

DeSoto County Board of Supervisors

Meeting Agenda
July 06, 2020
9:00 a.m.

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Approval of June Minutes

E. Approval of Agenda: Additions & Deletions

F. Citizens Remarks & Presentations

1. Town of Walls – Mayor Keidron Henderson

G. Consent Agenda

1. Board Proceedings – Signature Required
2. Department of Human Resources: Monthly Health Claims Report
3. Office of Finance & Accounting
 - a. Budget Amendments – Animal Services, Road Management, Environmental Services, Circuit Clerk, County Court, Election Commissioners, Sheriff Departments, Property/Liability Insurance & Ending Cash, Chancery Court Reporters, EMA Grant/M18HSO17T, Animal Shelter Operations/Transfers Out, Animal Shelter Impv's/SB3049, County Property/Liability Insurance, Adult Drug Court, Garbage and Solid Waste, Constable-District 1 Vaughn, Road Management, Bridge & Culvert – Craft at Bethel Project, Bridge & Culvert – Storm Debris Removal, Road Management, Bridge & Culvert, Bond Project Fund, Payroll Various Line Items
 - b. Interfund Transfer & Interfund Loan – To Make Part of the Board Minutes

Interfund Transfer – (Senate Bill 3049 Funds)
From: Animal Shelter Operations Heating & Air Units
To: Senate Bill 3049 Animal Shelter Improvement Project Transfers In

Interfund Loan – Money reimbursed by the BUILD Grant to Road Projects
 - 1) Road Projects/HS Road to BUILD Grant \$666,551.78
 - 2) BUILD Grant to Road Projects/HS Road \$666,551.78
 - c. Final Inventory Dispositions – IT, Road
 - d. Quarterly Report on Holly Springs Road Senate Bill 2002

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e. Quarterly Allocations – Fourth Quarter

Tax Assessor: \$362,264.66

Tax Collector: \$356,793.50

Sheriff - \$6,209,554.75

f. Monthly Expenses for Tax Collector/Tax Assessor/Sheriff

g. Wires Not Seen on Docket

1. Diversified Companies-Certified Mailing		Postage-Tax Collector
5.15.2020	001.104.594	1,199.04
6.4.2020	001.104.594	1,144.72
5.8.2020	111.111.501	8,173.20
5.15.2020	111.111.501	4,046.76
6.4.2020	111.111.501	914.40
6.4.2020	111.111.501	3,863.43
2. DeSoto County Convention & Visitors Bureau		2% tax
5.18.2020	654.000.102	\$ 678,343.05
6.15.2020	654.000.102	\$ 604,673.92
3. Checks written for Eminent Domain-Craft Road		
6.18.2020	160.390.914	\$ 426.53 Mr. Pasuer
6.18.2020	160.390.914	\$ 889.57 Mr. Phillips

4. Road Department

a. Road Bond Report

b. Monthly Road Report

5. Contract Administration – Auto Renewal

a. Circuit Clerk – Delta Computer Systems Website Hosting Agreement

b. Several Offices – Shred-It

c. Chancery – Corporation Service Company

d. Chancery - Simplifile

e. Environmental Services – Delta Sanitation d/b/a Waste Pro

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G. Consent Agenda, continued

- f. IT – Purschill LLC
- 6. Enter Into the Formal Record and Make a Part of the Board Minutes
 - a. Project Wildflower – Fee In Lieu Agreement - MDA Signature
 - b. FY2019 Edward Byrne JAG Grant – Sheriff’s Department – Fully Executed
 - c. FY20 Coronavirus Emergency Supplemental Funding Program Grant – Fully Executed
 - d. DIP Grant – Amazon (Project Golden Bell) – Fully Executed
- 7. Procurement Card Purchases for May
- 8. Meal Log Affidavits (2)
- 9. Elected Officials Budget Requests:
 - a. Sheriff – MS Code 19-25-13
 - b. Tax Collector – MS Code 27-1-9
 - c. Tax Assessor – MS Code 27-1-9
- 10. Appointment of Public Defender in Justice Court
- 11. Justice Court Monthly Report
- 12. Constable’s Yearly Report – M. Hodge
- 13. Receiving Clerk Update for County Court –
 - Remove Marilyn Culver 001-162
 - Add Leigh Ann Johnson as Assistant Receiving Clerk 001-162
- 14. Receiving Clerk Update for Road Department –
 - Add Amy Henley as Assistant Receiving Clerk for all lines below:
 - 156-300 Dept of Road Management
 - 156-370 Starlanding Rd E-Tulane-Getwell
 - 156-374 Commerce Street-Della to Jaybird

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G. Consent Agenda, continued

- 156-376 Various Roads (Hwy 304 Ovrly-2 miles)
- 156-378 Armory Road
- 160-333 County Engineer
- 160-351 Holly Springs Road
- 160-353 Pepperchase Road Improvements
- 160-358 COE Feasibility Study
- 160-359 NRCS Project
- 160-361 Craft Road Overpass
- 160-362 Bridge Updates
- 160-364 Nail Road-Hacks Cross-Ctr Hill
- 160-369 McIngvale Road Extd
- 160-373 Stateline Road Box Culv
- 160-377 Craft at Bethel Rd Widening
- 160-379 Swinnea Rd-W'landing to Bankston
- 160-389 Nail Road – Hacks to Polk Lane
- 160-390 Craft Rd – Hawks North to Bethel
- 160-399 Bridge and Culvert
- 001-346 Fleet Management

15. Uniform Reimbursement – Sheriff's Department

H. Old Business

- | | |
|-------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 1. Storm Update | Robert Jarman
Ray Laughter
Chief Chris Olson |
| a. Determination of Continuation of Emergency Declaration from June 1st –
Signature Required | |
| 2. FedEx Ground Package – Business Investment Incentives | Bryan Henley |
| 3. Project 2023/AWG | |
| a. Approval of Task Order for US Hwy 51 Improvements – Signature Required | Tracy Huffman |
| b. Budget Amendments | Andrea Freeze |
| c. Interfund Transfer & Budget Amendment | Andrea Freeze |
| 4. Chancery Clerk – Revised Qualifying Papers for J.B. Payne, Jr./Election
Commissioner | Misty Heffner |
| 5. Approval to Contract with MDEQ for Aerial Photography | Vanessa Lynchard |

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H. Old Business, continued

6. Request Approval of Resolution for Review Appraiser for Holly Springs Road – Bailey Hunt – Signature Required Tony Nowak
7. Request Approval of MOA with Amazon.com Services LLC to apply for DIP Grant Tony Nowak
8. COVID-19 (Coronavirus) Updates
 - a. EMA/EMS Updates Chris Olson & Mark Davis
 - b. EFLMA and New Practice at Childcare Facilities Carla Crockett
 - c. COVID Vaccination – American Testing Carla Crockett

I. New Business

1. Presentation of Real & Personal Preliminary Tax Roll Jeff Fitch, Tax Assessor
2. Approval of Order to Equalize the Tax Rolls & Authorize Board President Signature Misty Heffner, Chancery Clerk
3. Tax Assessor – Request for New Position Jeff Fitch
4. Election Commission – CARES Act Allocation - \$142,042.81 Danny Klein
5. EMS – Request Acceptance of \$10,000 in Additional Delta Trauma Funds Mark Davis
6. Request Approval to Apply for State Homeland Security Grant for CBRNE Detection Equipment – No Match Required Josh Harper
7. Software Update
 - a. Update John Mitchell
 - b. Request for Overtime/Comp Time Vanessa Lynchard
8. Environmental Services – Commercial Code Enforcement 7695 Hwy 161 - MS Code 19-5-105 – Litter Ordinance Violation Ray Laughter
9. Office of Procurement
 - a. Bids Under Advisement - Request Approval to Purchase One Ambulance Angie Irving
 - b. Bids Under Advisement – Request to Purchase 3 SUV's for Sheriff's Dept.
10. Office of Finance and Accounting Andrea Freeze & Stephanie Hanks
 - a. Preliminary Inventory Dispositions – IT, Sheriff's Department

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I. New Business, continued

- b. Preliminary/Final Inventory Dispositions– Facilities, Road Department
 - c. PCORI Fees – Signature Required
 - d. Interfund Loan Request –
From: Road Projects/Local Transfers/HS Road \$1,370,607
To: BUILD Grant – HS Road - \$1,370,607
 - e. Claims Docket
11. Grant Administration Sheila Garrett
- a. Request to Close Out Justice Assistance Grant – Youth Drug Court –
Signature Required
 - b. Request to Accept COPS Hiring Grant – Sheriff’s Department
12. Contract Administration Pat McLeod
- a. IT – Tyler Technologies – Approval of Change Order and Finding of Fact for
Prepayment – Signature Required
 - b. IT – Alhambra – Finding of Fact for Prepayment
 - c. IT – SHI International – Finding of Fact for Prepayment
 - d. IT – Fresche Solutions/WebSmart Solutions– Finding of Fact for Prepayment
 - e. Sheriff’s Department – Columbus Police Dept. Forensic Lab – Signature
Required
 - f. Road Department – Digital Now – Finding of Fact for Prepayment –
Signature Required
13. Business Investment Incentive Guidelines Update Vanessa Lynchard
- a. Free Port Application Guidelines
 - b. Ad Valorem Incentive Application Guidelines
14. Appointment of Special Public Defender for Justice Court – Darin Vance Vanessa Lynchard

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I. New Business, continued

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|----------------------------------------------------------------------------------|-------------------|
| 15. Road Department | Robert Jarman |
| a. Finding of Fact – 1785 Royal Lane | |
| b. Finding of Fact – 14850 Cathy Road | |
| 16. Request Authority to Work with Sheriff’s Dept. on Proposed Mentoring Project | Tony Nowak |
| 17. Request Authority to Review Contract – Sheriff’s Department – CorrectTek | Tony Nowak |
| 18. Budget FY21 | Vanessa Lynchard |
| 19. Approval to Write Letter Requesting Patrol of Hwy 305 | Supervisor Medlin |
| 20. Human Resources | Carla Crockett |
| a. Finding of Fact for Service – Medical Administrator for Health Insurance | |
| b. Overtime Discussion in Human Resources | |

J. Planning

- | | |
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| 1. <u>Consent</u> | Bennie Hopkins &
Austin Cardosi |
| a. Cermeno Minor Lot, 1st Rev (#7477) – Approval of 1 lot(s) on 2.23 acre(s) out of a total of 51.55 acres. Identified as Parcel # <i>2-09-1-01-00-0-00015-00</i> . Subject property is located on the east side of Poplar Corner Road and north of Church Road in Section 01, Township 02, Range 09 (District 3)
Applicant: Raquek Cermeno | |
| b. Anderson Corner Minor Lot, Rev of Lot 7 (#7478)
Approval of 1 lot(s) on 1.5 acres. Identified as Parcel # <i>3-07-1-02-00-0-00037-01</i> . Subject property is located on the north side of Bright Rd and east of Malone Road in Section 2, Township 3, Range 7 (District 5)
Applicant: Tommy Lewis | |

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J. Planning, continued

- c. **Wiltshire Minor Lot, Second Revision (7479)** Approval of 3 lot(s) on 9.68 acre(s). Identified as Parcel #3-07-9-32-00-0-00042-01. Subject property is located on the south side of Deerwood Place and north of Stable Road in Section 32, Township 3, Range 7 and is zoned Agricultural-Residential (A) (District 5)
Applicant: Gerald Young / Jones - Davis
- d. **Estep's Hill Minor Lot, Second Revision (7480)** – Approval of 2 lot(s) on **8.80** acre(s). Identified as Parcel #2-09-1-11-00-0-00008-00. Subject property is located on the north side of Austin Rd and east of Poplar Corner in Section 11, Township 2, Range 9 (District 3)
Applicant: Francis Estep
- e. **Gainey's Acres Minor Lot (#7481)** - Approval of 1 lot(s) on 4.00 acres out of 32.30 acres Identified as Parcel #4-08-4-17-00-0-00009-00. Subject property is located on the east side of Wheeler Road and west of Airport Road W. in Section 17, Township 4, Range 8 (District 5)
Applicant: Jeremy Gainey
- f. **Miller Estate Minor Lot (#7482)** Approval of 1 lot(s) on 1.6 acres out of 12.57 acres Identified as Parcel #4-08-1-11-00-0-00007-01. Subject property is located on the north side of Gaines Road and west of Hwy 51 in Section 11, Township 4, Range 8 (District 5)
Applicant: Andrew Miller
- g. **Marshall Place Minor Lot,(7483)** - Approval of 3 lot(s) on 6.90 acre(s). Identified west side of Jaybird Rd and north of Holly Springs Rd in Section 17, Township 3, Range 7 and is zoned Agricultural-Residential (A) (District 5)
Applicant: Greg Craigan

2. Other

- a. Legal Authorization – Bell Road

K. Executive Session

~Coming Events~

August 10-13 – MAS Annual Convention in Biloxi