

DeSoto County Board of Supervisors

Meeting Agenda
May 6, 2019
9:00 a.m.

A. Call to Order

B. Invocation

David Williamson,
Hernando Baptist
Church

C. Pledge of Allegiance

D. Approval of April Minutes

E. Approval of Agenda: Additions & Deletions

F. Citizens Remarks & Presentations

- | | |
|--|-------------------------------|
| 1. 9:15 a.m. - SouthGroup Insurance Presentation | Sarah Edmiston &
Davy Hunt |
| 2. 11:00 a.m. – Homestead Refund Request | John Brown |
| 3. 2:00 p.m. – Health Department Report
Branch Director Deborah Jones; Regional RN Millie Smith, Debra Clearly | Robert Jarman |
| 4. 2:30 p.m. – Recognition of Road Department Employees | Andy Swims |

G. Consent Agenda

1. Department of Human Resources: Monthly Health Claims Report
2. Office of Finance & Accounting
 - a. Budget Amendments – Animal Services, Board Attorney, Facilities Management, County Prop & Liability Insurance/Sheriff's Dept, Wireless Funds Revenue/Sheriff's Dept, Sheriff's Department, DUI Grant 2018/19, Animal Shelter Operations, Chancery Court Administrator, EMA Grant Fund, Rubbish Pit Utilization Project, Bridge & Culvert, COE Feasibility Study, State Aid Road Fund, Circuit Court Administrator
3. Road Department
 - a. Monthly Road Report
 - b. Monthly Work Schedule
 - c. Road Bond Report

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G. Consent, continued

4. Office of Procurement
 - a. Procurement Card Purchases – Facilities, Administration
 - b. Remove Mike Kennedy and Andrea Black from 156-300, 156-370, 160-351, 160-359, 160-362, 160-363, 160-377, 160-399, 160-364
Remove Andrea Black from 001-346, 160-333
Add Kenny Woods as Requisition Signer to 156-300, 156-370, 160-351, 160-359, 160-362, 160-363, 160-377, 160-399, 160-364, 160-333
5. Contract Administration – Auto Renewal
 - a. Election Commission – Interlocal With Cities – Shared Funding and Use of Equipment
 - b. Election Commission – ES&S Electronic Pollbook
 - c. Animal Shelter – Interlocal with Cities for Reciprocal Aid and Assistance
6. Enter Into the Formal Record and Make a Part of the Board Minutes
 - a. Facilities - Siemens Energy Performance Contract Signed
 - b. Johnson Creek Greenway Notice to Bidder/STP-0017-00(036) LPA 106405-701000
7. Meal Log Affidavits (2)
8. Constables' Annual Financial Reports –
 - a. Bobby Holloway
 - b. Keith Combes
9. MSU Visits – May 23/24, July 2/3, September 1/2 - Hotel Cost is \$248 Per Visit
10. Justice Court Monthly Report
11. Business Investment Incentives – Final Resolutions
 - a. Five Below, Inc. 5-Yr. Personal Property (Expanded) \$ 871,285.00
(Effective: 01/01/2019 – 12/31/2023)
 - b. Olam Cotton, Inc. dba Anderson Clayton Desoto Warehouse \$ 848,028.00
10-Yr. Personal Property (New) (Effective: 02/04/2019 – 12/31/2028)

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H. Old Business

1. Animal Shelter – Employee Policy & Guidelines Changes Monica Mock
2. Stateline Road Bridge Tony Nowak
3. Waggoner Engineering Projects Tracy Huffman &
Collins Simpson
 - a. Johnson Creek Greenway – Project Engineer Substitution – Approval from MDOT
 - b. Star Landing Road Bridge – Construction Documents Approval for Advertisement
 - c. Fogg Road – Additional Funding Allocation
 - d. Commerce Street Extension – Environmental Assessment
4. Contracts with Waggoner Engineering to Provide Preliminary & Final Maps & Descriptions for ROW Acquisition – Request Past President Signature on Previously Approved Forms Andy Swims &
Pat McLeod
 - a. Nail Road
 - b. Craft Road
 - c. Swinnea Road
5. ACI Fire Truck Purchase Tony Nowak
 - a. Letter of Credit
 - b. Verification Letter for Lender (IRS Form 147) Need Board President Signature
6. Youth Mentoring Program
 - a. Verification of Program
 - b. Procurement Card Purchase
7. CSpire Franchise Agreement Tony Nowak

I. Planning

Bennie Hopkins &
Austin Cardosi

1. Consent

- a. **Abston Estates Minor Lot (7344)** Approval of 2 lot(s) on 9.79 acre(s). Identified as Parcel #4-08-1-02-00-0-00003-00. Subject property is located on the south side of Ranch Road and east of Robertson Gin Road in Section 2, Township 4, Range 8 (District 5)
Applicant: Chlonda Abston

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I. Planning, continued

- b. **Hobbs Minor Lot (7345)** Approval of 2 lot(s) on 6.00 acre(s). Identified as Parcel #2-07-7-26-00-0-00015-04. Subject property is located on the east side of Sandy Betts Road and north of Sunset Road in Section 26, Township 2, Range 7 (District 5)
Applicant: Paulette Hobbs

2. Other

- a. CAV
- b. **Gates Access Subdivisions**
- c. **Refund Request**

J. New Business

- 1. Environmental Services Ray Laughter
 - a. Enforcement - 6843 Nail Road – Litter Ordinance Violation – Request to Post Property
 - b. Parks & Greenways – Cockrum Community Park Ribbon Cutting
- 2. Office of Procurement
 - a. Bid Opening for Class I Rubbish Facility Phase III Cell Construction Pat McLeod
 - b. Request Intergovernmental Purchase of Tahoe for Sheriff’s Department and Authorize the Clerk to Write the Checks for Tags, Title, License, and Any Applicable Taxes. Karen McNeil
 - c. Purchase Exceeding \$25,000 – IT for Servers from MS EPL 370 Karen McNeil
 - d. Election Commission – Sole Source Purchase for Express Poll with Integrated Pollbook Stand and Printers Karen McNeil
- 3. Office of Finance and Accounting Andrea Freeze & Stephanie Hanks
 - a. Preliminary Inventory Dispositions – Road Department, IT, Hernando Library, EMA Hunter Pettigrew
 - b. Claims Docket
- 4. Grant Administration Bryan Riley
 - a. Request Acceptance of Funds from Firehouse Subs Public Safety Foundation and Authorize Chief Chris Olson to Sign the MOU
 - b. Request Acceptance of Funds from MDEQ and Authorize Board President to Sign

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J. New Business, continued

5. Human Resources Carla Crockett
 - a. Humana PPO Plan Summary and Summary of Benefits/Coverage – Need Board President Signature
 - b. Job Description for Human Resources Coordinator
 - c. Organizational Chart

6. Contract Administration Pat McLeod
 - a. Justice Court – Cummins Allison – Contract Amount Changed
 - b. Chancery Clerk – Courthouse - Shred-It

7. Road Department Andy Swims
 - a. Request from City of Hernando – Assistance with Ditching & Shoulder Work on West Commerce from West South Street to Horn Lake Road
 - b. Finding of Fact – 4610 Kaitlyn Ridge E
 - c. Finding of Fact - 5660 Church Road
 - d. Finding of Fact – 7961 Misty Meadows
 - e. Authorize Scott Young to approve invoices for payment on the following Special Projects:
 - 156-370 Star Landing Rd EA, Tulane, Getwell
 - 160-351 Holly Springs Road Bridge
 - 160-359 NRCS Project
 - 160-364 Nail Road, Hack Cross, Center Hill Road
 - 160-377 Craft at Bethel Road Widening

8. Authorize Board Attorney to Work on Agreements for County Building Use Robert Jarman &
Pat McLeod
 - a. Walls Library

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J. New Business, continued

- 8. b. Hernando Library
- c. Region IV
- 9. Appointments Pat McLeod
 - a. DC Convention & Visitors Bureau Commission – District 3
 - b. Horn Lake Creek Interceptor Sewer District Board of Commissioners
- 10. Sheriff's Department – List of Unmarked Vehicles Vanessa Lynchard
- 11. Earth Day 2019 Recap Pat McLeod
- 12. Agri Center – Lidar Topographic Map Survey Proposal Vanessa Lynchard
- 13. FY20 Budget Update Vanessa Lynchard

K. Executive Session

~Coming Events~

May 5-11 – Be Kind To Animals Week
May 11 – Animal Shelter Open House
May 15 – Southaven Chamber Quarterly Luncheon
May 16 – Horn Lake Chamber Golf Tournament
May 16 – Southaven Industrial Job Fair – Colonial Hills Church
May 16 – 10:30 am - APELAH Open House
May 17 – Noon - COG Meeting
May 17 – 5:30 pm - Library Renaming Ceremony - Hernando
June 10 – 13 – MS Assoc. of Supervisor Annual Convention – Biloxi, MS