

# DeSoto County Board of Supervisors

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**Meeting Agenda**  
**January 7, 2019**  
**9:00 a.m.**

**A. Call to Order**

**B. Invocation**

**C. Pledge of Allegiance**

**D. Approval of December Minutes**

**E. Organization of the 2018 Board of Supervisors: Election of Officers**

**F. Approval of Agenda: Additions & Deletions**

**G. Citizens Remarks & Presentations**

1. Shannon Rozelle - Recognition of Exemplary Service
2. Request to Extend Harden Cove

Board of  
Supervisors

Andy Swims &  
Pearline Johnson

**H. Consent Agenda**

1. Department of Human Resources: Monthly Health Claims Report
2. Office of Finance & Accounting
  - a. Budget Amendments – Animal Services, Star Landing Bridge Replacement/State Aid, Volunteer Fire Department, Bridge & Culvert/NRCS Projects, Ingrams Mill Schoolhouse/Park Project, County Prop & Liability Insurance (2)
  - b. 2<sup>nd</sup> Quarter Allocations:
    - Tax Assessor - \$344,478.00
    - Tax Collector - \$348,738.50
    - Sheriff - \$5,913.024.33
3. Road Department
  - a. Monthly Road Report
  - b. Monthly Work Schedule
  - c. Road Bond Report
4. Office of Procurement
  - a. Advertisement for Rebid of Johnson Creek Project STP-0017-00(036) LPA 106405-701000
  - b. Remove Vickie Richmann as Requisition Signer for Human Resources (001-140) & County Insurance (501-000)

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## **H. Consent, cont.**

- c. Add Karen Smorowski as Requisition Signer for Justice Court (001-166) & Remove Ashley Wachenschwanz as Requisition Signer for Justice Court (001-166)
  - d. Remove Lorrie Bay as Receiving Clerk for DHS
    - 001-458 One Stop Shop
    - 001-450 Economic Assistance
    - 001-460 Child Protection Services
5. Contract Administration – Auto Renewal
- a. Veteran Services - Veteran’s Affairs License Agreement
  - b. Facilities – Baker Roof Assurance
  - c. Facilities – Cintas Uniform Rental
  - d. Environmental Services – Tradebe Agreement
6. Establish as Part of the Formal Record & Enter Into the Board’s Minutes
- a. Order of the Department of Revenue Authorizing the County to Expend the Avails of the (1) Mill Levy for the 2018 Roll Year
7. Justice Court Monthly Report
8. Inmate Meal Log Affidavit
9. Tuition Reimbursements – Administration & Human Resources
10. Chancery Clerk Allowance
11. Chancery Clerk Allowance for Copying Assessment Rolls (MS Code 25-3-21)

## **I. Old Business**

- 1. Aerial Photography Update John Mitchell
- 2. Office of Procurement
  - a. Reconsideration of Vote for Asphalt Patching Machine for Bid File #19-300-007 Karen McNeil
- 3. Personnel Manual Rewrite Supervisor Russell
  - a. Definition of Immediate Family
  - b. Approval of Chapters 1-9

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## **I. Old Business, cont.**

c. Safety Sensitive Positions

- |   |   |
|---|---|
| 4. PIO Responsibilities                 | Vanessa Lynchard                        |
| 5. Olive Branch Annexation              | Supervisor Lee                          |
| 6. Alignment of Pleasant Hill & Getwell | Supervisor Caldwell<br>& Supervisor Lee |
| 7. Agri Ed Complex Update               | Supervisor Caldwell<br>& Supervisor Lee |
| 8. Love Station Road Update             | Supervisor Lee                          |

## **J. Planning**

Bennie Hopkins &  
Austin Cardosi

### **1. PUBLIC HEARING – 9:30 a.m.**

- i. **Zoning Ordinance Amendment** – The DeSoto County Board of Supervisors will consider amending Article V, Paragraph 2, Sections C 11 & 12 of the DeSoto County Zoning Ordinance regarding mobile homes and regarding extraction of minerals including sand and gravel, respectively, to change the dates to read December 31, 2019.

### **2. OTHER**

- a. **Legal Authorizations**  
b. **6321 Spring Creek Road – Abandonment of Property**

## **K. New Business**

- |  |                                    |
|--|------------------------------------|
| 1. Approval of Appointments by Board of Supervisors – County Office Positions<br>*Requisition Clerks & Receiving Clerks Approved on Consent Agenda as Changes Are Needed | Board President                    |
| 2. Approval of Bonds of Elected Officials as Presented by Chancery Clerk   | Misty Heffner                      |
| 3. Resignation of District 5 Planning Commissioner   | Supervisor Lee                     |
| 4. Appointments to Boards and Commissions  | Pat McLeod                         |
| 5. Office of Finance and Accounting  | Andrea Freeze &<br>Stephanie Hanks |
| a. Budget Amendment – Community Foundation Grant – Youth Mentoring Program   | Bryan Riley                        |
| b. Claims Docket   |                                    |
| a) Region IV Invoice Explanation   |                                    |

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## **K. New Business, cont.**

6. Contract Administration Pat McLeod
  - a. Facilities – Schindler Plus – Prepayment – Signature Required
  - b. Facilities – Cummins - Prepayment
  - c. Justice Court – Universal Collections Vanessa Lynchard
7. Road Department Andy Swims
  - a. School Bus Turnaround Requests – Clifton Road & 8858 Old Hwy 61
8. Recognition of State Proclamation of Martin Luther King, Jr/Robert E Lee Holiday – Monday, January 21, 2019 Vanessa Lynchard
9. Public Service Commission – Broadband Resolution Vanessa Lynchard
10. Robinson Gin – Ingress/Egress
11. Yearly Approval to Travel Vanessa Lynchard
  - a. **Board of Supervisors** – Annual regularly scheduled meetings for: MPO, MDOC Task Force, North Delta PDD, MAS Day Trips & Conferences, MAS Education Committee, MAAG, Keep MS Beautiful, MS Recycling, MODT, Legislative Day Trips, Economic Development, MS Partnership Local Workforce Development, Corps of Engineer Projects, Congressional Briefing Meeting in Washington, D.C.
  - b. **County Administrator &/or Road Manager** - Annual regularly scheduled meetings for: MDOT, Legislative Day Trips, MACAC or MARME Day Trips & Conferences, Economic Development, Corps of Engineer Projects, Assoc. of Floodplain Managers Conference
  - c. **Board Attorney** – Annual Regularly scheduled meetings for: Economic Development, MAS Day Trips & Conferences, Legislative Trips, Corps of Engineers Projects

## **L. Executive Session**

### **~Coming Events~**

Tuesday - Thursday, January 15-17 – MAS Mid-Winter Conference – Hilton Hotel, Jackson

**Monday, January 14 – Friday, January 18 – Open Enrollment at Various Locations around County**

Thursday, January 17 – 5:30 – 6:30 p.m. – NWCC Leadership Team (want to hear your vision for college)  
at NWCC DeSoto Center, Room 333

**Monday, January 28 – 6 pm - 4-H Awards Program @ Southaven Public Library**

February 6 & 7 – MS Economic Development Council Legislative Conference in Jackson