

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT TWO SUPERVISOR MARK GARDNER, Presiding 8am – Noon
DISTRICT FOUR SUPERVISOR LEE CALDWELL, Presiding Noon-Close

April 2, 2018

A. CALL TO ORDER

The April 2, 2018 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Mark Gardner, Board President.

Sheriff Bill Rasco was present and 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
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Pastor David Thomas from Victory Baptist Church presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MARCH MINUTES

Supervisor Gardner asked if everyone had read over the March minutes.

Supervisor Medlin noted Planning had a mistake on the motion and second for Item I.2.c.i. Planning Director Bennie Hopkins stated that item has been corrected and will be submitted to the Administrative Office.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the minutes of the Board of Supervisors for March, 2018, as presented this date with the correction to the Planning Minutes; pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

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 D.

E. CITIZEN REMARKS & PRESENTATIONS

1. Mississippi Purchasing Clerk of the Year – Pat McLeod

County Administrator Vanessa Lynchard stated Director of Procurement and Administrative Services Pat McLeod received the Mississippi Purchasing Clerk of the Year which is quite an honor. She stated

Mrs. McLeod's first response to hearing of the award was that it was because of Karen McNeil and Angie Irving in the Procurement Department and the work they do. Mrs. Lynchard said, while it is true they do wonderful work, Mrs. McLeod does a phenomenal job.

Mrs. McLeod stated the intent of the award is to show DeSoto County's Procurement Department is striving for excellence and Ms. McNeil and Mrs. Irving are on the forefront of that office doing a great job. Mrs. McLeod said she tries to stand by their side, but she feels perhaps they stand by her side more. Mrs. McLeod stated the Office of Procurement has had a big year with a monster bid and the reverse auction mandate. She stated the award would also not have been possible without Board Attorney Tony Nowak and his help.

Supervisor Medlin stated the County went from one extreme to the other when Mrs. Lynchard left the position and Mrs. McLeod took the position as Mrs. McLeod was so quiet. He said she does a great job. The Board offered their congratulations and agreed that Mrs. McLeod was quite worthy of the award.

2. DeSoto County Ranks 3rd in State for Paycheck Friendliest Counties

Mrs. Lynchard stated because of the work of the Board of Supervisors, there are more accolades for DeSoto County. She stated there are group studies throughout the United States that analyze locations' semi-monthly paycheck, relative purchasing power, unemployment rate, and income growth; and this report shows DeSoto County ranked 3rd in the State. She said this would not be possible without the guidance of this Board.

See Exhibit E.2.

3. 2:30 p.m. – Recognition of Olive Branch Boys' Basketball Team

This item was removed from the agenda.

Supervisor Gardner asked if anyone wished to address the Board on an item not on the agenda. No one came forward.

F. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

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

- a. Clarification of Old, H.1. – Supervisor Gardner & Supervisor Lee will be presenting
- b. Emergency Purchase (New, I.8.d.)
- c. Environmental Services – Air Quality Forecasts (New, I.15.)
- d. Property & Casualty Insurance Renewal (New, I.16.)
- e. Unclaimed Body (New, I.17.)
- f. Environmental Services – Stormwater Program (New, I.18.)
- g. Traffic Signal – Highway 305 and Byhalia (New, I.19.)

2. Mrs. Lynchard requested to delete the following items:

- a. Recognition of Olive Branch Boys' Basketball Team (Citizen Remarks & Presentations, E.3.)

3. Supervisor Bill Russell requested to add the following items:

- a. State Aid Road Inspection Report Discussion (New, I.9.e.)
- b. Planning Commission Appointee (New, I.20.)
- c. Request to Rename Road (New, I.21.)

4. Supervisor Lee Caldwell requested to add the following items:

- a. Capital Projects – (Old, H.7.)

5. Road Manager Andy Swims requested to add the following items:

- a. Tractor/Trailer Parking in Residential Area – (New, I.)
- b. Consideration for Executive Session – Road Department Personnel – (Executive, K.1.k.)

6. Planning Director Bennie Hopkins requested to add the following items:

a. Johnson Creek Engineering selection – (Planning, J.2.b.ii.)

7. Environmental Services Director Ray Laughter reminded everyone of Spring Clean Up – April 14-21 and asked everyone to sign up online.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the agenda items and actions with the additions, deletions, and changes 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>

G. CONSENT AGENDA

1. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded for the month of March and paid to Humana:

Funding Request	Date Paid	Amount	Claim Type
Date			
3/1/18	3/14/18	\$99,856.63	Administrative Fees
3/5/18	3/6/18	\$101,825.33	Medical
3/5/18	3/6/18	\$5,971.73	Dental
3/5/18	3/6/18	\$15,352.68	Pharmacy
3/12/18	3/12/18	\$42,009.87	Medical
3/12/18	3/12/18	\$2,957.50	Dental
3/12/18	3/12/18	\$28,964.02	Pharmacy
3/19/18	3/20/18	\$193,183.35	Medical
3/19/18	3/20/18	\$7,206.42	Dental
3/19/18	3/20/18	\$27,939.01	Pharmacy
3/26/18	3/27/18	\$29,748.72	Medical
3/26/18	3/27/18	\$5,930.20	Dental
3/26/18	3/27/18	\$29,847.14	Pharmacy
	TOTAL	\$590,792.60	

2. Office of Finance & Accounting

a. Budget Amendments – Facilities Management, Chancery Court, Lunacy Court, Juvenile Court, NFusion Grant, Garbage & Solid Waste/Utilization Project, Bridge & Culvert/Right of Way Project Expenses, Facilities Projects/Juvenile Court, Capital Projects/Software, Board of Supervisors, Board Attorney, Aviation, Animal Services

	Fund/Department #	001 / 151				Updated 7/15
(1)	Facilities Management					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-151-641	Building Supplies	\$ 32,058.63	\$ 97,500		\$ 4,445	\$ 93,055
001-151-921	Other Cap Outlay Under \$5000	\$ 2,100.00	\$ 2,100	\$ 4,445		\$ 6,545
	TOTALS		\$ 99,600	\$ 4,445	\$ 4,445	\$ 99,600
Reason for Request:	To purchase booster heater for the jail kitchen.					
	Fund/Department #	001 / 160				Updated 7/15
(2)	Chancery Court					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-160-407	Attorneys-Ordered/Appointed	\$ 24,393.45	\$ 51,720		\$ 12,250	\$ 39,470
001-160-465	State Retirement Matching	\$ 6,946.26	\$ 17,124		\$ 1,340	\$ 15,784
001-160-466	Social Security Matching	\$ 3,550.54	\$ 8,318		\$ 935	\$ 7,383
001-160-562	Special Master	\$ -	\$ -	\$ 12,250		\$ 12,250
001-999-999	Ending Cash	\$ -	\$ 34,435,767	\$ 2,275		\$ 34,438,042
	TOTALS		\$ 34,512,929	\$ 14,525	\$ 14,525	\$ 34,512,929
Reason for Request:	To move special masters to correct line item and pay through accounts payable instead of payroll.					
(Show detailed						
	Fund/Department #	001 / 165				Updated 7/15
(3)	Lunacy Court					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-165-407	Attorneys-Ordered/Appointed	\$ 8,750.00	\$ 21,000		\$ 12,250	\$ 8,750
001-165-465	State Retirement Matching	\$ 984.35	\$ 2,363		\$ 1,375	\$ 988
001-165-466	Social Security Matching	\$ 669.35	\$ 1,607		\$ 935	\$ 672
001-165-562	Special Master	\$ -	\$ -	\$ 12,250		\$ 12,250
001-999-999	Ending Cash	\$ -	\$ 34,438,042	\$ 2,310		\$ 34,440,352
	TOTALS		\$ 34,463,012	\$ 14,560	\$ 14,560	\$ 34,463,012
Reason for Request:	To move special masters to correct line item and pay through accounts payable instead of payroll.					
(Show detailed						
	Fund/Department #	001 / 163				Updated 7/15
(4)	Juvenile Court					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-163-550	Legal Fees	\$ -	\$ 1,500	\$ 3,000		\$ 4,500
001-163-552	Medical Fees	\$ 795.00	\$ 18,000		\$ 3,000	\$ 15,000
	TOTALS		\$ 19,500	\$ 3,000	\$ 3,000	\$ 19,500
Reason for Request:	Attorney's appointed to represent indigent clients.					
	Fund/Department #	075 / 422				Updated 7/15
(5)	Nfusion Grant					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
075-422-475	Mileage & Other Travel Costs	\$ 2,671.54	\$ 70,382		\$ 10,000	\$ 60,382
075-422-476	Meals and Lodging	\$ 27,409.56	\$ 27,199	\$ 10,000		\$ 37,199
	TOTALS		\$ 97,581	\$ 10,000	\$ 10,000	\$ 97,581
Reason for Request:	Allocate funds as necessitated for the grant agreement.					
	Fund/Department #	105 / 391				Updated 7/15
(6)	Garbage and Solid Waste - Utilization Project					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
105-391-550	Legal Fees	\$ 927.50	\$ 1,000	\$ 1,000		\$ 2,000
105-999-999	Ending Cash	\$ -	\$ 1,750,303		\$ 1,000	\$ 1,749,303
	TOTALS		\$ 1,751,303	\$ 1,000	\$ 1,000	\$ 1,751,303
Reason for Request:	To cover cost of legal fees for rubbish pit utilization project.					
	Fund/Department #	160 / 364, 377, 399				Updated 7/15
(7)	Bridge & Culvert - Right of Way Project Expenses					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
160-364-914	Center Hill Rd - Right of Way	\$ 6,766.29	\$ 6,767	\$ 1,000		\$ 7,767
160-377-914	Craft Rd/Bethel Rd - Right of Way	\$ 35,796.20	\$ 35,816	\$ 9,000		\$ 44,816
160-399-914	Property Easements / Right of Way	\$ -	\$ 17,657		\$ 10,000	\$ 7,657
	TOTALS		\$ 60,240	\$ 10,000	\$ 10,000	\$ 60,240
Reason for Request:	To pay for right of way acquisition out of correct project project account.					
(Show detailed						

	Fund/Department #	315 / 163				Updated 7/15
(8)	Facilities Projects - Juvenile Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
315-163-919	Furn/Office Equip - Under \$5000	\$ 2,872.00	\$ 3,200	\$ 100		\$ 3,300
315-163-924	Computer Hardware & Software	\$ 41,547.33	\$ 42,000		\$ 100	\$ 41,900
	TOTALS		\$ 45,200	\$ 100	\$ 100	\$ 45,200
Reason for Request:	To cover expenses from correct project line item.					
	Fund/Department #	380 / 152				Updated 7/15
(9)	Capital Projects - Software					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
380-152-550	Legal Fees	\$ 1,590.00	\$ 1,600	\$ 1,000		\$ 2,600
380-152-559	Other Prof Fees & Services	\$ -	\$ 1,984,800		\$ 1,000	\$ 1,983,800
	TOTALS		\$ 1,986,400	\$ 1,000	\$ 1,000	\$ 1,986,400
Reason for Request:	To cover legal fees as it pertains to new county wide software project.					
	Fund/Department #	001 / 100				Updated 7/15
(10)	Board of Supervisors					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-100-587	Training & Registration	\$ 1,970.00	\$ 3,500	\$ 2,000		\$ 5,500
001-100-476	Meals and Lodging	\$ 1,224.75	\$ 15,720		\$ 2,000	\$ 13,720
	TOTALS		\$ 19,220	\$ 2,000	\$ 2,000	\$ 19,220
Reason for Request:	To allocate funds to correct line items to cover expenses.					
	Fund/Department #	001 / 130				Updated 7/15
(11)	Board Attorney					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-130-587	Training & Registration	\$ -	\$ 375	\$ 25		\$ 400
001-130-550	Legal Fees	\$ 56,470.27	\$ 177,019		\$ 25	\$ 176,994
	TOTALS		\$ 177,394	\$ 25	\$ 25	\$ 177,394
Reason for Request:	To allocate funds to correct line items to cover expenses.					
	Fund/Department #	001 / 201				Updated 7/15
(12)	Aviation					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-201-681	Repair & Replacement Parts	\$ 2,841.91	\$ 47,900		\$ 2,700	\$ 45,200
001-201-921	Other Cap Outlay Under \$5000	\$ 2,073.59	\$ 4,100	\$ 2,700		\$ 6,800
	TOTALS		\$ 52,000	\$ 2,700	\$ 2,700	\$ 52,000
Reason for Request:	To allocate funds to correct line items to cover expenses.					
	Fund/Department #	001 / 445				Updated 7/15
(13)	Animal Services					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 1,722.00	\$ 1,562	\$ 160		\$ 1,722
	EXPENSE					
001-445-938	Heating & Air Units - Donations	\$ -	\$ 6,196	\$ 160		\$ 6,356
	TOTALS			OVERALL INCREASE	\$160.00	
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					

b. Final Inventory Dispositions – Sheriff’s Department, Facilities

Asset #	Dept	LOC	Description	Serial Number	Yr Acq	Cost
20172	200	223	JOHN DEERE 180 MOWER	GX1320X040656	1987	\$ 2,300.00
33990	225	225	STROBEHEAD LIGHT BAR	N/A	2004	\$ 931.26
34000	225	225	STROBE LIGHT BAR		2004	\$ 779.33
38693	205	209	BITE SUIT /K9	N/A	2008	\$ 1,400.00
38729	205	209	K-9 ASSULT VEST /HUTCHENS	"SHADOW"	2009	\$ 1,000.00
38730	205	209	K-9 ASSULT VEST /LESLIE	"RODY"	2009	\$ 1,000.00
38731	205	209	K-9 ASSULT VEST /HUTCHENS	"BRANCO"	2009	\$ 1,000.00
40908	200	207	FORD 2008 CV DK GRAY/	2FAHP71V18X101536	2011	\$13,500.00
42045	200	219	FORD 2009 CROWN /SHOP (PARTS)	2FAHP71V19X137535	2012	\$13,750.00
42323	200	223	FORD 2009 CROWN VIC	2FAHP71V19X134618	2012	\$13,750.00
35096	151	151	Clarke Ultra 20" Buffer	FH0126	2007	\$ 1,290.75

c. SID Forfeitures & Authorize Clerk to Write Check to District Attorney

Case #	Date Seized	Receipt #	Amount	Date of Forfeiture	District Attorney (20%)
2018-04728 (def 1)	01/27/18	35194	\$ 462	03/06/18	\$ 92.40
2018-04728 (def 2)	01/27/18	35194	\$ 411	03/06/18	\$ 82.20
2018-05286	01/30/18	35202	\$ 2900	03/06/18	\$ 580
	Amt to Transfer		\$ 3773		\$ 754.60
Vehicle Auction Profits to Share:					
2017-44413		\$ 650	\$ 591.25	09/21/17	\$ 118.25
2017-47260		\$ 4250	\$ 3921.25	08/30/17	\$ 784.25
	Total				\$ 1,657.10

Transfer from Sheriff-Seized Fund (123-000-001) \$ 3,773
 Transfer to Sheriff-Forfeiture Fund (120-000-001) \$ 3,773
 Check amount to the District Attorney (120-000-147) \$ 1,657.10

d. Quarterly Allocations for 3rd Quarter

DEPARTMENT	DEPARTMENT NUMBER	ANNUAL BUDGET	FIRST QUARTER ALLOCATION	SECOND QUARTER ALLOCATION	THIRD QUARTER ALLOCATION
Tax Assessor	103	\$1,354,838	\$338,709.50	\$338,709.50	\$338,709.50
Tax Collector	104	\$1,437,669	\$344,777.50	\$364,297.17	\$364,297.17
Sheriff-Administration	200	\$1,216,624	\$303,171.50	\$304,484.17	\$304,484.17
Sheriff-Aviation	201	\$251,317	\$57,704.25	\$64,537.58	\$64,537.59
Sheriff-Patol/Law Enforcement	202	\$13,532,607	\$3,365,299.00	\$3,375,449.67	\$3,395,929.17
DUI Grant	216	\$255,081	\$63,770.25	\$63,770.25	\$63,770.25
Sheriff-Custody of Prisoners	220	\$5,201,417	\$1,289,079.25	\$1,304,112.58	\$1,304,112.59
Sheriff-Prisoners Medical Expense	222	\$1,276,809	\$319,202.25	\$319,202.25	\$319,202.25
Sheriff-Juvenile Detention	223	\$1,279,920	\$318,511.25	\$318,511.25	\$321,448.75
Sheriff-Search Unit	225	\$27,500	\$6,875.00	\$6,875.00	\$6,875.00
TOTAL SHERIFF		\$23,041,275	\$5,723,612.75	\$5,756,942.75	\$5,780,359.75
			\$6,407,099.75	\$6,459,949.42	\$6,483,366.42

3. Road Department

- a. Monthly Road Report
- b. February Work Schedule
- c. Road Bond Report
- d. NRCS Emergency Watershed Protection – Request Board Signature on Request

4. Contract Administration – Auto Renewal

- a. EMA – Statewide Mutual Aid Compact

5. Office of Procurement

- a. County Appointments Update – County Court, Juvenile Court, Youth Court Administrator - Requisition & Receiving Signers

6. Contract Administration – Establish as Part of the Formal Record and Enter Into the Board Minutes – All Signatures Achieved

- a. Insurance – Symetra Final Contracts
- b. EMA – Emergency Management Performance Grant

c. Grant Administration – FY19 DUI Grant Application
d. Grant Administrator – FY19 Occupant Protection Grant Application

Supervisor Gardner noted the cash balance on the insurance fund and asked if the Insurance Committee had looked at it. Supervisor Medlin stated they are keeping an eye on it, but he thinks the County is okay for now. Supervisor Gardner stated it was a big month on claims compared to last month.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the actions and matters as set forth in the Consent Agenda.

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.

H. OLD BUSINESS

1. Facilities Committee Update

Supervisor Gardner said in their committee meeting they talked about new facilities, in particular the AgriEd Center and Justice Court building, and talked about where monies would be needed. He said their conversation ran together with roads and what the Board is doing there. Supervisor Gardner stated the committee came up with a \$6 million figure for Justice Court and \$4 million for the AgriEd Center & Arena as a range to work within and not to exceed.

Supervisor Russell asked when the Board approved an AgriEd Center. Supervisor Lee stated is has not been approved yet. Supervisor Caldwell stated the Board needs to look at moving Drug Court because the area they are leasing is too small. She said they are turning people away because of space; and they have the funds to hire another person, but they don't have room to do that. She said if the County moved the Extension Service and NRCS to Star Landing; Drug Court could take over that building and pay rent on it. The Facilities Committee is looking at that.

Supervisor Lee stated they also talked about moving Justice Court down by the jail which would help with the transporting of inmates and cut the Sheriff's man hours. He said the committee feels it is a good idea to begin something on the 100 acres the County bought on Star Landing and rent the building on Highway 51 to Drug Court. He said the committee realizes the Board may have to adjust the overall picture because the County did not get the anticipated \$4 million from the State.

Supervisor Gardner said he would not vote for any bond issues that would cause a tax increase, but he is ready to move forward with some projects.

2. Youth Court – Public Defender

Mr. Nowak stated Judge Treadway asked about the status of the agreement that the Board had tabled. Mrs. Lynchard stated if it could hold until the next meeting, they could finish it.

3. Abandonment of Property – Spring Creek Road

Mr. Nowak stated that Pleasant Hill Estates was platted many years ago and showed the property in question as a dedicated right of way. He stated the property does not provide any public access to other lots or any other properties and was never accepted or maintained by the County. He stated by law the property automatically reverts back to the original owner if the Board does not wish to accept the dedication.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to determine the proposed right of way was never accepted by the County for County purposes, to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to do the necessary title work and

have the land reverted back to the owner per state statute and authorize the Board President to sign the Order Abandoning Right of Way.

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 Gardner asked Mr. Nowak to communicate to Mr. Massengill the owner’s information as he was the one that contacted Supervisor Gardner and showed interest in buying the property from the County.

Supervisor Medlin stated there is land like this all over the County and in some cases the County will have dedicated right of way. Mr. Nowak stated if the owner gave the County a deed, the County owns the land. If the land is platted and recorded, but not deeded, the County has to accept the land, put it on the Road Register, and maintain it to have ownership. He stated if the dedicated land stays vacant, there is no time limit for the County to accept and begin to maintain it.

See Exhibit H.3.

4. Parks & Greenways – Bike/Ped/Hernando DeSoto Overlook Final Construction Payments

Parks & Greenways Director Ray Laughter stated this is the final payment to Progressive Construction for \$3,726.75. He stated the total cost of \$194,963.36 was about \$9,300 under budget. Mr. Laughter said MDOT has inspected the work. Supervisor Lee stated he, Supervisor Gardner and Supervisor Caldwell had been out to see the park and it is very nice.

Supervisor Russell asked when the grand opening would be. Mr. Laughter stated they have that one, Fairview and others to have ribbon cuttings for and he is close to getting those dates out.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the final payment of \$3,726.75 to Progressive Construction and note the project has been inspected by the Board committee as required by statute.

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 H.4.

5. Facilities Management – Fant’s Telephone Service Monitoring

Facilities Director Robert Jarman stated the Fant’s monitoring covers several buildings. He stated he spoke with several companies and they all said they would charge the same if they had one building or several buildings. Mr. Nowak stated he looked at both agreements. Mr. Jarman stated one reason he looked into consolidating the buildings is that the County was under contract with Century Net but they were not the company providing the service. He said he was trying to clean this up and have a contract with one company for monitoring and service.

Supervisor Gardner asked Mr. Jarman if he got good service with Fant’s. Mr. Jarman said he does, everything is on self-service which works out well, and he has good contacts. He stated the service is prepaid by the quarter.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the monitoring and service contract and approve the prepayment for the monitoring contract with Fant’s Telephone Service Monitoring finding they are a company that has been in business for

many years, DeSoto County has done business with them for 11 years, they provide an immediate and necessary service to the County, and authorize the Board President to sign the agreements for monitoring and service.

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>

6. Government Consultants – Financial Update

Mrs. Lynchard stated Mr. Steve Pittman and Ms. Elizabeth Clark from Government Consultants came to present information the Board asked for regarding bonds.

Ms. Clark stated they brought an Intent Resolution to present to the Board with a not to exceed amount of \$25 million, which is the cap, and several options in which to spend the money including, roads, bridges, buildings, parks, and several other possibilities. Mr. Pittman stated if the Board adopted a Resolution of Intent today, they would adopt a No Protest Resolution on May 7th and then would have 2 years to bring down the bond money in series. Ms. Clark said after issuance, the Board has 3 years to spend 85% of the bond.

Supervisor Russell stated he wanted to confirm the Board did not have to spend the entire amount. Ms. Clark affirmed, stating the not to exceed amount is a place marker for the Board. She stated the bond can be issued in increments and the Board will have to present the projects in order to issue the bond.

Mrs. Lynchard asked if this was a good conservative strategy. Mr. Pittman stated his intent is to present to the Board funding for County needs, and he did not place roads or buildings in order of importance. He stated DeSoto County has two good sources of funding:

- Available Cash – Mr. Pittman stated the County has an enviable position in terms of cash. He said the County has unrestricted funds of about \$50 million for any general County purpose. Mr. Pittman noted the Road & Bridge Fund is restricted to roads & bridges and road work. He reminded the Board that he had previously recommended taking \$20 million from the available cash, but he has revised that recommendation to \$10 million. Mr. Pittman said from a rating standpoint, they recommend the County keeps about 1/3 of the General Fund as a cash reserve, which would amount to about \$16 million. Mr. Pittman stated his reason for suggesting \$10 million is he thinks it is reasonable for DeSoto County to keep 40%-50% as a cash reserve against an emergency and as an insurance policy to keep from raising taxes. He stated \$10 million would not hurt the County’s healthy cash reserve.

Mr. Pittman also stated, from an audit standpoint, the money would be better to come from the General Fund cash reserve as opposed to the 1 mill mandatory or unallocated reserve which are also unrestricted funds. He restated his recommendation to use and program about \$10 million from the County’s General Fund cash reserve for capital projects. Supervisor Medlin asked why the General Fund was showing at a projected minus for the year. Mrs. Freeze stated is has to do with the \$1 million moved for software. She stated the trend shows the County will probably gain \$1 million to \$1.2 million.

- Debt Funding - Mr. Pittman stated he is recommending a 20-year, general obligation term debt and the Intent Resolution states not to exceed \$25 million. He informed the Board they have 2 bond issues paying off with this year’s fiscal year money in July and November. He stated the millage for those 2 debts produces about \$1.7 million, so pro forma for a \$20 million debt service would be about \$1,650,000.

Mr. Pittman said, back to the County’s enviable position, the Board has cash to use and can easily issue \$24 million without having to put on a new levy. He stated with the 2 bonds paying off, the County could issue up to \$24 million with the current levy. Mr. Pittman stated there is another bond paying

off in 2020 that is about \$1.5 million debt service, so there will be even more capacity 18 months from today.

Supervisor Russell asked if he understood correctly that this would give the Board \$34 million to spend. Mr. Pittman affirmed. Mrs. Lynchard said it still gives Unallocated and Fund 002 money to spend as well.

Supervisor Medlin asked Mrs. Freeze if the bonds were actually bringing in a little more than \$750,000. Mrs. Freeze affirmed. Mr. Pittman said they put in the lower amount to add a little cushion.

Mr. Pittman stated the Board has \$34 million available, but they do not have to issue all of the \$2 million in bonds right now. He stated the Board needs to have good discussions with engineers, architects, Road Department, and schedule out what the costs will be. Supervisor Medlin stated the engineers need to do some sub-engineering and get some of these projects going.

Supervisor Gardner asked if Mr. Pittman looked at the Road & Bridge ending cash. Mr. Pittman stated he did not, just the unrestricted funds. Supervisor Gardner asked when Mr. Pittman figured the anticipated value if he factored in growth. Mr. Pittman stated he used the current value. Supervisor Gardner said that would allow some cushion. Mr. Pittman affirmed stating the cushion is in the levy and anticipated growth. Supervisor Medlin stated the cushion that is there now is because the Board did the same thing before.

Ms. Clark stated new tax laws took away the opportunity to do advance refunding. She stated only current refunding is available at 90 days of the call date. Supervisor Medlin stated the market is not really good for that now anyway. He asked Ms. Clark to restate how the money would be drawn if the Board approved the bond issue. He said he did not want money sitting in the bank earning 1% when the County is having to pay 4% on it. Ms. Clark stated after the Intent and No Protest Resolutions they will have to have an estimate of what the County intends to spend. Supervisor Medlin asked if the Board could choose to spend the bond money first and use the cash reserve later. Ms. Clark affirmed. Mr. Pittman stated if the Board votes to approve the Intent Resolution and No Protest Resolution on May 7th, they are not bound to borrow any money; it just gives the opportunity to borrow money up to 2 years from that date. Ms. Clark stated they will also need to see the time period on when the Board needs the money. Supervisor Medlin asked if it correct that the Board then has 3 years from the date of bond issuance to spend 85%. Ms. Clark affirmed. Supervisor Medlin stated that is why he thinks the engineers need to hire help to expedite the process. The Board agreed.

Mrs. Lynchard asked if the Board wanted to proceed with the Intent Resolution for not to exceed \$25 million. Supervisor Russell asked how much time the Board had to get the project list to Mr. Pittman. Ms. Clark stated they need the project list before the 2-year time limit to issue bonds. Mr. Nowak pointed out that Government Consultants put in spending options for buildings, parks, roads, bridges, heavy equipment (within parameters), right of way and a number of other things.

Supervisor Medlin stated the Board has been talking about Holly Springs Road for 25 years and that needs to be first priority. He stated they can decide on the others as they come and some of the way they prioritize will be determined by right of way purchasing.

Supervisor Russell stated raising Fogg Road needs to be a pretty good priority. Supervisor Caldwell stated it is important, but if the money is needed more for Holly Springs Road, it could be pushed back a little.

Mrs. Lynchard stated the 2020 bond will free up about a mill of tax. Supervisor Medlin stated the needs are going to keep coming. Mrs. Lynchard stated when the economy went down; the Board was conservative in their approach. Supervisor Medlin stated the County has helped the municipalities with roads they needed.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve the Resolution of Intent not to exceed \$25 million as presented by Mr. Pittman and Ms. Clark, and approve the Engagement Resolution setting forth the employment of Butler Snow as bond counsel, Government Consultants as financial advisors, and the firm of Smith, Phillips, Mitchell, Scott & Nowak as the local counsel, and authorize the Board President to sign the Resolution of Intent and Engagement Resolution 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 H.6.**

7. Capital Projects

Supervisor Caldwell handed out a list of potential Capital Projects to the Board. She stated since the County did not get the \$4 million from the State, she was willing to put Fogg Road on the 5-year plan and use that \$3 million designated for Fogg Road and put it toward Holly Springs Road.

Supervisor Medlin asked when the Board budgeted \$3 million to the Swinnea Road extension and where the money came from. Mrs. Lynchard stated that was budgeted in the 2018 budget and it came from Roads & Bridges. Supervisor Caldwell stated that was one of the projects brought to the Board during budget time.

Supervisor Russell stated the committees keep coming up with projects, but the Board knows it needs to get to Holly Springs Road. Supervisor Caldwell stated the Transportation Committee is focused on Holly Springs Road, but the County has other projects to do as well. She stated one of the reasons for the Swinnea Road extension is the school district is looking at building there. Supervisor Medlin stated the County does not need a school where the road is not adequate. Supervisor Caldwell said she has asked the School District to let the Board know where they are anticipating putting schools so the Board can be ahead of it.

Supervisor Caldwell stated it looks like the County is going to be okay on funding for Holly Springs Road.

At this point, Mr. Steve Pittman and Ms. Elizabeth Clark presented the information regarding bonds. (See Item H.6.)

See **Exhibit H.7.**

8. Capital Projects - Road Department Building Update

Facilities Director Robert Jarman stated the slab at the new building for the Road Department settled under one corner a little over 5 inches along a 60 foot area. He stated he had Geo Tech look at the site and give recommendations on how to fix it.

Mr. Jarman stated before the pad was done they had soil borings done and the pad was installed properly. He stated the Road Department dug out 20-22 feet to bare dirt to remove the rubbish. Mr. Swims stated Rodney Prince did the work, and he was also the one that did the work on their office building. He stated they compacted the dirt 2 feet at a time, and it sat for a while before they had more soil borings done that approved the site.

Supervisor Gardner asked if the settling was happening anywhere else on the slab. Mr. Jarman stated they were not seeing anything anywhere else. Supervisor Gardner said he was concerned with the amount of weight that slab would have to support. Mr. Jarman stated the corner that settled was going to be the office area and only extended about 8-10 feet into the construction area. He said he is trying to determine how to fix the slab and has talked to two foundation companies.

Supervisor Medlin asked how Mr. Prince determined he got all the rubbish out as it would have been covered by dirt at intervals. Mr. Swims stated they hit dirt a few times, but he went down to a solid point. Mr. Swims stated the pad sat for several months before the concrete was poured with no settlement issues. He said he thinks the borings will indicate any weaknesses.

Mr. Jarman stated he was having the same people that did the original boring come back to look at it. Supervisor Medlin said he was not sure that was a good idea. Mr. Swims said they thought about that also, but the company has all the original information that he thinks will be helpful.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Jarman to have the borings done and bring the information back to 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 – by phone</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>

I. NEW BUSINESS

1. 10:00 a.m. – Business Investment Incentives

a. Logitech, Inc. – Free Port Warehouse

Director of DeSoto Economic Development Council Jim Flanagan introduced Mr. Brian Foley from Logitech, Inc. Mr. Foley stated Logitech was founded in 1981 and they deal in computer peripherals, more on the gaming and video side recently. He stated that most of the United States business comes out of the Olive Branch location. Mr. Foley stated this request is a little unusual in that they had moved to Southaven from Olive Branch and are now back at the same location in Olive Branch in Prologis Park off Nail Road; but they had inventory on the floor in Southaven at the end of the calendar year.

Supervisor Caldwell told Mr. Foley the Board appreciated Logitech hiring DeSoto County residents and encouraged them to hire more. She said the Board also encourages philanthropic work within the County.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Free Port Warehouse exemption as recommended by the Business Investment Incentive 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>YES</u>

See Exhibit I.1.a.

b. Amerisource Bergen - 10-Yr. Real & Personal Property (New): \$74,465,483.00 -Total (\$28,428,704. – Real + \$46,036,779. – Personal) (Eff.: 01/01/2018 – 12/31/2027)

Mr. Flanagan introduced Mr. Shawn McGuire and stated Amerisource Bergen is a Fortune 20 company. Supervisor Caldwell stated she and Mrs. Lynchard met with Mr. McGuire last week and had a very productive meeting. Mr. McGuire thanked Mrs. Caldwell and Mrs. Lynchard for their helpful information about the County as he is looking to move his family here.

Mr. McGuire stated Amerisource Bergen is a go-between thousands of manufacturers to pharmacies. He noted that over the weekend they were able to get much-needed medicine to Memorial Health within 3 hours. He stated they take advantage of their proximity to FedEx.

Supervisor Caldwell stated the Board encourages hiring DeSoto Countians. Mr. McGuire stated he checked last week and they have gone from 43 to 50. He stated they have been operation for about a year, and the employees will find their pay will go up with tenure. He said they are proud of their incentive opportunities and many of their jobs are on a labor standard. He explained that as an

associate goes above the standard, they get 60% of each dollar added to their check. Mr. McGuire stated this does not amount to more hours, just better time management. He also stated they are looking to partner with the State of MS to employ disabled individuals. Mr. Flanagan stated Amerisource Bergen has done a tremendous job of hiring persons with disabilities. Mr. McGuire stated they are now working with the DeSoto County Schools to hire some students, and that will give many of them hope for the future.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 10-year real and 10-year personal property tax exemption to Amerisource Bergen as recommended by the Business Investment Incentive 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>YES</u>

See Exhibit I.1.b.

c. Hamilton Beach – Tax Exemption Resolution

Mr. Flanagan stated there is a representative from Hamilton Beach present as well as the representatives from the landlord of the site. Mr. Nowak stated he had a conversation with the Hamilton Beach legal department, and there was a parcel of property formerly owned by Prologis being sold to Hamilton Beach. Mr. Nowak stated there is an existing 10-year exemption from Prologis. He stated that the exemption transfers to the new owner per a state statute, but Hamilton Beach requested something formal acknowledging that.

The representative from Hamilton Beach stated they are located on Polk Lane and in their 7th year there. He stated they love the location and appreciate the Board's work.

Mr. Flanagan stated Prologis is selling the building, and because of that Hamilton Beach was requesting a resolution adopted by the Board honoring the existing tax exemption to the new owner. He stated this is strictly a roll-over, and there is no lapse or extension in the time.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the resolution honoring the existing tax exemption to transfer from Prologis to Hamilton Beach and authorize the Board President to sign the resolution.

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.1.c.

2. DRA Grant Funding – Workforce Training Center, Approval to Return Money to DRA

Economic Development Director Jim Flanagan stated they have been hard at work to bring together funding for the One-Stop Shop Workforce Center; but it was not successful this legislative session. He said there was a window of opportunity to utilize a grant from DRA for \$300,000; but without any other partners he felt it was more responsible to ask the County to turn back the money and possibly place the County in a better position for the next round of funding.

Supervisor Gardner stated he appreciated the work of the Economic Council and agreed that a lot of surprises came out of the legislature this year. Supervisor Caldwell commended Mr. Flanagan for his hard work toward the One-Stop Shop Workforce Center.

Mr. Flanagan stated he thought it would be a good faith gesture to turn back the money that the County is grateful for, but could not use. He stated there had been no draw down of the money. Mrs. Lynchard stated there were other jurisdictions that got grant money and did have matches, but at the North Delta PDD meeting they did say it would not look favorable to keep the grant money.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve turn back the funding from the DRA Grant with a letter of appreciation for the funding.

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>

3. Sheriff's Department – Securus Electronic Health Records (EHR)

Mrs. Lynchard stated this is an internal tool to keep up with health records inside the jail. Sheriff Rasco stated it will be paid from their canteen fund.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the authorization of Deployment of the Securus Electronic Health Records and authorize the Board President to sign the document.

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.

4. National County Government Appreciation Month Proclamation

Grant Administrator and PIO Tanner Kuntz stated every year NACo asks for participation in the National County Government Appreciation Month. He stated it encourages counties to reach out to citizens letting them know about the working of County government.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the National County Government Appreciation Month Proclamation and authorize the Board President to sign the document.

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. Advertising County Resources – Walter Reed Society/Military Order of Purple Heart

Supervisor Medlin stated the Board gave \$300 last year and the organization bought hats for the veterans that displayed the DeSoto County logo on the side. He stated they were very nice and a lot of people received them.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to write a check for \$300.00 for the Walter Reed Society/Military Order of the

Purple Heart banquet from Advertising County Resources; after having determined that the request to advertise county resources met 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. The Board acknowledged the advertisement of County Resources by having the DeSoto County Board of Supervisors logo on the caps.

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.5.

6. Office of Finance and Accounting

a. Preliminary Inventory Dispositions – Animal Services, IT, Sheriff’s Department (2)

Inventory Clerk Angie Tapley presented the monthly inventory disposition from Animal Services and Animal Services Director Monica Mock stated the kennels they are asking to surplus have not been used for about 8 years. She stated they have been sitting behind the shelter building and have caused a problem with rodents nesting. Mrs. Mock stated several people have asked about buying the old kennel pens. Supervisor Gardner stated once surplused, the kennels could be offered to another agency as an intergovernmental transfer. Mrs. Mock stated they have 30 kennel pens and will offer them to the cities, and then put them on Gov Deals to sell.

Mrs. Tapley stated the IT disposition is for old or broken equipment and the Sheriff’s Department has some old, broken items and a totaled car.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary inventory dispositions as presented by Mrs. Tapley.

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.6.a.

Asset #	Dept	Loc	Description	S/N	Yr Acq	Cost
41134	152	I.T.	DELL 23" MONITOR	CNONOWV7742610AD16YL	2010	\$ 287.10
44860	152	I.T.	APPLE IPHONE 5S /	F2LR32QGGG9R	2016	\$ 449.00
44840	152	I.T.	APPLE IPHONE 5S /	F2LR34C8FF9R	2016	\$ 449.00
44843	152	I.T.	APPLE IPHONE 5S /	F2LR33AGFF9R	2016	\$ 449.00
46225	152	I.T.	IPHONE 5S	DX3NRYLAFFDQ	2016	\$ 349.00
40576	200	S.O.	FORD 2006 CV/J WHEELER	2FAHP71W46X154821	2010	\$ 9,995.00
40320	200	S.O.	MOTOROLA MOBILE L/T -SO IT	3433KS5040	2009	\$ 3,812.50
40064	200	S.O.	MOTOROLA DOCKING STATION /SO-IT	25709AZN029	2009	\$ 1,380.50
46203	200	S.O.	IPHONE 5S/SO PATROL USER	F2LR60G0FFFK	2016	\$ 349.00
46205	200	S.O.	IPHONE 5S/ SO IT	F2LR60BSFFFK	2016	\$ 349.00
46662	202	S.O.	IKEY TOUCHSCRN /WALLACE	22317007224	2017	\$ 1,355.00
42816	202	S.O.	NIKON COOLPIX CAMERA /LAMBERT	30023667	2012	\$ 92.86
38884	202	S.O.	CANON POWERSHOT CAMERA/ANDREWS	7122021791	2009	\$ 199.95
42038	200	S.O.	FORD 2009 CROWN /HOLBROOK	2FAHP71V19X131234	2012	\$ 13,250.00
38717	202	S.O.	BLACKBERRY CURVE CELL /MITCHELL	3550585028795096	2008	\$ 100.00
32053	200	S.O.	INGERSOL IMPACT GUN /SHOP EQP	N/A	2002	\$ 132.00
34689	200	S.O.	LIBERTY LIGHTBAR	LB66	2007	\$ 1,439.00
34691	200	S.O.	LIBERTY LIGHTBAR	LB68	2007	\$ 1,439.00
40853	202	S.O.	GENISYS SCANNER /SHOP	NCE48812144	2010	\$ 2,395.00
34994	222	S.O.	MEDICATION CART-MED ROOM	N/A	2007	\$ 2,425.00
42323	200	S.O.	FORD 2009 CROWN VIC	2FAHP71V19X134618	2012	\$ 13,750.00
39351	227	S.O.	BLACKBERRY CURVE /HERRING	359158028148453	2008	\$ 100.00
40885	202	S.O.	IPHONE CELL PHONE/ K HODGE	67045ER8A4S	2011	\$ 200.00
47929	202	S.O.	2018 Ford Taurus	1FAHP2MK4JG104821	2018	\$ 22,000.00
33274	444	A.S.	CAT CAGES - 7 UNITS	N/A	2003	\$ 2,812.10
32910	444	A.S.	30 KENNELS	N/A	2003	\$ 6,030.00
43883	444	A.S.	KENWOOD HH RADIO /MARTI	B3800531	2014	\$ 237.50
42680	445	A.S.	MOTOROLA HH RADIO AC-1 /	N/A	2012	\$ 944.00

b. Preliminary/Final Inventory Disposition – EMS

Mrs. Tapley stated this is for the stretchers donated to Northwest Community College.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary/final inventory dispositions as presented by Mrs. Tapley.

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.6.b.

Asset no	Dept	Location	Description	Serial Number	Year Acq	Cost
32176	240	EMS	STRETCHER PROFLEX RED /M7	L692140	2002	\$ 2,200.00
41481	240	EMS	FERNO PROFLEX STRETCHER BLUE	NA	2011	\$ 4,034.00

c. Claims Docket

1) Worker’s Comp Explanation (See Exhibit I.6.c.1.)

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Deputy Chief Stephanie Hanks brought invoice documentation to address any questions.

Supervisor Jessie Medlin had no questions.

Supervisor Mark Gardner asked about the following claims:

Lipscomb & Pitts – several adjustments – Mrs. Freeze stated that is based on payroll numbers. She stated Lipscomb & Pitts gets an update from HR at the end of the calendar year for adjustments. She also stated that is accounted for when figuring the budget, but the spreadsheet show how close you are in budgeting it in. Mrs. Lynchard stated that does not tie up nearly as much budget money as it used to. Page 9 – Kearns case – Mr. Nowak said that was not an inmate.

Page 61 – Region IV National Strategies – Mrs. Freeze stated that is a monthly expense. Supervisor Gardner asked Mr. Jarman if he had checked on the utility bill at the gun range. Mr. Jarman stated he did check it and every time the bill was high, a class had been held where people were there for multiple overnight stays.

Supervisor Bill Russell asked about the following claims:

Why one airplane ticket was higher than the other. It was determined that one ticket is coming back on Monday and the other on Sunday, so the fare was higher. There was also insurance on the higher ticket in case Supervisor Gardner was not able to go.

Supervisor Lee Caldwell asked about the following claims:

Page 15 - \$2,479.20 for mats – Mr. Jarman stated he bought mats for all the buildings across the county instead of contracting for them to be cleaned.

Page 81 – Tomco - \$14,412 – Mr. Jarman stated that was for the brick work on the new Road Dept. building. He stated it looks good.

Page 83 - \$9,900 refinishing pews – Mr. Jarman stated that was for the pews in the Chancery Courtroom. He said that price was for refinishing, delivering and putting in place. He stated the price for new pews would have been over \$32,000. The Board said they would go inspect the new Chancery Courtroom during the lunch break.

Supervisor Michael Lee asked about the following claims:

Page 72 – Riley Paving – Mr. Swims stated that was for Robinson Crossing. Supervisor Gardner stated they did a good job and the residents are very happy.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Lee Caldwell made the motion and Supervisor Michael Lee 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>

7. NFusion

a. Approval to Pay Bill for Marketing Firm

This item was approved on the Claims Docket (I.6.c.)

b. Approval for Region IV to Continue to Purchase for NFusion

Mr. Kuntz stated there was some discussion about Procurement handling purchase for NFusion. He stated at the meeting with Region IV last week the group came to the conclusion to allow them to continue making their own purchases. Mr. Nowak stated Region IV is bound by State and Federal guidelines when making purchases.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to allow Region IV to continue making purchases for NFusion with clarity that they are bound by State and Federal purchasing guideline.

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>

c. Approval to Renew Contract with Region IV for NFusion

Mr. Nowak stated the Board asked him to look at their options for renewing the contract with Region IV in regard to NFusion. He stated the contract expires this year, yet the grant has one more year. He said the decision is a matter of if the Board wants to amend the contract and add the extra or not.

Supervisor Gardner stated he, Supervisor Caldwell, and Mrs. Lynchard had a productive meeting with Region IV leaders and he thinks they may take the County's concerns to heart and that he hopes to see some growth within the program.

Supervisor Caldwell asked if the contract is approved for another year, if it meant more responsibility to the Board. Mr. Nowak stated when everything expires there is no further obligation to the County, but if the grant is not carried out to fruition, the County may bear some responsibility.

Supervisor Medlin asked what would happen if the County terminated the contract early. Mr. Nowak stated if that was done without SAHMSA's approval, the Federal Government could decline any County grants in the future. Supervisor Medlin asked about the vans NFusion bought. Mr. Nowak stated under Federal law the County can, with SAHMSA approval, transfer the vans to Region IV to further the project, or they can transfer them to another grant.

Supervisor Caldwell stated she felt they had worked out some concerns, and she was concerned if the County terminated at this point the Federal Government would look at that in a negative light.

Mr. Nowak stated he can include an addendum to the contract that there be clarity with NFusion that the County will monitor their activity.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to renew the contract with Region IV in regard to NFusion for one year and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draft the contract including in the addendum that the County will monitor their activity.

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>

8. Office of Procurement

a. Request to Approve Bid Recommendation County Depository Rebid – Bid # 18-121-003

Procurement Coordinator Angie Irving reminded the Board that the County Depository had gone out for bid and had to be rebid. She stated they had 7 banks respond to the rebid and provided a spreadsheet to show the different proposals. Mrs. Irving stated they received bids showing a fixed interest rate vs. a variable interest rate.

Chief Financial Officer Andrea Freeze stated the Federal Reserve Bank has changed the interest rate several times in the last few months. She noted there are a lot of different variables on the interest rates by the bidding banks, but the Finance Department and Procurement Department are recommending changing the main depository to Renasant Bank. She stated Renasant Banks came back with a 1.77% interest rate which was higher than any other, including the incumbent bank. Mrs. Freeze stated First Tennessee has been great to work with, but they just could not match Renasant's bid. She also noted that First Tennessee had a \$7.5 million balance to be maintained with no interest being offered on those funds which would amount to about \$86,000 per year to manage the County's account and she felt that seemed to be a little much.

Supervisor Medlin asked about the 29 cents per transaction for ACH transactions. Mrs. Freeze stated this is a processing fee all banks charge however most banks will offset this with not paying as much interest or not offering interest on a certain portion of the balances similar to what First Tennessee has been doing. She did state the benefit of the higher interest rate from Renasant Bank far outweighs the cost of ACH transactions.

It was noted that, if approved Renasant will be the main depository, there are other banks that are considered as County Depositories, namely Bancorp South, First Tennessee, Citizens National Bank, First Commercial Bank, BankPlus, First Security Bank, and Trustmark.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to accept the recommendation of the Office of Procurement and Finance Department to change the County depository to Renasant Bank acknowledging them to be the best and most responsive bid; and authorize the Board President to sign any necessary documents; and approve Bancorp South, First Tennessee, Citizens National Bank, First Commercial Bank, BankPlus, First Security Bank, and Trustmark as County Depositories.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.8.a.

b. Request to Award Bid – Supply & Haul of Dirt for Rubbish Pit – Bid #18-341-001

Mrs. McNeil stated they received 3 bids from V. McGee Trucking, Cleveland Construction, and HM Cooper Trucking through the reverse auction with the lowest bid of \$135 per load coming from V.McGee Trucking. She stated they started the bidding at \$150 and it dropped to \$135 per load on the reverse auction.

Mrs. Lynchard stated when receiving quotes prior to the bid, the lowest quote was \$120 per load. She stated this is a good example of how reverse auction did not save any money. She stated the bidders went as low as they had to go and stopped. Mrs. McNeil stated there are some issues, and not enough instruction.

Supervisor Medlin asked why the lowest bid was not the starting bid on the reverse auction. Mrs. McLeod stated they did not start the bidding lower because if there is only one bidder, the reverse auction may not qualify.

Supervisor Lee asked if there were set increments. Mrs. McNeil stated this company does not allow for setting increments.

Mrs. McLeod said the State Procurement Manual suggested getting quotes before the bid. She said you have to show you have competition.

Supervisor Russell asked if they had started the bidding at \$120 and did not get any bids, what would have happened. Mrs. McLeod said they would have to start the process over. She stated they could reject the bid if the dirt is not needed immediately.

Supervisor Caldwell asked how many employees this reverse auction involved. Mrs. McLeod stated she, Mrs. McNeil and Mr. Laughter were watching it. She stated there is an option to have the bidders at the Administration Building using County equipment, and that would require more manpower. She said if the process is going smoothly, it should not take as many people.

Mrs. McLeod stated if the bidders download spec documents from the bid company they have to pay to get the documents. She said if they download the specs off the County website, they are not charged. She said Procurement does have some bids coming up that have them scratching their heads at what to do. Mrs. McLeod said this auction company only wants to put one item per bid, so they may have to find another auction company to handle the multiple item bids such as signs, janitorial supplies and others like that.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to accept the bid of \$135 per load from V. McGee Trucking as the lowest and best qualified bid for supply & haul of dirt for the rubbish pit, and list Cleveland Construction and HM Cooper Trucking as alternates.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.8.b.

c. Sole Source Purchase for EMA/Lewisburg Fire Department

Mrs. McNeil stated the Board approved the purchase of the rescue tools and the total is just under \$52,000. She stated Procurement found they were unable to get the extraction tools from anyone other than an authorized Hurst dealer. She stated their current equipment is Hurst and to be able to swap out batteries, tool heads, etc. they need to stay with that brand. Mrs. McNeil said to change brands; they would have to buy extra tools. She requested the Board approve the sole source designation.

Supervisor Medlin stated he understood they were donating their old equipment to Cockrum. Mrs. McNeil stated they are donating the equipment they are replacing; the equipment they need to match is currently on the truck and being used.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to recognize the purchase for the extraction tools for the Lewisburg Fire Department is from a sole source dealer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.8.c.

d. EMS – Emergency Purchase

EMS Director Mark Davis stated they had a battery blow up on an ambulance over the weekend and had to replace it. He stated they would typically use their back up ambulance, but it was in use by Horn Lake who had 2 ambulances out of service. Mr. Davis stated the total of the purchase was \$162.63. He also stated he took the old battery in the next day and got the core charge credited.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve the emergency purchase as presented by Mr. Davis.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.8.d.

9. Road Department

a. Request to Travel – 2018 Assoc. of Floodplain Managers Spring Conference

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to

authorize travel for Mr. Swims to attend the Association of Floodplain Managers Spring Conference and authorize the clerk to pay the registration fee.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.9.a.

b. Finding of Fact – 13445 Abernathy

Mr. Swims stated this address has a stopped up ditch that is causing water to come over the road and erosion to private property. He requested authority to replace the driveway culvert to allow more water flow and clean out the ditch to keep the water off the road.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the work at 13445 Abernathy as presented by Mr. Swims including replacing a driveway culvert to maintain roadside drainage and cleaning out a ditch to protect the health and safety of the public and the integrity of the County road.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.9.b.

c. Finding of Fact - 2660 West Oak Grove Road

Mr. Swims stated a driveway culvert was damaged by a road crew cleaning out a ditch and has caused damage and erosion to private property. Mr. Swims stated the culvert was cut into by the County where the citizen turns into the drive, and the erosion is cutting into the drive. He stated the culvert needs to be replaced and materials put in place to stabilize around the culvert.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Road Department to fix the damage caused by a road crew as presented 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 – by phone</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.9.c.

d. Finding of Fact – 9890 Holly Springs Road

Mr. Swims stated the culvert at this site is not long enough and is causing water to shoot out thus undermining the County road. He showed pictures showing water going over the ditch into the road. Mr. Swims stated the water actually goes into the road and then comes back on the same side which is also eroding the shoulder. Mr. Swims stated he would like to move the driveway culvert back off the road, widen the ditch, and put in a longer pipe. He stated there is currently a headwall at the driveway, but the landowner does not want the headwall put back in place and he is fine with a longer pipe. Mr. Swims stated they have done a lot of work down the road from this site and it is just a bad area.

Supervisor Medlin stated there is a lot of movement with water in location.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize replacing the driveway culvert with a longer pipe, moving it back from the road, and widening the ditch to protect the County road, keep the water off the road and protect the citizens traveling, thereby protecting the health and safety of the public and the integrity of the County road.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.9.d.

e. State Aid Inspection Report

Mr. Swims stated Steve Johnson is the new State Aid Engineer and he went out for inspections for the first time this year. He stated the report listed immediate needs and things that need to be scheduled.

Supervisor Russell stated there was a mailbox in the right of way. He asked Mr. Nowak is the County was liable if someone had an accident. Mr. Nowak said if State Aid points it out, the County should look at it closely.

f. Tractor Trailer Parking in Residential Area

Mr. Swims stated there is an 18-wheeler parking on Richardson Lane and damaging the road. He stated Richardson Lane is a very short, dead-end lane. Mr. Swims said it was reported by a resident that the driver does not live on Richardson Lane, but he does live close on Grass Pond Road. Mr. Swims stated this is happening about 2 or 3 times a month.

Mr. Nowak stated if anyone damages a County road, they are responsible for the damage, but in this case it might be hard to prove who is responsible. Supervisor Lee said he thought the Board should post a “No Truck” sign on the street. Mr. Nowak said the owner could be cited for obstructing a public street; and, if that does not stop the problem, the County can get an injunction. Supervisor Russell said that stopped the same problem in the 3rd district. Supervisor Medlin suggested writing a letter to the owner of the truck.

Supervisor Michael Lee made the motion and Supervisor Bill Russell seconded the motion to post Richardson Lane for no truck and send the owner a letter telling him he cannot park there. Supervisor Lee stated if the owner violates the posting, the County will take further action.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.9.f.

10. Addendum: Miller Road

Supervisor Medlin asked Mr. Swims to have someone look at some of the driveways on Miller Road that have carried a curb to the edge of the road. Mr. Nowak stated the County can give notice to the owner to fix, and if they don't, and the curbs are obstructing a public road, the County can and assess them with the costs incurred by the county to correct the problem. Supervisor Medlin also stated he noticed someone hit the guard rail on Bethel Road. Mr. Swims said he will check on both of those things.

10. Chancery Clerk

a. Interest from Old Special Commissioners Checking Account

Chancery Clerk Misty Huffman stated this was an old account from 1984 and this is the interest due back to the County in the amount of \$10,335.42. Mrs. Heffner stated the court opened an account for any money that the court ordered the Chancery Clerk to hold. She said it would be for specific cases they could not settle, or money to heirs that they could not agree on. Mrs. Heffner stated years ago the records were not well kept, but her staff pulled old files and found the cases that never reconciled or never claimed. She said they found all they could and sent notice to them all. They sent the balance to the Stated as unclaimed funds. Mrs. Heffner stated this was the interest on the account.

The Board discussed how to handle the funds and decided Mrs. Freeze could hold the check in Accounting until Mr. Nowak did some research.

Supervisor Bill Russell made the motion and Supervisor Michael Lee seconded the motion to go out authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to research the old special commissioners account and determine if the money rightfully belonged to the County and authorized Mrs. Freeze to hold the check until such a determination could be made.

The motion passed by a vote as follows:

- Supervisor Jessie Medlin, First District YES
- Supervisor Mark Gardner, Second District YES - by phone
- Supervisor Bill Russell, Third District YES
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

See Exhibit I.10.a.

b. 2017 Excess Funds Payment to County

Mrs. Heffner stated after operating the Chancery Clerk account and paying \$101,000 for the Chancery software she had \$47,651.35 in excess funds to turn in to the County as required by MS Code 9-1-43.

Supervisor Michael Lee made the motion and supervisor Jessie Medlin seconded the motion to accept the excess funds in the amount of \$47,651.35 from the Chancery Clerk.

The motion passed by a vote as follows:

- Supervisor Jessie Medlin, First District YES
- Supervisor Mark Gardner, Second District YES - by phone
- Supervisor Bill Russell, Third District YES
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

See Exhibit I.10.b.

11. Appointments – Horn Lake Creek Interceptor Sewer District Board – District 2

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to re-appoint Charles Davis to the Horn Lake Creek Interceptor Sewer District Board, District 2 position.

The motion passed by a vote as follows:

- Supervisor Jessie Medlin, First District YES
- Supervisor Mark Gardner, Second District YES - by phone
- Supervisor Bill Russell, Third District YES
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

See Exhibit I.11.

12. Human Resources – Department Report

Human Resources Director Vickie Richmann said the HR department has been around since the 1960's. She stated the department employees like each other, like working together, and like helping the employees of DeSoto County with their HR needs. Mrs. Richmann noted in 2000 when she came to the HR department there were 300 employees and today there are 701. She said working up a new hire usually takes about 2 hours, and a termination takes about 1 hour. Mrs. Richmann presented a Power Point presentation with statistics about the HR Department.

See Exhibit I.12.

13. Earth Day Update

Mrs. Pat McLeod stated the Entergy grant that has been \$2,500 was cut to \$1,000 this year. She stated we got a much better deal than last year on advertising at \$400 for 3 weeks of digital, 2 weekdays in print and 2 Saturdays in print. Mrs. McLeod stated Trustmark Bank is paying for half of the shredding truck at \$300 and the other half will be paid from the Entergy grant.

14. Election Commission – Office Space

Mrs. Lynchard stated the Election Commission is now occupying 2400-2500 square feet rather than 400 square feet. She stated they pulled back by adding shelving and doing a lot of organizing. Mrs. Lynchard said she talked to Mayor Ferguson and the city is putting in lighting and buying materials, while Facilities will be installing the electrical. She stated the Election Commission was paying \$1,500 for 1700 square feet, and she wanted the Board's blessing to talk with the city about the extra space and the new cost.

Supervisor Gardner asked if each election commissioner had a private office and if they needed that. Election Commissioner Sissie Ferguson stated they just need a desk and computer.

Supervisor Caldwell asked if they could do with less space. Mrs. Ferguson said the office is set up that way and walls would have to come down to change the layout of the space. She stated the Commissioners are supposed to be in the office on Tuesday and Thursday nights.

Supervisor Gardner asked why each Commissioner needed a desktop. Mrs. Ferguson said each one does different things to keep voter rolls cleaned up and the need the desktop for that. Supervisor Gardner asked if it would be more practical to have laptops. Mrs. Ferguson said she did not think the laptops would work with the virtual system.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to authorize Mrs. Lynchard to negotiate a price for the Election Commission's space with the mayor.

The motion passed by a vote as follows:

- Supervisor Jessie Medlin, First District YES
- Supervisor Mark Gardner, Second District YES – by phone
- Supervisor Bill Russell, Third District YES
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

15. Environmental Services – Air Quality Forecasts

Mrs. Lynchard stated air quality season has started and informed the Board if they would like to get daily reports, she can get them set up for that.

16. Property and Casualty Insurance Renewal

Mrs. Sara Edmiston and Mr. Davy Hunt from SouthGroup Insurance came to present the property and casualty insurance renewal. Mrs. Edmiston stated the numbers went up by 49 new vehicles and 9 new trailers. She stated the insurance premium went up 5.7% due to changes and a nationwide trend. Mr. Hunt said the rate is flat, but the value and numbers went up. Mrs. Edmiston said the County is doing

really well overall.

Supervisor Medlin asked for a list of the 100 trailers. Mrs. Edmiston said she will send him that.

Mrs. Lynchard stated one thing SouthGroup does is handle small claims. She said this is a valuable added resource for the County and saves money. Mr. Hunt said Ms. Edmiston does a lot of those small claims in-house and they don't go to Travelers. Mr. Hunt pointed out the County is up on auto, but still behind the trend on rates.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to renew the property and casualty insurance with SouthGroup, Travelers, and AIG 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> – by phone
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.16.

17. Unclaimed Body

Mrs. Lynchard stated Coroner Josh Ponders requested approval to dispose of an unclaimed body and payment to have the body of Arthur Hayes, Male, DOB 8/12/64, cremated.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to pay for the disposal of the unclaimed body of Arthur Hayes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u> – by phone
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.17.

18. Environmental Services – Stormwater Program

The Board had a long discussion with Environmental Services, Planning and the Road Department offering information and suggestions regarding how to control the Stormwater ordinances and problems with builders not complying.

After much discussion, Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to have Randy Williams, Bennie Hopkins, Austin Cardosi, Andy Swims, Scott Young, Ray Laughter, Brynn McCarver and Vanessa Lynchard get together and come up with a timeline or plan for Stormwater compliance in 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> – by phone
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.18.

19. Traffic Signal at Highway 305 and Byhalia

Supervisor Medlin stated there is starting to be more traffic at this intersection. Supervisor Caldwell stated there will be even more with I-69 opening. Mr. Swims stated MDOT may have traffic counts there. Supervisor Medlin stated MDOT needed to do a traffic count. Supervisor Caldwell stated that could be done through the MPO.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize Mr. Swims to ask MDOT to look at the location in regard to installing a traffic signal.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u> – by phone
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

20. Planning Commission Appointment

Supervisor Russell stated Mr. Wade Carter is resigning after 15 years on the Planning Commission and he would like to nominate Jim Holland to replace him. Supervisor Gardner asked if that would be a conflict of interest. Mr. Nowak stated there are no conflict of interest or separation of powers issues.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to accept the resignation of Wade Carter from the Planning Commission and nominate Jim Holland to fill the vacancy; and issue a Proclamation of Appreciation for Mr. Carter to receive at an upcoming Board meeting.

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.20.

21. Request to Rename Road

Supervisor Russell stated he got a request from one of the Walls Aldermen to rename a section of Church Road in honor of a preacher that has preached there for 40 years. He asked what the Board did about renaming a section of road for a Fire Chief last year.

Supervisor Lee stated they put up a sign in honor of the Fire Chief's service close to the fire station, but did not rename the road.

Mrs. Lynchard suggested the Board might want to consider just allowing such signs for people who have contributed to public service only.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to allow memorial/honorarium signs for public service employees/workers only.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u> – by phone
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

22. Approval to Travel

Supervisor Russell asked for permission to travel to the Keep Mississippi Beautiful meeting on April

12. He encouraged other Board members to attend the meeting.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize travel to the Keep Mississippi Beautiful meeting on April for any Board members that wished to go.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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>

23. Star Landing Road

Mr. Nowak stated he has an IRS form to show a charitable donation from the Austin family and a resolution that acknowledges the donation, and states the land is not intended to be used for unrelated County purposes.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the Board Vice-President to sign the IRS documents acknowledging the donation of property.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES – by phone</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.23.

J. PLANNING COMMISSION

1. PUBLIC HEARING 11:00 AM

Supervisor Caldwell made the motion and Supervisor Lee seconded the motion to open the Public Hearing 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. Appeal of Conditional Use and Variance

- i. Application by Gilmore Yackey (1507) for a Variance to allow a bed and breakfast on less than 1.5 acres and less than a 2500 sq. ft. structure in accordance with Article V, Paragraph 2, Section C(16) Page 30 of the DeSoto County Zoning Ordinance. Subject property is located at 2601 Delta Crest Cove, on the east side of Delta Crest Cove and east of Kelly Road, Parcel #3-09-4-18-04-0-00036-00 in Section 18, Township 3, Range 9 and is zoned Agricultural-Residential (A-R). (District 4)**
- ii. Application by Gilmore Yackey (1516) for a Conditional Use to allow a bed and breakfast in accordance with Article V, Paragraph 2, Section C(16) Page 30 of the DeSoto County Zoning Ordinance. Subject property is located at 2601 Delta Crest Cove, on the east side of Delta Crest Cove and east of Kelly Road, Parcel #3-09-4-18-04-0-00036-00 in Section 18, Township 3, Range 9 and is zoned Agricultural-Residential (A-R). (District 4)**

Mr. Hopkins stated that a request was filed to appeal the Board of Adjustment's decision to approve the Conditional Use and Variance for Gilmore Yackey to allow a bed and breakfast on less than 1.5 acres and the structure to be less than 2500 sqf.

Supervisor Medlin asked what the conditions of approval the Board of Adjustment included as part of the approval of these applications. Mr. Hopkins presented the conditions of approval as follows:

1. Shall be for a time period of five (5) years until February 12, 2023;
2. No swimming in the lake by guests;
3. No alcohol on the lake by guests;
4. Shall be advertised and booked on a private website for the bed & breakfast only, it shall not be booked or advertised on a company website;
5. Shall not be advertised as an Air B&B or VRBO;
6. There shall be a maximum of 8 people allowed to occupy the home;
7. There shall be a maximum of 4 cars at the site; and
8. There shall be no open fires on the property except in a contained grill.

There was discussion as to whether the attorney for the Woodland Lake HOA, who filed the appeal, had a conflict of interest as he a public defender for DeSoto County. All parties agreed they were fine with Mr. Treadway representing the appeal.

Mr. Keith Treadway came forward and stated that he was representing the Woodland Lake HOA and that his clients are opposed to the approval of the bed and breakfast. He then stated his clients do not feel all the conditions for approval have been met. He stated that if used as a vacation rental, as it is advertised, then there is a chance that there will be loud music, noise and partying. There are important qualifications of the zoning ordinance that were not met such as: the house is not 2,500 or more square feet as required, the number of parking spaces does not meet the minimum requirement and the minimum size of the lot is not met.

Mr. Treadway stated that the common meaning of a bed and breakfast is that someone lives in the homes, the owner rents out spare portions of their home and breakfast is served to the guests. He then stated that according to section of the Ordinance referring to bed and breakfast the normal parking requirements anticipate that someone would be living in the home. He stated that if a person was living in the home they would have better control over what is going on in the home when space is rented. Mr. Treadway stated that this use would require Health Department approval and he has not seen any documentation that the Health Department has approved this use.

Mr. Treadway stated that several general conditions set forth in the Zoning Ordinance are not being met such as:

- The use will not increase fire hazard – there will be no one on site to supervise the use of the fire pit, this could increase the fire hazard
- The use will not adversely affect the neighborhood – the Woodland Lakes HOA strictly forbids this type of use, they allow residential use only, feel this is a purely commercial use and if approved will set a precedent and could open the door to allow Bed and Breakfast without the owner living in the home in subdivisions all over the County

Mr. Treadway stated the next concern they have is that the property is being advertised as a newly renovated home, and he is concerned that permits were not pulled with the County for the renovations and concerned that the home does not Health Department approval.

Mr. Treadway stated that the County has never allowed vacation rentals and that this issue has been fought all the way to the State Supreme Court, where it was determined there was no provision in the Ordinance to allow vacation rentals in DeSoto County. He stated that a Variance is generally granted when there is something unique with the property that does not allow the owner to use his lot like others are allowed to use their same lots. Mr. Treadway stated Mr. Yackey's lot is just not large enough to meet the requirements for a Bed & Breakfast as defined in the Ordinance; he is not being singled out. He presented a petition signed by 56 homeowners in Woodland Lakes who are opposed to this application. He stated that the people surrounding the proposed site feel that if approved this will adversely affect the neighborhood.

Brenda Magill- 3325 Woodland Lake Dr. – came forward and stated she is also opposed to the application but had not had the opportunity to sign the petition.

Supervisor Medlin asked if there was more than one lake in the subdivision. Mrs. Shirley Harris stated that the proposed site butts up to the Woodland Lake dam.

Ralph and Susan Sparks – 11410 Lakeview Dr. – came forward and stated they are opposed to the application because they don't want to lose the peaceful feel of the subdivision and doesn't want commercial in the area.

Gilmore Yackey and Amy Oyler – 2726 Delta Crest – came forward and stated that they have owned property in the area since 1996 and have invested in the community by remodeling several homes in this community. Mrs. Oyler stated she is on the Board of the HOA for Delta Crest and is a pediatrician at Baptist Hospital.

Mrs. Oyler presented a slide show presentation of the before and after pictures of the home they renovated and are proposing to operate as a bed and breakfast at 2601 Delta Crest. The presentation included where the proposed site is in Delta Crest and its close proximity to their home. She stated that the property is isolated from the other properties. She stated when they decided to renovate the property they wanted a place for friends and family to use, as well as others who enjoy nature and such. Mrs. Oyler stated they have a letter from the Delta Crest HOA President and Vice-President in support of the project.

Mrs. Oyler presented pictures of the interior of the home and stated that the rooms are not rented individually but the house as rented as a whole. She stated that they do want to be good neighbors and that they have house rules that are included in the rental contract and will have a house rules book at the site.

Mr. Yackey stated this is a single family residence to be rented by a family. He stated according to the HOA insurance, it is a rental property like any other residential rental property and does not change the insurance coverage. He stated if advertised and rented through AirB&B.com background checks are done on the renters and they cover insurance for the rental. He stated even if they are allowed to use that platform to advertise and rent their property they will follow County regulations. Mr. Yackey stated they received an opinion from the MS Bed & Breakfast Association that this does fit the guidelines of a bed & breakfast and would welcome them into the association.

Mrs. Oyler stated that they have received support from their neighbors in Delta Crest Subdivision for this project. Mr. Yackey the concern of the Woodland Lake Subdivision homeowners that their insurance will go up, or be dropped all together, if a bed & breakfast is approved, and stated he does not feel this will happen as this is not a commercial operation - it is strictly a vacation rental. He stated he has copies of four lawsuits from across the country stating where it was found that this remains a residential property.

David Young – 9390 Coryelle – came forward and stated he owns property in Delta Crest and Woodland Lakes. He stated that the house in question looks completely different from the eyesore that it was before the Yackey's renovated the house. He stated that Delta Crest Subdivision does not say that they cannot have the bed & breakfast and does not feel it affects the Woodland Lake Subdivision. He then stated that he feels this would be an ideal opportunity for companies to lease for out of town employees to use on a monthly basis.

Earl Ward – 1775 Hwy 301- came forward and stated that he serves on the Board of Adjustment. He stated he does not feel the use will increase traffic, fire hazard or adversely affect the character of the neighborhood.

Donna Talbot came forward and stated she feels the site will be well taken care of.

Paul Millworth came forward and stated the house was an eyesore and now looks amazing. He stated he feels there is plenty of parking on the site and, since it's in a cove, it so will not increase traffic. He does not feel anyone will lose insurance nor does he feel the insurance will go up.

Susan Sparks – 11410 Lakeview Dr. – came forward and stated she feels it is a commercial venture and will set a precedent. She stated she is concerned that Mr. Yackey will want to do the same on the seven lots he owns in Woodland Lakes Subdivision.

Carolyn McMillan – 2178 Shady Grove – came forward and stated she is the real estate agent for Mr. Yackey and that he buys property and sells it. She stated that sometimes he will build a home on the property and then sell it. She stated she doesn't feel that he will use the lots in Woodland Lake Subdivision for Air B&Bs.

Supervisor Lee asked if a party breaks out at the property who would be called, usually it is the Sherriffs Department. Mr. Yackey stated that they live near the proposed site and would be able to monitor the property.

Mr. Treadway stated that the Yackey's own property in both Delta Crest and Woodland Lakes so their guest would be allowed to use the lakes in both subdivisions. Mr. Yackey stated that conditions can be placed on the approval that the guests can only use the lake in Delta Crest.

Supervisor Lee asked if Mr. Yackey felt that he has increased the property value. Mr. Yackey stated that he does feel he has increased the property value.

Supervisor Caldwell stated that decisions like this are always difficult for the Board members. She stated there are rental properties on both lakes and this is a residential subdivision.

Mr. Hopkins explained that there is not currently a provision for vacation rentals in the ordinance, so anyone wanting to do something similar to this must make a request for a Conditional Use and/or a Variance. He then stated that from a zoning prospective the property will be seen as a residential structure because zoning has not changed to commercial. Mr. Hopkins then explained the avenue for violations to be addressed at future Board of Adjustment meetings when the applicant files for an extension of the Conditional Use, or the use can be brought back before the Board of Adjustment if the applicant is not complying with the conditions of approval.

Supervisor Gardner stated that most of the names on the petition in opposition are in the Woodland Lakes Subdivision not Delta Crest Subdivision. He then asked what impact this use will have on the neighboring community. Mr. Treadway stated that the letter from the Delta Crest HOA President states that his approval is his personal opinion; he does not feel that the President is speaking on behalf of the Home Owners Association. He then stated that he does not feel that the applicant is using the property as a residential purpose as required according to the plat recorded for the subdivision. Mr. Treadway stated that he feels the use can affect the other lakes. He then stated he feels this is a commercial leasing operation.

Supervisor Caldwell stated she feels the same issues can be seen with a long term rental property that is rented monthly. Mr. Treadway stated that people who rent long term are more likely to take care of the property than someone who is renting for a short vacation.

Mr. Treadway stated that he feels this application is the same as the Bostick case that went to the State Supreme Court where the County fought against the vacation rental.

Supervisor Caldwell stated that Mr. Yackey came to her and said he was going to renovate the home and would like to use as an Air B&B, she stated that she told Mr. Yackey there is no provision in the Ordinance for or against Air B&Bs. She stated that there are bed and breakfast in DeSoto County where a person does not live on the site such as Bonne Terre. She stated Mr. Yackey wanted to do things the right way so he made application for a Conditional Use and Variance. Supervisor Caldwell stated that the County looked at the proposal and feels that the location is seclude. She then suggested that the site should have a landline for safety reasons.

Supervisor Caldwell stated she does not feel this will adversely affect the character of the neighborhood but rather it is a huge improvement to the neighborhood. She also stated it will not increase traffic. She then stated the applicant is willing to sign documents stating that he will not open an Air B&B in Woodland Lakes Subdivision. Supervisor Caldwell asked if permits are required for remodel work. Mr. Hopkins stated permits are not usually required for cosmetic work, but if removing walls or windows or running electrical wiring and such permits may be required.

Supervisor Caldwell stated if the applicant is not following the conditions of approval they can be brought back before the Board of Adjustment to review the approval. Mr. Hopkins confirmed that was correct. Supervisor Medlin stated other bed and breakfast operations have been approved in the county. He then stated that most of the ones he has seen are very quiet and you don't even know they are there.

Supervisor Caldwell made a Motion, after giving consideration of the recommendations of the planning department, the comments received from the applicant and the public, the documents presented, my knowledge of the neighborhood, the location of the property and the impact to the neighborhood, and upon giving consideration to all the factors in relation to an application for a conditional use, there are sufficient facts to demonstrate: that the use is in character with the neighborhood; is not in conflict with the comprehensive plan; will not create excessive noise, traffic congestion or adversely affect the general welfare of the county; will not overtax the county's facilities; the county will benefit from the proposed use and the surrounding area will not be adversely affected, and therefore the approval of the Board of Adjustments to allow the Conditional Use application to allow a bed and breakfast is affirmed, with the following conditions:

1. Shall be for a time period of three (3) years until February 12, 2021;
2. No swimming in the lake;
3. No alcohol on the lake;
4. No passes shall be given to guest to use Woodland Lakes;
5. The applicant shall provide a notarized letter stating he will not put any Air B&B in Woodland Lakes Subdivision;
6. The Conditional Use approval will be for the Yackey's only;
7. The operation can continue as long as the Yackey's live in the same close proximity to the site;
8. Shall be advertised and booked on a private website for the bed & breakfast only, it shall not be booked or advertised on a company website;
9. There shall be a maximum of 8 people;
10. There shall be a maximum of 4 cars at the site; and
11. There shall be no open fires except in a contained grill.

Supervisor Lee seconded the motion as made.

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	NO
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

Sherriff Rasco asked if this a vacation rental and his department receives calls about loud music and loud parties, will they be allowed to go over and shut the property down. Supervisor Caldwell stated they would be allowed to do enforce all laws that apply to the property.

Supervisor Caldwell made a Motion and Supervisor Lee seconded the Motion to uphold the approval of the Board of Adjustments granting the Variance application for this property to allow a bed and breakfast on less than 1.50 acres and less than a 2500 sq. ft. structure.

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	NO
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

Supervisor Lee made the motion and Supervisor Caldwell seconded the motion to close the Public Hearing 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

2. New Business

a. Consent Minor Lot

- i. Chevy’s Place Minor Lot (7231) – Approval of 3 lots on 7.85 acres out of 37.70 acres Identified as Parcel #4-08-4-17-00-0-00009-00. Subject property is located on the south side of Wheeler Road and west of Airport Road W. in Section 17, Township 4, Range 8 Zoned A (District 5)
Applicant – Billy Denney**

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

Supervisor Lee made the motion and Supervisor Caldwell 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	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

b. Other

- i. USPS Update**

Mr. Hopkins gave an update of the meeting with USPS concerning cluster boxes for mail delivery.

He stated there was discussion of cluster box delivery and how subdivisions are developed in the County. There was discussion of where the boxes would be located, who will maintain the boxes, large lot subdivisions verses small lot subdivisions, and phased subdivisions. He stated the USPS representatives gave examples of how cluster boxes have worked in other communities across the country. He stated he feels this is pretty much how things are going across the country.

Supervisor Russell asked what does the County do now? Mr. Hopkins stated that the County will need to advise developers to talk to the local post master about the cluster boxes for their developments. Supervisor Russell stated he understood that the decision would come from a central office not the local post master. Mrs. Lynchard stated she feels that the developer will need to go the local post master to get an approval letter for post service requirements.

There was discussion of whether subdivisions, where some phases of existing subdivisions are built currently with curbside delivery, will have to have cluster boxes for future phases.

There was discussion if there will be documentation that the County will receive when development of the subdivision is started to know that the developer has some type of approval for mail service. Mr. Cardosi stated the easiest fix may be requesting a letter from USPS concerning mail service requirements similar to the “will serve” approval letters from the utility companies.

There was discussion of where the cluster boxes will go on subdivisions that do not have common open space.

Supervisor Medlin stated that someone may need to put together guidelines so that everyone knows what has to be done. Mrs. Lynchard stated that the USPS has put together a set of guidelines.

Supervisor Caldwell made a Motion and Supervisor Russell seconded the Motion to allow a committee to work on cluster box mail delivery concerns and bring back a recommendation to the Board.

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

ii. **Consultant Selection for Johnson Creek Project**

Mr. Cardosi presented a small purchase contract for the consultant selection for Burns Cooley Dennis and stated there is no change in the amount of the Johnson Creek Project with this contract, but MDOT has requested a separate agreement between the County and Burns Cooley be signed. Waggoner is the project engineer of the other phases, but Burns Cooley will be completing dynamic pile testing. He stated staff is requesting approval for the Board of Supervisors to approve the additional contract and also authorize the Board President to sign the contract.

Supervisor Caldwell made the motion and Supervisor Lee seconded the motion to approve the additional contract for Burns Cooley Dennis for the Johnson Creek Project and to authorize the Board President to sign the contract.

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

K. EXECUTIVE SESSION

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 Michael Lee seconded the motion to recess the Board meeting until Monday, April 16, 2018, 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 – by phone</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 7th day of May, 2018, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Mark Gardner, President
DeSoto County Board of Supervisors

Lee Caldwell, Vice-President
DeSoto County Board of Supervisors