

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding

March 6, 2017

A. CALL TO ORDER

The March 6, 2017 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Deputy Bruce Holbrook 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

Director of Field Development and Events for Fellowship of Christian Athletes Cecil Sowell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF FEBRUARY MINUTES

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

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the minutes of the Board of Supervisors for February, 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

Supervisor Lee asked if there was anyone present who wished to address the Board. No one came forward.

F. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Budget Amendments – Circuit Clerk, Animal Shelter Operations

		Fund/Department #		001 / 102 & 181		Updated 7/15	
(1)	Circuit Clerk						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-102-468	Group Insurance	\$ 38,864.33	\$ 113,658.00		\$ 255.00	\$ 113,403.00	
001-181-468	Group Insurance	\$ 1,252.40	\$ 1,000.00	\$ 255.00		\$ 1,255.00	
TOTALS			\$ 114,658.00	\$ 255.00	\$ 255.00	\$ 114,658.00	
Reason for Request: (Show detailed justification)		Move insurance to correct department where expense was paid on behalf of employees from department where employees were originally budgeted for insurance expense.					
Requested by:		Andrea Freeze					
		Fund/Department #		001 / 445		Updated 7/15	
(2)	Animal Shelter Operations						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-445-548	Radio Repair & Maintenance	\$ -	\$ 500.00	\$ 260.00		\$ 760.00	
001-445-645	Custodial Supp/Cleaning Agents	\$ -	\$ 500.00		\$ 260.00	\$ 240.00	
TOTALS			\$ 1,000.00	\$ 260.00	\$ 260.00	\$ 1,000.00	
Reason for Request: (Show detailed justification)		Repair 3 in house tech radios.					
Requested by:		Monica Mock					

4. Office of Procurement – Change in Requisition Signers (corrected list)

- a. Add Judge Craig Treadway to 001-162, 001-163, 001-164, 001-175 (001-175 no longer in current budget.)
- b. Remove Judge Allen Couch from 001-163, 001-164, 001-175 (001-175 no longer in current budget.)
- c. Remove Craig Treadway from 001-130
- d. Remove John Champion from 001-169
- e. Add Pat Sanford as Interim Requisition Signer for the Following Account: 001-169

5. Road Department

- a. Road Report
- b. March Work Schedule
- c. Road Bond Report
- d. Changes to Road Register & Map

6. Establish as Part of the Formal Record & Enter Into the Board’s Minutes

- a. GIS – Digital Orthophotography – All Signatures Achieved
- b. Court Reporters – Records Disposal Authorization from MS Department of Archives & History for Court Reporting Records from 1993-2010
- c. Board Order Amending Minutes of December 5, 2016 to be Part of the February 21, 2016 Minutes

7. The #7 was left off the agenda.

8. Animal Services – Vet School Visit – March 23 & 24 – Authorize Clerk to Write Check for Rooms & Meal Reimbursement

9. Approve Jail Fire Inspection Report & Corrective Action Plan – Board President Signature

10. Justice Court Monthly Report

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

Supervisor Medlin asked Mr. Nowak about the amendment to the minutes. Mr. Nowak stated it was a matter addressed last meeting when the Board approved amending the minutes regarding the development bonds from the December 5, 2016 minutes.

Supervisor Medlin asked why the Circuit Clerk had to make group insurance budget amendments. Mrs. Lynchard stated the employee is in a different department and adjustments have to be made.

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. Lynchard handed out the sheet showing the corrections to the requisition signer requests.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to change the account numbers for the requisition signers to get them all correctly listed. The correct list is in the minutes 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>

See Exhibit G.

H. OLD BUSINESS

1. Granicus Contracts – Authorize Board Attorney to Review

Board Attorney Tony Nowak stated Mrs. Heffner had sent him a number of contracts from Granicus to review and he requested Board authority to review those contracts as well as keep the authorization open to review more Granicus contracts that will be coming.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to review the current and future Granicus contracts for the Chancery Clerk'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>

2. State Aid Project SAP-17(15)M – Overlay of Highway 301 South, Bethel Road, and Stateline Road– Approval of Award Board Order and Board President to Execute Project Documents

State Aid Engineer Tracy Huffman stated this was for the 301 South, Bethel Road, and Stateline Road overlays. He stated they opened the bids last week and he gave the Board the Final Bid Tabulation showing the 3 bids received as following:

- APAC - \$2,153,389.80
- Lehman-Roberts - \$1,948,297.75
- Standard Construction - No Bid

He stated the engineer's estimate was \$2,086,319.30 and the low bid from Lehman-Roberts is 6.62% below that estimate. Mr. Huffman recommended awarding the bid to Lehman-Roberts as the lowest and best qualified bid at \$1,948,297.75.

Supervisor Medlin asked where the overlay on Bethel Road would end. Mr. Huffman stated it would be close to Methodist Hospital. Mr. Medlin asked if that included striping and shoulder gravel.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the recommendation of Lehman-Roberts as the lowest and best qualified bid as \$1,948,297.75 for the State Aid Project SAP-17(15)M overlay of Stateline, Bethel, and Highway 301 South 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>
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.2.

3. Fogg Road Bridge – State Aid Project – Approval to Bid & Approval of Specs

Mr. Huffman presented BR-0976(5)B as being the two bridges on Fogg Road between 304 and Conger Road.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve going out for bid and approval of the specs for BR-0976(5)B, Fogg Road Bridge Project.

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.3.

4. Environmental Services – Release of Tax Lien – 9046 Green River Road

Environmental Services Director Ray Laughter stated this property was one that had been through a public hearing and the County cleaned it last year. He stated the lien and taxes have been paid, which leaves the property free to release the lien.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve releasing the lien on 9046 Green River Road, authorize the Board President to sign the release and authorize Mr. Laughter to record the same with the Circuit Court Clerk.

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. Grant Administration – WalMart Grant for Sheriff’s Department Drone – Amendment of Previous Request

Grant Administrator Tanner Kuntz stated the Board had previously approved the grant for 5 drones, and the Sheriff’s Department is amending the request to buying 1 drone that is a higher quality. He stated the grant amount is the same as previously approved.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the amendment of the WalMart grant as requested by Mr. Kuntz.

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.5.

6. Sheriff’s Unmarked Cars

Mrs. Lynchard stated Chief Moore presented an updated list of the unmarked cars and a list of all other County-owned Sheriff’s Department vehicles as required to report by MS Code #19-25-15.

Asset and VIN Numbers for the unmarked cars are:

Asset #	Vin #
40255	1GNMCAE09AR220460
42076	1GN5CBE06CR220576
43326	3FA6P0G7XDR380548
44080	1FMJU1HT4FEF26961
40248	1GNMCAE00AR217737
40890	1D7RB1CT8BS601327
40994	1FTFW1EF2BKD92630
42090	1HGCP26438A095126
39928	1GNEC03069R262923
43796	2G1WD5E31E1155269
40218	1N6AA0EK3AN309250
40972	3GCPCSE08BG291663
38860	2FAHP71W07X138424
39841	2FAHP71W05X127100
40889	2FABP7BV9BX131458
40908	2FAHP71V18X101536

42460	2FABP7BV4AX112847
39800	2FAHP71W85X152665
43831	2G1WD5E35E1164430
43397	2FABP7BV3AX111723
40833	2FAHP71V38X145568
39841	2FAHP71W05X127100
39366	5N1BR18A18C629368
40884	1D7RB1CT8BS601327
40976	2D4RN4DG6BR786566
41795	5N1AR1NN3CC608257
43324	1FTFW1EF4DFD19335
43788	1C6RR6FT2ES113629
44012	1N4AA5AP9EC453507
44025	1LNHL9DK2DG608895
45567	1C4SDHFT9GC369882
45637	5LMFU27578LJ03396
46471	2N1BAOND1FN623524
46537	1FTEW1CF7HFA67567
45489	1FTYR10U52PA77619
34605	2FAFP74V76X116235

Asset and VIN numbers for all other County-owned Sheriff’s Department vehicles are:

Insert chart here

Supervisor Gardner asked if the unmarked list qualified under the State statute. Chief Moore affirmed.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the list of Sheriff’s unmarked vehicles, finding it reasonable and necessary for such vehicles to be unmarked, and the list of all other County-owned Sheriff’s Department vehicles, all as required by MS Code #19-25-15.

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.6.

7. Mobilitie Update

Mr. Nowak reminded the Board that there was a group getting together to file a petition of opposition throughout the country opposing third party telecommunication infrastructure providers application to have the right to use public right of ways, and they authorized him to join the group on behalf of DeSoto County with a \$5,000 maximum expenditure. He stated the group has formed and the contribution is going to be \$5,000. Mr. Nowak requested authorization to sign the agreement on behalf of the Board to join the group.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Nowak to sign the representation agreement with Kitch Drutchas Wagner Valitutti

& Sherbrook to join the group on behalf of the Board and authorize the clerk to write the check for \$5,000.

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

I. NEW BUSINESS

1. Fire/EMA – Lewisburg Fire Truck

Supervisor Caldwell informed the Board that the Fire/EMA Committee had discussed Lewisburg's purchase of a truck. She stated Lewisburg would like to use the \$70,000 in funds that come from the Rural Fire Truck Acquisition Program Grant, but they are willing to pay for a truck themselves if those funds do not come available.

Supervisor Medlin asked that a condition of issuing the requisition for the fire truck be that the Fire Department has a letter of credit from their bank.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve the purchase of a new fire truck by Lewisburg Fire Department contingent on having a letter of credit from Lewisburg Fire Department, accepting the proposal submitted by Chief Linville for Lewisburg Fire Department to pay 100% of the purchase price if grant funds are not available, and approve a budget amendment from ending cash for the purchase.

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.1.

2. Office of Procurement

a. Authorize Purchase of Water for Sheriff's Officers Using the Gym

Mrs. Lynchard stated the Sheriff's Department does not have access to water in the gym where the officers train; and in order to buy the water the Board needs to find that the request to buy water is reasonable and necessary. She stated with no water connection in the building, and therefore no water service, the most economical means of getting water for the health and well-being of the officers is to have a water cooler.

Supervisor Caldwell asked if there were any water coolers in the Sheriff's Administration Building. Chief Moore stated there are none.

Supervisor Lee asked if they provide bottled water. Chief Moore stated they do not. He stated there is a keypad on the gym door for all the officers to have access to the gym area, but they do not have access to any water source.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the purchase of water for the Sheriff's Department gym finding that buying water is

reasonable and necessary for the health and well-being of the officers and that it is the most economical means of providing water to the officers.

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>

b. Emergency Purchase –

Facilities Manager Robert Jarman stated he had 2 emergency purchases at the Jail; Quarles for the fire pump and Upchurch for the sewer line.

1) Fire Pump at Jail

Mr. Jarman stated the pump went bad on the fire system and caused the alarm to keep sounding. He had to have Quarles come out and stop the system from alarming. He stated the cost was \$225.

Supervisor Gardner asked if Tri State put in the system, why Quarles was called. Mr. Jarman stated the system is too old to be under warranty, and Quarles is the company that does the County's work. He stated Tri State was used by the contractor of the jail for installation.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to make the purchase information presented part of the minutes, to approve the emergency purchase of \$225 from Quarles for the fire pump at the jail determining the emergency was such that a delay caused by following standard purchasing procedures would have been detrimental to the County Jail and officers there.

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.2.b.1.

2) Sewer Line at Jail

Mr. Jarman stated his department tried to fix the sewer line blockage on Saturday with their equipment and they were not able to reach the blockage. He stated he called Upchurch Plumbing and they came out at a cost of \$420.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to make the purchase information presented part of the minutes, to approve the emergency purchase of \$420 from Upchurch Plumbing for the sewer line blockage determining the emergency was such that a delay caused by following standard purchasing procedures would have been detrimental to the County Jail.

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>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.2.b.2.

3. 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 78 – Hernando Equipment \$850 – The invoice showed it was a hand-held concrete saw.

Supervisor Mark Gardner asked about the following claims:

Page 2 – Waggoner – Detention Facility – Mr. Jarman stated that is the annual blue line stream survey required by the Corps of Engineers. He reminded the Board they had to reroute a portion of the blue line stream when building the detention facility. He stated they will be replanting some trees and they will be planting trees that were free.

Page 7 – CoOp – Carport – The invoice showed a 12x36 carport for the firing range.

Page 12 – Barnes Litigation – Mr. Nowak stated that was for court hearings to get a property cleaned.

Page 19 – B & H Photo Video – Mr. Mitchell stated that was dictation equipment for a court reporter.

Page 19 – MNJ \$2322.72 – Mr. Mitchell stated those racks are Power Distribution Units that provide power for the hardware in the IT data center.

Page 36 – Triad Martial Arts – Chief Moore stated they sent two officers to an Advanced Handgun Operator Course. He stated those two officers will train the rest of the officers in house.

Page 41 – Jimmy Gray – 4x4 decal \$88 – Mr. Nichols from Search and Rescue was asked to send an explanation of this purchase.

Page 75 – Lehman Roberts – Mr. Swims stated that was for last year's overlays. He stated they hold back a percentage to be paid at the final release.

Page 89 – Jolly Roofing – Mr. Jarman stated the Senior building on Brookhaven and several large leaks and they were replaced.

Supervisor Bill Russell was absent during this segment of the meeting.

Supervisor Lee Caldwell asked about the following claims:

Page 41 – Bass Pro Shops – 2 range finders – Mr. Nichols was also asked to send an explanation of why this purchase could not have been purchased locally and with no tax.

Supervisor Michael Lee asked about the following claims:

Page 7 – Lowes – Maytag washer & dryer – 3 refrigerators – 2 grills – Deputy Holbrook stated there are officers coming from other places for classes and staying at the range.

Page 7 – DeWalt 20 volt max – The invoice showed a cordless saw.

Page 38 – The Gun Shop – SIG – The invoice showed 2 sights for the SWAT team.

Page 45 – CMS Uniforms for constable – Mrs. Lynchard stated they have an allotment. Mrs. Hanks stated they cannot go over their allotment.

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, with the exception of the 4x4 decals and rangefinders on page 41 and all the appliances on page 7 in order to get more information on those purchases.

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.3.a.

b. Late Bill – Jones-Davis

Mrs. Hanks stated the bill for \$2,450.00 did not make it on the docket and requested permission to pay it. Supervisor Medlin asked why the budget amendment came from Facilities. Mrs. Lynchard stated it is the area by the rubbish pit and did not qualify as a road expense.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the clerk to write the check to pay the late bill for Jones-Davis' survey in the amount of \$2,450.00.

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 I.3.b.

c. Authorize Board Attorney to Draft Letter for Fiscal Year 2016 Audit

Mr. Nowak stated the auditors typically ask for a litigation report showing where there might be potential exposure for liability to the County.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to prepare a litigation report to the auditor for the Fiscal Year 2016 audit.

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.c.

d. Sheriff's Department – Late Bills from Jail

Chief Moore presented 13 medical bills from American Testing, LLC totaling \$4,031.44 that came from the Jail and requested they be considered for payment. (The bills will not be part of the exhibit as they contain personal information.)

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve payment of the late bills from American Testing, LLC totaling \$4,031.44, and 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>

4. Road Department – Changes to the Road Register – College Road from Bethel to the End

Road Manager Andy Swims stated there was a section of College Road left off the road register several years ago that has been discovered and needs to be corrected.

Supervisor Medlin stated that section of road was maintained by the County many years ago, and had rock and tar on it at some point. He stated a citizen cared for the road for years, but that gentleman has passed away. Mr. Swims stated it inadvertently was left off several years ago, and he is requesting to change the Road Register to include it.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the updated Road Register to include College Road from Bethel Road to the end and make it 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.4.

5. Contract Administration

a. Administration – MS Department of Employment Security – Senior Community Service Employment Program Host Agency Agreement – North Delta PDD

Mrs. Lynchard stated this is an update of the host agreement for senior employment through North Delta PDD. She stated the employees have to meet income guidelines and be of a certain age. Mrs. Lynchard stated this is a training program for senior adults to help them be employed.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the MDES/SCSEP Host Agency Agreement 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>
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. IT – Blueridge Software – Finding of Fact for Prepayment

Mrs. Lynchard stated the Board approved this contract last year and requested approval of the prepayment to Blueridge Software. She stated the County has done business with them for 6 years, they are able to perform the required services, and they perform a required and immediate service to the County.

Supervisor Medlin asked if they needed to have a finding of fact for each new contract. Mr. Nowak affirmed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize prepayment to Blueridge Software finding the County has done business with them for 6 years, they are able to perform the required services, and they provide an immediate and necessary service to 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.5.b.

6. Sheriff’s Department – Trash Crew

Chief Moore informed the Board they have had 2 accidents with the trash pickup in the last couple of months. He stated on I-55 the mirror was knocked off the truck pulling the trash trailer, and on Church Road someone ran into the trailer as it was on the side of the road. He stated they have had many close calls on I-55, Hwy 78, Church from Getwell to I-55, and Goodman. Chief Moore said basically in the areas where there is little shoulder, it presents a dangerous situation.

Chief Moore stated they work with Environmental Services to determine the locations to pick up. Mr. Laughter stated that citizens call and give locations that need attention. Mr. Laughter also stated they recently discovered 2 more trailers at the Road Department that, if they had another truck and crew, they could have 2 crews out working in the County.

Supervisor Medlin stated he talked to the Sheriff and mentioned having another crew. He stated if this Board wants to get DeSoto County cleaned up, he suggested hiring someone through Environmental Services to oversee a crew of trustees and have crews on the east and west sides of the County. Supervisor Medlin also said he spoke with the Sheriff about using the men that are in the Chaplain’s ministry program to be the second crew. He stated the Sheriff said he would allow it if the County hired someone to oversee them.

Supervisor Caldwell stated the Justice Court Judges have suggested trash detail for community service, and this person might be able to oversee that as well. She said the problem with assigning trash detail has been lack of supervision.

Supervisor Gardner asked if this crew was to work the major arteries mentioned before. Supervisor Medlin said no, those roads will be contracted out. Chief Moore stated they will try to work Church Road east of Getwell headed toward the rubbish pit. He said the shoulders are better there.

Supervisor Caldwell asked where Supervisor Medlin was proposing the money come from. Supervisor Medlin stated ending cash at this time.

Supervisor Gardner said he liked the idea of doubling the number of people picking up trash and asked if there was a truck available to pull another trash trailer. Mrs. Lynchard said Mr. Conlee, the fleet manager, said they have one.

Supervisor Medlin suggested the trash crews could put out “Men Working” signs to help the travelling public know to watch more carefully.

Supervisor Caldwell asked if North Delta could help with finding an overseer. Mrs. Lynchard stated it is very difficult for them to find someone like that. Supervisor Gardner asked Mr. Kuntz to look for some grant money.

Mrs. Lynchard asked if the Board wanted a person to help pick up the trash or oversee the crew. The Board’s consensus was that the person needed to keep an eye on the trustees and not be distracted with picking up trash.

Mr. Laughter assured the Board that he will get the roads covered and that the schedule of the trustees does not get out. He stated he can get some safety procedures in place as well.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize Mr. Laughter to work with the Sheriff’s Department and Human Resources to come up with a job description and bring it 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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.6.

7. DeSoto Council Economic Council Capitol Breakfast Report & Other Meetings Reports

Supervisor Caldwell stated she and Mrs. Lynchard traveled to Jackson on March 2 and it was a very successful day. They attended the Capitol Breakfast and handed out fried pies to the Legislators who were very appreciative.

Supervisor Caldwell stated they then attended the Keep MS Beautiful where Ray Laughter and Brynn McCarver represented DeSoto County very well. She stated that the state affiliate speaks very highly of DeSoto County. She said they signed the anti-litter chart along with many of the Legislators.

Supervisor Caldwell informed the Board that they then met with the Lt. Governor Tate Reeves and the Chairman of the Ways and Means Committee, Jeff Smith, and talked about Holly Springs Road and tried to get support for being included in the State bond money. She stated it was a very good meeting. She said they showed him the MS unfunded highway projects map produced by MDOT and pointed out that DeSoto County was the only county that did not have anything on the project map. Supervisor Caldwell stated they had a packet that Tracy Huffman helped put together and it was very informative. She said they were very open to the information, and they realized that Holly Springs Road is a regional problem that includes Tate & Marshall counties, as well as Benton County as it is in the drainage area.

Supervisor Caldwell stated they pointed out to the Lt. Governor that DeSoto County has not gone to the State to put money in a bond before, and that DeSoto County has done projects to help connectivity such as Swinnea Rd. and McIngvale Rd.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to enter the Holly Springs Report as 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.7.

8. Olive Branch Local & Private to Provide Gas Service

Mr. Nowak stated the City of Olive Branch is seeking local & private legislation to gain authority to extend their gas service more than 5 miles outside their boundaries in certain areas. He stated they have found some lines outside their 5-mile radius, and they are trying to clean that up. He stated the Legislature asked for Resolutions of Support from local entities to be sure there is no opposition. He stated the distance is defined not to exceed 7 miles.

Mr. Nowak requested the Board's approval of the resolution of support.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the Resolution of Support for Olive Branch to provide gas service outside their 5-mile radius in specified areas, not to exceed 7 miles.

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.8.

9. Justice Court – Appointment of Special Prosecutor

Mrs. Lynchard stated during this interim time, Justice Court judges will appoint special prosecutors. She stated this one is for Stacey Spriggs on February 28, 2017.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the appointment of Stacey Spriggs as special prosecutor on February 28, 2017 and 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>

See Exhibit I.9.

10. County Prosecuting Attorney

a. Request the Election Commission to Set an Election

Mr. Nowak stated MS Code #23-15-839 says the Board of Supervisors appoints the interim County Prosecuting Attorney and adopts a Board Order directing the Commission of Election to set an election to fill the vacancy of the position on the next regular special election day, occurring more than ninety days after the occurrence of the vacancy. He stated MS Code #23-15-833 states the first Tuesday after the first Monday in November of each year is designated as the regular special election, which will be November 7, 2017.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to adopt the Board Order directing the Election Commission to set a special election for County Prosecuting Attorney; and to ask for a special Judicial Election for County Judge and Circuit Judge.

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.a.

b. Discussion of Appointment of County Prosecuting Attorney

Mrs. Lynchard stated she sent the information about the opening of the County Prosecuting Attorney to the Bar Association Chairman and he sent it out to the bar members. She said she is not sure when he got it sent out, but it stirred talk, so the Bar Members appear to have received the information. Mrs. Lynchard stated she had asked for applications to be in by Thursday, March 2 and there have only been 2 applicants.

Supervisor Caldwell stated she was not sure all interested applicants had time to get their information in.

Supervisor Caldwell made the motion and Supervisor Bill Russell seconded the motion to table this discussion to the next meeting. Since the Board will not act until the next meeting there is no reason not to reopen the opportunity to submit proposals. Consequently, they asked Mrs. Lynchard to send out another notice that interested parties should have resumes to the County Administrator’s office for consideration at the next meeting. Board members can talk to applicants before the meeting and/or the Board can invite the interested parties to the next Board 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 Michael Lee, Fifth District	<u>YES</u>

11. Business Investment Incentives – Prologis – Corrected Order to Final Resolution: 9-year Real Property Tax Exemption - \$3,209,239.00 – Effective 1/1/2009 – 12/31/2017

Mrs. Lynchard stated Prologis missed a deadline in 2009 so they were only eligible for a 9-year exemption. She said some of their paperwork from the State had a 10-year exemption, and this is a corrected resolution to correct the language.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve the corrected Order to Final Resolution for a 9-year real property tax exemption for Prologis at \$3,209,239.00 effective 1/1/2009 – 12/31/2017 and authorize the Board President to sign the corrected 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>

See Exhibit I.11.

12. I-269 Coalition – Request for Funding

Supervisor Caldwell reminded the Board they asked the cities to pay \$3,000 and the County pay \$5,000. Mrs. Lynchard stated the County will pay the \$8,000 and the cities will reimburse. She also said Ken Murphree is coming to the next Board meeting and all the mayors are invited to come and join the discussion.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to pay the I-269 Coalition \$8,000 and 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>

See Exhibit I.12.

13. Sheriff's Department – Line of Duty Benefits

Mrs. Lynchard stated the request for the Board to consider line of duty benefits for 2 Sheriff's Department officers. She stated the Insurance Committee met and looked at the County policy and determined that Officer Dickerson and Officer Hutchens meet the qualifications to receive line of duty pay. She submitted the County policy, a detailed report from Director Lent Rice of the incident where the officers received their injuries, and confirmed that the officers have filed their paperwork with the Attorney General's office to receive funds from the AG Fund to bridge the gap between regular pay and workers comp.

Mrs. Lynchard stated the Insurance Committee recommends to the Board to consider these officers for line of duty benefits and pay that portion of their funds. Supervisor Medlin asked if the Board could pay the officers retroactive to the date of the incident. Mr. Nowak stated he was not certain that was permissible.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to find that Officer Dickerson and Officer Hutchens meet the qualifications for Line of Duty benefits and to approve to pay them the bridge benefits as outlined in the Board 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 YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit I.13.

Supervisor Gardner asked how long it took to begin receiving the AG funds. Mrs. Lynchard stated they are about 30 days behind at this time. Supervisor Gardner asked if the Board could adopt a blanket policy to cover these benefits, or did it need to be case by case. Mr. Nowak suggested getting an AG opinion on that.

Human Resources Director Vickie Richmann stated DeSoto County pays the first 10 days after injury. She said she and Director Rice help the employees get the process started by going to the hospital or their home and taking them paperwork. Supervisor Medlin stated the employee has to apply with the AG's office before the Board can act. Supervisor Gardner suggested that a special meeting could be called to help cover the gap.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to write for an Attorney General's opinion clarifying whether or not the Board could approve the benefits back to the date of injury using the same Board policy and procedures for Line of Duty benefits.

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

14. DeSoto County Litter Ordinance

Mr. Nowak stated Mr. Robert Quimby had done some research regarding the Board's question about throwing of newspapers and phone books, and found the existing litter ordinance already covers those issues.

Supervisor Russell stated Mr. Long at the newspaper has been contacted, and he said he will ask the contractors not to throw a paper where a house is abandoned. He did say the contractors are paid by how many papers they throw.

Mr. Nowak also stated the current litter ordinance covers property clean-up and it was written before the current statute that is in use. He said the ordinance needs to be revamped to comply with state statute.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to review the current litter ordinance, work with Mr. Laughter to update it to comply with current state statutes, and bring a recommendation back to the Board.

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

15. Travel Approval

a. MAS Summer Convention 6/12 – 6/15, 2017

Supervisor Bill Russell made the motion and supervisor Jessie Medlin seconded the motion to authorize travel by the Board, County Administrator, Road Manager, Board Attorney, County Engineer, and Chief Financial Officer to the MAS Summer Convention in Biloxi, MS, June 12 – 15, 2017, and authorize the clerk to write the check for the registration fees.

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>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

b. MACAC Spring Workshop – 4/18 – 4/19

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize travel by the County Administrator to Jackson, MS for the MACAC Spring Workshop on April 18 & 19, 2017, and authorize the clerk to write the check for the registration fees.

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>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

16. Eudora Fire Department Sewer

Supervisor Caldwell stated there have been issues with the sewage at Eudora Fire Department for some time, and Facilities has worked diligently to remedy the situation. She stated it is an old septic system and a natural spring is feeding into it. She stated it needs to be replaced with a treatment system, and they have talked to the Health Department about combining one treatment plant for the Fire Department and the restrooms that will be in the new pavilion.

Supervisor Caldwell said the cost will be about \$10,000; \$5,000 for the treatment plant budgeted through Parks, and \$5,000 to put in a grinder pump to come out of Facilities. She stated the Health Department has approved an underground system through field lines to keep the septic sprinklers from being in the park area.

Mr. Jarman stated Facilities will install the grinder pump and run the piping, but the Health Department wants a professional installation of the treatment system. He stated the grinder will get the sewage from the fire station to the treatment plant. Supervisor Caldwell stated the ambulance is housed there so they have showers, laundry and they host a lot of community events.

Mrs. Lynchard stated the money from Facilities will come from revenue that has been generated by a recent AG opinion saying the County is not supposed to share tax revenues with the cities. She stated it will offset the expense.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to move \$5,000 from Municipal Tax Fees Revenue to Capital Improvements in Facilities Management to pay for the grinder, and authorize \$5,000 from Parks to pay for the treatment plant.

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.16.

17. Crisis Intervention Team MOU

Mrs. Lynchard stated the MOU is with the CIT, cities, hospitals, Region IV, and the County. Supervisor Gardner stated the CIT can really be a good thing if the Sheriff's Department gets enough officers trained.

Chief Moore stated the legislature passed a bill last year that officers who are trained with CIT can evaluate people on scene, determine if they are a danger to themselves or the public, and be transported to Baptist DeSoto as a single point of entry. He said Region IV can then come and evaluate them for further treatment. Chief Moore stated this protocol allows them to hold the person for 48 hours.

Chief Moore stated a group out of University of Memphis and Region IV staff will train the officers at no cost. He stated he wants to train some officers, and then have them train others to get the whole patrol division CIT trained.

Supervisor Medlin asked if the person was transported to Baptist DeSoto and admitted, would the County incur a charge. Chief Moore stated they are having a meeting with all the law enforcement agencies, and that is one issue they will discuss.

Mrs. Lynchard stated there was also a concern from EMS that one particular thing the group did was contrary to EMS protocol, and that might need to be ironed out. Chief Moore stated there is a lot of ironing to do before they are ready to begin.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to hold this item over and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on the MOU as needed.

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.17.

18. Homestead Chargebacks

Mrs. Heffner stated she received a list of 15 Homestead chargebacks from the State. She stated they are applicants that do not meet the head of family status according to MS Code 27-33-13. She explained that they could simply have a wrong social security number, or the spouse could be deceased and the surviving spouse has not come back in to prove eligibility. Mrs. Heffner stated her office will research to be sure the people on the list still own the property, and then send out letters informing them of the chargeback.

Mrs. Heffner requested Board permission to go ahead and fix the chargebacks in her office if

they do qualify for the exemption by death of a spouse, or a wrong social security number. She stated that will keep so many people from having to come before the Board next year when they receive their tax bill. She stated she also wanted to reiterate to the Board that the County will not get the homestead money back.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to allow the Chancery Clerk's office to correct the 15 exemptions from the list if they are found to qualify for Homestead Exemption, and to enter the list into 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.18.

19. Replace Carpet in Judge's Office

Mrs. Lynchard stated Judge Chatham has requested to replace the carpet in his office with vinyl plank flooring. Circuit Clerk Dale Thompson is requesting a budget amendment to replace the carpet and the money will come from her fees in the amount of \$2,450.

Mr. Jarman stated they have cleaned the carpet and repainted the office. Mrs. Lynchard stated there was an issue with allergies and the old carpet.

Supervisor Lee Caldwell made the motion to table the request and go look at the area. No second.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the budget amendment of \$2,450 from Other Court Costs 001-161-616 to Capital Improvement 001-161-901 and replace the carpet as requested.

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.19.

J. PLANNING COMMISSION

1. NEW BUSINESS

a. Consent Agenda

- i. Dogwood Hill Minor, 1st Revision (7120) – Application is for minor lot subdivision for 2 lots on 7.8 acres Identified as Parcel #3-07-1-02-00-0-00023-00. Subject property is located on the south side of Byhalia Road and east of Malone Road in Section 2, Township 3, Range 7 District 5
Applicant: Wayne Saunders**

Mr. Hopkins presented the Dogwood Hill Minor Lot, 1st Revision. He then stated the application meets all Subdivision Ordinance requirements.

Supervisor Lee made the motion and Supervisor Russell seconded the motion to approve the Consent Agenda item 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

- ii. **Dean Road / Eagle Land Minor Lot, Phase 2 (7121) – Application is for final subdivision approval of 3 lots on 6.0 acres from a 109 acre parcel. Identified as parcel #2-08-9-31-00-0-00001-00. Subject property is located on the south side of Dean Road, west of Fogg in Section 31, Township 2, Range 08 in District 4, zoned AR. District 4 Applicant: Mike Bailey**

Supervisor Caldwell recused herself from this item.

Mr. Hopkins presented the Dean Road/Eagle Land Minor Lot, Phase 2. He then stated the application meets all Subdivision Ordinance requirements.

Supervisor Lee made the motion and Supervisor Gardner seconded the motion to approve the Consent Agenda item 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	ABSENT
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

2. OTHER

a. Sign Committee Formation

Mr. Hopkins requested the formation of a “sign ordinance committee” to address a possible new draft of the sign ordinance.

Supervisor Gardner made the motion and Supervisor Medlin seconded the motion to appoint Supervisor Caldwell and Supervisor Lee to the Sign Ordinance Committee.

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

Supervisor Medlin stated he received a request from Carl Greenwood get a hardship

for his sister to have a second mobile home on his property. He stated Mr. Greenwood was approved for a conditional use for his mother to have a second mobile home on his property in the past but due to health issues she never lived in the mobile home that was moved on to his property. He would now like to have his sister live in the mobile home and is requesting the fees be waived for the Conditional Use application since the applicant paid for a prior conditional use that is essentially the same but was never utilized.

Supervisor Medlin made the motion and Supervisor Russell seconded the motion to waive Mr. Greenwood's Conditional Use application fees.

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 Michael Lee seconded the motion to recess the Board meeting until Monday, March 20, 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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 6th day of March, 2017, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors