

**DESOTO COUNTY BOARD OF SUPERVISORS**

**BOARD MEETING MINUTES**

**DISTRICT FOUR LEE CALDWELL, PRESIDING**

**August 13, 2014**

**A. CALL TO ORDER**

The August 13, 2014 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Lee Caldwell, 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**

Sheriff Bill Rasco presented the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS**

1. Chancery Clerk Sluggo Davis requested adding discussion regarding the pulling of a letter of credit from First Security Bank posted for the Estates of Center Hill, Section D subdivision which was approved by the Board of Supervisors on August 4, 2014.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Chancery Clerk pulling the First Security Bank irrevocable Letter of Credit Number H1301, dated February 11, 2013 for \$54,000.00 and renewed February 11, 2014 for \$54,000.00; payable to the order of DeSoto County Board of Supervisors as beneficiary; the beneficiary certifies that Account Party has failed to honor their contractual agreement in the aggregated amount of \$54,000.00 with beneficiary which requires that Account Party shall render the funds to DeSoto County regarding Estates of Center Hill, Section D.

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 D.1**

2. Supervisor Jessie Medlin requested discussion about the rubbish pit. Supervisor Medlin said he would like to know how much life is left at the pit.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve hiring the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to work with Jim McNaughton and MDEQ regarding maximizing the air space at the rubbish pit including reviewing title to the old road bed adjacent to the rubbish pit property.

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. Supervisor Jessie Medlin requested adding a possible executive discussion under property acquisition.

This item was later determined to qualify for executive session.

4. Supervisor Bill Russell requested adding a parking committee update.

Supervisor Russell said the committee is working on expanding the wording of provisions addressing cars parked in the front yard or side yard of properties. He said this refers only to R zoning.

Supervisor Russell said they are also working on a clearer definition of a paved driveway. There are misunderstandings of what paved means; gravel is not pavement. Supervisor Russell said they are also clarifying the definition of continuous pavement.

No action was taken on this item.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the Agenda with additions and deletions as set forth.

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>

**E. CONSENT**

**1. Approval of Payment for Special Prosecutor Elizabeth Owens of Craig Treadway’s office who will appear in Justice Court on August 18th, 2014; due to Craig Treadway being in another court on this day**

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve the Consent Agenda as presented.

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>

**F. NEW BUSINESS**

**1. Board Attorney: Swinnea Road – Approval to Cut Checks**

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to approve cutting checks for Swinnea Road as follows:

- \$54,700 Cordie Baptist & Rita Morrow
- \$ 8,700 Jimmy D. Hailey et al
- \$ 9,930 Theresa Ford et al

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>

**2. Budget Discussion FY15**

The Board began discussing the budget on page 8 with liability insurance. County Administrator Vanessa Lynchard said insurance is impacted by the county buildings that were added this year. She said that premiums have done very well.

The Board discussed the possibility of leasing certain buildings with the lessor paying the insurance premium. They asked Ms. Lynchard to look into leasing certain buildings which are occupied by third parties.

The Board of Supervisors discussed the various budget items and agreed on certain budget amendments, as Ms. Lynchard presented.

Ms. Lynchard said they took Environmental Services out of the Planning Department budget. She said Planning is okay right now but eventually will need a permit clerk. She said they took GIS out of Planning last year so it will be lower.

Ms. Lynchard said there have been reductions in Accounting and Finance under meals, lodging, mileage and other travel costs. She said they have also reduced shredding costs. Ms. Lynchard said there is an increase in that department due to grants and inventory moving to Accounting.

Ms. Lynchard said the Board Attorney is reimbursed for training and registration.

Also, Ms. Zizmann is taking classes to complete her Master’s Degree so that will cause an increase as well.

Ms. Lynchard said there were several reductions in the Human Resources Department including meals, lodging mileage and other travel costs. She said the Board allowed the department to complete a scanning project which caused an increase, and printing the new employee handbook caused an increase as well.

Facilities Management Director Tony Martin said they will need to replace two boilers this year. He said it is a necessity to keep the buildings warm this winter.

Mr. Martin said the Olive Branch parking lot at the Library needs to be finished and a fire system needs to be installed at Justice Court.

Mr. Martin said the courthouse needs two entrance doors replaced which will be costly. He said they will paint the hallway at the courthouse. Some of the windows and screens need to be replaced so it just makes sense to clean the windows before putting on new screens. The landscaping needs to be replaced on the north side of the courthouse. There is a lot of wear and tear by the Farmer’s Market that is held on the courthouse square and lawn. Supervisor Gardner said the county should be

reimbursed by the city for the landscaping. Ms. Lynchard said she would discuss that with the City of Hernando. Ms. Lynchard said there was a reduction in meals and lodging as well. Ms. Lynchard said there was also a reduction in mileage, meals and lodging for the IT Department. The Veteran's Service Office reduced meals. They use the county vehicle for travel and usually there is no overnight stay.

Ms. Lynchard said the Chancery Clerk reduced his budget by \$5,000 before presenting it to Ms. Lynchard. She thanked Mr. Davis for his due diligence on the budget.

Ms. Lynchard said Circuit Court rents copiers for court reporters; group insurance was deleted. The Board agreed to reduce mileage, other travel costs and meals and lodging.

County Court had \$7,000 decrease and the Board reduced mileage, other travel costs and meals and lodging were reduced. All other items remained the same. Youth Court reduced office supplies.

Ms. Lynchard said that House Bill 585 would mean that we would need to hire more people for the Courts as well as purchasing new software. They would need to hire an in-take clerk.

The Board discussed various scenarios that could affect Justice Court and various ways to handle the situation should it occur. The Board agreed to reduce mileage, other travel costs and meals and lodging. Ms. Lynchard said Justice Court Clerk Pat Sanford is very interested in training his people and having them get certifications.

Ms. Lynchard said the D.A. gets a statutory pay increase. Legal fees were reduced under the County Prosecutor. She said under Youth Court Victim Witness Coordinator Office supplies and materials have been moved to 163-Lunacy Court. The Board reduced mileage, other travel costs and meals and lodging.

The Board of Supervisors discussed various line items for the Justice Court Judges. They agreed to reduce several line items in that budget which also included mileage, other travel costs and meals and lodging.

The line item for Circuit Court Reporters had to be increased because the reporters must now record all of their records.

Ms. Lynchard reminded the Board of Supervisors that if voting precincts are added, the budget will increase. The Board also reduced the budget for mileage, other travel costs and meals and lodging.

The Board reduced two line items under the County Registrar.

The Board discussed cuts in the Sheriff's Administration. They reduced several items including mileage and other travel. Also, the Sheriff agreed to reduce several other line items in Aviation. He said Aviation is a top priority right now.

Sheriff Rasco said he is losing two employees in Juvenile because the number of juveniles is down. He gave that money back to the county. There were several other line items in the Sheriff's budget that were reduced such as uniforms.

The Board of Supervisors agreed to finalize the Sheriff's budget when all other revisions are completed on the entire budget.

## **G. 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 August 18, at 9:00 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 13<sup>th</sup> day of August, 2014, these minutes have been read and approved by the DeSoto County Board of Supervisors.

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Lee Caldwell, President  
DeSoto County Board of Supervisors