Government Month and allow Mr. Kuntz to promote the activities and programs of the Board on the County website.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

10. Sheriff’s Department– Helicopter Acquisition– TN-67 from Office of Surplus Property

Chief Deputy Macon Moore stated DeSoto County has been on the list for 2 years to receive a newer helicopter from the Department of Defense, but the program was frozen in 2016. He stated President Trump just released the surplus equipment and DeSoto County was one of four entities selected to receive a 1983 Bell Jet Ranger. He stated this is the same type helicopter the County currently owns and it is valued by the military at \$96,000. He stated they will probably have to pay a \$9,000 acquisition fee, and probably will spend another \$20,000 to \$40,000 out of seized funds. Chief Moore said this helicopter will service the County for another 25 years. He stated they will swap the 1967 model for the newer model.

Chief Moore stated this helicopter will be for the day shift and they will use the currently owned one for night-time flights. Chief Moore stated the helicopter has not had an annual inspection, so it will have to be transported from the Naval Test Pilot School in Pax River, Maryland by a company that specializes in such transports and has insurance should anything happen to the helicopter. He said this will cost \$2,000 to \$3,000. He stated the Sheriff’s Department mechanic will service the helicopter and do the annual when it arrives in DeSoto County. Supervisor Medlin asked if that was the most cost effective thing to do. Chief Moore affirmed.

Supervisor Caldwell asked if all of this was currently in the Sheriff's budget. Chief Moore said the money has been there for about 3 years.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to purchase the 1983 TN-67 from the Office of Surplus Property and have it transported to DeSoto County as presented by Chief Moore.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.10.

11. Homestead Credit Reimbursement

Chancery Clerk Misty Heffner stated they got a letter from the Department of Revenue that Mr. Marvin Gilmer was deceased and they sent a letter to the survivor. She stated Mr. Gilmer came in their office to say he was not deceased. Mrs. Heffner found that the Tax Assessor's office typed in the wrong social security number on the application and it was the number of a deceased person. She is requesting the Board to correct the homestead for the past 3 years due to the scrivener's error for a total of \$2,288.22.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to refund the \$2,288.22 in homestead charges to Mr. Gilmer due to a scrivener's error in the Tax Assessor's office.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.11.

12. Chancery Clerk – 2016 Excess Funds Payment to County

Mrs. Heffner stated she has excess funds of \$121,532.47 in 2016 and she has given her check for that amount to Accounting.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the check in the amount of \$121,532.47 for the Chancery Clerk's excess revenues.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>ABSENT</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.12.

13. Appointments

a. District 3 Appointment to Horn Lake Creek Interceptor Sewer District Board

Supervisor Russell stated he has spoken with Bruce Prewett and would like to serve again.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to reappoint Bruce Prewett to the Horn Lake Creek Interceptor Sewer District Board of Commissioners.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.13.a.

b. Yazoo MS Delta Water Management District

Mrs. Lynchard stated this is just some housekeeping to confirm Mr. Abbay's appointment to the Yazoo-MS Delta Joint Water Management District. She said they do not have a record of receiving confirmation of his appointment.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to confirm Robert I. Abbay, IV as an appointee to the Yazoo-Mississippi Delta Joint Water Management District.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.13.b.

14. Personnel Modification for IRS Compliance

Mrs. Lynchard stated she had some concerns on issues that some counties have encountered in their IRS compliance and she felt like these need to be run through payroll.

a. Chancery Court

Mrs. Lynchard stated Circuit was already doing this with special masers, so she thinks the special masters in Chancery need to do the same thing. She said this is not clear in the state statute. See motion in I.14.b.

b. Justice Court

Mrs. Lynchard said if the judges marry someone in the Justice Court building, that money has to be turned in to the clerk and go through payroll.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to accept the recommendations as presented and approve the necessary budget amendments for Chancery, Justice Court and Riding Bailiff and in the future to run all of these through payroll.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

c. County Prosecuting Attorney – Office Allowance

See Exhibit I.14.a.b.c.

Mrs. Lynchard stated the statute allows reimbursement for secretarial duties. She said other counties have added the secretary expenses to salary, and some have cut the \$1000 back to include PERS and benefits.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to cap the reimbursement at \$1,000 to include retirement and benefits.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

d. County Prosecuting Attorney – Budget Amendment

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment to accommodate the changes to the County Prosecuting Attorney's Office allowance.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.14.d.

e. Riding Bailiff

Mrs. Lynchard stated the IRS says there is no change between the riding bailiff and staff bailiff. See the motion at I.14.b.

See Exhibit I.14.a.-e.

15. Holiday Proclamation

Mrs. Lynchard reminded the Board that for the past 3 or 4 years, the Board has given Good Friday instead of Confederate Memorial Day. She stated the employees overwhelmingly voted to have that change.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve April 14, 2017 as Good Friday holiday to replace Confederate Memorial Day.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.15.

16. Animal Services – Request to Close Shelter on Holiday & Saturday

Director of Administrative Services Pat McLeod requested the Board authorize closing the Animal Shelter office on Saturday, April 15th. She stated someone will come in to feed the animals and clean the kennels.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to close the Animal Shelter office on Saturday, April 15th.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>NO</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

17. Planning Commission – Approval to Backscan and Index Old Records

Mrs. Lynchard stated the need to back scan and index old records has been established by the amount of time spend looking through old records. She stated the estimated time to scan old files is 10 minutes per record, with a total cost of about \$3,600. She requested approval for funding one or two on-call people to scan and index the old Planning Records and a budget amendment be approved to fund the project.

Planning Director Bennie Hopkins stated it would be good to add the old information in the computer system. He stated the Planning Department is keeping those kinds of records now, but it would be helpful to have the old records as well.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve funding up to 2 on-call people and approve a budget amendment up to \$3,600.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Heffner stated her department has new scanners with their new system and Planning can use their old scanners to help speed up the process.

See Exhibit I.17.

18. Justice Court – Approve Special Prosecutor

Mrs. Lynchard stated Jim Holland is doing a great job of getting everything going. She said he had two obligations that he could not change on April 13, and June 1. She stated Bill Seale can cover April 13. Mrs. Lynchard also informed the Board that Stacey Spriggs had to be used on March 29th.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve hiring special prosecutors for March 29th, April 13, and June 1.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
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Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

19. Pioneer Collections Recovery Report

Mrs. Lynchard gave a report to the Board regarding collections and stated Circuit and Justice Court are very cautious to turn over what has to be turned over. She stated Circuit has taken in \$119,238.15 and Justice \$226,132.93.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to make the report from Pioneer Collections a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.19.

20. Contract Administration – Termination of Contract – Vend Natural

Mrs. McLeod stated the County signed a contract with Vend Natural to put a machine at Justice Court with healthy snacks. She stated the owner of Vend Natural felt that people were coming and going too quickly there, and he asked to get out of the contract because he is losing money on the machine.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to prepare an addendum to the contract with Vend Natural for the purpose of terminating the contract.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

21. Facilities – Approval of Contract with Pickering for Architect Services on Courthouse Courtroom

Supervisor Medlin asked if this was to enlarge a courtroom. Mrs. Lynchard stated it is to build a courtroom on the 1st floor of the North wing of the Courthouse. Mr. Jarman stated it is where Land Records is currently located. Mr. Nowak stated none of the old courtrooms are set up to accommodate a trial with the new technology that is available. Mrs. Lynchard stated she can get Pickering to come to the Board with updated figures.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize Mrs. Lynchard to call Pickering and ask them to come talk to the Board.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District YES

**22. Enter Into the Formal Record and Make a Part of the Board Minutes - District 1
Regional Hazardous Mitigation Plan Compliance Letter**

Mrs. Lynchard stated the Board received approval of the Regional Hazardous Mitigation Plan and the local cost is \$826 which can be split between the partners. Chief Bobby Storey stated the fee is something they just started charging, and it can be split with the municipalities. He stated the split cost will be \$137.60 for each entity.

Supervisor Caldwell asked if the cities had paid in the past. Chief Storey said they have not. Mrs. Lynchard stated it can be divided evenly or by population.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to pay the whole amount and authorize Mrs. Lynchard to write a letter to the cities informing them it has been paid by the County.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.22.

23. 2016 Excess Earnings from Circuit Clerk

Circuit Clerk Dale Thompson brought a check for \$190,163.21 to present to the Board for her excess revenues. Mrs. Lynchard stated the anticipated figure was \$113,000, so this was a good surprise.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the check from Mrs. Thompson in the amount of \$190,163.21 for excess revenues.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.23

24. Discussion on Erroneous Assessment

Supervisor Gardner asked about an erroneous assessment that goes back about 10 years. He said the situation involves a gentleman who is having cognitive issues and his son is taking over the man's business and has found the error. Mr. Nowak stated he will have to see the property's assessment and look it up. He said he feels it will fall under the 3-year limitation, but certain circumstances call for 1-year. Supervisor Gardner said he will ask the Tax Assessor to send the information to Mr. Nowak.

25. Erosion Control Agreement – Forest Ridge LLC

Planning Director Bennie Hopkins stated he has been working with Mr. Nowak in getting the language correct on this agreement.

Supervisor Medlin stated this is a subdivision that has been sitting idle for 7 or 8 years and it has a paved road going into it. He stated this is their erosion control bond and that Mr. Swims has already set the road bond. He said this is the last step before they can start building.

Mr. Nowak stated there is language in the agreement that allows for a 1-year inspection or the developer may request an inspection after a percentage of the work is done in order to reduce the bond.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the erosion control bond and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.25.

26. Approve Travel to Keep MS Beautiful

Supervisor Russell requested the Board to approve travel for the Board and Environmental Services to the Keep MS Beautiful luncheon on April 6th in Jackson, MS. He stated they will leave about 8 a.m. and come back that afternoon. Supervisor Russell said the Lt. Governor will be the guest speaker.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve travel for the Board and Environmental Services on April 6th to Jackson, MS.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

27. Tuition Reimbursement

Mrs. Lynchard informed the Board that Robert Winkler is in the Master's program and his reimbursement is about \$2,000. She said he did not ask in advance, so it is not budgeted. Mrs. Lynchard also stated Kim Cox has applied for tuition reimbursement of a little over \$300.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to pay the tuition reimbursements to Robert Winkler and Kim Cox.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

28. Donated Leave Policy

The Board had some discussion regarding the time limit to accept donated leave to help employees on workers comp.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to temporarily change the policy setting a 90-day limit to accept donated leave to 120 days and require personal leave or donated leave to be only of such an amount that is required to make up the difference between normal 100% pay and the 66 2/3% pay provided by workers comp and the policy change to take effect immediately, with the insurance committee to review the matter and come back to the Board with a recommendation for a final policy.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

J. PLANNING COMMISSION

1. CONSENT

- a. **Haraway Minor Lot (7127) – Application is for final subdivision of 1 lot on 3.28 acres (from a 20.15 acre parcel). Identified as Parcel(s) #3-06-7-36-00-0-00007-00. Subject property is located on the east side of Allen Road and north of County Line Road in Section 36, Township 3, Range 6 (District 5)
Applicant: Ellen Haraway**
- b. **Seay-Elam Minor Lot (7128) – Application is for final subdivision of 2 lots on 5.0 acres. Subject property is Identified as Parcel(s) #3-07-9-31-00-0-00006-05. Subject property is located on the east side of Hwy 51 S and south of Belmont Road in Section 31, Township 3, Range 7 (District 5)
Applicant: Stan Elam**

Mr. Hopkins presented the Consent Agenda. He then stated the applications meet all Subdivision Ordinance requirements.

Supervisor Lee made the motion and Supervisor Medlin seconded the motion to approve the Consent Agenda items as presented.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

See Exhibit J.

K. EXECUTIVE SESSION

The executive session portion of these minutes is recorded under the portion of the minutes called “Executive Session”.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Monday, April 17, 2017, at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District

YES

THIS the 3rd day of April, 2017, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors