

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT ONE JESSIE MEDLIN, PRESIDING

December 3, 2012

A. CALL TO ORDER

The December 3, 2012 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco of the DeSoto County Sheriff's Department 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 Harvey Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Deputy Carl Hurt presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS

Supervisor Jessie Medlin asked if anyone was present who wished to address the Board of Supervisors regarding an item not listed on the Agenda.

No one came forward.

E. APPROVAL OF NOVEMBER MINUTES

The Board of Supervisors considered the minutes for November as presented.

The official minutes of the Board of Supervisors were read for the month of November 2012.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to accept the minutes of the Board of Supervisors for November, 2012, as presented this date with changes previously submitted 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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E

F. APPROVAL OF AGENDA ADDITIONS AND DELETIONS

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

1.) Supervisor Bill Russell requested adding the following items:

- a. Interlocal Agreement with Walls for road maintenance
- b. A letter the Supervisors received regarding Section 42 Housing
- c. Position for full time County Prosecutor – Local and Private Agreement
- d. Park Commission Appointment: D-3

2.) Board Attorney Tony Nowak requested adding the following:

- a. A lease agreement with the Nesbit Fire Department
- b. Seeking an Attorney General’s opinion regarding requirements for the new logo on county vehicles

3.) County Administrator Vanessa Lynchard requested to add the following:

- a. Bidding the sale of video visitation equipment
- b. Renovations for the Agriculture Building
- c. Authority to hire the Butler Snow Law Firm to prepare disclosure information statement in connection with the bonds.
- d. Emergency Services Hazard Mitigation Grant
- e. Grant for Aquatic Vehicle & approval to solicit bids
- f. Remove item number H.2 regarding the well at the Animal Shelter

4.) Supervisor Lee Caldwell requested adding the following items:

- a. Supervisor Caldwell said she would like further discussion about the well for the Animal Shelter.
- b. Supervisor Caldwell said the county partnered with the DeSoto Schools and the City of Olive Branch for a Career Technology Center in Olive Branch. She said there is a ribbon cutting and open house on December 13th at 3:00 p.m.
- c. Broadband update

Supervisor Mark Gardner said he would like to add the following:

- a. Tourism Tax Loan Repay by CVB
- b. Discussion of the open position for a Communications person formerly known as the Public Information Officer.

5.) Chancery Clerk Sluggo Davis requested adding monthly land redemption settlements that were incorrectly settled.

6.) Chief Financial Officer Tom Arnold requested two items as follows:

a. Approval for Interfund Loan to cover the expenditures for the 2010 UASI Grant funding for EMA.

b. Budget Amendment to set up new department for the 2010 UASI grant for the amphibious vehicle for EMA.

7.) Sheriff Bill Rasco said the wording on Consent item G.11 should be to submit for reimbursement from MDOC the claim for inmate housing and not pay MDOC.

8.) Sheriff Rasco asked to add item concerning the handling of execution paperwork performed and suggested the item be discussed in a closed determination to determine if it qualified for executive session.

9.) County Administrator Vanessa Lynchard requested adding an update on the solid waste plan.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Agenda with additions and to correct the wording as requested by Sheriff Bill Rasco.

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 Harvey Lee, Fifth District	<u>YES</u>

1.) Supervisor Bill Russell requested adding the following items:

a. Interlocal Agreement with Walls for road maintenance

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft an interlocal agreement with the Town of Walls for the county to continue the maintenance for one year on the Town of Walls roads.

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 Harvey Lee, Fifth District	<u>YES</u>

b. A letter the Supervisors received regarding Section 42 Housing

Supervisor Bill Russell requested the County Administrator draft a letter on behalf of the Board of Supervisors concerning Section 42 Housing in response to a letter received from Mississippi Association of Supervisors (MAS).

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to authorize the County Administrator to draft a letter to MAS in support of recommendations regarding Section 42 Housing as related to taxes and authorize the Board President to sign the letter.

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 YES
Supervisor Harvey Lee, Fifth District YES

c. Position for full time County Prosecutor – Local and Private Agreement

Supervisor Bill Russell said that County Attorney Craig Treadway is requesting that he be appointed as full time County Prosecutor. Supervisor Russell said in addition, Mr. Treadway is suggesting hiring a part time prosecutor as well.

County Administrator Vanessa Lynchard said that Judge Adams has already made this request. Ms. Lynchard said she discussed it with Board Attorney Tony Nowak and it appears that a local and private would be required. She recommended making a study before requesting a local and private.

Mr. Nowak said the local and private could be prepared such that any changes to the County prosecuting attorney office be solely at the discretion of the Board, and not mandatory. However, a local and private will be necessary for any changes to be made.

Supervisor Russell said he is not advocating for this but the case load shows it is needed.

Mr. Nowak confirmed that the docket is backed up.

Supervisor Mark Gardner suggested authorizing the Board Attorney to draft a local and private and study the issue while that is in process.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft a local and private legislative request regarding a full time and/or part time prosecutor and bring back to the board.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District NO
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Harvey Lee, Fifth District NO

d. Park Commission Appointment: D-3

Supervisor Bill Russell said that Susan Whitten requested to resign the position on the Greenways Commission as District 3 representative. She listed personal reasons for her not being able to fulfill the appointed position.

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to appoint Mr. Mike Duncan as DeSoto County Greenways/Park Commission representative for District 3.

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 Harvey Lee, Fifth District YES

See Exhibit F.1.d

2.) Board Attorney Tony Nowak requested adding the following:

a. A lease agreement with the Nesbit Fire Department

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve to amend the budget to make a lump sum donation of \$120,000 to the Nesbit Fire Department pursuant to the recently approved lease agreement, allowing the county to use the facility for fire protection services, emergency shelter and as a voting precinct for a ten year period.

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 Harvey Lee, Fifth District	<u>YES</u>

b. Seeking an Attorney General’s opinion regarding requirements for the new logo on county vehicles

Board Attorney Tony Nowak said the Board approved using the recommended logo from the Logo and Branding Committee presented at the last Board Meeting.

Supervisor Bill Russell recommended seeking an AG opinion to see if there are requirements in relation to the logo and lettering placement on vehicles.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to seek an Attorney General’s opinion to clarify requirements for logos, branding and lettering on county vehicles.

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 Harvey Lee, Fifth District	<u>YES</u>

3.) County Administrator Vanessa Lynchard requested to add the following:

a. Bidding the sale of video visitation equipment

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve soliciting bids for the sale of video visitation equipment at the Jail in the amount of \$8,000.

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 Harvey Lee, Fifth District	<u>YES</u>

b. Renovations and Possibilities for the Agriculture Building

County Administrator Vanessa Lynchard said she and Chancery Clerk Sluggo Davis had looked at space at the Agriculture Building for use by the Chancery Clerk’s office. Mr. Davis said the space is not suitable. He said there are issues with parking; the office space and the location are just not convenient for the public.

Ms. Lynchard said over the years there has been a lack of attention to the main building. The front office has no heat or air. She said if we can get the building in better condition, there are a lot of needs in the county for office and storage space. Ms. Lynchard said the Extension Service could certainly use the space among many others.

Supervisor Jessie Medlin said he does not want to start giving away space just because we have this building. He said space is always an issue and he would like to make sure there is a need before giving it to people.

She explained the upgrades as follows:

Last week, we were asked to start pricing out various upgrades for the front two offices inside of the AG Building. We have received quotes for the following upgrades:

- Replacement of Acoustical Ceiling Tiles - \$200
- A/C for IT Room - \$6,644
- Electrical Work - \$1,500
- Painting of the Space - \$500
- Carpet for Offices- \$1,457 or VCT for Office - \$1,352
- Construction to Replace Holes in Walls to Outside and Entrances- \$ 1,200

Total with Carpet- \$11,501
Total with VCT - \$11,396

VCT Tile for Common Areas (Main Hallways) - \$1,725

Replacement of Windows (Glass) - \$2,700 (Entire Building)

Ms. Lynchard said the total for improvements for both areas is \$38,127. She said NRCS currently pays \$1,018 in monthly rent and that rate could be increased to help defray the costs of improvements. She said another option is to have the Election Commission move from the Gale Center to this space.

Supervisor Harvey Lee said the county needs to restore the building.

Supervisor Harvey made the motion and Supervisor Lee Caldwell seconded the motion to approve the improvements on the Agriculture Building and to negotiate any leases with other parties necessary to rent space and to get with the Extension Service on occupying part of the building.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit F.3.b

c. Authority to hire the Butler Snow Law Firm to prepare disclosure information statement in connection with the bonds.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve hiring the Butler Snow Law Firm to prepare annual disclosure information statement in connection with bonds.

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 Harvey Lee, Fifth District	<u>YES</u>

d. Emergency Services Grant

County Administrator Vanessa Lynchard said there is a round of grants from Hurricane Isaac under the State Hazard Mitigation program that are in the pre-application process. The grants will be sent to FEMA for approval of the applications. There is no obligation for the county. They outlined three items in order to be eligible as follows: generators, sirens and emergency shelter. None of these items are in the county budget.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve applying for the Hazardous Mitigation Grant through Emergency Services.

Supervisor Mark Gardner said there is a 25% local match and asked if it is in-kind. Ms. Lynchard said it is either in-kind or cash.

Supervisor Bill Russell asked could parks qualify for a grant to recover from a disaster. Ms. Lynchard said they could use a grant to provide the shelter.

Supervisor Lee Caldwell said we need to look at providing an emergency shelter at the parks.

Supervisor Medlin asked how much the grant would be for the county. Ms. Lynchard said the total of the grant is \$210,000 for the generators; \$80,000 for the outdoor warning devices and the emergency shelters is \$200,000.

Supervisor Mark Gardner said the county's commitment is \$122,500 if the full amount of the grants is awarded. Ms. Lynchard said yes, but we do not know how much could be in-kind or where we would get the money today. She said the deadline on applying is December 15th.

Supervisor Medlin confirmed that we apply online.

Supervisor Gardner said he would like more information.

Supervisor Jessie Medlin withdrew the motion and Supervisor Lee Caldwell withdrew the second to the motion.

Former Grants Administrator Joyce Herring was present and said this grant is a two year process. The application is placed with the state. The state takes in all applications and forwards them to the federal government. This allows time to budget and do the paperwork.

Ms. Lynchard said she wanted to make sure the Board understands their obligations before they apply for the grant.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to apply for the Hazardous Mitigation Grant.

Supervisor Gardner said he is not saying he does not want to apply, but he wants more information from Mr. Storey before making his decision.

Supervisor Lee Caldwell withdrew the motion and Supervisor Bill Russell withdrew the second.

Deputy Director of EMA Tim Curtis appeared before the Board and said Mr. Storey is unavailable and he would answer questions from the Board of Supervisors regarding the grant.

Mr. Curtis explained this is a pre-application process and then it is sent to FEMA. He said it takes time for the agencies to process and it would be a minimum of next fiscal year before the grant would be approved if it is accepted.

Supervisor Medlin asked how much was in-kind. Mr. Curtis said he has been working with Mr. Martin on estimates for setting pads for the emergency sirens and generators, which could be used as in-kind contributions.

Supervisor Gardner confirmed it will take one to two years and asked if Nesbit Fire Department is set up as an emergency shelter. Mr. Curtis said yes, that is correct.

Supervisor Medlin asked if the money would need to be spent by a certain time. Mr. Curtis said there would be time requirements but they will be set up in the application to get it done in the appropriate time frame.

Supervisor Medlin asked if they send a packet. Mr. Curtis said the pre-applications are submitted online and the county's name goes on a list for areas applied for. Then the state will determine how many requests there are and check to determine if the full application can be submitted. Then the full application is submitted online. Supervisor Medlin asked when they would know more about the cost. Mr. Curtis said when the pre-applications are approved, which could be in late 2013.

Supervisor Caldwell said all committees expressed a need for sirens and asked if that is in this request. Mr. Curtis said yes.

Supervisor Gardner asked how many devices we have throughout the county. Mr. Curtis said approximately 50 sirens.

Supervisor Medlin asked if there was a map showing the siren locations. Mr. Curtis said yes and the IT Specialist projected it for the Supervisors to view.

Supervisor Caldwell said the committees have expressed concerns that people cannot hear the sirens. Mr. Curtis said the goal is to have 85 sirens.

Supervisor Medlin asked at what point the county would be in the grant process and when would it be confirmed. Mr. Curtis said when the pre-application is accepted online. He said they would bring the grant application back to the Board for approval before applying.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve Emergency Services to go through the pre-application process for the Hazardous Mitigation Grant through the State and bring the full grant application back to the Board for approval.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit F.3.d

e. Grant for Aquatic Vehicle & approval to solicit bids

See New Business item number I.4.a for the action on this item.

f. Remove item number H.2 regarding the well at the Animal Shelter

4.) Supervisor Lee Caldwell requested adding the following items:

a. Supervisor Caldwell said she would like further discussion about the well for the Animal Shelter.

Supervisor Caldwell said she would like to get more information regarding the well from Facilities Management Director Tony Martin.

b. Supervisor Caldwell said the County partnered with the DeSoto Schools and the City of Olive Branch for a Career Technology Center in Olive Branch. She said there is a ribbon cutting and open house on December 13th at 3:00 p.m.

c. Broadband update

Supervisor Lee Caldwell said the broadband initiative has been very successful and we are still receiving surveys. She estimated receiving 16,000 surveys and they are still plotting them on the map. Supervisor Caldwell said the survey is still on the County web site for anyone who would like to complete the survey.

Supervisor Caldwell said that Mr. Brandon Presley would be here in January.

Supervisor Mark Gardner said he would like to add the following:

a. Tourism Tax Loan Repay by CVB

Supervisor Mark Gardner said the CVB sent a check for \$100,000 several months ago to pay toward debt service. He said there has been no payment or communication since that time and suggested the Board get more aggressive.

Supervisor Jessie Medlin said he thought an agreement for repayment needed to be established.

The Board discussed the loan to the CVB and perceptions by both parties.

Supervisor Gardner said the CVB sold their naming rights and are now the Landers Center, revenues are up since more shows are performing at the Center and they realigned management, all of which is more income.

Board Attorney Tony Nowak said there are a lot of issues to identify and be addressed regarding debt, debt balances, payments and other clarifications that need to be identified.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to hire Smith, Phillips, Mitchell, Scott and Nowak Law Firm to research the contract on the Tourism Building and all documentation and information relating to the issues and bring back to the Board on the December 17th meeting.

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 Harvey Lee, Fifth District	<u>YES</u>

b. Discussion of the open position for a Communications person formerly known as the Public Information Officer.

Supervisor Mark Gardner said the Board previously interviewed three candidates for the former Publication Information Officer Position, now known as the Communications Officer. At that time, the Board agreed to wait until the new County Administrator was appointed so that person could be involved in making the selection for the position.

County Administrator Vanessa Lynchard told the Board she sent them the information regarding her review of- the candidates. After she looked at the candidates, she did not feel she needed to interview them.

Supervisor Bill Russell said he thinks creating a new position in this economy is a mistake. The budget is tight, we are spending more money, health costs are rising and we should not consider anything that is not essential. Supervisor Russell said essential things like court rooms, the Jail, Agriculture Building, EMS and PERS and they are all going to cost the county money.

Supervisor Lee Caldwell said she thinks this is an essential position. She said the county has things happening and the public does not know about them. There are issues with EMA events and we want to get the word out on all the county is doing and the public wants to know what is

going on. Supervisor Caldwell recommended going forward with the three finalists.

Supervisor Gardner said he thinks the county needs this. He told Supervisor Russell that he respects his opinion but he feels very passionate about this position. Supervisor Gardner said it is essential for elected officials and department heads to communicate information appropriately, internally and externally.

Supervisor Russell said he would like for someone to show him the difference it would make to have this position. He said questions from the public will not go away with another position. He said this Board does a tremendous job and does not think this position will change anything.

Supervisor Gardner said there have been miscommunications and the Board did handle it well. He said he would like to get good information out to the public first instead of putting out fires from miscommunications.

Supervisor Russell said he would like to see the things that this person could do differently than the Board has done. He said expects to see a significant change if this position is filled.

Supervisor Caldwell said this person will be totally focused on all communication for the county, externally and internally.

Supervisor Jessie Medlin said he just does not want to spend the money.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to bring the three finalists for the Communications position to the Board for interviews.

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 Harvey Lee, Fifth District	<u>YES</u>

5.) Chancery Clerk Sluggo Davis requested adding monthly land redemption settlements that were incorrectly settled.

Chancery Clerk Sluggo Davis said due to a system issue, the land sale tax settlement was not done correctly and the refund was sent to the Chancery Clerk.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the Chancery Clerk giving the Chief Financial Officer Tom Arnold the information and to settle with the appropriate entities.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit F

6.) Chief Financial Officer Tom Arnold requested two items as follows:

a. Approval for Interfund Loan to cover the expenditures for the 2010 UASI Grant funding for EMA.

This item was discussed in item number I.4.a.

b. Budget Amendment to set up new department for the 2010 UASI grant for the amphibious vehicle for EMA.

This item was discussed in item number I.4.a.

7.) Sheriff Bill Rasco said the wording on Consent item G.11 should be to accept the MDOC for inmate housing and not to pay MDOC.

This item was corrected on the Agenda.

8.) Sheriff Rasco asked to add item concerning the handling of execution paperwork performed and suggested the item be discussed in a closed determination to determine if it qualified for executive session.

It was determined that this item did not qualify for Executive Session and was discussed in Open Session as follows.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to research the execution on judgments process and report back 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 Harvey Lee, Fifth District	<u>YES</u>

9.) County Administrator Vanessa Lynchard requested adding an update on the solid waste plan.

County Administrator Vanessa Lynchard said she met with Mississippi Department of Environmental Quality (MDEQ) representatives and they want to help the county get on line with a solid waste plan to get into compliance. She said all cities and counties usually have one carrier for solid waste but our county is different.

Supervisor Bill Russell asked what was out of compliance. Ms. Lynchard said we are not actually out of compliance but there are things we committed too that need to be done.

Environmental Services Manager Ray Laughter said MDEQ states that the county's solid wastes plan that were written by the county had factors that were to be implemented. They want to know if we have done what we said we would do. Mr. Laughter said he considered the plan to be a working document and we need to get everyone involved in recycling efforts. We need to be recycling plastics, glass and cans and everything that can be recycled.

Supervisor Jessie Medlin asked if anyone has looked at a market for recycling glass and plastic. Mr. Laughter said glass and plastic can be recycled. He said at one time there were bins for glass but there was no one to monitor them. Mr. Laughter said Southaven and Olive Branch have a program for recycling glass and plastic and it works very well.

Supervisor Medlin asked if Waste Connections could furnish bins for glass and plastic recycle for the county.

Supervisor Bill Russell said he would like for the service to be run more like Southaven's service which is only \$6.00 per month.

Mr. Laughter said Waste Connections sent out a notice about recycling to 8,000 people. He said they received about 500-600 people who said yes.

Supervisor Bill Russell suggested forming a committee to work on the recycling program.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to form a solid waste committee and to appoint Supervisor Bill Russell, Supervisor Jessie Medlin, Ray Laughter, Andy Swims, John Mitchell, Vanessa Lynchard, Lexi Taylor, Tony Martin and to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to work as legal counsel for the committee as necessary.

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 Harvey Lee, Fifth District	<u>YES</u>

G. CONSENT AGENDA

The Board of Supervisors considered the following items on the meeting's Consent Agenda.

Supervisor Jessie Medlin presented a chart showing employer matching retirement for PERS. He asked why the budget amendment is being done now instead of July.

Chief Financial Officer Tom Arnold said he was just putting into the budget now.

Supervisor Medlin said he asked County Administrator Vanessa Lynchard to provide history of the increases which is shown on the chart. He said the employer match for retirement is increasing by 1.49% in July, 2013 which is \$372,000. Supervisor Medlin said it is affecting the entire state. He said he wants the plan to remain strong, but would like to know if PERS is cutting back staff and other areas or decreasing their budget. He said they keep raising the contributions to sustain for 30 years. Supervisor Medlin questioned if the county could manage their own retirement fund better and with less contributions. He asked the Board Attorney if that is a possibility.

Board Attorney Tony Nowak said it is set by the state and he did not think the county could manage its' retirement program. He said the first step would be to talk to the Legislators.

Supervisor Bill Russell said he did not get a good feeling about PERS. Supervisor Russell asked if the employee portion increases when the county portion increases.

County Administrator Vanessa Lynchard said it is separated and PERS sets the amounts for the Counties.

Chancery Clerk Sluggo Davis said the Legislators set the employee side and PERS sets the employer side. He said the Chancery Clerks discussed the PERS matter when he was in Greenwood and the fund balance is at 58% which is the lowest it has been in over a decade. They should be at 75% to 80% in funding.

Supervisor Russell asked who controls PERS. Mr. Arnold said the county and state employees are controlled by a Board of elected representatives. The municipalities elect their own representatives.

Supervisor Lee Caldwell asked if a member of DeSoto County is on the Board.

Supervisor Mark Gardner said there is a ten member Board and read the names from his computer.

Supervisor Medlin said PERS selects the amount employers pay and then they invest the money. He said he would like to send a letter of concern about increases and put it on the Wish List for the Legislators.

Ms. Lynchard said MAS asked for a letter regarding PERS. Supervisor Mark Gardner said he would like to send the letter to the PERS Board and Lynn Fitch, the State Treasurer.

Supervisor Medlin asked Mr. Arnold about changes requested on the fixed assets report on the Consent Agenda. Mr. Arnold said these were items that should have been included on the year-end report and this adjustment is to make the report accurate.

Ms. Lynchard said they are also creating a new form which gives more information and should help alleviate the problem in the future.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Consent Agenda as follows:

1. Dept. of Human Resources: Monthly Health Claims

The following is a recap of all insurance claims funded for the month of November and paid to Humana:

Funding Request	Date Paid	Amount	Claim Type
Date			
11/1/12	11/1/12	\$81,607.81	Administration Fees
11/5/12	11/6/12	\$48,407.25	Medical
11/5/12	11/6/12	\$4,295.35	Dental
11/5/12	11/6/12	\$7,757.94	Pharmacy
11/12/12	11/13/12	\$30,362.51	Medical
11/12/12	11/13/12	\$7,298.40	Dental
11/12/12	11/13/12	\$11,879.39	Pharmacy
11/19/12	11/20/12	\$27,589.27	Medical
11/19/12	11/20/12	\$5,018.40	Dental
11/19/12	11/20/12	\$12,772.90	Pharmacy
11/26/12	11/27/12	\$121,109.11	Medical
11/26/12	11/27/12	\$6,156.30	Dental
11/26/12	11/27/12	\$21,270.99	Pharmacy
	TOTAL	\$385,525.62	

2. Justice Court Report

Criminal Cases Filed	92
Civil Cases Filed	579
Traffic Tickets Filed	1,133
Total Cases Filed	1,804

State Assessments	\$83,546.50
County General Fund	\$118,294.92
Total Collections	\$201,841.42

3. Bailiff Pay

Liz Medlin	\$285
Bobby Hollowell	\$435

4. Publication of Board Proceedings

5. Office of Finance & Accounting

a. Budget Amendments: Detailed in Exhibit G.5.a

b. Approval for Change in County Credit Cards

A request for approval to secure new county credit cards for the current County Administrator Vanessa Lynchard, to replace the one that was issued to the former County Administrator, and a credit card for the current Road Manager Andy Swims. The former Road Manager did not have a county-issued credit card. The issuing bank

requires that the Board of Supervisors approve this request and to document the approval in the board minutes. Please approve the request for the two new credit cards and to reallocate the amount of the credit line total for all the cards. Currently we have a total credit line of \$24,000 and do not think that this total needs to be increased, so the suggested new individual credit lines are as follows:

District 1 Supervisor	\$ 3,400
District 2 Supervisor	\$ 3,400
District 3 Supervisor	\$ 3,400
District 4 Supervisor	\$ 3,400
District 5 Supervisor	\$ 3,400
County Administrator	\$ 3,500
Road Manager	\$ 3,500
Total	\$24,000

c. Amended Fixed Assets Listing

DESOTO COUNTY, MISSISSIPPI				
FIXED ASSETS FINAL BALANCES FOR 2011-2012 FISCAL YEAR				
(AS PRESENTED ON OCTOBER 15, 2012)				
	October 1, 2011			September 30, 2012
	Balance	Additions	Deletions	Balance
Mobile Equipment	\$17,652,852.22	\$946,375.21	\$926,331.46	\$17,672,895.97
Furniture and Equipment	\$9,756,855.74	\$499,616.10	\$205,460.38	\$10,051,011.46
Land	\$3,567,270.22			\$3,567,270.22
Buildings	\$43,426,013.96	\$786,164.03	\$57,822.95	\$44,154,355.04
Other	\$769,550.08	\$4,742.00		\$774,292.08
Construction in Progress	\$3,683,061.98	\$16,782,574.20	\$1,029,292.29	\$19,436,343.89
Infrastructure	\$144,116,592.22	\$2,388,739.06		\$146,505,331.28
	\$222,972,196.42	\$21,408,210.60	\$2,218,907.08	\$242,161,499.94
(AS AMENDED AND PRESENTED DECEMBER 3, 2012)				
	October 1, 2011			September 30, 2012
	Balance	Additions	Deletions	Balance
Mobile Equipment	\$17,652,852.22	\$1,032,795.90	\$926,331.46	\$17,759,316.66
Furniture and Equipment	\$9,756,855.74	\$613,395.83	\$205,460.38	\$10,164,791.19
Land	\$3,567,270.22			\$3,567,270.22
Buildings	\$43,426,013.96	\$786,164.03	\$57,822.95	\$44,154,355.04
Other	\$769,550.08	\$4,742.00		\$774,292.08
Construction in Progress	\$3,683,061.98	\$16,782,574.20	\$1,029,292.29	\$19,436,343.89
Infrastructure	\$144,116,592.22	\$2,388,739.06		\$146,505,331.28
	\$222,972,196.42	\$21,608,411.02	\$2,218,907.08	\$242,361,700.36

d. Changes in Signing Requisitions

(1.) Approval for all 4 Judges to have authority to sign requisitions for any of the court reporters or administrators

(2.) Approval for Chief Financial Officer to sign requisitions for the reporters or administrators for small items such as routine office supplies. Larger items will be signed for by judges

6. Establish as Part of the Formal Record and Enter into the Minutes

a. Resolution to Enter into an Interlocal Agreement with the Town of Walls to assist with Animal Control Enforcement

b. Ordinance Prohibiting the Discharge of Firearms and Other Weapons on or across DeSoto County Greenways and Parks

c. Beaver Trapping and Removal Services

d. Professional Service Agreement Star Landing Road Property – Rubbish Pit Environmental Study

e. **Agreements with Lewisburg Water Association: Lease agreement for Communication Equipment and License Sale and Assignment Agreement**

f. **Contract with Network Innovations for Satellite Phone Service – EMA**

7. Approval of Performance Bond Renewal for Days Water Association

8. Road Department

a. **Road Report**

b. **Work Schedule**

c. **Road Bond Report**

d. **Johnston Road Bridge Repair–First and Final Pay Request from Lamb’s Construction**

9. Mississippi Department of Insurance – Annual County Fire Investigator Form 2012, Robert H. Storey, Jr. – Board President to sign and date form

10. Order Approving MS Dept. Of Revenue to Delete Taxpayers from DeSoto County Homestead Roll (2) and Board President to sign the documents

11. Sheriff’s Department: Request to be submitted for payment from MDOC for Inmate Housing for November and Authorize Board President to Sign 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit G

H. OLD BUSINESS

1. Board Attorney: Interlocal Agreement for Hydraulic Study for Hallum Estates

Board Attorney Tony Nowak said the Board previously approved drafting an interlocal agreement for a hydraulic study performed by Jones Davis for Hallum Estates Subdivision with Horn Lake Creek Watershed Drainage District due to flooding issues in the area. Mr. Nowak said the total for the study is estimated at \$34,650 with the county portion of \$19,650 and Horn Lake Creek’s portion of \$15,000. Mr. Nowak presented a proposed interlocal agreement with Horn Lake Creek for their portion of \$15,000.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the interlocal agreement with Horn Lake Creek Watershed Drainage District for the hydraulic study performed by Jones Davis pertaining to flooding in Hallum Estates Subdivision, with Horn Lake Creek’s portion in the amount of \$15,000.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.1

2. Animal Shelter – Well Water Source

The Board removed this item from the Agenda as reflected in Additions and Deletions.

I. NEW BUSINESS

1. SOUTHGROUP Insurance Services – Update of Marketing Efforts and Recommendations

County Administrator Vanessa Lynchard said in the past, county insurance services have been renegotiated each year, but this year the provider is being remarketed. The Broker is still SOUTHGROUP and this has been a daunting task. Ms. Lynchard said Rex Haynes and Barbara Reed of SOUTHGROUP have worked very hard with the county Human Resources Department to get the best prices for the County healthcare.

Mr. Haynes thanked the Board for the opportunity to continue working with them. He acknowledged Ms. Reed for her hard work in addition to county personnel Sheriff Bill Rasco, Vickie Richmann, Tom Arnold, Supervisor Jessie Medlin, Ms. Lynchard and others.

Mr. Haynes said their priorities have always been in the best interest of county employees. He said a few changes have been made in the past with both the county and employee sharing the cost.

Mr. Haynes said they began working on this several months ago and presented marketing results and companies who quoted on the business. He explained that Humana is still the best provider of services for the cost of coverage paid by the employer. Mr. Haynes said they are recommending the following:

Medical, Dental & Vision Remain with Humana

Employee Assistance Program change from Humana to Baptist – Concern

Basic Life/AD & D and Short Term Disability change from UNUM to Cigna

Mr. Haynes said there may be possibility of eliminating short term disability which could be covered with a different plan.

Supervisor Jessie Medlin asked if the insurance card for vision could be consolidated with the regular insurance card for medical & dental. Mr. Haynes said they checked and Humana provides a separate carrier for vision that has to have its own card.

Ms. Lynchard said the committee agreed with SOUTHGROUP's recommendation. She said the committee looked at all areas of employee health care and there is a savings on administration fees.

Mr. Haynes said they will need the Board's approval on the recommended carriers and then they can come back to the Board and provide numbers for the exact cost.

Supervisor Medlin asked about Baptist-Concern. Mr. Haynes said it is the Employee Assistance Program (EAP). He said they provide advice on treatment or concerns and they use some local doctors as well. Mr. Haynes said both Methodist and Baptist have excellent Employee Assistance Programs. He said when Methodist Hospital opens in DeSoto County we could get more use from the program

Supervisor Mark Gardner asked if the employees know about the Employee Assistance Program. Human Resources Manager Vickie Richmann said there is an EAP monthly newsletter that is sent to the employees and they provide the information during training. She said they do receive phone calls from employees and they recommend the EAP.

Supervisor Gardner said he would like to have posters in various work areas to let the employees know about EAP.

Mr. Haynes said they can provide EAP posters when we change to Baptist-Concern.

Mr. Haynes presented the following recommendations for employee voluntary coverage:

Voluntary Long Term Disability	Change from Unum to Cigna
Voluntary Life/AD&D	Change from Unum to Cigna
Voluntary Critical Illness/Cancer, Accident and Short term disability	Change from AFLAC to Humana
Flexible Spending Account (FSA)	postponed

Mr. Haynes said changing from Unum to Cigna on the voluntary insurance will save money so the employees will not need to buy extra insurance. He said they need to postpone the flexible spending account until they can meet with employees and determine the need and use and then look at training for that program.

Supervisor Medlin said they received a lot of bids on the insurance and that it made the insurance more competitive for pricing. He said they look for the costs to increase in 2014.

Mr. Haynes agreed and said the federal government is still writing rules for insurance and they are waiting for those to be received in their office.

Mr. Haynes thanked everyone on the committee for their time and effort. He said Humana is a good provider and they are the biggest and are very stable.

Supervisor Medlin said we are getting discounts where possible.

At the recommendation of the employee insurance committee, Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve the insurance vendors as follows:

Medical, Dental & Vision	Remain with Humana
Employee Assistance Program	Baptist – Concern
Basic Life/AD & D and Short Term Disability	Cigna
Voluntary Long Term Disability	Cigna
Voluntary Life/AD&D	Cigna
Voluntary Critical Illness/Cancer, Accident and Short term disability	Humana
Flexible Spending Account (FSA)	postponed

The motion included bringing costs of coverage back 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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.1

2. Appoint Committee to make recommendations for the Stormwater Ordinance

County Administrator Vanessa Lynchard said there was a meeting last week and it was determined that they need to form a Stormwater Committee to address issues with the tree ordinance. She said they need to adopt an ordinance by the end of December, 2013 or January, 2014. She said the county can set the standards and then the municipalities can look into adopting the guidelines.

Supervisor Bill Russell said there are minimum standards that could be adopted, but the County should go beyond that. There is a need to bring in the private sector and the “hands on” people. He said they could help in determining what is reasonable and be open to working with the county.

Ms. Lynchard said there could be an internal committee with county departments having input for the unincorporated area and the cities can be brought in as well.

Supervisor Russell said the cities usually want to do their own plans so if we could get them involved on the front end so everyone would have the same understanding. Supervisor Russell said he would like to involve the Builders Association and Realtors.

Supervisor Mark Gardner said we should reach out to anyone related to building and construction.

Supervisor Lee Caldwell said she would like to go with Ms. Lynchard's suggestion to have a nucleus together and then come back to get others involved.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to appoint Supervisor Lee Caldwell, Supervisor Bill Russell, Ray Laughter, Ted Garrod, Scott Young, Tom Haysley, Vanessa Lynchard and Joy Anderson to the Stormwater Ordinance Committee and to authorize Board Attorney Tony Nowak to handle legal issues in any manner necessary to assist the committee in developing the Stormwater Ordinance concerning the tree ordinance.

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 Harvey Lee, Fifth District	<u>ABSENT</u>

3. Greenways – Bids/Quotes for Projects

Director of Greenways and Parks, Larry Jarrett said they have gone to all the parks in the county to make a survey on the needs for each one. He gave a brief update on events occurring this month. He said Santa Claus would have the first ever bike ride in Conger Park and other seasonal events taking place in the County, in addition to Senior Citizen Walks being made available.

Mr. Jarrett said he now has a new part time employee who works from home which saves office space. The new employee is Natalie Brite and she is assisting with Greenways and the Recreational District.

Mr. Jarrett presented bids pertaining to the equipment needs for the various parks for the Board's consideration.

County Administrator Vanessa Lynchard clarified that Mr. Jarrett has quotes and not bids. She said procurement needs to review the quotes to make sure they are in compliance. The Board agreed and directed Mr. Jarrett to have procurement review the quotes.

a. Bids to Install Flag Poles: Lake Cormorant Community Park & Fairview Community Park

Mr. Jarrett said the quotes were done by Fisher & Arnold for installing flag poles at Lake Cormorant and Fairview Parks. He said the cost for one pole with complete installation is \$1,862.00 on the quote received from Flagpole Express.

Supervisor Bill Russell asked if these quotes included installation of lighting. Mr. Jarrett said no. Supervisor Russell said all flag poles must have lighting and he knows of two that need it now. He said he would like for all of the light poles to be inspected by Facilities Management and install lights where necessary.

Mr. Jarrett recommended the lowest quote is \$1,862.00 from Flag Pole Express.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to direct the procurement department to review bid specifications, to ensure it is in compliance with the purchasing laws; after ensuring compliance, approve the quote for flag poles to be installed at Lake Cormorant Community Park & Fairview Community Park from Flag Pole Express as the lowest and best bid in the amount of \$1,862 per location. Included in the

motion is to authorize Facilities Management Director to make sure all flag poles meet proper lighting requirements to allow for installation of lighting where necessary.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.3.a

b. Bids to Install Playground Equipment: Lake Cormorant Community Park

Mr. Jarrett presented two quotes for playground equipment to be installed at Lake Cormorant Park. One quote from Play Power LT-Farmington, Inc. in the amount of \$11,472 and one quote from Custom Recreation, Inc. in the amount of \$12,125. He recommended Play Power LT – Farmington, Inc. as the lowest quote.

Supervisor Jessie Medlin asked if that included shipping to the park. Mr. Jarrett said the equipment will be shipped to Wilco Services, LLC and they will deliver it to the park and then install the equipment for an additional fee of \$3,750 for the installation.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to direct the quotes for playground equipment to the procurement department for review of specifications and to reword if necessary to ensure it is in compliance with purchasing laws; after ensuring compliance, approve the lowest and best quote for playground equipment with Play Power LT-Farmington, Inc. for Lake Cormorant Park in the amount of \$11,472.00.

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 Harvey Lee, Fifth District	<u>YES</u>

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to direct the quote for playground installation to the procurement department for review and to reword if necessary to ensure it is in compliance with purchasing laws; after ensuring compliance, approve the quote for playground installation with Wilco Services, LLC as the lowest and best quote for Lake Cormorant Park in the amount of \$3750.00.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.3.b

c. Bids for Park Signs: Robertson Donald Park, Fairview Community Park, Lake Cormorant Community Park, Eudora Community Park, Cockrum Community Park and Hernando DeSoto River Park

Mr. Jarrett said he has been looking at signage for all six parks and would like to make all park signage consistent throughout the county.

Board Attorney Tony Nowak said this bid is of concern because it is over \$5,000. Mr. Nowak said the specs need to be reviewed so as to make sure the comparison is apples to apples.

Supervisor Bill Russell asked about the wording on the signs. Mr. Nowak said he needs to look into that too.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to reject the quotes for park signs for Robertson Donald Park, Fairview Community Park, Lake Cormorant Community Park, Eudora Community Park, Cockrum Community Park and Hernando DeSoto River Park.

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 Harvey Lee, Fifth District	<u>YES</u>

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to work with the County Administrator, Larry Jarrett and procurement for park signage in the county and bring the information back 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 Harvey Lee, Fifth District	<u>YES</u>

Environmental Services Manager Ray Laughter asked if the county would waive permit fees. The Board agreed to discuss that when they come back to the Board to discuss signage.

See Exhibit I.3.c

d. Bids for Park Construction: Hernando DeSoto River Park

Mr. Jarrett said signage is also needed at this park due to vandalism of the signs. He said this sign is in concrete.

Supervisor Jessie Medlin said he would like to reject this bid since it is so high and have it go through county procurement.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to reject the bid for Park Construction at the Hernando DeSoto River Park and for procurement to handle the bidding process.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.3.d

4. Office of Finance and Accounting

a. Grants Administration – UASI Grant for Purchase of Multipurpose Amphibious

Vehicle

Former Grant Writer Tom Haysley said he is presenting this grant because he originated it when he was in the position. He said this UASI grant is for a Multipurpose Amphibious Vehicle in the amount of \$97,500 and no match is required from the county.

Supervisor Mark Gardner said in looking at the pictures, he wanted to know if we had a trailer big enough to haul the vehicle.

Deputy Director Tim Curtis said the purchase does not include a trailer but we do have a 1 ton truck and trailer that can be used.

Supervisor Harvey Lee asked if operation of vehicle requires special training. Mr. Curtis explained that it operates like a hydrostatic lawn mower and there will be some training that will need to be done.

Supervisor Lee Caldwell asked if it will be stored inside. Mr. Curtis said it will be stored outside and they can cover it with a tarp.

Supervisor Gardner asked if there is room to store it in their current building. Mr. Curtis said even with a lot of rearranging, he did not believe it would accommodate the vehicle.

Supervisor Caldwell asked if it will be located on the facility grounds. Mr. Curtis said yes.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve accepting the UASI Grant for \$97,500 for the purchase of a Multipurpose Amphibious Vehicle, approve the budget, an interfund loan and approval to solicit bids for the vehicle.

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 Harvey Lee, Fifth District	<u>YES</u>

Chief Financial Officer Tom Arnold introduced Ms. Lexi Taylor as the new Grant Writer.

See Exhibit I.4.a

b. Claims Docket

Chief Financial Officer Tom Arnold, of the Office of Finance and Accounting, presented the claims docket to the Board. Mr. Arnold read the items on the claims docket individually and the Board discussed these items. He said they are checking on the water bill on page 17. Mr. Arnold said he thinks the credit for a recent bill has not yet been processed.

Supervisor Jessie Medlin asked where money for the new Fleet Management is coming from. Mr. Arnold said he transferred all of the funds pertaining to fleet management from other departments. They have been moved to the new fund line item.

Supervisor Harvey Lee said he hopes everyone understands they should use the fleet management department and that they need an appointment. Mr. Arnold said he is sending out information today and will make sure everyone knows the process.

Supervisor Bill Russell asked Mr. Swims if they had bought the lifts. Mr. Swims said yes. He said they are still talking and tweaking the process. They are learning the software as well.

1.) Supervisor Lee Caldwell asked if the computers on page 21 are from Discount Depot.

Supervisor Lee Caldwell asked what the warranty was on computers from Discount Depot. IS

Director, John Mitchell stated that the warranty is typically 90 days on the computers as they are refurbished. Supervisor Caldwell stated that she was just curious since we were spending around \$3,000 on the computer. Mr. Mitchell stated that the \$3,200 was actually for 20 computers at a price of \$160 apiece.

Supervisor Mark Gardner asked if that was about a third of the price of a new computer. Mr. Mitchell stated that it was actually more like a fifth since typically computers like this would be \$800 to \$1,000 and that this was the reason we only do limited repairs on computers since the total replacement cost is lower than substantial repairs.

2.) Supervisor Gardner asked about the claim on page 7 for Alco Services for the Tax Collector. Facilities Management Director Tony Martin said it is for annual service fee for the Olive Branch office.

3.) Supervisor Gardner asked about a claim on page 45 to the state treasurer. Mr. Arnold said that is for consulting work for crime lab fees from Jackson.

On the same page, Supervisor Gardner asked about the claim for \$1,350 for NNDA. Mr. Arnold said it is for a K-9 Seminar and it is for training.

Supervisor Gardner asked about the claim on page 74 for Stacy Climer. Mr. Arnold said the Circuit Court Reporters sometimes accumulate their mileage and travel expenses and Stacy Climer's claim was from June 22nd thru November 1, 2012. Supervisor Gardner asked if it is a monthly requirement. Mr. Arnold said no, but they encourage them to file claims monthly. Supervisor Gardner asked what the current mileage is and Mr. Arnold said the state requirement is \$0.555 per mile.

4.) Supervisor Gardner asked about page 82 for Walls Water. Mr. Arnold said it is for the yearly inspection of the Brentwood water tower. Supervisor Gardner said he would like to see a copy of the report because the cost is very expensive at \$6,175.50.

5.) Supervisor Gardner asked about the claim on page 84, settlement for Regional Library. Mr. Arnold said this is the money collected for the Law Library and it is a monthly settlement to the Library.

6.) Supervisor Gardner asked about the payment to Neel Schaffer on page 95. Road Manager Andy Swims said it is the Stormwater contract with Neel Schaffer.

7.) Supervisor Gardner asked the status of the Johnson Road Bridge project on page 96 and asked if they could see pictures. Mr. Swims said the project is complete and they could provide pictures. He said the final State Aid fees are on page 101.

8.) Supervisor Gardner asked about the claim on page 102 to Progressive Technologies. Mr. Mitchell said it is for underground cabling at the jail constructions site.

9.) Supervisor Gardner asked about ICON Enterprises on page 103. Mr. Mitchell said it is a partial payment for the new web site.

10.) Supervisor Lee Caldwell said on page 104 is a breakdown of items that Facilities Management is working on at the Horn Lake Library. They are laying carpet, replacing wiring, painting and replacing ceiling tiles. Mr. Martin said they started paving the parking lot today and they have done a little of the lighting. Supervisor Caldwell said a lot of things needed to be repaired from over the years.

Supervisor Gardner reminded the Board that he had discussed the Tourism Tax fee on page 107.

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 and to request a copy of the inspection report for the Brentwood water tower.

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 Harvey Lee, Fifth District	<u>YES</u>

5. 12:00 noon – Tour Region IV Facilities

The Board recessed the meeting from 12:30 p.m. until 2:00 p.m. to tour the Region IV Facilities. The Board agreed to continue the tour on December 10, 2012 at 8:00 a.m.

6. Office of Procurement - Bids Under Advise ment

a. Gas & Diesel

Procurement Clerk Karen McNeil presented the annual bid for gas and diesel. Ms. McNeil said they are recommending calling daily for pricing and this system has worked very well in the past. She said the tabulation is set up to show the county locations and the bidders.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve calling for daily prices to comply with Mississippi code 31-7-13.A1 for gas and diesel to determine the best price in connection with bid file number 13-156-003 as follows:

LOCATION	PRODUCT	M.C. HERRINGTON (Yes to Alternate and No to Piggyback)	SAYLE OIL (No to Piggyback and Alternate)	HURON SMITH (Yes to Piggyback and Alternate)	BEST WADE PETROLEUM (Yes to Piggyback and Alternate)	PETROLEUM TRADERS (Yes to Piggyback and Alternate)
Dept of Road Management Shop (Nesbit)	Gasoline	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing
	Diesel	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing
Road Management Shop (Fairhaven)	Gasoline	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing
Road Management Shop (Walls)	Gasoline	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing
Road Management Shop (Eudora)	Gasoline	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing	Daily Pricing
	Emergency Delivery Fee to Satellite Shops	\$50	None	\$0.05 per gallon for under 2000 gallons/No charge for 2000+	\$95.00	None
RECOMMENDATION: Call for daily pricing to comply with MS code 31-7-13.A1						

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.6.a

b. Sand & Gravel

Procurement Clerk Sheila Morris said they received four bids for sand and gravel and they are recommending Memphis Stone and Gravel, with the 1st alternate being Cleveland Construction and 2nd alternate is Pickle Sand & Gravel. She said the alternates are important in case the yard is closed. Ms. Morris said Memphis Stone and Gravel have added a new location.

Board Attorney Tony Nowak said they have to show why they awarded Cleveland over Pickle. Ms. Morris said the county is divided into four routes so the rate for hauling is taken into consideration. Therefore, Cleveland is the best and lowest quote for 1st alternate due to their route of delivery which has to be considered.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to accept Memphis Stone and Gravel as the lowest and best bid; first alternate is Cleveland Construction as the lowest and best bid taking into consideration the hauling route; second alternate lowest and best bid is Pickle Sand & Gravel in connection with bid number 13-156-008 as follows:

Equipment: Annual Bid Sand & Gravel													
Bid Date: October 30, 2012													
Bid Opening: 2:00 PM													
Bid Response - Designated Area "A" Western County Line East to Baldwin Road													
CLEVELAND CONSTRUCTION INC				MEMPHIS STONE & GRAVEL CO		STANDARD CONSTRUCTION CO.		PICKLE SAND AND GRAVEL					
	1ST Pit Laughter Rd	2ND Pit Love Rd	3RD Pit Grays Creek Rd.	3410 North Robertson Road (Billingsley Pit)	4053 Hogfoot Rd (Perry Pit Senatobia)			Mosby Rd					
Raw Unprocessed Gravel Removed By Vendor	6.00 yd	4.40 yd	6.00 yd	5.40 Ton	4.05 Ton	No Bid		4.50 Yd					
Processed Gravel	6.75 yd	6.75 yd	No Bid	5.40 Ton	No Bid	No Bid		No Bid					
Pit Run Sand	6.00 yd	4.40 yd	No Bid	No Bid	2.00 Ton	No Bid		No Bid					
Washed #57 Gravel	No Bid	No Bid	No Bid	No Bid	15.00 Ton	No Bid		No Bid					

Washed Sand	No Bid	No Bid	No Bid	No Bid	2.00 Ton	No Bid	No Bid				
Washed Pea Gravel	No Bid	No Bid	No Bid	No Bid	17.00 Ton	No Bid	No Bid				
Washed Oversized Rock	No Bid	No Bid	No Bid	No Bid	17.00 Ton	No Bid	No Bid				
Fill Dirt	No Bid	5.00 yd	No Bid	No Bid	No Bid	No Bid	4.50 Yd				
RECOMMENDATION: Award = Memphis Stone & Gravel				1st Alternate - Cleveland Construction		2nd Alternate Pickle Sand & Gravel					
Bid Response - Designated Area "B" Baldwin Rd East to Getwell Road											
CLEVELAND CONSTRUCTION INC			MEMPHIS STONE & GRAVEL CO			STANDARD CONSTRUCTION CO.		PICKLE SAND AND GRAVEL			
	1ST Pit Laughter Rd	2ND Pit Love Rd	3RD Pit Grays Creek Rd.	3410 North Robertson Road (Billingsley Pit)	4053 Hogfoot Rd (Perry Pit Senatobia)		Mosby Rd.				
Raw Unprocessed Gravel When	6.00 yd	4.40 Yd	6.00 yd	5.40 Ton	4.05 Ton	No Bid	4.50 Yd				

Removed Vendor																			
Processed Gravel	6.75 yd	No Bid	No Bid		5.40 Ton	No Bid	No Bid	No Bid											
Pit Run Sand	6.00 yd	4.40 Yd	No Bid		No Bid	2.00 Ton	No Bid	No Bid											
Washed #57 Gravel	No Bid	No Bid	No Bid		No Bid	15.00 Ton	No Bid	No Bid											
Washed Sand	No Bid	No Bid	No Bid		No Bid	2.00 Ton	No Bid	No Bid											
Washed Pea Gravel	No Bid	No Bid	No Bid		No Bid	17.00 Ton	No Bid	No Bid											
Washed Oversized Rock	No Bid	No Bid	No Bid		No Bid	17.00 Ton	No Bid	No Bid											
Fill Dirt	No Bid	5.00 yd	No Bid		No Bid	No Bid	No Bid	No Bid											
RECOMMENDATION: Award = Memphis Stone & Gravel					1st Alternate - Cleveland Construction			2nd Alternate Pickle Sand & Gravel											
Bid Response - Designated Area "C" Getwell Road East to Eastern County Line																			
	CLEVELAND CONSTRUCTION INC					MEMPHIS STONE & GRAVEL CO				STANDARD CONSTRUCTION CO.				PICKLE SAND AND GRAVEL					

	1ST Pit Laughter Rd	2ND Pit Love Rd	3RD Pit Grays Creek Rd.		3410 North Robertson Road (Billingsle y Pit)	4053 Hogfoot Rd (Perry Pit Senatobia)		1ST Pit 1338 Hwy 309 N. Byhalia MS(Nichols Pit)	Mosby Rd								
Raw Unprocesse d Gravel When Removed By Vendor	6.00 yd	4.40 Yd	6.00 yd		5.40 Ton	4.05 Ton		5.75 Ton	4.50 Yd								
Processed Gravel	6.75 yd	No Bid	No Bid		5.40 Ton	No Bid		No Bid	No Bid								
Pit Run Sand	6.00 yd	4.40 Yd	No Bid		No Bid	2.00 Ton		5.35 Ton	No Bid								
Washed #57 Gravel	No Bid	No Bid	No Bid		No Bid	15.00 Ton		15.50 Ton	No Bid								
Washed Sand	No Bid	No Bid	No Bid		No Bid	2.00 Ton		6.85 Ton	No Bid								
Washed Pea Gravel	No Bid	No Bid	No Bid		No Bid	17.00 Ton		15.50 Ton	No Bid								
Washed Oversized Rock	No Bid	No Bid	No Bid		No Bid	17.00 Ton		18.50 Ton	No Bid								
Fill Dirt	No Bid	5.00 yd	No Bid		No Bid	No Bid		No Bid	4.50 Yd								
RECOMMENDATION: Award = Memphis Stone & Gravel										1st Alternate- Cleveland Construction				2nd Alternate - Pickle Sand & Gravel			

Bid Response - Designated Area "D" Slocum Road and McCracken Road (as indicated on map)									
	CLEVELAND CONSTRUCTION INC			MEMPHIS STONE & GRAVEL CO		STANDARD CONSTRUCTION CO.	PICKLE SAND AND GRAVEL		
	1ST Pit Laughter Rd	2ND Pit Love Rd	3RD Pit Grays Creek Rd.	3410 North Robertson Road (Billingsley Pit)	4053 Hogfoot Rd (Perry Pit Senatobia)	1ST Pit 1338 Hwy 309 N. Byhalia MS(Nichols Pit)	Mosby Rd		
Raw Unprocessed Gravel When Removed By Vendor	6.00 yd	4.40 Yd	6.00 yd	5.40 Ton	4.05 Ton	No Bid	4.50 Yd		
Processed Gravel	6.75 yd	No Bid	No Bid	5.40 Ton	No Bid	No Bid	No Bid		
Pit Run Sand	6.00 yd	4.40 Yd	No Bid	No Bid	2.00 Ton	No Bid	No Bid		
Washed #57 Gravel	No Bid	No Bid	No Bid	No Bid	15.00 Ton	No Bid	No Bid		
Washed Sand	No Bid	No Bid	No Bid	No Bid	2.00 Ton	No Bid	No Bid		
Washed Pea Gravel	No Bid	No Bid	No Bid	No Bid	17.00 Ton	No Bid	No Bid		

Washed Oversized Rock	No Bid	No Bid	No Bid	No Bid	17.00 Ton	No Bid	No Bid				
Fill Dirt	No Bid	5.00 yd	No Bid	No Bid	No Bid	No Bid	4.50 Yd				
RECOMMENDATION: Award = Memphis Stone & Gravel 1st Alternate- Cleveland Construction 2nd Alternate - Pickle Sand & Gravel											

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 Harvey Lee, Fifth District YES

See Exhibit I.6.b

c. Metal Culverts – Various Sizes

Ms. Morris said they received two bids for metal culverts. She said the budget impact is a minus 4.07 decrease.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to award the bid for metal culverts to G & O Supply Company as follows:

		G & O Supply Inc.					Coburn Supply Co.	
Diameter	Corrugation	Gauge		Round Price LF	Gauge	Arch LF	Round Price LF	Arch LF
8"	2 2/3" x 1/2"	16		No Bid	14	No Bid	\$ 8.28	No Bid
10"	2 2/3" x 1/2"	16		No Bid	14	No Bid	\$ 10.25	No Bid
12"	2 2/3" x 1/2"	16		\$8.47	14	No Bid	\$ 8.51	No Bid
15"	2 2/3" x 1/2"	16		\$10.16	10	\$11.18	\$ 10.22	\$ 10.91
18"	2 2/3" x 1/2"	16		\$12.71	16	\$13.98	\$ 12.75	\$ 13.65
21"	2 2/3" x 1/2"	16		\$14.40	16	\$15.84	\$ 14.45	\$ 15.48
24"	2 2/3" x 1/2"	16		\$16.09	16	\$17.71	\$ 16.19	\$ 17.30
27"	2 2/3" x 1/2"	16		No Bid	16	No Bid	No Bid	No Bid
30"	2 2/3" x 1/2"	14		\$25.41	14	\$27.95	\$ 26.45	\$ 27.33
36"	2 2/3" x 1/2"	14		\$30.49	14	\$33.54	\$ 34.90	\$ 37.35
42"	2 2/3" x 1/2"	14		\$37.35	14	\$41.09	\$ 42.05	\$ 44.95
48"	2 2/3" x 1/2"	14		\$42.69	12	\$63.59	\$ 48.25	\$ 51.65
54"	3'X1"	14		\$56.24	14	\$61.87	\$ 54.50	\$ 58.40
60"	3"x1"	14		\$61.77	14	\$67.95	\$ 59.90	\$ 64.05
66"	3"X1"	14		\$71.48	14	\$78.62	\$ 69.30	\$ 74.10
72"	3"X1"	12		\$106.24	12	\$116.87	\$ 103.00	\$ 110.20
84"	3"X1"	12		\$123.63	12	\$135.99	\$ 120.00	\$ 128.25
96"	3"X1"	12		\$141.98	12	\$156.18	\$ 138.00	\$ 147.00

PICKED UP BY COUNTY FROM VENDOR'S LOCATIONS

8"	2 2/3" X 1/2"	16		No Bid	14	No Bid	\$ 8.28	No Bid
10"	2 2/3" X 1/2"	16		No Bid	14	No Bid	\$ 10.25	No Bid
12"	2 2/3" X 1/2"	16		\$8.47	14	No Bid	\$ 8.51	No Bid
15"	2 2/3" X 1/2"	16		\$10.16	10	\$11.18	\$ 10.22	\$ 10.91
18"	2 2/3" X 1/2"	16		\$12.71	16	\$13.98	\$ 12.75	\$ 13.65
21"	2 2/3" X 1/2"	16		\$14.40	16	\$15.84	\$ 14.45	\$ 15.48
24"	2 2/3" X 1/2"	16		\$16.09	16	\$17.71	\$ 16.19	\$ 17.30
27"	2 2/3" X 1/2"	16		No Bid	16	No Bid	No Bid	No Bid
30"	2 2/3" X 1/2"	14		\$25.41	14	\$27.95	\$ 26.45	\$ 27.33
36"	2 2/3" X 1/2"	14		\$30.49	14	\$33.54	\$ 34.90	\$ 37.35
42"	2 2/3" X 1/2"	14		\$37.35	14	\$41.09	\$ 42.05	\$ 44.95
48"	2 2/3" X 1/2"	14		\$42.69	12	\$63.59	\$ 48.25	\$ 51.65
54"	3'X1"	14		\$56.24	14	\$61.87	\$ 54.50	\$ 58.40
60"	3'X1"	14		\$61.77	14	\$67.95	\$ 59.90	\$ 64.05
66"	3'X1"	14		\$71.48	14	\$78.62	\$ 69.30	\$ 74.10
72"	3'X1"	12		\$106.24	12	\$116.87	\$ 103.00	\$ 110.20
84"	3'X1"	12		\$123.63	12	\$135.99	\$ 120.00	\$ 128.25
96"	3'X1"	12		\$141.98	12	\$156.18	\$ 138.00	\$ 147.00

RECOMMENDATION: G & O SUPPLY Co.

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 Harvey Lee, Fifth District	<u>YES</u>

7. Contracts Administration

a. Sheriff's Department - Request to rescind agreement with Stericycle for medical waste pickup & disposal

Mr. Chad Wicker of the DeSoto County Sheriff's Department said they will start moving inmates into the Jail this afternoon.

Supervisor Mark Gardner said he met with Dr. Thompson to talk more about the dental program for the inmates and everything seems to be going well. Dr. Thompson can give an inmate something for pain and then the dentist would only have to do the extraction if necessary.

Mr. Wicker said they are changing waste management companies from Stericycle to Bio Waste for pick up and disposal of medical waste. He said that Bio Waste measures the disposal by weight and Stericycle measured by box. Mr. Wicker said Stericycle has increased their pricing so they are recommending Bio Waste for the service, since it would cost less.

Board Attorney Tony Nowak said the agreement with Stericycle was for a three year term which was enacted by the prior Board. This Board has authority to rescind the agreement and accept the agreement with Bio Waste which will save taxpayer money.

Supervisor Harvey Lee made the motion and Supervisor Bill Russell seconded the motion to approve rescinding the agreement with Stericycle, which was approved by the prior Board, due to the price increase and to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft the agreement with Bio Waste allowing them to pick up and dispose of medical waste.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.7.a

b. Facilities Management

(1.) Verdin Bells and Clocks – Maintenance Renewal for Hernando Clock Tower

Contracts Administrator Melissa Grant presented a renewal contract with Verdin Bells and Clocks which had been reviewed by the Board Attorney. Ms. Grant said this agreement allows for two inspections per year plus maintenance and the fee is \$625 annually. The previous agreement was \$590 per year.

Supervisor Medlin asked why there was a \$35 difference. Ms. Grant said it is a rate increase.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve renewing the agreement with Verdin Bells and Clocks for maintenance and two inspections per year for the Hernando Clock Tower at a cost of \$625 annually.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.7.b.(1)

(2.) Ameripride Services Rental Service Agreement for Mats for County Facilities

Contracts Administrator Melissa Grant said Ameripride supplies floor mats for county facilities. She said Ameripride previously supplied the county with uniforms and mats but this contract is just for mats. She said the cost is \$8,580 for 24 months and is in the budget to be paid annually.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the contract with Ameripride for rental of mats for county facilities in the amount of \$8,580 for 24 months to be paid annually.

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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.7.b.(2)

8. Dept. of Road Management: Request to make changes to the Road Register and to establish as Part of the Formal Record and Entered into the Board’s Minutes

At the recommendation of Road Manager Andy Swims, Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the request to make changes to the Road Register to change errors in road lengths and to establish the document as part of the formal record and enter into the Board’s Minutes for the following roads:

<u>Name of Road</u>	<u>Location</u>	<u>Length</u>	<u>Width</u>
Arbor Drive	Arbor Circle/Dearden Drive	2840	25
Robert Drive	End-End	1320	20(2coves 75’)
Sycamore Drive	Honey Ridge Drive-End	2500	20(cove 75’)
Tyler Drive	Bailee Lane-end	880	28(cove 80’)

See Exhibit I.8

9. Presentation and Demonstration of the New County Web Site

IT Specialist Mary Jane Thaxton said the new county web site is completed and available for usage and viewing at desotoms.gov. She said they will continue to run the original site along with the new site for quite some time. Ms. Thaxton said there is also a mobile version and demonstrated many new features of the new web site. She said it can also be customized for the Board agenda and Board minutes process, the bids process, job postings and many other features. In addition, the web site can be set up with a module that is called notify me, which will allow individuals that want to be notified on events of dates, documents and many other things. Ms. Thaxton said there is a three year history of Board Agendas on the web site

Ms. Thaxton encouraged everyone to start using the web site and to let her know if they have questions or need assistance.

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 to recess the Board meeting until December 10, 2012 at 8:00 a.m. The motion was seconded by Supervisor Mark Gardner.

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 Harvey Lee, Fifth District	<u>YES</u>

THIS the 3rd day of December 2012, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors