

DeSoto County Board of Supervisors

Meeting Agenda
February 01, 2021
9:00 a.m.

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Approval of January Minutes – MS Code 19-3-27

E. Approval of Agenda: Additions & Deletions

F. Citizens Remarks & Presentations

1. Professional License - Plumbers

Daniel McDowell

G. Consent Agenda

1. Board Proceedings – January 2021 – Signature Required
2. Department of Human Resources: Monthly Health Claims Report
3. Office of Finance & Accounting
 - a. MS Code 19-11-19 - Budget Amendments & Memo of Explanation for Certain Amendments -
Animal Services, County Insurance/Patrol & Law Enforcement, Election Commissioners/County Registrar, Senate Bill 2002/Holly Springs Segment 2, County Property/Liability Insurance, County Court/Court Reporter Pay Increases, Justice Court Judges, Election Commissioners, County Registrar, Fleet Management, Sheriff Canteen Fund, Sheriff Forfeitures, EMA Grant Fund/A20HSO17T Task Force Misc, Holly Springs Road/ERBR Funds, Bond Project Fund, Capital Projects Fund/Adult Drug Court
 - b. Final Inventory Dispositions – County Registrar, Sheriff’s Department
 - c. Senate Bill 3049 – Animal Shelter
 - d. Senate Bill 2002 – Holly Springs Road
 - e. Monthly Expenses for Tax Collector/Tax Assessor/Sheriff
MS Code 27-1-9D/19-24-13
 - f. Wires Not Seen on Docket
DeSoto County Convention & Visitors Bureau – 2% Tax - \$819,749.72
 - g. SID Forfeitures
4. Road Department

DeSoto County Board of Supervisors

Meeting Agenda
February 01, 2021
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G. Consent, continued

- a. Road Bond Report
- b. Monthly Road Report
5. Contract Administration – Auto Renewal
 - a. Facilities – Holliday Exterminating
 - b. Circuit Clerk – Pioneer Credit Recovery
 - c. Facilities – Matheson & Associates
 - d. Leases – Veterans Service Officer – Administration Building
 - e. IT – DCRUA - GIS Data Hosting
 - f. Justice Court – Pioneer Credit Recovery
6. Corrections to 2020 Land Roll
7. Enter Into the Formal Record and Make a Part of the Board Minutes
 - a. Justice Court Contract – Urban Arch – Fully Executed
 - b. Justice Court Contract – Murphy & Sons – Fully Executed
 - c. Order for Appointment of Douglas Hollowell, III to the Position of Justice Court Judge, District 1
 - d. Tax Collector – ION Business Concepts – Fully Executed
 - e. Ingram’s Mill Road Bridge SAP-17(56) Subcontract – Fully Executed
 - f. Holly Springs Road – Segment 2 – Contract Documents
8. Uniform Reimbursement
9. Meal Log Affidavits (2)
10. Chancery Clerk Allowance

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H. Old Business

1. Project Updates Tracy Huffman
 - a. Johnson Creek Greenway Full & Final Settlement– Signature Required
 - b. Ingrams Mill Road Bridge Construction Change Request #2
 - c. Craft Road Widening Project – Permission to Advertise
2. COVID-19 (Coronavirus) Update Mark Davis
3. Four-Year Road Plan Scoring Supervisor Caldwell
& Supervisor Lee
4. Board Attorney Tony Nowak
 - a. Getwell Road – Lester Road to Pleasant Hill Road & Austin Road Bridge – Request Authority to Acquire Right of Ways
 - b. Adult Drug Court – Office Space
5. Human Resources Carla Crockett
 - a. 2021 Benefits Open Enrollment Update
 - b. Update on Issues with MDES
 - c. Resolution for Federal Tax Issue
 - d. Review & Approval of County Engineer Job Description Robert Jarman

I. New Business

1. Health Insurance Renewal Adrian Epps &
Craig Wright
 - a. Stop Loss Renewal
 - b. Dental Insurance Run-out & Approval & Authority to Pay
 - c. Medical Insurance Run-out & Approval & Authority to Pay
2. EMA Chris Olson
 - a. Request to Approve Vehicle User Agreement with FBI for J. Harper
 - b. Request to Approve Fire Protection Agreements – Signature Required
 - 1) ACI
 - 2) Bridgetown

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I. New Business, continued

- 3) Eudora
 - 4) Fairhaven
 - 5) Lewisburg
 - 6) Love
 - 7) Nesbit
 - 8) Walls
- c. Request to Approve Recruitment & Retention Agreements – Signature Required
- 1) ACI
 - 2) Bridgetown
 - 3) Eudora
 - 4) Lewisburg
 - 5) Love
 - 6) Nesbit
 - 7) Walls
3. Request to Accept Donations from Lewisburg Elementary Honor Society Donation Drive for Animal Services Monica Mock
4. Facilities Management Shawn Houston
- a. Building Use Policy & Application Updates
 - b. Security Lighting at National Guard Armory Parking Lot
5. Environmental Services/Parks & Greenways Ray Laughter
- a. Request to Accept Litter Patrol Trailer donated by Keep Mississippi Beautiful
 - b. Century Link Construction Proposal – Signature Required
 - c. Purchase Over \$25,000 – Ingram’s Mill Community Park Playground Equipment
6. Discussion on County Parking Ordinances Supervisor Denison

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I. New Business, continued

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| 7. Office of Finance and Accounting | Andrea Freeze & Stephanie Hanks |
| a. Preliminary Inventory Dispositions – Sheriff’s Department | |
| b. Preliminary/Final Inventory Dispositions – Road Department | |
| c. Claims Docket – MS Code 19-13-31 | |
| d. Request to Extend SAM Agreement with Sheriff’s Department & Corps of Engineers Vicksburg Contracting Office – Signature Required | |
| 8. County Court Judges | Vanessa Lynchard |
| a. State Approved Pay Raise | |
| b. Budget Amendment | |
| 9. Contract Administration | Angie Irving |
| a. IT – GovConnection – Finding of Fact for PrePayment | |
| b. IT – Hewlett Packard – Finding of Fact for PrePayment | |
| c. Facilities – EK Automation – Signature Required | |
| 10. Office of Procurement | Angie Irving |
| a. Recommendation to Award Bid for One Handheld Chemical Detector – Bid Tab #21-260-001 | |
| b. Purchase Exceeding \$25,000 – Approval to Purchase Servers & Digital Storage for ICAC | |
| 11. Appoint Angie Irving as the Purchase Clerk and Remove Pat McLeod | Pat McLeod |
| a. MS Code 31-7-13 (b) – Authorize the Position of Purchase Clerk & Procurement Coordinator to accept bids/quotes between \$5,000 and \$25,000 | |
| 12. Byhalia Pipeline – LLC Permit | Tony Nowak & Scott Young |

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I. New Business, continued

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| 13. Road Department | Robert Jarman |
| a. Adopt-a-Road Program | |
| 14. Request Approval for DeSoto County Emergency Services Facebook Page | Christie Barclay |
| 15. Residential Development Committee Report | Supervisor Caldwell
& Supervisor
Denison |
| 16. Stormwater Compliance Committee | Vanessa Lynchard &
Robert Jarman |
| 17. Acknowledge Monday, February 15 th as President's Day – All County Offices Closed | Vanessa Lynchard |
| 18. Jail Inspection – End of Agenda | Board of
Supervisors |

J. Planning

- | | |
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| 1. <u>Public Hearing 1:00 pm</u> | Bennie Hopkins &
Austin Cardosi |
| a. Sunset Clause Renewal | |
| 2. <u>Final Subdivision</u> | |
| a. Mitchell's Corner Subdivision, Commercial (7543) – Application is for final subdivision plat approval of 1 lot of 1.56 acres. Subject property is located on the east side of Hwy 305 and south of College Road in Section 15, Township 6, Range 2 and is zoned C4 – Planned Commercial). (District 1)
Applicant: McCarty Granberry Engineering | |
| 3. <u>Consent Minor Lot</u> | |
| a. Dill Minor Lot (#7549) Approval of 1 lot(s) on 4.57 acre(s) out of 16.06 acres. Identified as Parcel # 3-07-9-32-00-0-00043-00. Subject property is located on the north side of Stable Rd and east of Hwy 51 in Section 32, Township 3, Range 7 (District 5)
Applicant: Rebecca Baker | |

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J. Planning, continued

- b. Johnson-Payton Minor Lot (#7550)** Approval of 1 lot(s) on 1.50 acres out of 18.39 acres. Identified as Parcel # 3-09-2-03-00-0-00008-03. Subject property is located on the north side of Newell Road and east of Hwy 301 in Section 3, Township 3, Range 9 (District 4)
Applicant: Richard Johnson
- c. Dean Manor Estates Minor Lot (#7551)** Approval of 11 lots on 74.39 acres. Identified as Parcel # 2-09-7-35-00-0-00018-00. Subject property is located on the east side of Baldwin Rd and south of Dean Rd in Section 35, Township 2, Range 9 (District 4)
Applicant: Mid South Land Company
- d. Cardinal Crest Minor Lot (#7552)** Approval of 2 lots on 6.00 acres. Identified as Parcel # 3-06-3-08-00-0-00030-01. Subject property is located on the north side of Craft Rd S and south of Vaiden Rd in Section 8, Township 3, Range 6 (District 5)
Applicant : Kimery Aldridge

4. Other

- a. Authority for Board President to sign MPO Contract for Getwell and Pleasant Hill Signalization**

K. Executive Session

~Coming Events~

Today – Jail Inspection
Monday, February 15 – President’s Day
Tuesday, February 16 – BOS Meeting
Wednesday, March 3 – MAS Mid-Winter Legislative Meeting – Jackson, MS