

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT FOUR SUPERVISOR LEE CALDWELL, PRESIDING
March 18, 2019

A. CALL TO ORDER

The March 18, 2019 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Lee Caldwell, Board President.

Sheriff Bill Rasco 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
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner introduced his pastor from Heartland Church, Brian Carter. Rev. Carter thanked the Board for having him and invited the audience to the church's grand opening of their new building, located at 3580 Getwell Road, Southaven, on March 24, 2019.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Supervisor Caldwell asked if there was anyone who wished to add or delete items to the Agenda.

1. Board Attorney Tony Nowak requested the following be considered for Executive:

- a. Potential Litigation – James Blanchard (Executive, J.5.a.)
- b. Litigation – Grandville Scruggs Update (Executive, J.2.d.)

2. Sheriff Bill Rasco requested to add the following:

- a. Maintenance Contract for Jail Kitchen Equipment (New, I.7)

3. Director of Procurement and Administrative Services Pat McLeod requested to move the following:

- a. Consent, F.10.c. – Correction to February 19, 2019 minutes (Old, G.10.)

4. Environmental Services Director Ray Laughter requested to add the following:

- a. Liberty Tire Contract – (New, I.8.)

5. County Administrator Vanessa Lynchard requested to add the following:

- a. Tuition Reimbursement – Add Authority to Write the Check (Consent, F.12.)
- b. Transfer of Backhoe from Road Management to Facilities (New, I.6.)
- c. Consideration for Executive Session – Human Resources Personnel (Executive, J.2.k.)
- d. Consideration for Executive - Property Acquisition – Delta View Road (Executive, J.4.b.)

- e. Consideration for Executive - Potential Litigation – Panelizer (Executive, J.5.c.)

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth 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>

E. CITIZEN REMARKS & PRESENTATIONS

1. Recognition of Service for Debby Lynn Lambert

Supervisor Lee Caldwell invited Mr. Larry Lambert and friends of Debby Lynn Lambert that were in attendance to come to the front of the room. Supervisor Caldwell read the Resolution in Memory of Debby Lynn Lambert and expressed the Board’s sympathy to Mr. Lambert. Supervisor Caldwell said that Debby Lynn would be sorely missed in the community and County in which she served.

See Exhibit E.1.

F. CONSENT AGENDA

1. Publication of Board Proceedings – Need Board President Signature

ORDER APPROVING ALL COUNTY BILLS THE MONTH OF **February 2019**.
AS AUTHORIZED AND PROVIDED UNDER SECTION 19-3-67 AND 19-3-35, MISSISSIPPI

CODE 1972 AMENDED.

FOR CLAIMS NUMBERED 1852-2202 (Fund 001); 19-23 (Fund 024); 32-41 (Fund 025); 57-74 (Fund 026); 19-21 (Fund 027); 38-46 (Fund 028); 8-9 (Fund 033); 43-53 (Fund 044); 15-18 (Fund 075); 4 (Fund 097); 56-70 (Fund 101); 67-86 (Fund 105); 15-18 (Fund 108); 13-14 (Fund 120); 334-408 (Fund 156); 162-212 (Fund 160); 5 (Fund 170); 10-12 (Fund 313); 9-11 (Fund 380); 42-51 (Fund 501); 4 (Fund 604); 15-17 (Fund 650); 5 (Fund 654); -151 (Fund 681); 11-12 (Fund 682)

TOTALING \$ 11,178,862.14

BE IT ORDERED:

That all county bills for **DESOTO COUNTY** for the month **February 2019** claims numbered as noted above totaling **\$ 11,178,862.14** is hereby approved as presented by the Chancery Court Clerk of **DeSoto County**.

These are claims presented and approved during the month of **February 2019**.
ORDERED AND DONE THIS 25th DAY of **February 2019**.

Supervisors that were present at the February 25, 2019 meeting were Michael Lee, William Russell, Mark Gardner, Jessie Medlin and Lee Caldwell.

Lee Caldwell, PRESIDENT
DESOTO COUNTY BOARD OF SUPERVISORS

CLAIM#	NAME	PURPOSE	AMOUNT
8091	BankCard Center	M.Gardner-MAS lodging	\$ 198.00
8092	BankCard Center	M.Lee-MAS food	\$ 9.00
8419	Cabot Lodge	M.Lee-MAS lodging	\$ 198.00
8093	BankCard Center	L.Caldwell-MAS lodging/food	\$ 207.50

2. Office of Finance & Accounting

- a. **Budget Amendments – Animal Services, Board Attorney, Facilities Maintenance/Ending Cash, Fire Code Adoption, Fire Code Adoption Funds, Volunteer Fire Department, EMA/Homeland Security Equipment Grant, County Prop & Liability Insurance (2)**

		Fund/Department #		001 / 445			
(1)	Animal Services						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
001-000-370	Animal Shelter Donations	\$ 1,155.00	\$ 1,135	\$ 20		\$ 1,155	
EXPENSE							
001-445-698	Canine Supplies - Food	\$ 8,454.33	\$ 20,370	\$ 20		\$ 20,390	
TOTALS				OVERALL INCREASE		\$20.00	

Reason for Request: Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.
(Show detailed

		Fund/Department #		001 / 130			
(2)	Board Attorney						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-130-521	Legal Advertising	\$ -	\$ -	\$ 1,000		\$ 1,000	
001-130-550	Legal Fees	\$ 68,243.85	\$ 171,500		\$ 1,000	\$ 170,500	
TOTALS				\$ 1,000	\$ 1,000	\$ 171,500	

Reason for Request: To account for various legal advertising.

		Fund/Department #		001 / 151 & 999			
(3)	Facilities Maintenance / Ending Cash						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-151-544	Service/Maintenance Contract	\$ 55,219.73	\$ 140,271		\$ 19,500	\$ 120,771	
001-999-999	Ending Cash	\$ -	\$ 31,574,909	\$ 19,500		\$ 31,594,409	
TOTALS				\$ 19,500	\$ 19,500	\$ 31,715,180	

Reason for Request: To account for cancellation of Siemens performance portion of contract and move funds no longer needed back to ending cash.
(Show detailed

		Fund/Department #		106 / 250			
(4)	Fire Code Adoption						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
106-000-289	Insurance Premium	\$ -	\$ 220,500	\$ 876		\$ 221,376	
EXPENSE							
106-250-924	Computer Hardware & Software	\$ -	\$ -	\$ 876		\$ 876	
TOTALS				OVERALL INCREASE		\$876.00	

Reason for Request: Increase revenue and increase expenses to account for correct amount of fire code rebate funds to be received.
(Show detailed

		Fund/Department #		106 / 250			
(5)	Fire Code Adoption Funds						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
106-250-587	Training & Registration	\$ -	\$ 2,000		\$ 274	\$ 1,726	
106-250-609	Training Materials	\$ -	\$ 1,000		\$ 1,000	\$ -	
106-250-610	Professional Supplies	\$ -	\$ 1,000		\$ 250	\$ 750	
106-250-699	Other Consumable Supplies	\$ -	\$ 1,000		\$ 1,000	\$ -	
106-250-921	Other Cap Outlay Under \$5000	\$ -	\$ 500		\$ 100	\$ 400	
106-250-924	Computer Hardware & Software	\$ -	\$ -	\$ 2,624		\$ 2,624	
TOTALS				\$ 2,624	\$ 2,624	\$ 5,500	

Reason for Request: To reallocate funds to necessary line items to account for State approved fire code expenses.
(Show detailed

		Fund/Department #		106 / 251 & 999			
(6)	Volunteer Fire Department						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
106-251-587	Training & Registration	\$ -	\$ 800	\$ 650		\$ 1,450	
106-251-609	Training Materials	\$ -	\$ -	\$ 350		\$ 350	
106-251-622	Public Outreach	\$ -	\$ -	\$ 2,105		\$ 2,105	
106-999-999	Ending Cash	\$ -	\$ 286,100		\$ 3,105	\$ 282,995	
TOTALS				\$ 3,105	\$ 3,105	\$ 286,900	

Reason for Request: To reallocate funds to necessary line items to account for State approved fire rebate funds carry over expenses.
(Show detailed

		Fund/Department #		044 / 286			
(7)	EMA - Homeland Security Equipment Grant						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
044-286-699	Other Consumable Supplies	\$ -	\$ 2,000		\$ 1,000	\$ 1,000	
044-286-922	Other Cap Outlay over \$5,000	\$ -	\$ 33,000	\$ 1,000		\$ 34,000	
TOTALS				\$ 1,000	\$ 1,000	\$ 35,000	

Reason for Request: Reallocate budget amount to line item where funds are needed.

		Fund/Department #		001 / 106			
(8)	County Prop & Liability Insurance						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
001-000-376	Insurance Proceeds	\$ 40,384.29	\$ 38,442	\$ 1,943		\$ 40,385	
EXPENSE							
001-106-542	Vehicle Repair & Maintenance	\$ 26,440.02	\$ 26,441	\$ 1,943		\$ 28,384	
TOTALS				OVERALL INCREASE	\$1,943.00		
Reason for Request:	Increase revenue and increase expense to account for						
(Show detailed justification)	insurance proceeds to repair 2016 Ford Interceptor- Sheriff Dept.						
		Fund/Department #		001 / 106			
(9)	County Prop & Liability Insurance						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-106-581	Property/Auto Deductibles	\$ 10,000.00	\$ 10,000	\$ 2,000		\$ 12,000	
001-106-599	Small Claims-Non-Insurance	\$ 8,270.74	\$ 85,000		\$ 2,000	\$ 83,000	
TOTALS				\$ 95,000	\$ 2,000	\$ 2,000	\$ 95,000
Reason for Request:	Increase deductible line item in order to pay County owed						
(Show detailed justification)	deductible for 2016 Ford Interceptor- Sheriff's department vehicle. Insurance proceeds will cover remainder of the amount owed.						

b. Wire Payments Not on Docket - December to February

Per the minutes from November 19, 2018 the Board of Supervisors approved placing on the Consent agenda a list of payments made that are not seen on the docket.

The following payments were made by wire during the time period of December 2018-February 2019

1. Diversified Companies-DivcoData Postage Tax Collector

12.18.2018	111.111.501	\$ 3,011.99
12.18.2018	001.104.594	\$ 966.11
12.27.2018	001.104.594	\$ 2,812.46
01.04.2019	111.111.501	\$ 9.46
01.08.2019	001.104.594	\$ 3,144.15
01.08.2019	111.111.501	\$ 931.60
02.13.2019	001.104.594	\$ 1,156.48
02.13.2019	111.111.501	\$ 3,903.12

2. DeSoto County Convention & Visitors Bureau 2% tax

12.18.18	654.000.102	\$ 748,971.35
01.15.2019	654.000.102	\$ 707,016.74
02.15.2019	654.000.102	\$ 802,283.66

c. Final Inventory Dispositions – Sheriff’s Department, IT, Road Department

DEPT	SHERIFF'S DEPARTMENT			NRC = NON REPAIRABLE (COST)	K = THOUSANDS				DEPT	200
NAME:				NR = NON REPAIRABLE	H = HUNDREDS				LOC	
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
41789	TOYOTA 2001 RAV4	JTEHH20VX10128455	Forfeiture-Surplus for Auction	2011	65H	SID Lot				
44025	LINCOLN 2013 MKS	1LNHL9DK2DG608895	Forfeiture-Surplus for Auction	2014	28K	SID Lot				
45489	FORD 2002 RANGER	1FTYR10U52PA77619	Forfeiture-Surplus for Auction	2016	1K	SID Lot				
48310	Iphone 8plus	F2LW1DW2YCLQ	Lost -- Affidavit attached	2018	5H	Lost				
36284	TASER GUN	X00627988	Broken-not repairable	2005	8H	ADC				
42489	TASER GUN	X00682562	Broken-not repairable	2012	8H	ADC				
AUTHORIZATION TO DISPOSE						INVENTORY CLERK INFORMATION		NOTES		
SIGNED BY: _____						PRELIMINARY PRESENT TO BOS				
DATE: _____						March 4, 2019				
PRINT NAME: Lt. Justin Smith / C. I. Roger Hutchins						FINAL PRESENT TO BOS				

DEPT	SHERIFF'S DEPARTMENT			NRC = NON REPAIRABLE (COST)	K = THOUSANDS			DEPT	200	
NAME:				NR = NON REPAIRABLE	H = HUNDREDS			LOC		
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
5084	Motorola GTX H/H Radio	866SXM004	Outdated -- Not Compatible	1997	4H	SAR				
31185	Kenwood Mobile Radio	90201238	Outdated -- Not Compatible	2002	3H	SAR				
31212	Kenwood Mobile Radio	90700765	Outdated -- Not Compatible	2002	3H	SAR				
31225	Kenwood Mobile Radio	93123637	Outdated -- Not Compatible	2002	3H	SAR				
31229	Kenwood Mobile Radio	51100630	Outdated -- Not Compatible	2002	3H	SAR				
33081	Motorola HT 1000 H/H Radio	402TW0634XW3	Outdated -- Not Compatible	2005	3H	SAR				
33089	Motorola HT 1000 H/H Radio	402AUE9186XW3	Outdated -- Not Compatible	2005	3H	SAR				
33090	Motorola HT 1000 H/H Radio	402ATW0653XW3	Outdated -- Not Compatible	2005	3H	SAR				
33091	Motorola HT 1000 H/H Radio	402AVN6037ZW3	Outdated -- Not Compatible	2005	3H	SAR				
42254	Honda Gas Pressure Washer	N/A	Motor locked	2015	4H	SAR				

IT Department										DEPT #:	152
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
730043	IBM LINE PRINTER	01E5236	not updatable	98	6610						
41241	FUJITSU LIFEBOOK LAPTOP	R0930248	will not boot	10	2187						
42734	SCANSNAP S1500	A7VC713595	not supported and not compatible	12	464						
44829	APPLE IPHONE 5S	F2LR11KRFF9R	will not hold charge	16	449						
46189	DELL WYSE	4M9YBF2	bad power port	16	260						
46236	IPHONE 5S	DX3Q71Z4FFDQ	will not power on	16	349						
47574	DELL ZERO CLIENT	9F200626697	bad port video	17	110						

AUTHORIZATION TO DISPOSE			INVENTORY CLERK INFORMATION		NOTES
SIGNED BY: <u><i>Felicia Hopper</i></u>	DATE: <u>02/27/19</u>		PRELIMINARY PRESENTED TO BOS		
PRINT NAME: <u>Felicia Hopper</u>			3/4/2019		
DISPOSED BY: _____	DATE: _____		PRESENTED TO BOS		
PRINT NAME: _____			DATE INVENTORY DISPOSED IN AS400		
INV CLERK: <u><i>H.P.</i></u>	DATE: <u>02/27/19</u>		DATE BOS FINAL MINS ATTACHED		
HUNTER PETTIGREW					

DEPT	Road Department			NRC = NON REPAIRABLE (COST)	K = THOUSANDS			DEPT #:	300	
NAME:				NR = NON REPAIRABLE	H = HUNDREDS			LOC #:	300	
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
32151	Duraco Pothole Patcher	12776	replaced with new one/DAS	2002	40k	CM				
44176	Bobcat Mini Excavator E85	B34T 11375	replaced with new one/DAS	2015	90k	CM				
	with attached edge and									
	trenching & ditching buckets									

AUTHORIZATION TO DISPOSE			INVENTORY CLERK INFORMATION		NOTES
SIGNED BY: <u>Kim Northcutt</u>	DATE: <u>02/07/19</u>		PRELIMINARY PRESENT TO BOS		
PRINT NAME: <u>Kim Northcutt</u>			March 4, 2019		
DISPOSED BY: _____	DATE: _____		FINAL PRESENT TO BOS		
PRINT NAME: <u>Keith Pearson</u>			DATE INVENTORY DISPOSED IN AS400		
INV CLERK: <u><i>H.P.</i></u>	DATE: <u>02/26/19</u>		DATE BOS FINAL MINS ATTACHED		
Hunter Pettigrew					

3. Office of Procurement

a. Procurement Card Purchases

FEB 2019

PROCUREMENT CARD LOG
CARD NUMBER: 4715 6215 8600 0011

Date Out	Time Out	Time In	Vendor	Department	Employee	Description of Purchase	TOTAL RECEIPT	Issues, if any
2/8/2019	9:00	10:00	CarryMap Builder	IT	Traci Webb	software license	\$535.00	tax charged/Traci working on credit
3/1/2019			CarryMap-Avangate	IT	Traci Webb	CREDIT FOR TAX	\$ (35.00)	Credit issued for sale tax

4. Inmate Meal Log Affidavit

5. Road Department Safety Report

6. EMS Monthly Report

February 2019

Number of ambulance runs billed: 111
Amount billed: \$ 72,455.60
Amount collected: \$ 53,428.61
Un-collectable amount: \$ 11,093.15

	Eudora	Lewisburg	Walls
Dispatched Calls:	47	75	63
Refusals:	7	20	21
Standby Only:	0	6	0
Billed:	27	43	41
Other:	13	6	1

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

7. Justice Court Monthly Report

February 2019

Criminal Cases Filed	162
Civil Cases Filed	783
Traffic Tickets Filed	885
Total Cases Filed	1,830
State Assessments	\$80,772.62
County General Fund	\$119,700.35
DPS	\$4,050.00
Total Collections	\$204,522.97

8. Human Resources – Request Signature on New Case Document from Humana
9. Human Resources – Approval to Pay Fees to Josh Wilson for Prior Constable Duties
10. Enter Into the Formal Record and Make a Part of the Board Minutes
 - a. Star Landing Road from Illinois Central RR to Lacey Blvd Supplemental Agreement
 - b. Correction of June 17, 2013 Minutes
 - c. Correction of February 19, 2019 Minutes – This item was moved to Old Business (G.10.)
 - d. Agreement Between DeSoto County & Desoto County School Board for Vehicle
 - e. Road Department – College @ Bethel/Jaybird/Rock Creek Drive 1 & 2
 - f. Road Department – Star Landing/County Line/ Holly Springs
 - g. Facilities – Schindler Elevator

h. Sheriff’s Department – Mississippi State University

i. Grant Administration – Signed Agreement with MS Highway Safety Patrol

11. Business Investment Incentives – Final Resolution

DSV Solutions, LLC (Tenant) & DeSoto 55 Logistics Center Phase I, LLC (Owner)
10-Yr. Real Property (New): \$10,223,877.00
(Effective: 01/01/2019 – 12/31/2028)

12. Tuition Reimbursement – Kim Cox

13. Chancery Clerk – Interest Checks on Court Accounts – Authority to Accept & Deposit

a. Beauchamp

b. Morse

c. Echols

14. Chancery Clerk Allowance

Supervisor Gardner asked what the Supplemental Agreement for Star Landing was about. Mr. Huffman stated there was some confusion about the process with MDOT and this agreement got signed before going to MDOT. He stated he spoke with MDOT and they said this time it will be fine.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the actions and matters presented in the Consent Agenda including moving Correction to February 19, 2019 Minutes (F.10.c) to Old Business (G.10.) and adding authority for the clerk to write the check for tuition reimbursement on F.12.

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 F.

G. OLD BUSINESS

1. Holly Springs Road Update – Wetlands Mitigation

Mr. Tracy Huffman stated the Corps of Engineers is requiring a new wetlands mitigation permit which will require a new wetland delineation. He proposed they get the work underway as soon as possible, and requested \$15,000 up to \$20,000 for the work. Mr. Huffman stated he submitted the previous delineation that the Corps had concurred with, but they did not accept it at this point.

Supervisor Medlin expressed displeasure over being misled about wetland mitigation that was supposed to have been in place. Mr. Nowak suggested discussing that in Executive Session. Mr. Huffman stated in order to expedite the process and move the project forward, they need to move forward with the delineation, get the permit and try to get it mitigated. He stated they cannot go out for bids until this is resolved.

Supervisor Caldwell said she talked to MDOT and they recommend the County move forward quickly because the grant was awarded by the County being shovel ready. She recommended the County try to buy some credits from a wetland mitigation bank and deal with Wildlife Mississippi to recoup the expenses. She said she is concerned the County could lose \$1.5 million if they don’t move forward quickly. Mr. Huffman stated some of the Federal money could possibly be used to buy wetlands.

Supervisor Caldwell asked Mr. Huffman what the Board needed to do to move forward. Mr. Huffman requested the board approve up to \$20,000 for Waggoner Engineering to get the new delineation, work up mitigation plan, and stake the Holly Springs Road center line to determine where the wetlands are.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize Waggoner Engineering to move forward with the Holly Springs Road delineation, approve a budget amendment from special projects up to \$20,000, and authorize a contract or task order with Waggoner Engineering pending the Board Attorney's review.

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>

Discussion:

Mr. Nowak stated when the Board was ready to purchase credits Waggoner would come back with another request.

Supervisor Gardner asked why the Board was just now learning of this. Mr. Huffman stated when they submitted the documents for the BUILD grant and received that funding, MDOT got more heavily involved and asked for the Wildlife MS contract. He said it was at that time they found out the wetlands had never been resolved. Supervisor Caldwell stated Wildlife MS was recommended by MDOT and they were also surprised at this disclosure.

Supervisor Gardner asked what the new timeline would be. Mr. Huffman said if the County purchases credits from a wetland bank, the process is much more streamlined and he would hope to be ready to go to bid in 3 to 6 months. He said the wetland mitigation would take 12 months. Supervisor Caldwell said it seems buying credits is the best way to go.

Supervisor Medlin asked if the center line had to be staked to see if the wetlands had changed. Mr. Huffman stated that is the stance of the Corps of Engineers. He said he hoped the wetland purchase would be an eligible project expense.

Finance Director Andrea Freeze asked if the money could come from SB2002 money. Mr. Huffman said he did not think so and he recommended using County money at this juncture. Mrs. Lynchard stated Special Project (013) was moved out of the Road Department line for special projects.

2. Public Works Rodeo – Request Board Approval of Agreement with Landers Center

Mr. Nowak stated he has worked out the terms of the contract. There is zero rent to be paid and Landers will provide food and tents to be paid for by individual vendors.

Mr. Swims stated they have 20 vendors and 3 speakers for safety talks. He said the event will be held on April 5, 2019 and it looks like it will be a good event. Mr. Swims said the Public Works Departments from DeSoto County and all the cities will be participating. He said he still has to work out some funding for lunch, but he thinks it will all work out with donations from the vendors.

Supervisor Medlin asked if all the Road Department employees would be there. Mr. Swims said many will be there but not all. The event will start the day off with safety talks and there will be a safety talk during lunch. He said all the Public Works Departments will have employees available to take care of any issues that come up. He said people will be coming and going throughout the day.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the agreement with the Landers Center for the Public Works Safety Rodeo, in substantial form, and authorize the Board President to sign.

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.2.

3. Stateline Road Bridge Project

a. Proposed MOU With City of Southaven

Mr. Nowak stated he has been working with the City’s attorney regarding the MOU for repairs to the bridge over Horn Lake Creek. He stated the City is receiving \$1,989,000 from the state and the total estimated cost is \$2.4 million. He stated the MOU stated the County and City will pay, in equal shares, the additional monies required in excess of the state funds, but with the County not to pay more than \$200,000. He stated the City will take the lead in engineering and design, let all contracts, and keep the County informed throughout the project. Mr. Nowak stated the funding has to be obligated not later than July 31, 2021. He stated Mr. Nick Manley said they plan to let the project next year. Mr. Nowak also stated there is language in the MOU that if the project comes in over budget, the overage will fully be the City’s obligation; and if it comes in under budget, the County will receive a pro rata refund from the City of the County’s \$200,000 so that the County only pays 50% of the costs exceeding the state funds.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to accept the MOU with the City of Southaven as discussed and authorize the Board President to sign.

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.3.a.

b. Payment & Budget Amendment

Mrs. Lynchard stated the Board will need to approve a budget amendment for the Stateline Road Project. She said the Finance Department is trying to make sure they are taking care of the budget for these projects. Mr. Swims said he thinks the money should come out of the Bridges line #160-399-913.

Supervisor Michael Lee made the motion and Supervisor Bill Russell seconded the motion to approve the budget amendment up to \$200,000 from Line Item #160-399-913, Bridges as presented.

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.3.b.

4. Courthouse Security Update

Facilities Director Robert Jarman stated the fencing and bollards were approved by MS Department of Archives & History, so he has been able to get some good figures. He stated the Career Tech students are building and helping install the fencing at the rear of the Courthouse and that helped with the budget. He said they are ready to install the steel plates for the judges' desks and the cameras are in. Mr. Jarman stated the cameras are in and Mr. Ryan Hill in IT really worked to keep the costs of the camera system down. He stated the room housing the Monitoring Center is complete and they will be installing cubicles this week. Mr. Jarman stated the door access system is still in the works and the interior wall is still under review by MDAH. He noted the panic button system came in under budget and will be installed soon.

See Exhibit G.4.

5. Administrative Assistant Discussion

Supervisor Gardner said he was ready to act on this item.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to authorize Mrs. Lynchard to proceed as outlined in her proposal regarding an Administrative Assistant.

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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>NO</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisors Caldwell and Medlin said they would prefer to wait until the new budget year to proceed.

See Exhibit G.5.

6. Sandidge Road Drainage Update

Mr. Swims reminded the Board this was a standing water issue where a development occurred within the City of Olive Branch and the developer widened the abutting County road. The road widening has resulted in water puddling and it presents a health and safety issue to the public. He presented a letter from April 2008 to the engineer who represented the developer. Mr. Swims stated after looking into the age of the road, it might be better for the County to make the repairs. He stated they would normally not go back to a developer for repairs to a road that was done over 10 years ago; and this one was done in 2008. Mr. Swims stated the age of the road puts it in consideration for an overlay. He said it would take a little over \$12,000 to fix the road to make it drain properly.

Supervisor Gardner said they will address the issue of the silt coming onto the road with the City of Olive Branch.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Road Department to fix the section of Sandidge Road along Margarett Manor Subdivision where the water stands and causes a health and safety issue for the public as recommended by Mr. Swims.

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.6.

7. 1:30 p.m. – Public Hearing for Cub Lake Road

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to open the public hearing for the matter of abandoning Cub Lake Road.

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 stated since the Corps of Engineers closed the access point on Cub Lake Road, the road is basically just a driveway for the family that has land on both sides.

Mr. Lowry Dean, 8925 Cub Lake Road, stated the road has become a public nuisance with cars and 4-wheelers going to the end and loitering.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve abandoning Cub Lake Road from Highway 301 east to the Corps of Engineers’ old access, being adjacent to the Dean property as shown on the map; finding the road has not been maintained by the County for some time and it serves no purpose since the Corps of Engineers no longer uses it for access to Arkabutla Lake; finding the public convenience does not require the section of road to remain open to the public and it is in the public interest or convenience to close, vacate and abandon the section of road; and instruct the Road Department to post a sign stating the road has been abandoned. Additionally the Board would note there was no one present to protest this action.

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>

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to close the public hearing.

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.7.

8. Codification Update

Mrs. Lynchard said she and Mrs. McLeod took the minutes from 2004 to 2018 and went through them to pull out items to codify. She said there were several things that would be helpful within the County’s internal operations, but the public would not need them. Mrs. Lynchard said she will sit down with each manager and elected official to see if their section is still valid or needs to be updated. She requested authorization for the Board attorney to work on the codification after those meetings.

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

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
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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.8.

9. Spring Clean Up Update

Environmental Services Director Ray Laughter stated they have 11 teams signed up so far and he encouraged the Board to sign up their teams as well as encourage others. Supervisor Gardner said to sign his team up for Old Airways Rd between Church and Star Landing.

Mr. Laughter said A.J. Linville at the City of Horn Lake has t-shirts for all of their participants and they will have pizza as well. He said this is a huge event for the City of Horn Lake.

Supervisor Gardner asked Mr. Laughter to reach out to the other cities. Alderman Charlie Hoots from City of Southaven said they have about 10 teams comprised of about 50 people meeting at one location and going out from there. He said they have not signed up yet.

Mr. Laughter stated the DeSoto Times Tribune is going to run something in the paper.

Update on Hernando Desoto River Park: Mr. Laughter said the water is still very high and it will probably be the middle of April before the park will be opened back up.

10. Correction of Minutes from February 19, 2019

Director of Administrative Services & Procurement Pat McLeod stated the motion on New Business, I.2., EMA/Solid Waste – Disaster Debris Plan Request, p. 22 of the February 19, 2019 minutes said Supervisors Russell and Gardner were on the Disaster Debris Management Committee; but it should have been Supervisor Russell from the Solid Waste Committee and Supervisor Lee from the Fire/EMA Committee. Mrs. McLeod noted Supervisor Gardner is not on either of those committees.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to correct the minutes from February 19, 2019 to reflect Supervisor Russell and Supervisor Lee are members of the Disaster Debris Management Committee.

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>ABSENT</u>

See Exhibit G.10.

H. PLANNING

1. Public Hearing 9:30 a.m.

Supervisor Gardner made the motion and Supervisor Medlin seconded the motion to open the Public Hearing for the Parking Ordinance advertised for this day.

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

a. New Business

i. Residential Parking Ordinance

Mr. Hopkins stated that he met with Mr. Nowak and Chief Macon Moore to discuss the Residential Parking Ordinance.

Mr. Nowak presented the proposed Ordinance, and suggested changes, to address on-street parking.

Sherriff Rasco asked if the changes include 18 wheelers parking on I-269 exits. Mr. Nowak stated that it depends on if the truck is parked off MDOT right of way or not. He then stated the Ordinance would cover that depending on jurisdiction based on where they are on the exit ramp.

Supervisor Caldwell asked if there was anyone to speak for or against this item. There was no one.

Supervisor Russell asked if citizens can call the sheriff’s department to report on-street parking. Mr. Nowak stated that they could.

Mr. Nowak stated that in Section 4 paragraphs 2 and 3 language needs to be amended to not allow exceptions to parking on sidewalks, intersection, median or crosswalks.

There was discussion of a wrecker driver not allowed to have their truck at home if on call, and how it would take longer to get truck to accident site to clear the road.

Supervisor Russell made a Motion and Supervisor Lee seconded the Motion to approve the proposed changes to the Zoning Ordinance with the exception to read any Class 7 and above both commercially and individually owned are prohibited, the proposed changes are to go into effect April 18, 2019.

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 Gardner made the motion and Supervisor Lee seconded the motion to close the Public Hearing for the Parking Ordinance advertised for this day.

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

b. Old Business

- i. The Orchard (772) - Application is for approval of Rezoning of property from AR to AR Overlay identified as Parcel # 206515000001000, located north side of Stewart Road and east of Highway 305 in Section 15, Township 2, Range 6 and is zoned AR (District 1)
Applicant: Chad Fischer**

Mr. Hopkins stated that the applicant had made significant changes to the subdivision plan that was originally presented to the Planning Commission and feels that the application should be sent back to the Planning Commission.

Supervisor Medlin made a Motion and Supervisor Caldwell seconded the Motion to send The Orchard application for rezoning of property from AR to AR Overlay back to the Planning Commission meeting on March 28, 2019.

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

2. Preliminary Subdivision

- a. Graystone Subdivision (7320) – Application is preliminary approval of 29 lots on 48.78 acres, identified as Parcel(s) #3-05-4-17-00-0-00006-00. Subject property is located on the north side of Cathy Rd and east of Red Banks Road in Section 17, Township 3, Range 5 and is zoned A. (District 1)
Applicant: MHLRD, LLC**

Mr. Hopkins stated that the applicants for the Graystone Subdivision application for preliminary subdivision approval of 29 lots on 48.78 acres have asked to table this item until the Board of Supervisors meeting next month.

Supervisor Medlin asked if this application will go back before the Planning Commission. Mr. Andy Richardson, representative for the application, stated only if drastic changes are made to the original application.

Supervisor Medlin stated that this property is zoned Agricultural and some minor lots were approved in the property accessed by Strickland Road. He stated that he is concerned with there not being sewer or water available in the area and would like to see larger lots.

Supervisor Caldwell asked if there was anyone to speak for or against this item.

Alan Brewer – 13260 Cathy Road - came forward and has the following concerns:

- Lots are too small
- Drainage runoff onto his property
- Overcrowding of schools
- Too many wells and treatment plants
- Will lead to more lots being created if these lots are approved

Supervisor Gardner asked if the neighbors have met with the developer. Mr. Brewer stated that they have never been contacted by the developer. Supervisor Gardner stated the developers may want to meet with the neighbors. Supervisor Medlin stated that the developers have not met with him on this project.

Jimmy Kennedy – 13265 Cathy Road – came forward and has the following concerns:

- Decreased traffic safety
- The location of the subdivision entrance

Supervisor Gardner asked if the Mr. Swims has looked at the site lines for this development. There was discussion that the developers want to talk about the development more.

Supervisor Medlin made a Motion and Supervisor Lee seconded the Motion to have the engineer go back to the developer to have them talk to the Supervisor of that District and to look at a plan with larger lots.

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

3. Final Subdivision

- a. The Coves (Phase 1) Application is for approval of final subdivision of property 26 lots and authorize the President of the Board to sign the Residential Development Agreement and the Erosion Control Agreement, identified as Parcel # 2-06-9-30-00-0-00013-00, located on the west side of Craft Road and north of Hawks Crossing Dr. West in Section 30, Township 2, Range 6 and is zoned R-30 overlay (District 5) Applicant: Blake Mendrop**

Mr. Hopkins presented The Coves application for approval of final subdivision of 26 lots and approval to authorize the President of the Board to sign the Residential Development Agreement and Erosion Control Agreement. Mr. Greg Smith was present to represent the application.

Mr. Smith stated that the final plat substantially conforms to the preliminary plat that was approved.

Supervisor Lee asked if this phase has the emergency access entrance that ties into Villages at Hawks Crossing. Mr. Smith stated that the emergency access entrance is part of the second phase.

Supervisor Medlin asked if the roundabout is designed to allow larger trucks to pass. Mr. Smith stated that they are designed to accommodate large trucks.

Supervisor Lee asked what the minimum square footage of the homes will be in this development. Mr. Smith stated that the minimum square footage for homes in the development will be 2,500 sqf.

There was discussion of where the stub out on the west side of the subdivision will be.

Supervisor Medlin asked how far off the creek will the lots in Phase 2 be. Mr. Smith stated that there is a common open space park between the creek and the lots. Supervisor Caldwell asked who will be responsible for the common open space and bank stabilization. Mr. Smith stated that the Home Owners Association will be responsible for the common open space.

Supervisor Medlin asked what type of material the emergency access road will be constructed of. Mr. Cardosi stated that the road will be constructed of sub soil and will be gated.

Supervisor Lee made a Motion and Supervisor Caldwell seconded the Motion to approve The Coves application for final subdivision of 26 lots and to authorize the President of the Board to sign the Residential Development Agreement and Erosion Control Agreement.

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

- b. Kasic Subdivision, 1st Revision - Application is for final subdivision approval of three (3) lots on 8.099 acre(s) and authorize the President of the Board to sign the Residential Development Agreement and the Erosion Control Agreement. Subject property is identified as Parcel(s) #2-05-2-04-00-0-00002-00. Subject property is located on the east side of Center Hill Road and north of Miller Station Lane in Section 4, Township 2, Range 5 and is zoned (R-30). (District 1)
Applicant: Dustin Barnes / Brad Waldrop**

Mr. Hopkins presented the Kasic Subdivision, 1st Revision application for final subdivision of 3 lots on 8.099 acres and to authorize the President of the Board to sign the Residential Development Agreement and Erosion Control Agreement. Mr. Shea Skeen was present to represent the application.

Mr. Skeen stated that the final plat substantially conforms to the preliminary plat that was approved.

Supervisor Medlin asked if the property owner has any more property in this area. Mr. Skeen stated he is not sure. Supervisor Medlin asked if the property owners will maintain the TVA easement. Mr. Skeen stated he is not sure.

Supervisor Gardner asked if the developers have met with Supervisor Medlin. Supervisor Medlin stated they have not met with him.

Supervisor Lee asked if this development will be a part of the Miller Station Subdivision HOA. Mr. Cardosi stated that the developer provided the same covenants, he is not sure if they could legally be a part of the Millers Station HOA.

Supervisor Medlin made a Motion and Supervisor Russell seconded the Motion to approve the Kasic Subdivision, 1st Revision application for final subdivision of 3 lots on 8.099 acres and approval to authorize the President of the Board to sign the Residential Development Agreement and Erosion Control Agreement, contingent on the owner of Lot 1 signing the plat and there being a note on the plat that the County will not maintain the TVA easement.

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

4. Consent

- a. Cardinal Pines Minor Lot (7326): Approval of 3 lot(s) on 4.76 acre(s) Identified as Parcel # 205516000 0001300. Subject property is located on the west side of old Pigeon Roost Road and south of Red Banks Road in Section 16, Township 2, Range 5 (District 1) zoned A.**

Mr. Hopkins presented the Consent Agenda item above. He then stated the application meets all Subdivision Ordinance requirements.

Supervisor Medlin made the motion and Supervisor Russell seconded the motion to approve the Consent Agenda item and actions 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
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE**

**YES
YES**

5. Other

a. Waiver for the amount of asphalt added to Forrest Ridge Subdivision

Mr. Andy Swims presented a request by Stoney Brook, LLC to allow a waiver of the amount of asphalt added to Forrest Ridge Subdivision. He stated that eleven years ago the first lift of asphalt was installed and then several years later Stoney Brook, LLC purchased the development. He stated that Stoney Brook, LLC is asking to put down the last lift of asphalt and to waive the requirement of 2 inches of asphalt for the final lift. He then stated they were made aware of this requirement when borings were done of the first lift when they purchased the development.

Mr. Shane Hall with Civil Link stated that there are some areas that were not the 1 ½ inch of asphalt and those areas were documented on the map presented. He stated they are proposing to thicken the four areas that are light on asphalt and install 1 ½ inch of asphalt in the rest of the development. He then stated that he feels that the asphalt that was installed 11 years ago is the same density now as when it was installed. There was discussion how to know how large the areas are that are deficient. Mr. Hall stated that they would do more boring test to determine the size of the deficient areas.

There was discussion of the history of this development. It was stated that the new owners purchased the development out of bankruptcy and Mr. Swims stated he cautioned the buyers that the roads could need more work due to age and condition of the asphalt of roads that set for so many years.

Supervisor Medlin stated that he feels like they need to do the 2 inches of asphalt like was told to the developer at the beginning.

Mr. Swims stated he told Mr. Kreunen they would look at the request to waive the 2 inches of asphalt but that the developer was told 2 inches of asphalt would be required on the final lift. He stated he is concerned with the number of patches that have been needed on the roads in the development already.

Mr. Joel Neel stated that have been a lot problems with the roads in the development. He stated he doesn't feel the drawing showing the borings takes into account the age of the asphalt. He then stated he feels the roads really need the 2 inches of asphalt on the final lift.

Supervisor Medlin made a Motion and Supervisor Russell seconded the Motion to deny the request to waive the requirement of 2 inches of asphalt on the final lift on the roads in Forrest Ridge Subdivision.

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 H.

I. NEW BUSINESS

1. State Aid Projects Inspection Discussion

Mr. Huffman said the State Aid inspectors will be in the County on March 27th and they will be riding around looking at all the State Aid projects. He said they have a checklist to go through. Mr. Huffman invited the Supervisors to join them on the inspection tour.

See Exhibit I.1.

2. Personnel Manual

a. Approval of Chapter 15 – Uniform Policy

Mrs. Lynchard stated they have looked at policies the County has in concert with the Personnel Manual. Human Resources Director Carla Crockett said Chapter 15 has been reviewed by the committee and the Board Attorney. She noted changes as follows:

15.302.01 – added to refer to the Boot & Shoe Purchasing Policy

15.600 – added to address disposal of uniforms &/or patches

Mrs. Lynchard said it was discovered that the County does not have a good policy on how to turn in unused uniforms, and what to do with the County emblems on the uniforms.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to adopt Chapter 15 of the DeSoto County Personnel Manual as presented.

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.a.

b. Updated Uniform Policy

Mrs. McLeod stated the policy has been in place for quite a while and, with the changing of the Personnel Manual, they wanted to be sure the policy goes with the Personnel Manual. She noted Managers and Employees will be asked to sign the policy. She noted elected officials do not abide by the Uniform Policy unless they have adopted Chapter 15. Mrs. Lynchard noted the IRS is very strict on what they consider to be a taxable benefit and this policy helps with that.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to adopt the updated Uniform Policy as presented.

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.

c. Updated Boot & Shoe Purchasing Policy

Mrs. McLeod stated the Boot & Shoe Purchasing Policy has not been previously referred to in the Personnel Manual. She stated they put in a depreciation schedule and a signature line as the only changes to the policy.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to adopt the updated Boot & Shoe Purchasing Policy as presented.

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.c.

3. Office of Finance and Accounting

a. Preliminary/Final Inventory Disposition – Sheriff’s Department

Mrs. Stephanie Hanks stated this disposition is for a 2017 Ford Taurus that was wrecked and they need approval to send the title to Travelers.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary/final inventory disposition for the Sheriff’s Department as presented.

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.a.

b. Fire Department Tax Distribution

Financial Director Andrea Freeze stated this distribution is made twice yearly and requested Board approval to send the checks to the Fire Departments as listed on Exhibit I.3.b.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the clerk to write the checks and distribute them to the appropriate Fire Departments as presented.

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. Rail Car Tax Diversions

Mrs. Freeze stated her office received a check from the State last week and requested permission to distribute the funds to the appropriate taxing entities. She stated they have a complicated formula to determine how much to divert.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the clerk to write the checks and send the Rail Car Tax Diversion to the appropriate taxing entities as presented.

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. Claims Docket

Supervisor Medlin asked about the following claims:

Page 2 – MACAC – Simpson County – Mrs. Lynchard said that is where the association’s treasurer is.

Railroad Avenue Rubbish Pit and Olive Branch – Mr. Laughter said he will get the reports today and look at them.

Supervisor Gardner asked about the following claims:

Page 18 – Woodson & Bozeman – Mr. Jarman stated they shipped a unit for the top of Justice Court and it was a down flow only. He said they needed a side flow unit, so Woodson & Bozeman sent out the correct one and it was cheaper.

Page 20 – B&H – The invoice showed 2 wireless keyboard and Apple mouse – Mr. Mitchell said Apple equipment is high. He said they got some to test, but he did not really see the value in them and won’t be using them much. He stated the ergonomic keyboards are about the same price.

Page 34 – Pro Flight Gear – Sheriff Rasco stated they replaced some flight suits.

Page 37 – Fleet Safety – Lock Boxes – Sheriff Rasco stated those are the boxes that go in the back of SID vehicles to lock up weapons.

Page 69 – Tool Central – Supervisor Gardner asked if this was mail order or local. Mr. Jarman stated it is located on Shelby Drive. Mr. Swims stated one air gun was damaged and replaced and one was for the new shop.

Page 72 & 73 – Waggoner – The invoice showed Swinnea Road and Nail Road. Supervisor Caldwell said it looks like Swinnea is going to have to be shifted to go along the section line.

Page 81 – EEP for EMA – Mrs. Freeze said it was for turnout gear for the rapid response fire truck. She stated the purchase order was carried over from last July.

Page 82 – Cummins – Supervisor Gardner asked if the generator was in and working at Nesbit Fire Station. Mr. Jarman stated it is in and getting fueled up for Cummins to go by and test it. He stated they will program it today.

Page 85 – Best Buy – Ipad – Mr. Mitchell stated EMS Director Mark Davis had an older Ipad and it was not holding a charge, so they replaced it.

Supervisor Bill Russell asked about the following claims:

Page 7 – Travelers – Mrs. Freeze stated that was part of the deductible. Supervisor Russell said he would like to discuss that in Executive Session.

Supervisor Lee Caldwell asked about the following claims:

Page 69 – Williams Equipment – Damaged boom – The invoice showed it was a mini excavator. Mr. Swims stated they fixed the boom to help the sale price of the excavator. He said it was one they replaced.

Supervisor Michael Lee had no questions.

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 Jessie Medlin seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

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.d.

4. New Sidewalk at Administration Building

Supervisor Lee stated the Board has talked some about this but there was an instance where a couple parked at the back handicapped spaces and came up the employee sidewalk. He said it was raining so they cut across the yard rather than walk back down and around. Supervisor Lee said the lady twisted her ankle very badly. He said he would like to revisit connecting the sidewalks across from that entrance. Mr. Jarman said he could rent a sod cutter to lay out the sidewalk and use the sod at Ingrams Mill Park. He presented a quote from Tomco for \$2,250 to install the sidewalk and a 5x8 bench pad.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize Facilities to have the sidewalk built but without the bench pad.

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. 2:30 p.m. – Region IV Update

Mr. Jason Ramey thanked the Board for their past support of Region IV. He stated Region IV has provided over 51,000 services to individuals in DeSoto County which equal over 4,000 services per month. He said DeSoto County averages 23% of all services provided over 5 counties. Mr. Ramey stated they have 2 crisis centers; one in Batesville and one in Corinth, with 16 beds in each facility. He said they try very hard not to put clients at the jail unless they are too violent to be held at the crisis center.

Mr. Ramey stated 43% of the adults served did not have any funding source. He stated the Nfusion grant is supposed to end September 30, 2019 and they hope to be able to continue children’s services within this area.

Supervisor Russell asked when they would know about Nfusion. Mr. Ramey stated they should know by the end of the summer or August what will happen with Nfusion, but the plan is for the children’s services to be engulfed into Region IV.

Mrs. Heffner stated she got a call from a man whose brother is mentally ill and his mother is not physically able to handle him. She stated they had a writ, but the man checked himself out. Mr. Ramey said he would check on that situation as the man should not have been able to leave on a writ.

Supervisor Medlin asked if they were keeping the mentally ill out of the jail. Mr. Ramey said except for the violent and A&D, they were. Mrs. Lynchard said when this Board decided to go with Region IV it helped the mentally ill population in DeSoto County tremendously. She said the services are so much better than they used to be.

See Exhibit I.5.

6. Transfer of Backhoe from Road Management to Facilities

Mrs. Lynchard stated that the Road Department is getting rid of a backhoe and it is one that Facilities uses a lot. She stated the code was changed so transfers from the road department to other county departments can now be made.

Supervisor Caldwell asked how often it is used. Mr. Jarman stated they use it 6 or 7 times a month, sometimes several times a week. He said they could also use it with the parks for laying underground piping or water lines.

Supervisor Gardner asked if the backhoe to surplus was in good shape. Mr. Swims stated it is pretty ragged, but functional. He stated Facilities does borrow it a lot, and he thought it would be good if they had one. Mr. Jarman stated the backhoe has 800 hours on it..

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the transfer of the backhoe from Road Management to Facilities finding the Road Department is declaring the backhoe as surplus and they have no use for it, it provides a benefit for the Facilities Department and the transfer is in the best interest of 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>

7. Sheriff's Department – Contract with Hobart

Mrs. Lynchard reminded the Board that in FY17 some contracts were transferred to the jail and the money that went along with the contracts. She stated ESSC did not bill the maintenance contract last year, so the money (\$9,000) came back to the County. She stated a total of \$45,000 was moved from Facilities to the Jail. Mrs. Lynchard said the amount of the ESSC contract is \$9,668.76.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to amend the \$9,668.76 from ending cash to pay the ESSC contract.

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 said she and Mr. Jarman think the contract needs to be looked at. Mr. Jarman said he thinks some of the things charged should have been covered in the contract. He said he will sit down with ESSC and Commander Wicker to go over the contract.

8. Environmental Services – Liberty Tire Contract

Mr. Ray Laughter stated Liberty Tire picks up used tires at the rubbish pits and their fees are 100% reimbursable by the MDEQ grant. He stated he recently got a letter they will be increasing their fees from \$70 per ton to \$85 per ton. Mr. Laughter said MDEQ is agreeable with that price increase. Mr. Laughter stated Mr. Nowak has reviewed the Liberty Tire Contract.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the Liberty Tire contract as discussed with the price increase of \$15 per ton from Liberty Tire and authorize the Board President to sign.

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 YES

See Exhibit I.8.

9. Advertising County Resources – USTA Tournament

Supervisor Gardner said the USTA Men’s Future Tournament will be coming to Southaven as will the State Youth Tennis Tournament. He stated this tournament will have people from all over the world to DeSoto County and there is a \$25,000 purse. He stated this is a secondary pro tour. Supervisor Gardner said he felt this was an excellent opportunity to promote DeSoto County and asked the Board if they would like to sponsor the tournament in a small way. The Board discussed the Bronze Sponsor Package which would include a banner, the Board of Supervisors’ name in the tournament program and on the tournament t-shirt.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to allocate \$750 from Advertising County Resources for the USTA Men’s \$25,000 Future Tournament finding the request meets the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the Mississippi Code of 1972, the Board of Supervisors did make a determination that the above request would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County 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>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.9.

10. Grievance Committee

Mrs. Lynchard stated in light of a Road Department employee filing a grievance, Andrea Black could not serve on the Grievance Committee. She stated Jason Patrick resigned from the County, and that leaves Andy Alberson as the only committee member. She stated Karen McNeil and Ashley Hendricks and Joel Neal are the alternates. Mrs. Lynchard suggested promoting Ms. McNeil from alternate to committee member and add Scott Sanko as an alternate. She suggested the Committee to hear the grievance would be Andy Alberson, Karen McNeil and Scott Sanko.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to make Karen McNeil a permanent Grievance Committee member, make Scott Sanko an alternate and the committee to hear the Road Department grievance to be Andy Alberson, Karen McNeil and Scott Sanko.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>NO</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. Bid Opening Procedure

Mrs. McLeod noted it has been a common practice that the employees in Procurement open the bids. She requested Board approval for that to happen and have it spread upon the minutes.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Procurement Department to open the County bids and spread such approval upon

the minutes of the Board.

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>

J. EXECUTIVE

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 Lee Caldwell seconded the motion to adjourn the Board meeting until Monday, April 1, 2019 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 1st day of April, 2019, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Lee Caldwell, President
DeSoto County Board of Supervisors