

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT ONE SUPERVISOR JESSIE MEDLIN, PRESIDING
April 03, 2020

A. CALL TO ORDER

The April 03, 2020 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Ray Denison	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

EMS Director Mark Davis offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

Board Attorney Tony Nowak requested to add the following:

1. Potential Litigation – AT&T/Oak Grove Road (Executive, J.1.)

Human Resources Director Carla Crockett requested to add the following:

1. Personnel - Potential Candidate for Facilities – (Executive, J.2.)

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

E. CITIZEN REMARKS & PRESENTATIONS

Supervisor Medlin asked if there was anyone present to speak to the Board on an item not listed on the agenda. No one came forward.

F. CONSENT AGENDA

G. OLD BUSINESS

1. COVID-19 Virus Update

a. County Administrator

Mrs. Lynchard stated she met with all the managers and talked with Mr. Jarman to try and do everything we can to comply with the Shelter in Place Order and still provide essential services. Mr. Jarman joined the meeting by phone.

Mrs. Lynchard went over a “Shelter in Place” frequently asked questions list and handed out a copy of the Governor’s Executive Order #1465.

See Exhibit G.1.a.

b. Road Manager

Mr. Jarman said he is trying to keep the men from congregating in the shop in the morning by staggering their start times and having them sign in with the superintendents rather than using the time clock. He said they are trying to only have 2 people in a truck. Supervisor Gardner and Supervisor Caldwell said Mr. Jarman’s plan looked good. Supervisor Medlin was not sure about staggering the start times. Mr. Jarman stated he only had problems distancing employees first thing in the morning and in the afternoon. He said staggering the shifts by 30 minutes would help with that.

Mr. Jarman stated the office employees are well spaced out so he did feel like leaving them in place was a problem. He noted the engineers have laptops they can use. Supervisor Medlin asked if the office staff would still be working 5 days a week. Mr. Jarman affirmed.

See Exhibit G.1.b.

c. IT

Mr. Mitchell stated his departments will telework as much as possible, and whatever hours they cannot telework will be counted as administrative leave. He stated he will reduce his onsite staff in GIS and IT by 50% and they will be on a 1-week rotation. He stated he will send laptops home with his staff if they need one.

Supervisor Gardner asked if additional software would be necessary to access the work desktops. Mr. Mitchell stated everyone runs a virtual desktop and Horizon connects to any machine. He said each employee gets access to the same desktop they have here at their desk. Mr. Mitchell stated the desk phone will route directly to the employee and it would be just as if they were in the office. He stated they can still print maps in GIS, etc. Mrs. Lynchard stated Mr. Mitchell would like the freedom to alter the schedule as necessary; and that would need to run through Human Resources. Mr. Mitchell stated he will continue rotating employees if the order goes past the 20th. He said he felt it would be easier to have people in for a whole week and out for a whole week. The Board said they liked the plan.

IT Security Update: Mrs. Lynchard stated while working in different roles, and someone is out; they will have to get permission from IT to get into different drives. She stated Mr. Mitchell has set up some protocols to handle that. The Board agreed to this plan as well.

See Exhibit G.1.c.-G.1.w.

d. Human Resources

Mrs. Lynchard stated all the direct deposit stubs will be mailed, rather than have people come in to HR to pick them up, for the next 3 pay periods. She stated people who get paper checks will call HR and let them know they are coming to pick up their checks. Mrs. Lynchard said payroll is typically turned in in an envelope, but will now be done electronically.

Mrs. Crockett stated she gave out a letter stating which County employees are essential. She also said she sent a letter to department heads yesterday suggesting that employees should have that letter and their badge with them.

See Exhibit G.1.c.-G.1.w.

e. EMS

Mrs. Lynchard stated part-time people are limited to working 3 days per month because of PERS. Mr. Davis stated they are okay right now, but if a couple of employees get sick, there will be a problem. He stated he wants the medics rested and he is trying not to give them overtime. Mr. Davis stated the last few days; contact with suspected COVID-19 positive patients has gone up.

Mrs. Mallory House stated 79 hours per month is all part-timers can work without the County paying PERS. She stated it might be possible to hire them seasonally and work them up to 4 months. Mr. Davis stated they cities hire them as contractual labor and give them 1099's.

Supervisor Gardner said it would be great if the County could find a way to work paramedic students while they are out of school. Mrs. Lynchard said they will check with PERS about the contractual labor as they would love to find a resolution and bring it back at the next meeting.

Supervisor Medlin asked Mrs. Lynchard to see if they could be classified as seasonal; and at the end of this pandemic, they could change back to part-time. Mrs. Lynchard said, so far, PERS has shut down all suggestions. Supervisor Gardner suggested emailing Governor Reeves and asking him to ask PERS to relax some of their guidelines during this emergency time. Supervisor Caldwell said Mr. Nowak could contact the governor's attorney. She also noted that as they find out things, they need to send information to MAS to help other supervisors across the state.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak, Human Resources, and the County Administrator to try and find a remedy to work part-time people through contractual, seasonal, or another way and authorize hiring them if a solution is found.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Lynchard stated Mr. Davis has one employee who is pregnant, and he is requesting to put her on administrative leave with the ability to call her back in the office if needed.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Davis to put the employee on administrative leave with the option to call her back to work in the EMS office if needed.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.c.-G.1.w.

f. Tax Collector

Tax Collector Joey Treadway stated their association recommends using the mail, online services and a skeleton crew to come in and work their processes. He said, beginning Monday, he will bring in a skeleton crew to open mail and answer phones. He stated they have moved their drop box farther down the hall. Mr. Treadway noted that within 30 minutes on Tuesday, they had 118 renewal cards and checks in their drop box. He also informed the Board that once a tag is paid for it shows up to law enforcement as current. He said they are waiving the mailing fee for renewals in the drop box because those people did intend on picking their tags up. Mr. Treadway stated the penalty for property taxes will stand as they were due on February 1, 2020.

See Exhibit G.1.c.-G.1.w.

g. Tax Assessor

Tax Assessor Jeff Fitch stated they cannot shut down their office as they State has extended Homestead Exemptions for one month. He said they have limited the counter to 2 people at a time and they do not have more than 10 in their office except for the first and last of the day. He said Facilities set them up some plexi-glass stands. Supervisor Gardner said the Board appreciates the way Mr. Fitch has run his office.

See Exhibit G.1.c.-G.1.w.

h. Justice Court

Justice Court Clerk Pat Sanford said he has split his shifts which allows the deputy clerks to answer questions and keep the public well served. He stated they are working ½ days to provide distancing and will get administrative leave pay for the other ½ of the day. He said he did tell the employees that if he had any work they could work from home as well. Mr. Sanford said they will put drop boxes outside for civil and criminal. Supervisor Gardner suggested putting a table as well for forms and instructions. Mr. Sanford said they are doing the best they can with questions people have and they are not taking cash. Mrs. Lynchard stated Justice Court will email receipts. She also said protection orders have to be dealt with. Mrs. Lynchard stated initially the Board approved a part-time clerk positions for Justice Court; but right now it is not needed.

Mr. Sanford stated the judges are having a conference call this morning and he will report back to Mrs. Lynchard what they say about the court schedule. Mr. Sanford stated they are technically having court, but part of court is continuing cases. He said the judges have continued the cases ahead of time. He said the judges are coming in and could hear a case if they had to. Mrs. Lynchard stated the Board had also approved a part-time position in maintenance to clean the courtroom; but that is also not needed at this time.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve the ½ day schedule with the other ½ day being administrative leave.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.c.-G.1.w.

i. EMA

Mrs. Lynchard stated this type situation is what EMA does best. She said Chief Olson is recommending business as usual for them as this is what they train for. Mrs. Lynchard said she has talked to other County Administrators and they do not have the same situation with their EMA's as DeSoto County has. She stated the EMA team has resources and the initiative to use them. Chief Olson said if one of them gets sick, they will use trained volunteers. He said this situation is tiresome, but it is when they thrive. Chief Olson said they have locked their building and put up a sign for people to call and they will go outside to them. He said the day-to-day

activities are still going; and they will reach out to their reservists if they need them. Supervisor Caldwell thanked Chief Olson and said his whole team is doing a tremendous job.

See Exhibit G.1.c.-G.1.w.

j. Finance & Accounting

Mrs. Lynchard stated Finance has been very proactive; the inventory is in good shape with the outside inventory; and grants will continue to be researched and tracked. She stated there are many opportunities with grants at this time. Supervisor Caldwell said Mr. Riley might look into a grant for Eudora's siren and shelter Chief Olson said FEMA is looking at individual assistance grants and they have to obligate some for hazardous mitigation projects. Mrs. Freeze said the public assistance grant from FEMA for the County has been filed.

Mrs. Freeze stated her original plan showed her off at the same time as Mrs. Hanks because of the software meetings. She said she changed it and they will not be out of the office at the same time. She stated they will be teleworking. Mrs. Lynchard stated the audit is still going on; but the auditors are also working remotely. She stated Finance is a very adaptable office, and they are using ebox to send information to the auditors as they are continually feeding them information. Mrs. Lynchard said the state sent some information that some state offices through which the County has grants are working from home and payments are delayed. She stated the deadlines are not delayed; and Mr. Riley is staying on top of that.

Mrs. Freeze stated she plans to stagger her staff and continue to serve the County. She stated her staff wants to be here working and she would like to continue to work as usual. Supervisor Medlin said he felt like there was plenty of space in this building. Mrs. Lynchard said Mrs. Freeze has come up with a plan to minimize touching papers. She stated the invoices will be scanned and approved by email, with the understanding that the originals will come at some point.

The Board agreed this was a good plan and thanked Mrs. Freeze for a good job.

See Exhibit G.1.c.-G.1.w.

k. Animal Services

Mrs. Lynchard stated Mrs. Mock was the first to turn in a plan; and it was well thought out. Mrs. Mock stated intakes have gone down and they are limiting surrenders. She stated they are making progress with keeping up with adoptions and limiting people that come in to 2 per appointment after a family of 7 came last week to adopt a puppy. She said if they have a big crowd moving forward, the staff will take the dog out to the play area for the family to meet. Mrs. Mock said she is cutting the staff to 5 per day, normally at 9. She said they are all willing to help clean, answer phones, etc. Mrs. Mock also noted there will be 2 officers on duty taking emergency calls only. Mrs. Crockett noted these employees will be on administrative leave and not working from home.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve the administrative leave 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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.c.-G.1.w.

l. Environmental Services/Parks & Greenways

Director of Environmental Services and Parks Director Ray Laughter stated that the garbage routes have not been affected; and Rick, D.W., and Josh are not coming into the office as they can get their assignments in their vehicles. He said they really cannot stagger their office, and

are pretty much business as usual. Mr. Laughter stated they are not picking up trash on the roads as they cannot use the trusties. He said Ewaste is packed and they are talking about storing it in a building somewhere to not lose the service for the public. He said the provider stopped picking up ewaste 2 weeks ago. Mr. Laughter also said without the trusties to stack tires at the rubbish pit and central maintenance, he is requesting to stop commercial vendors from disposing of tires to give the Env. Services staff time to properly stack the tires that are coming in from citizens. Mr. Laughter noted that the rubbish pit typically has 3 drops per day from commercial vendors, and the number varies at the Road Department. He said they have asked the rubbish pit to let them know which vendors are dumping tires on the ground so they can be contacted. Mr. Laughter stated there were over 100 tires on the ground and one of the limb trucks picked them up and put them in the trailer; and then Josh got in and stacked them.

Mr. Laughter stated they are on the honor system right now at the rubbish pit. He said people are being logged in; they are just not signing tickets.

Mrs. Lynchard said Mr. Laughter has had to modify several things in his department without the trusty labor. She stated the Governor ordered all parks to closed, but walking trails could stay open. She stated this means more monitoring than before to be sure people are complying. Mr. Laughter stated the playgrounds and picnic tables are roped off as well as gazeboes and restrooms as they cannot properly sanitize them during this time. He stated they anticipate a lot of traffic at the greenways during the pretty weather; and Rick will work a couple of hours on the weekend to monitor walking trails. Supervisor Caldwell stated she was at Johnson Creek last weekend and people were very good about distancing. Mr. Laughter stated the Sheriff's Department will be monitoring the ball fields. He said it has been suggested to close the gate at the 301 field and they will be looking at that.

Mr. Laughter stated Spring Clean Up has now been scheduled for April 13-20 as people are using the storm dumpsters quite a bit. He said Supervisor Lee suggested putting out the dumpsters to encourage people not to put rubbish on the roads while they are at home and doing a lot of cleaning. Supervisor Medlin said he thought it was a good idea to have people outside and if they did not have the dumpsters out, people will put the trash out for the County trucks to have to pick up.

See Exhibit G.1.c.-G.1.w.

m. Planning

Mrs. Lynchard stated Mr. Hopkins has plans to split his office up for working in the office and administrative leave as there is not much they can do from home. She said he also has a request about the men in the field. Mr. Hopkins stated they have 3 vehicles that have mounted laptops connected to desk top monitors and a wifi cap. He requested the Board allow the men to take their vehicles home under this executive order to be able to get their assignments and not have to come into the office. He stated that calls can be forwarded to cell phones as well. Mr. Hopkins stated they use the Outlook calendar to see the inspections that are scheduled.

Supervisor Gardner asked how the volume was. Mr. Hopkins stated they had 262 in February and 288 in March so the inspection requests are still coming in. He said there has been a slight decrease in traffic. Mr. Hopkins stated their office is set up so that the clerks sit in close proximity. He said that Mr. Cardosi also noticed yesterday that someone licked their envelope, so that is a consideration when opening packets. Supervisor Denison said the clerks should wear gloves when handling the envelopes.

Supervisor Gardner asked if Planning could cover the inspections with this staffing pattern. Mr. Hopkins affirmed. He said they are trying to split the inspections into east and west. He also noted that they are being proactive and if the inspector is in the area of a roughed-in inspection that they did a day or two before, they may drive back by to see if the builder is ready for another inspection. Mr. Hopkins noted the clerks will not be working remotely. He said if the inspectors are scheduled to be off, they will not be working, but will have their truck and could be on-call.

Supervisor Caldwell stated that the clerks might be able to make phone calls about internet service to work from home.

Supervisor Medlin said the inspectors could be looking at silt screen violations and letting Environmental Services know if they see any.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve administrative leave for Planning employees who were at home and not working.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.c.-G.1.w.

n. Facilities

Mrs. Lynchard stated the Facilities department is working hard and responding and the whole department is an example. She stated Mr. Houston has kept everyone stocked up and he has stayed ahead of things. She stated Mr. Houston is recommending business as usual. Mr. Houston stated Edward is going to Justice Court and keeping up with it. He stated they have a back order at Panola Paper for Clorox Wipes and Lysol spray. He said they have looked everywhere they normally get supplies and have not found any.

See Exhibit G.1.c.-G.1.w.

o. Administration & Procurement

Mrs. McLeod stated the Admin department needs all employees during board meetings but she is trying to have different ones go home one day a week. She stated Lynn and Angie will work in the office and the other 3 clerks will take one day a week. She said it is just an effort to keep them safer.

Supervisor Caldwell said this would be an excellent time to do surveys for high speed internet. She said there will be a lot of phone calls, Facebook time and reaching out for names and addresses. She said the Public Service Commission is asking for help to get the coverage map right. She asked Mrs. McLeod to get with Mrs. Barclay for some lists.

Supervisor Gardner asked if we needed a switchboard operator. Mrs. Lynchard stated that person does directional services for people coming in the building as many should be at the city hall rather than here. She stated that person also handles contracts, receiving and burn permits. Mrs. McLeod said when people rent out the offices for depositions they pick up the key and pay at the switchboard.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve administrative leave for the Administration & Procurement employees as determined necessary by the County Administrator.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.1.c.-G.1.w.

p. Sheriff's Department

Sheriff Rasco stated some of the vehicles on order have come in and it will be 6 to 8 weeks before the rest come in. He asked if they could pay for the ones that are in and the rest later.

Mrs. Lynchard stated they have done that with large purchases in the past. Mrs. Freeze said they could; they just need to be sure they get on inventory and we get all we pay for. Sheriff Rasco said they will have 16 ready on Tuesday. Mrs. Lynchard stated Accounting can cut the check when the cars are received and overnight it to the dealer.

Sheriff Rasco said they cannot cut their shifts; but they are not letting anyone in the building and taking most calls over the phone. Chief Deputy Smith stated he wanted everyone to be on the same page as far as law enforcement goes. He said they are receiving calls from people asking if they will be arrested for hunting. He stated an order from the Governor does not trump the Constitution; and they will not be stopping cars to ask people where they are going. He said he will be talking to some of their young deputies and be sure they understand. Chief Smith said the Sheriff's Department will not transfer from protectors to transgressors. He stated they are helping people who are not tech savvy to get their driver's licenses. He said they will let the cities handle their business and they will handle the unincorporated areas and ask people to use common sense. Chief Smith said if they see 15 kids riding around in back of a truck; they will stop them and probably call their families to ask them to use common sense. He said they are focusing more on legitimate criminal activity.

See Exhibit G.1.c.-G.1.w.

q. Election Commission

Supervisor Gardner said Mrs. Ferguson told him the Election Commission office is closed. Supervisor Caldwell asked Supervisor Denison if the Walls election had been postponed. He said it had not, but it will have to be. He stated they do not have election commissioners and only one person has qualified. He said they are talking about asking the County to take over the election. Supervisor Caldwell said they need to contact Danny Klein and talk to the Secretary of State's office about delaying the election. Supervisor Denison said Emily is researching the process. He said the Board of Aldermen will meet on Tuesday night.

See Exhibit G.1.c.-G.1.w.

r. County Insurance

Mrs. Lynchard reminded the Board that they agreed to pay for COVID-19 testing at a previous meeting. Mrs. Crockett stated Humana has requested that everyone retro coverage costs of COVID-19 testing back to February 4th. She stated she pushed back and said DeSoto County did not have their first exposure until the first of March and asked if there was flexibility.

Supervisor Medlin asked if employees had been charged a copay. Mrs. Crockett said they have and they will be reimbursed by Humana if approved.

Supervisor Caldwell said the County has publicized many times about the testing sites and that people should call ahead to inquire about fees.

Mr. Nowak stated the first emergency act said employers could not share in the costs; but the CARES act gave further details that addressed the 15 day period. Mrs. Crockett said the County has flexibility and could ask for the first of March and that is her recommendation. Mr. Nowak stated the whole intent is to keep people from being out of pocket. He said the State declared a state of emergency on March 14th and he thought the Board could go back to then date at the very least and would be justified to go back a little further.

Supervisor Mark Gardner made the motion and Supervisor Ray Denison seconded the motion to retro the reimbursement of copays to employees back to March 1, 2020 and authorize Mrs. Crockett to communicate that to Humana.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Crockett stated the County needs to weigh the cost effectiveness of going to the hospital and getting results in 1-2 days with a higher copay versus waiting several days to get back test results and paying administrative leave. She said they will look for a clinic that has a lower copay and still gets the test results back quickly. Sheriff Rasco asked if the County could get test kits and Dr. Thompson do the tests. Mrs. Crockett stated she has reached out to the lab the County uses and they cannot get test kits.

Mrs. Crockett also noted that Humana wants to know if the county is willing to cover all medical costs related to treatment and FDA medications. Mrs. Lynchard asked to delay this and let the attorney look at it. Mrs. Crockett stated it involves diagnosis and follow-up costs.

See Exhibit G.1.c.-G.1.w.

s. Legal Interpretations

Mr. Nowak stated he did not see a problem with churches holding services in their parking lots as long as they practice safe distancing. Mrs. Lynchard said some of the cities may have adopted stricter guidelines. Sheriff Rasco said the church has to say that the restrooms are not open and instruct people to stay in their cars. Mr. Nowak stated, in regard to liquor stores, the governor's order says local entities can provide more strict guidelines provided it does not interfere with essential business, and liquor stores are considered essential businesses. Supervisor Medlin stated all the liquor stores are in the municipalities. Mr. Nowak stated Cherokee Golf Course informed him that they received information from the Governor's office that they can be open with appropriate measures.

Supervisor Denison asked about the reservoirs. Supervisor Caldwell said the Corps of Engineers put out a press release that they are open, but they are monitoring for groups.

Mr. Nowak stated Mrs. Thompson had asked about out of state people getting marriage licenses. He stated there is no residency requirement in MS; and, as long as they present the necessary proof, the Circuit Clerk's office has to issue a marriage license.

See Exhibit G.1.c.-G.1.w.

t. MDEQ

Mrs. Lynchard stated if a permit expires for a developer and they can give reason for it being late having to do with COVID-19, they will accept it. She stated they might be slower with responses and to expect that from several state agencies. She said grant deadlines stay the same, but money might be delayed. She said Accounting is looking at the things that might impact the budget; and they might lead to some interfund loans.

See Exhibit G.1.c.-G.1.w.

u. MSU Extension Service

Mrs. Lynchard stated MS State University has closed, and the Extension Service has also closed. She stated they will continue to work from home, put signs on their doors, and check email. Supervisor Caldwell said it is a perfect time to promote 4H as so many people are on the internet.

See Exhibit G.1.c.-G.1.w.

v. FEMA

Mrs. Lynchard stated the cost of the professional cleaning of the County buildings may be reimbursable. She stated that might be something the Board can think about doing when the offices are on a decline. She said she could not say enough about the Facilities Department and the great job they are doing. Mrs. Lynchard said Mr. Houston is going to check on getting this done.

See Exhibit G.1.c.-G.1.w.

w. Department of Labor Update

Mrs. Lynchard stated they have changed the guidelines about using federal money. She said the federal government is trying to help the people in a true situation where COVID-19 has affected their lives. Mrs. Crockett stated she updated the eligibility form from last week. She said if someone is using expanded family medical leave; HR can ask for the name of children and their day care. She said they have expanded the requirement. Supervisor Caldwell said that might keep people from abusing the leave.

See Exhibit G.1.c.-G.1.w.

Mrs. Lynchard stated the Board of Supervisors has provided all departments with resources. She stated that leadership pays off and has made all the difference in the world for responding and coming up with solutions.

Supervisor Medlin commended Mrs. Lynchard for all she has done during the pandemic as well.

H. NEW BUSINESS

I. PLANNING

J. EXECUTIVE

The executive session portion of these minutes is recorded under the portion of the minutes called "Executive Session".

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to recess the Board meeting until Monday, April 6, 2020 at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 4th day of May, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors