

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT FIVE SUPERVISOR MICHAEL LEE, PRESIDING

April 04, 2022

A. CALL TO ORDER

The April 04, 2022 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Chief Deputy Justin Smith 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
Chief Deputy Justin Smith	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MARCH MINUTES – MS Code 19-3-27

As required by MS Code of 1972, Section 19-3-27, option (b) the minutes of each day's proceedings shall be adopted and approved by the Board of Supervisors as the first order of business on the first day of the next monthly meeting of the board. Supervisor Lee asked if everyone had read over the March minutes.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the minutes of the Board of Supervisors for March, 2022, 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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

1. Supervisor Mark Gardner requested to add the following:

- a. Consideration for Executive Session – Property Acquisition/Tax Collector (Executive, K.4.)

2. Supervisor Ray Denison requested to add the following:

- a. Discussion of Delta Overlook (Old, H.6.a.)
- b. Discussion of Greenway Project (Old, H.6.b.)

- c. Discussion on Ditch Cleanout to Alleviate Flooding on Nail Road (New, I.7.d.)
- d. Grant from MDOT to Improve Existing Corridors for Hwy 161 (New, I.7.e.)

3. Chancery Clerk Misty Heffner requested to add the following:

- a. Homestead Deletion (New. I.15.)

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin 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>

F. CITIZEN REMARKS & PRESENTATIONS

Supervisor Lee asked if there was anyone present to speak to the Board on an item not listed on the agenda.

1. Sharon Wofford

Mrs. Sharon Wofford, 2118 Manning Circle, Nesbit, stated she would like to speak on behalf of the Mid-South Transplant Foundation. She stated on April 22, 2022; the Transplant Foundation is asking everyone to wear blue and green. Mrs. Wofford requested the Board wear blue and green at their next meeting on April 18, 2022. She said she would like to have a sign and take a picture showing the Board’s support for the Mid-South Transplant Foundation. Supervisor Caldwell said they will get the word out. Supervisor Gardner thanked Mrs. Wofford for her work in supporting the foundation and encouraged everyone to be an organ donor.

2. Recognition of Leadership DeSoto Representative

Supervisor Caldwell recognized Mr. Octavius Ivy with Leadership DeSoto. She stated Mr. Ivy’s father, Tommy Ivy, is a supervisor in Lee County and a good friend. Mr. Ivy stated he is the Assistant Administrator for Baptist DeSoto and he is glad to be in attendance today.

G. CONSENT AGENDA

1. Monthly Health Claims Report

The following is a recap of all insurance claims funded and paid to Meritain, Aetna, RxNGo and Humana during March:

Funding Request	Date Paid	Amount	Claim Type	
3/1/2022	3/1/2022	\$6,450.04	Aetna Dental Claims	
3/1/2022	3/2/2022	\$1,677.78	RxNGo Claims	
3/1/2022	3/4/2022	\$8,121.12	Aetna Dental Admin and Vision Premiums	
3/8/2022		(\$41,545.35)	Humana Run-Out Medical Claims	Balance Forward Credit
3/8/2022	3/8/2022	\$74,793.92	Meritain Medical Claims	Med. claims of \$76,735.35, credit of \$1,941.43
3/8/2022	3/8/2022	\$27,003.49	Meritain Pharmacy Claims	
3/10/2022	3/10/2022	\$88,364.84	Meritain Admin and Stop Loss Fees	
3/14/2022		(\$41,392.26)	Humana Run-Out Medical Claims	Medical claim of \$153.09
3/15/2022	03/55/2022	\$32,873.27	Meritain Medical Claims	
3/17/2022	3/22/2022	\$2,887.50	RxNGo Claims	
3/22/2022	3/22/2022	\$51,478.57	Meritain Medical Claims	COBRA Refund of \$768.50 and Stop Loss credit of \$35.12
3/22/2022	3/22/2022	\$72,412.34	Meritain Pharmacy Claims	
3/14/2022		(\$41,376.26)	Humana Run-Out Medical Claims	Medical claim of \$87.48, Prior Stop Loss of \$433.88, Financial Recovery Credit of \$505.36
3/25/2022	3/29/2022	\$25,875.73	Aetna Dental Claims	
3/29/2022	03/29/22	\$108,053.49	Meritain Medical Claims	
3/29/2022	03/29/22	\$39,792.25	Meritain Pharmacy Claims	
Total Admin Fees, Vision Premium and Stop Loss		\$96,515.96		
Total for RXnGo		\$4,565.28		
Total for Humana		-\$41,376.26		
Total Meritain/Aetna Claims		\$438,733.10		
Total Cost		\$498,438.08		

2. Office of Finance & Accounting

a. Budget Amendments – MS Code 19-11-19 – Animal Services, Community Resources, Sheriff Department, Commerce St/Della to Jaybird

		Fund/Department #		001 / 445				
(1)	Animal Services							
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
REVENUE								
001-000-370	Animal Shelter Donations	\$ 3,900.00	\$ 3,599	\$ 96		\$ 3,695		
EXPENSE								
001-445-697	Animal Testing & Vaccinations	\$ 706.00	\$ 15,984	\$ 35		\$ 16,019		
001-445-698	Canine Supplies - Food	\$ 5,554.31	\$ 20,726	\$ 61		\$ 20,787		
TOTALS				OVERALL INCREASE \$96				
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.							
		Fund/Department #		001 / 191				
(2)	Community Resources							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
001-191-587	Training & Registration	\$ -	\$ -	\$ 574		\$ 574		
001-191-594	Other Contractual Services	\$ -	\$ 13,400		\$ 574	\$ 12,826		
TOTALS				\$ 574	\$ 574	\$ 13,400		
Reason for Request:	To account for conference fee.							
		Fund/Department #		001 / 200, 202, & 220				
(3)	Sheriff Department							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
Sheriff Administration								
001-200-475	Mileage & Other Travel Costs	\$ 9,494.04	\$ 34,227		\$ 7,000	\$ 27,227		
001-200-476	Meals & Lodging	\$ 16,602.05	\$ 20,713	\$ 2,000		\$ 22,713		
Patrol/Law Enforcement								
001-202-544	Service & Maintenance Contract	\$ 78,161.50	\$ 272,955		\$ 3,500	\$ 269,455		
001-202-571	Dues & Subscriptions	\$ 12,403.00	\$ 15,000	\$ 3,500		\$ 18,500		
Custody of Prisoners								
001-220-568	Transporting Prisoners	\$ 23,955.97	\$ 35,000	\$ 5,000		\$ 40,000		
001-220-692	Clothes & Dry Goods	\$ 8,415.59	\$ 38,483		\$ 19	\$ 38,464		
001-220-921	Other Capital Outlay Under \$5,000	\$ 400.00	\$ 1,500	\$ 19		\$ 1,519		
TOTALS				\$ 10,519	\$ 10,519	\$ 417,878		
Reason for Request:	Reallocate funds to line items where necessary.							
		Fund/Department #		156 / 374				
(4)	Commerce St - Della to Jaybird							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
156-374-550	Legal Fees	\$ -	\$ 38,995	\$ 2,438		\$ 41,433		
156-374-914	Easements / Right of Way	\$ -	\$ 2,438		\$ 2,438	\$ -		
TOTALS				\$ 2,438	\$ 2,438	\$ 41,433		
Reason for Request:	Reallocate funds to account for correct coding of invoices to correct fund.							

b. Authorized Credit Card Uses for Travel

February - March 2022 Credit Card Purchases
 The following charges were made in February-March for Meetings
 Supervisor Mark Gardner \$ 23.68
 Sheraton billed incorrectly and credited taxes twice

3. Road Department

- a. Monthly Work Schedule
- b. Monthly Road Report
- c. Monthly Bond Report

4. Meal Log Affidavits (4) – MS Code 19-25-74

5. Constables' Annual Reports – MS Code 7-3-45

- a. Bobby Holloway
- b. Lawrence Vaughn

6. Contract Administration – Auto Renewal

- a. Adult Drug Court – AEM ADAPTS
- b. Sheriff’s Department – GreenServ
- c. EMS - GreenServ

7. Enter Into the Formal Record and Make a Part of the Board Minutes:

- a. Letters of Map Revision from FEMA – Hawks Crossing, Phase II C West Lots 236-257, Phase III B West Lots 191-196, Phase III A West
- b. Office of State Aid – Annual Maintenance Inspection Report
- c. Agreement of DeSoto County, City of Southaven, City of Hernando for Relocation of and Improvement to Sewer Infrastructure Associated with Star Landing Road Project – Fully Executed
- d. Sellers Counter Offer #1 for Sale of County’s 28 Acres in Hawks Crossing
- e. 2021/2022 Bridgers, Goodman, Baird & Clarke Contract – Fully Executed
- f. Fully Executed MOU for Opioid Settlement
- g. Order Appointing & Setting Salary for Deputy Court Administrator – A. Young

Supervisor Lee requested the FEMA maps be taken off and moved to New Business for discussion.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Consent Agenda as presented including moving the Letters of Map Revision from FEMA from Item G.7.a. to New Business as requested by Supervisor Lee.

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.

H. OLD BUSINESS

1. Project Updates

- a. **Craft Road Box Culvert – Signature Required**
 - 1) **Award Project**

Mr. Simpson stated they received three bids:

- Ste-bill Grading - \$1,458,616.50
- Phillips Contracting \$1,877,454.48
- Talbot Brothers Contracting \$2,097,324.00

He stated they recommend awarding to Ste-bill Grading as the lowest and most responsive bid.

Supervisor Denison stated the budgeted amount was lower. Mr. Jarman stated the balance will come out the Road Department’s ending cash. Mr. Simpson stated the County’s portion has to increase by a little over \$64,000. He noted the LSBP portion is short as well; and they are awaiting legislation and direction by State Aid.

Supervisor Caldwell asked if that would hold up Robinson Road. Mr. Simpson said it potentially could; but there has already been discussion about delaying the bid of the project due to increased prices.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to accept the bid from Ste-Bill Grading as the lowest and most responsive bid and approve the necessary budget amendment from Road/Ending Cash.

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>

2) Approve Budget Amendment

Supervisor Medlin asked if they would be taking \$216,000 out of the Road Department’s ending cash. Mrs. Lynchard stated it would be from bridges. Supervisor Medlin asked about the \$47,000 amendment from State Aid. Mrs. Lynchard stated that one is decreasing the State Aid reimbursements. Mr. Simpson stated there are a certain amount of LSBP funds for DeSoto County. He stated the amount needed is \$315,000 and they are waiting for legislation to be passed. He stated the State Aid funds are back up if legislation is not passed.

Mrs. Lynchard stated she met with Ms. Freeze, Mr. Jarman and Mr. Huffman to get the amounts. Mr. Jarman stated some is reimbursable. Mr. Simpson agreed and noted that anything above the pavement is not reimbursable. Mr. Simpson stated the potential legislation is to restore LSBP funds wholly with ERBR funds.

Mrs. Lynchard stated there are two State Aid budget amendments; one because State Aid will reimburse engineering and one taking \$102,000 from roads and putting back into engineering because State aid will pay directly for construction and that is where the shortage will be. Mr. Simpson affirmed they are restoring \$102,000 to the County.

See motion and vote above at H.1.a.1.

See Exhibit H.1.a.1. & 2.

b. Amazon Transportation Improvements Change Order – Signature Required

Mr. Simpson stated this is a request to add 2 pipes, 2 end sections, and 5 additional working days to the project. He stated when they cleared and grubbed the area they discovered additional pipes of differing sizes currently in place. He stated the Change Order has been pre-approved by MDA and it is reimbursable.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the change order finding the work is based on unforeseen circumstances, the work is necessary to complete the project as originally contracted, it is a reasonable cost, the request was not made to circumvent the bid process, and the money will be taken from the contingency fund of the project.

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 H.1.b.

2. Contract for Park Mowing – Signature Required

Environmental Services Director Ray Laughter stated that when they met at the last board meeting they approved the contract for mowing of the parks and that today he is asking to get the contract signed for a not to exceed amount of \$24,782. Supervisor Medlin asked the name of the company. Mr. Laughter said JBF Services. Supervisor Gardner asked if their insurance was in place and Mr. Laughter affirmed. Mr. Laughter stated that he called all of his references and everyone spoke very highly of him.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President sign the contract with JBF Services for an amount not to exceed \$24,782.

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 H.2.

3. Board Attorney

a. Star Landing Road Relocation Assistance Consultant

Mr. Nowak stated there was a kick off meeting with MDOT last Friday regarding Commerce and they discussed Star Landing also. He stated there is still no notice to proceed with right of way as environmental has to be resolved. He stated they discussed having a relocation assistance consultant. Mr. Nowak stated that, effective April 1st, MDOT changed their LPA manual; and under the changes the LPA shall be required to contract with a consultant on their list. He stated appraisers also have to be on the MDOT's approved list. Mr. Nowak said Star Landing and Commerce are grandfathered in on appraisers, waivers and property management services. He stated that the changes with MDOT essentially mean that on future reimbursed projects the County will have to hire out for services which his office currently does. He said MDOT does say the County has to hire a relocation consultant for the Commerce Street and Star Landing road projects. Mr. Jarman stated the County can be reimbursed 100% up to \$900,000.

Supervisor Gardner said he read the criteria and his concern is that appraisers from outside the County are not usually up on land values in DeSoto County.

Mr. Nowak stated he spoke with Mr. Mark Dye from Carthage who is on the approved list for relocation assistance; and Mr. Dye agreed to handle the two parcels on Star Landing and one parcel on Commerce Street. He stated the others on the list would only do the work if they were guaranteed all the County's future acquisitions.

Supervisor Caldwell asked if the budget is set up to pay Mr. Dye. Mr. Nowak stated there is a line item for consultants.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to hire Mr. Mark Dye as the Relocation Assistance Consultant for three parcels -the two parcels on Star Landing Road and one parcel on Commerce Street.

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>

b. Rite Hite – Signature Required

Mr. Nowak stated Rite Hite has been occupying the Space Center for a long time as a subtenant. He stated they are buying out the lease and will now be the County's direct tenant. Mr. Nowak stated the lease is through 2071 and asked for the Board to approve the presented Estoppel Agreement. Mr. Nowak stated Rite Hite looked at purchasing the building outright; but it is much more favorable business for them to lease at \$20,500 per year.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Estoppel Agreement with Rite Hite as presented authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 H.3.b.

c. Guardian RFID Renewal for Sheriff’s Department – Signature Required

Mr. Nowak stated the contract was up for renewal and Commander Wicker asked him to review. He stated there were no substantial changes.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with Guardian RFID and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 H.3.c.

4. Sheriff’s Department – Nonattendance Reporting

Chief Justin Smith stated there is one change on Page 2, first paragraph to change the payout to 240 days in order to comply with PERS guidelines, and some additional language to further limit the use of administrative leave. The Board expressed their appreciation to Chief Smith for his work on this document.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to make the Sheriff’s Department Nonattendance Reporting document a part of the Board’s minutes 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 H.4.

5. Well at Animal Shelter

Facilities Director Shawn Houston stated, at the Board’s direction, he has reached out to Cobb Well Drilling from Sardis, Mike Holloway out of Nesbit and has also reached out to Eudora Water. He said has not heard back from Eudora. Supervisor Denison asked if Mr. Houston reached out to the Town of Walls. Mr. Houston said he has not. Supervisor Ray Denison said he could reach out to Mark Pressgrove and he may have contacts.

6. Overlook & Greenway Discussions

a. Delta Overlook

Supervisor Denison stated he would like to send a letter to the landowner that the County is willing to purchase the property at the overlook at fair market value. He said the County needs to tell him they need to do this or move on to another project. Supervisor Denison said he would draft the letter if the Board approved.

Supervisor Ray Denison made the motion and Supervisor Jessie Medlin seconded the motion to write to the overlook landowner offering to purchase the property at fair market value.

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>

b. Greenway Expansion

Supervisor Denison stated he, Mr. Laughter, and Mr. Simpson talked about the Greenway and Mr. Simpson did some studies with some scenarios. He stated one was going west to Hwy 61, one was east to Johnson Creek on the north side and terminate on Austin Road, and the other was bike lanes from the existing greenway to the overlook area. He stated it is all very expensive and he feels there must be a better way to do the greenway expansion and spend less money. Supervisor Denison said they will share the estimates at the next meeting for discussion.

I. NEW BUSINESS

1. Excess Fees from County Clerks

a. Circuit Clerk

County Administrator Vanessa Lynchard stated that Circuit Court Clerk Dale Thompson sent information in regarding her excess fees of \$370,152.51; and that \$200,000.00 was budgeted.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the check in the amount of \$370,152.51 from the Circuit Clerk for excess fees.

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 I.1.a.

b. Chancery Clerk

Chancery Clerk Misty Heffner stated last year's excess fees were \$858,805.59 and this year she is turning in \$1,120,273.07 in excess fees by statute. She requested the money be put toward maintenance of the Courthouse. Mrs. Heffner presented a list that was made last year that showed items that have been repaired or will be done after the architect gets approval from Archives & History. She also presented a list of new items that need attention.

Supervisor Gardner suggested a monthly walk through with Facilities, the Circuit Clerk, and the Chancery Clerk to stay on top of things. He said the pictures were a great help.

Supervisor Caldwell said with a list this size, it might be that some outside help is needed. Mrs. Lynchard suggested letting Mr. Houston go over the list, give a timetable for in-house work, and suggest outside help for what he feels is necessary.

Supervisor Caldwell asked how much of last year's excess fees was put into the budget line. Mrs. Lynchard stated about \$500,000 was part of the \$1.2 million courthouse renovation money. Supervisor Gardner said his thought was to put the money in the line; and reallocate at budget time if not needed. Supervisor Medlin said he did not see the reasoning in putting money in the line not knowing what the costs would be.

Supervisor Mark Gardner made the motion and Supervisor Ray Denison seconded the motion to accept the excess fees of \$1,120,273.07 and put \$800,000 of the Chancery Clerk's excess fees into the Courthouse maintenance budget line.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 I.1.b.

2. Extension Service Request Approval for ANR Extension Agent Position

Dr. Joy Anderson coordinator for the Extension Service opened with information regarding a new fishing project group. She said they will meet 5 times and that participants will learn about fishing.

Dr. Anderson said that there is a procedure to open the position for an ANR Extension Agent and that an order from the Board of Supervisors is needed to get the process started to hire the position.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the order to hire an ANR extension agent position and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 I.2.

3. Fair Housing Proclamation & Resolution – Signature Required

County Administrator Vanessa Lynchard said that North Delta is requesting the Board declare April as Fair Housing Month. She stated the County gets calls all the time regarding people in need with their house from repairs to utilities; and this action can help the County to apply for certain grants. Mrs. Lynchard stated the Board of Supervisors will have no direct authority or responsibility. She said this is simply a way to help the public.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to declare the month of April as Fair Housing Month and authorize the Board President to sign the Proclamation and 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 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 I.3.

4. Human Resources

a. Judge Appointing Intervention Court Case Manager – A. Jennings

Human Resources Director Carla Crockett stated that Judge McClure appointed Ms. Jennings as Intervention Court Case Manager effective today as backfill for Melinda Chamberlain. She stated Ms. Chamberlain will stay in the 001 account until April 30th and then she will go to the 026 account. Mrs. Crockett noted the County funds this position less the Worker’s Comp insurance. She stated Ms. Chamberlain will stay on as a part-time employee in Drug Court.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to accept the Judge’s appointment of A. Jennings.

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 I.4.a.

b. Circuit Court Order – Part Time Employee Salary Increases

Mrs. Crockett stated this order came from Judge Wilson and it is an increase for a part-time case manager and two field officers to \$25 per hour effective April 2nd in Drug Court to be effective immediately.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to accept the Judge’s order to increase the three part-time employees in Drug Court to \$25 per hour effective immediately.

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 I.4.b.

c. Moonlighting Request – J. Clarkson

Mrs. Crockett stated J. Clarkson works for EMS and wants to work part-time at the Landers Center as a Paramedic a couple of nights a week. She stated this position should not interfere with his fulltime schedule with the County.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the moonlighting request from J. Clarkson as requested.

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 I.4.c.

5. Office of Finance & Accounting

a. Preliminary Inventory Dispositions – IT, Sheriff’s Department

Mrs. Monica Jones presented the preliminary inventory dispositions from the IT Department for old or broken equipment and light bars from the Sheriff’s Department.

Chief Smith stated they ordered patrol cars and equipment for the cars in October. He stated Landers has recently informed them Dodge will not be producing the cars. He stated they are trying to sell the equipment they purchased to recoup the costs.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary inventory dispositions from the IT Department and Sheriff’s Department as presented.

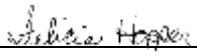
The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 I.5.a.

DEPT NAME				IT							DEPT #:		152
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL			
39670	DYMO LABELWRITER 400	930892428792	will not print	09	108	IT Storage							
41495	PANASONIC TOUGHBOOK	1AKYA24205	will not power on	11	2912	IT Storage							
41660	APPLE IPAD 2 WI-FI	DMPG59WKDFHW	not updateable	11	565	IT Storage							
41698	DELL 20" MONITOR	MX0G324H7426219517H	lines in screen	11	279	IT Storage							
42214	GARMIN 550T GPS	1MY042821	not updateable	12	551	IT Storage							
42215	GARMIN 550T GPS	1MY042044	not updateable	12	551	IT Storage							
42216	GARMIN 550T GPS	1MY042814	not updateable	12	551	IT Storage							
42218	GARMIN 550T GPS	1MY042777	not updateable	12	551	IT Storage							
42219	GARMIN 550T GPS	1MY042781	not updateable	12	551	IT Storage							
42220	GARMIN 550T GPS	1MY042807	not updateable	12	551	IT Storage							
42221	GARMIN 550T GPS	1MY042775	not updateable	12	551	IT Storage							
42222	GARMIN 550T GPS	1MY042719	not updateable	12	551	IT Storage							
42223	GARMIN 550T GPS	1MY042774	not updateable	12	551	IT Storage							
42224	GARMIN 550T GPS	1MY042820	not updateable	12	551	IT Storage							
42225	GARMIN 550T GPS	1MY042782	not updateable	12	551	IT Storage							
42227	LENOVO THINKPAD	MP08FK11203	bad motherboard	12	348	IT Storage							
42536	DELL 20" MONITOR	MX0G324H7426227Q19D	will not power on	12	320	IT Storage							
42548	DELL 20" MONITOR	MX0G324H7426227Q19H	bad display	12	320	IT Storage							
42752	DELL 20" MONITOR	MX0G324H746228L1MHL	blurry display	13	322	IT Storage							
43032	HP LAPTOP	SCND7391NKM	not updateable	13	1942	IT Storage							
43033	HP LAPTOP	SCND7392C83	not updateable	13	1942	IT Storage							

DEPT NAME				IT							DEPT #:		152
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL			
43034	HP LAPTOP	SCND73916HM	not updateable	13	1942	IT Storage							
43036	HP LAPTOP	SCND7391N87	not updateable	13	1942	IT Storage							
43037	HP LAPTOP	SCND7391ND2	not updateable	13	1942	IT Storage							
43038	HP LAPTOP	SCND7391NPK	not updateable	13	1942	IT Storage							
43039	HP LAPTOP	SCND7391NBX	not updateable	13	1942	IT Storage							
43221	DELL 2007FP 20" MNTR	MX0G324H7426231T28U	bad display port	13	330	IT Storage							
43527	DELL 20" MONITOR	MOC95364663479B247L	video not working	14	185	IT Storage							
44574	HP LJ PRO400 COLOR PRINTER	CNDF398677	will not print	15	432	IT Storage							
47538	DELL WYSE UNIT	9F20P505115	will not power on	17	110	IT Storage							
47554	DELL MONITOR	4HLRHF2	lines on display	17	245	IT Storage							
48280	GARMIN 550T GPS	1MY042816	not updateable	17	551	IT Storage							

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION		NOTES	
SIGNED BY: 	DATE: 03/29/22	PRESENTED TO BOS			
PRINT NAME: Felicia Hopper		April 4th, 2022			
		PRESENTED TO BOS			

DEPT	SHERIFF'S DEPARTMENT			NRC = NON REPAIRABLE (COST)	K = THOUSANDS			DEPT	200	
NAME:				NR = NON REPAIRABLE	H = HUNDREDS			LOC		
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
51280	Federal Allegiant Blue Lightbars	21285781-0003	Purchased by Hernando PD	2021	1k	DC SHOP				
51281	Federal Allegiant Blue Lightbars	21285781-0004	Purchased by Hernando PD	2021	1k	DC SHOP				
51282	Federal Allegiant Blue Lightbars	21285781-0005	Purchased by Hernando PD	2021	1k	DC SHOP				
51283	Federal Allegiant Blue Lightbars	21285781-0006	Purchased by Hernando PD	2021	1k	DC SHOP				

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Lt. Blake Gifford</u>	DATE: <u>03/30/22</u>	PRELIMINARY PRESENT TO BOS	
PRINT NAME: <u>Capt. Jeremy Dodson/ Lt. Blake Gifford</u>		April 4, 2022	
		FINAL PRESENT TO BOS	

b. Request for Continued Assistance from Kelley McGee

Mrs. Lynchard stated Ms. McGee made a positive impact on getting caught up on time lost from the software transition and dealing with the audit at the same time.

Supervisor Gardner made the motion and Supervisor Lee Caldwell seconded the motion to continue using Kelley McGee in the Finance Department up to \$15,000 and approve a budget amendment.

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>

c. Claims Docket – MS Code 19-13-31

Financial Director Andrea Freeze presented a page-by-page declaration of the Claims Docket and Admin Assistant Sissie Ferguson had invoice documentation to address any questions.

Supervisor Jessie Medlin asked about the following claims:

Kelley McGee – Why are we paying through North Delta? Mrs. Lynchard stated Ms. McGee’s contract is through North Delta and she works with a number of counties. She stated as a PERS retiree, Ms. McGee is limited as to how she works with counties.

Mid State Opportunity – Is that a quarterly charge. Mr. Laughter stated it is.

Supervisor Mark Gardner asked about the following claims:

Page 25 – IT Savy – The invoice showed 10, 24” computer monitors. Mr. Mitchell stated they keep some in inventory for replacements.

Page 35 – Judicial Robe – The invoice showed a robe for Judge Hollowell. Mrs. Ferguson stated they ordered it a while back and are just now getting billed.

Page 50 & 51 – Equipment to outfit patrol cars – Chief Smith stated the order was just completed. He stated they are now trying to sell it to recoup their costs as they just received word the cars are not in production. He stated they tried TN and MO and the costs were not fiscally responsible.

Page 78 – Bliss – Mr. Laughter stated that is the gazebo at Ingram’s Mill that was budgeted. He stated it is now installed and he will send pictures.

Page 81 – Waste Pro Poverty Waiver \$2,673 – Mr. Laughter stated Mid State Opportunity screens people that need help with their utility bills. He stated they have 99 on the list at this time and it is a budgeted item.

Page 84 – MS Fire Investigators Assoc Seminar – Mrs. Lynchard stated that was a required seminar for Scott Sanko as he does the commercial fire code inspections.

Page 95 - \$800 mobilization – Still do not like that. Mr. Jarman stated they are very satisfied with Myfis’ work. He said he will be putting together a patching crew together next year and try to do the majority of the patching in house. He stated they will get quotes for the jobs they cannot do.

Page 101 – ROW acquisition on Commerce \$1,400 – Mr. Nowak stated MDOT just issued a notice to proceed and his office is getting the initial appraisals lined up.

Page 104 – CAD – Mr. Mitchell stated that is software that Planning uses to do digital reviews in the field. He stated this renewal fee is in the budget.

Supervisor Ray Denison asked about the following claims:

Supervisor Denison asked what department takes responsibility for the docket itself. Mrs. Lynchard stated each elected official or manager turns in bills that they have approved as accurate. She stated Finance then checks the numbers. Mrs. Freeze stated Finance send out edits to each elected official and manager for them to approve what is going on the docket. Supervisor Denison said he would like the Departments to be at the meeting to give more accuracy on answers to questions that the Board has. Chief Smith stated it is very hard sometimes as the PO might have been issued a year ago. He said he sees every PO that come through the Sheriff’s Department, but the bills are not paid until the orders are complete. Mrs. Lynchard stated they can establish a time for the docket to be heard to get the department heads in the Board room. Mrs. Ferguson stated someone signs off on every invoice.

Page 8 – GIS aerial imagery fee – Mr. Mitchell stated that is what the County agreed to with the subscription. He stated they will get some back from other entities.

Page 12 – 7695 Hwy 161 – Mr. Nowak stated he is working with Drexel’s counsel on title status to the property and all contracting. He stated the most recent issue was with fire code issues and lack of permits. He said as far as he knows they are moving along with no issues at this time.

Page 21 – Clorox, Clarifier – Mr. Houston stated that is for the fountain in front of the Admin Building.

Page 44 – How much do we pay per round for 4.56? Chief Smith state about 30 cents per round for practice and about \$1 per round for duty. He stated this is from last April’s purchase and the company had to swap out what was ordered. He stated they swapped for a more expensive ammo; but adjusted the price.

Page 49 – 2 motorcycles – Chief Smith stated they had a trade in and this is the balance.

Page 53 – Food Service – Amount is up about \$2,000 per week. Chief Smith stated they have averaged 520 prisoners for the past couple of weeks. He stated they have been back and forth with the State trying to move their prisoners out.

Page 99 – John Deere Excavator – Why is this in Bridge & Culvert? – Mr. Jarman stated that is where the Road Department buys their big equipment.

Supervisor Lee Caldwell asked about following claims:

Page 36 – Katherine Sanford 2 payments and Michelle Haberstroh – significant difference in amounts. Mrs. Ferguson stated the amount depend on the number of cases they transcribe.

Page 38 – Election Fees – Mrs. Freeze stated Mrs. Thompson was catching up and she tries to turn these in each month.

Page 38 - \$1,065 & \$1,076 – Mrs. Ferguson stated that was for sending out the new cards to the new precincts in District 5. Supervisor Caldwell said they need to look at that when redistricting to try and not move those people again. She also said they need to look at polling places and availability.

Page 93 – National Guard Armory – Mr. Nowak stated their bills run two months behind because of their billing cycle. Supervisor Caldwell said Congressman Kelley’s office called and said they think DeSoto County is going to get moved up on the list.

Supervisor Michael Lee had no questions.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the items on the claims docket and authorize the Chancery Clerk to pay the bills as presented by the Finance Department.

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 I.5.c.

6. Office of Procurement

a. Request to Create a Committee to Evaluate the Broadband RFQ

Director of Procurement and Administrative Services Angie Irving noted the Board approved going out for an RFQ for Broadband at the last meeting. She stated part of the Federal requirements are to post for 30 days and form a committee to review and grade the responses. Supervisor Caldwell stated this should be the current Broadband committee and Mrs. Irving.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the current Broadband Committee and Mrs. Irving to review and grade the responses to the RFQ.

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>

b. Request to Approve Term Bid Specifications & Solicit Bids for Regular Gasoline and Diesel Prices - Bid File #22-300-007

Mrs. Irvin reminded the Board of the fuel price increases they saw at the last meeting. She stated she spoke to the State Auditor’s office and asked for advice on how to handle the fuel purchases because filling up the big tank could go over \$50,000 which would require a bid. Mrs. Irving stated the solution is to do a term bid and solicit different vendors that can furnish fuel at a certain percentage above the rack price. She stated this would lock them in and abide by the purchasing laws if a large purchase was made.

Mr. Jarman stated currently they bid the fuel each day and they are doing it almost weekly. He said the term bid will keep them from having to do that; but still allow them to get the lowest possible price. Mrs. Irving stated the Auditor said this has not been done since the 70’s. Mrs. Lynchard stated this is the way MDOT does asphalt. She stated this will establish the index you use and establish the mark up. Mrs. Irving said she reached out to the fuel companies and they have agreed to participate.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the bid solicitation and bid specs for fuel 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 I.6.b.

7. Road Department

a. 2022 Overlay Plan

Mr. Scott Young stated in order to get the same amount of road mileage, they will spend 1 ½ times as much money as budgeted. He stated the decision has to be made to cut roads from the list or increase the budget.

Supervisor Gardner asked how many miles a year they typically do. Mr. Young said 40 to 50 miles. He stated the County is down to about 560 miles of road with the annexation.

Mr. Jarman stated the next grade product lasts longer. He said they estimate \$4.9 million for hot mix including Industrial Drive and Watson DeSoto Road. Mr. Jarman stated if the Board is good

with the draft presented today; they will get with Ms. Freeze and Mrs. Lynchard to see where the budget will come from to present at the next meeting. Supervisor Caldwell said she would like to review the plan.

No Board action was taken.

See Exhibit I.7.a.

b. Discussion on Pipes in Subdivision

County Engineer Jason Youngblood stated the subdivision regulations have not been updated in quite some time and they preclude the use of plastic pipe. He said, after due diligence, he felt the County could possibly offer poly propylene pipe as an option to development. He stated it comes in 20 foot sticks which removes potential points of failure. Mr. Jarman stated the regs would stay the same for concrete headwalls, inlets, etc. He said the Road Department puts in this type of pipe under every road. Mr. Jarman also noted that if the pipe is down a property line with the potential of a fence going in; they would probably recommend concrete pipe. He stated they have more to learn on how to list the specifications; but using a 20 foot pipe and eliminating several points of failure would be sensible. He said developers have asked because they see the Road Department using the poly propylene pipe under county roads.

Supervisor Denison asked if they would spec 20 foot in all situations. Mr. Jarman said not all situations. Supervisor Denison asked if the pipe would be grouted. Mr. Coby Ayers stated they would be inside and outside.

Supervisor Medlin expressed concern with plastic pipe. Mr. Jarman stated the poly propylene has a bell housing and they go together with a gasket. Mr. Young stated there have been a lot of advancements and the design is derived from sewer pipe. He also noted the County has been using poly propylene pipe for 8 to 10 years.

Supervisor Denison asked if this would be in lieu of 8 foot sections of concrete. Mr. Youngblood said it would be offered an option. Mr. Jarman stated there are cases where is cannot be used. Supervisor Denison said he would like to get away from galvanized pipe. Mr. Jarman stated the County does a lot more inspecting than they used to. He stated Mr. Ayers will make developers dig up pipe if it was not inspected before being covered up.

The Board agreed to have the Road Department bring back specs to look at.

Supervisor Medlin said he would like to see concrete in curb and gutter subdivisions and plastic where there is open ditch. Mr. Nowak noted there will be a procedure to follow if this modifies the ordinance.

See Exhibit I.7.b.

c. Hawks Crossing LOMR

Mrs. Lynchard stated Mr. Hopkins spoke with Blake Mendrop and this is the paperwork to be sure the lots are still covered after another section changed. She stated they did this to be sure there was no confusion with people's insurance and that no one lost their homeowner's insurance. She stated the new LOMRs are by lot numbers and the third one is by legal description. She stated this reaffirms the LOMR exists on those lots to try and help the people with their insurance.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to make the Hawks Crossing LOMRs a part of the Board minutes.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.7.c.

d. Nail Road Ditch

Supervisor Denison said they are trying to clean out from Nail Road to Johnson Creek to help with flooding. He stated some cost estimates show it will be right around \$60,000 to alleviate flooding at Nail Road and Brantley Road. He stated they suspect there is a lot of congestion between Nail and Church. Mr. Jarman stated Mr. Youngblood and Chief Olson flew the area with a helicopter and said there were no huge obstructions; but there were a lot of little ones and caved in places. He stated he talked to the landowner about some different things that might help; and it seems that cleaning Johnson Creek from Hwy 61 to Church as well as the ditch from Church to Nail will help. Mr. Jarman stated the Road Department has cleaned all the box culverts. Supervisor Denison stated the drainage district has some money; and he hopes they will help some. Mr. Youngblood said he thinks they may have to put another pipe in on Nail Road because it is backing up there to get water from the north out; thus flooding Nail and Brantley.

Supervisor Caldwell asked if the County had equipment that is sufficient. Mr. Jarman stated they will use the County's track hoes and Horn Lake's swabber. He said they can also remove the old wooden bridges at Johnson Creek. Supervisor Denison said he did not want to remove the wooden bridges just yet as he thought they still had some life in them. He said he will go out and inspect them with Mr. Jarman.

e. MDOT Grant for Hwy 161

Supervisor Denison stated he would like to send a letter to MDOT asking for assistance with getting a grant for Hwy 161. Mrs. Lynchard stated MDOT has to be the one to apply. Mr. Jarman stated he would write a letter to the Northern District Commissioner if the Board approved.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Jarman to write a letter to the Commissioner requesting MDOT apply for a grant to help with Hwy 161.

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>

8. Insurance Update

a. Liability – Cyber Security

Mrs. Lynchard stated she met with the Sheriff's Department, Sarah Edmiston and the new Travelers rep and they went over the training that Travelers is going to do this year with the Sheriff's Department. She stated the Department will use some of that training for their refresher academy.

Mrs. Lynchard stated she met with IT Director John Mitchell, Ms. Edmiston and another Travelers' rep to discuss cyber security. She said in talking about measures that IT has in place; they found that some of the measures are on point and excellent. Mr. Mitchell stated they seem to be in good shape on about 95% of what Travelers requires. Mr. Mitchell stated multifactor authentication is something the County doesn't use and Travelers said they are going to require this for them to underwrite. Mrs. Lynchard stated it is for people with a high level of authority. Mr. Mitchell said it will include remote access and IT as well. He said IT is moving on it as a top priority to be done by May. He noted that hackers are targeting government entities and it is a real threat. Mrs. Lynchard stated the premium is about \$7,000.

9. Committee Reports

a. Solid Waste

1) Rail Road Avenue

Mr. Laughter stated Waste Connections approached the Solid Waste Committee about changing some classifications at their Rail Road Avenue pit. He stated they currently have Class 1 & 2; but they want to change to solely Class 1 (vegetation) because they are about to run out of space. He informed the Board that MDEQ has approved this plan and Mr. Nowak said their conditional use covers the change. Mr. Laughter said Waste Connection is requesting something from the County saying the County is okay with them changing.

Supervisor Medlin asked if two of their three areas are closed. Mr. Laughter affirmed. Supervisor Medlin asked if they could go higher. Mr. Laughter said they are saying the areas are closed. Supervisor Medlin said he felt like this will be safe for nearby residents and their water. Mr. Laughter stated the change will give them an additional seven years of life.

Supervisor Denison said the rubbish pits are an asset and the County needs to hang onto them as long as they can.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to authorize Mr. Laughter to draft a letter to send to Waste Connections and MDEQ to move forward with their plan to go all Class 1 at the Rail Road Avenue pit.

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 I.8.a.1.

2) EBS – Approval of Rubbish Facility Proposed Fill Plan Survey

Mr. Laughter stated Mr. Jim McNaughton met over phone with the committee. He stated the Board has invested heavily and built two cells in the past four year. Mr. Laughter stated they are getting close on the new cell and the end of the contract with Waste Pro at the end of next year. He stated they have worked with Mr. McNaughton in the past and he does a good job. He noted there is money budgeted for this year.

Supervisor Medlin stated this will be a contract not to exceed \$14,960. Mr. Laughter emphasized that Mr. McNaughton only bills for the hours he works. Supervisor Medlin said he hopes the study will come back and they will have more time than anticipated. Supervisor Denison said Mr. McNaughton hopes to find more room with a heat study.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the proposal by EBS not to exceed \$14,960 and authorize the Board President to sign.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 I.8.a.2.

3) Solid Waste Plan Update

Mr. Laughter stated the County has until the end of the year to update the Solid Waste Plan with MDEQ. He stated he talked to Mr. McNaughton about assisting with it and he is going to draw up a proposal for the Solid Waste Committee to bring back to the Board.

4) Garbage Contract

Supervisor Medlin asked if it would make sense to ask Mr. McNaughton to look at RFPs for the garbage contract. Mr. Laughter stated the contract with Waste Pro ends in October 2023 and they will need a new contract in place by the first of April. He stated they are expecting a pretty substantial increase. Mr. Laughter stated Mr. McNaughton said there is a new company, FCR, but he is not sure if they want to get into this market.

Mr. Laughter stated that they could not have kept up with emptying the big dumpsters over the weekend if not for help from the Road Department. He also thanked Chief Smith for the trusties and their help.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to vote to approve the solid waste plan, negotiate a contract with Jim McNaughton, and have him write the RFP for the garbage contract.

The motion passed by a vote as follows:

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

10. Facilities Management

a. 3:30 p.m. – Justice Court Updates

1) Project Status

Mrs. Lynchard presented a spreadsheet showing the costs related to the Justice Court project. She stated if the Board approves the three proposed change orders; there will be \$24,118 left in the budget. Mrs. Lynchard stated they still have to buy blinds, repair Industrial Drive, put in security measures from the Sheriff's Department and potentially wiring for fire. Mr. Kozlowski from Urban Arch stated the fire wiring is not a problem. She stated that she did not think the Board intended for the repair of Industrial Drive to come out of this project. Mrs. Lynchard stated she is meeting tomorrow with the Sheriff's Department to discuss the security measures and invited Mr. Kozlowski to be there. Supervisor Gardner said he thought window tinting where you can see out but not see in would be a good measure. Mr. Kozlowski said he would be happy to assist with that.

See Exhibit I.10.a.1.

2) PCO #9 – Sewer Line Install Overages & Asphalt Repairs

Mr. Kozlowski stated this is the scope of work for extra labor and equipment rental and asphalt over and above what was bid. He stated unsuitable and wet soils caused what was to be a two foot trench to settle and grow the footprint of dirt to be removed and collapsed the asphalt. He stated the itemized costs show the original cost and extra of \$10,790 for asphalt, \$3,000 for plumbing, and a 10% markup for a total of \$15,169.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve PCO #9 for sewer line install overages and asphalt repairs finding the work is based on

unforeseen circumstances, the work is necessary to complete the project as originally contracted, it is a reasonable cost, the request was not made to circumvent the bid process, and the money will be taken from the contingency fund of the project.

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 I.10.a.2.

3) PCO #26 – Two Water Taps

Mr. Kozlowski stated there was some confusion about responsibility and costs that the city provided. He stated the City provided the meters and taps and dropped them off at the site. Mr. Kozlowski stated, in order to avoid further delays, they had the plumber perform the tapping at \$2,500 per tap with a 10% mark up for a total of \$5,500.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve PCO #26 for two water taps finding the work is based on unforeseen circumstances, the work is necessary to complete the project as originally contracted, it is a reasonable cost, the request was not made to circumvent the bid process, and the money will be taken from the contingency fund of the project.

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 I.10.a.3.

4) PCO #27 – Undercut for Parking Lot

Mr. Kozlowski stated there are three soft areas in the parking area that were not previously tested. He stated they have been tested by a third party agency who found soil conditions not conducive to parking. Mr. Kozlowski identified the areas as one along the creek edge and two on the east side of the building. Mrs. Lynchard noted these were the extended parking areas. Mr. Kozlowski stated this undercut will fix the issued. He noted, based on unit costs included in the bid, with the testing fee and 10% mark up; the total is \$17,689.10.

Supervisor Denison asked how long the parking lot would be under warranty. Mr. Kozlowski stated most labor warranties with general contractor are one year. He stated Fossil Paving is doing the work and they do a lot of work for Murphy & Sons. Mr. Jarman stated they also do a lot of work for the schools. Supervisor Denison asked where the fill dirt came from. Mr. Kozlowski stated they got approximately 462 cubic yards of dirt off site and had to undercut 2 to 3 feet.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve the PCO #27 for undercutting for the parking lot finding the work is based on unforeseen circumstances, the work is necessary to complete the project as originally contracted, it is a reasonable cost, the request was not made to circumvent the bid process, and the money will be taken from the contingency fund of the project.

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 YES
Supervisor Michael Lee, Fifth District YES

See Exhibit I.10.a.4.

Supervisor Denison asked where they got the cypress for the building. Mr. Kozlowski stated there is a man in Jackson, MS who mills it.

Supervisor Gardner asked about the move in date. Mr. Kozlowski stated their target for substantial completion is toward the end of April. He stated they are having an issue with door delivery, still working on the wood paneling, and have some flooring to put in. Mrs. Lynchard stated the plan is to move Justice Court in mid-June.

The Board discussed more logistics such as moving cameras, furniture and changing the court address on the citations law enforcement issue. Mr. Nowak said he would check and see if putting stickers on the citations would be acceptable until new ones are printed. Mrs. Lynchard said she will be getting together with the Justice Court staff this week on how to transition.

5) Nichols Fire Security

Facilities Director Shawn Houston stated the new fire alarm system for Justice Court will work on cellular back up. He stated there is a one-time charge and monthly monitoring of \$35 each. He requested approval to add this to the current contract.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve adding Justice Court to the contract with Nichols Fire Security and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit I.10.a.5.

6) Blinds

Mrs. Lynchard stated something has to be figured out about window coverings. She stated Mrs. Irving has met with one blind company and has another one scheduled. She stated she wanted to be sure the Board is aware that this cost will be coming.

7) Security

Mrs. Lynchard said when they went to look at the building about the blinds; the Sheriff's Department had representatives there and they want to address the security at the building. She stated they have a meeting set up for tomorrow afternoon.

b. Update on Chiller Supply Line Break

Mr. Houston stated last Monday they found water in the parking lot and dug up the supply line to the old jail to find it was broken at the coupling. He stated Facilities fixed the line for \$2,078.

Supervisor Denison asked what the supply line was made of. Mr. Houston stated it was schedule 80 PVC and they replaced a piece of the line and couplings as it was broken smooth at the coupling. Mr. Jarman stated the company that installed the lines used shorter couplings and the wrong glue and that is why they break. He stated the fact that Facilities can change those out is a big deal and it will save a lot of money as it is expensive for Upchurch to change them. He said it seems like when the temperature changes dramatically; the line breaks.

Supervisor Gardner asked if it was Schedule 80 PVC that froze and burst. Mr. Houston stated that was black iron pipe because there was no heat tape on it. He stated the installers did not think it got below 32 degrees here and they did not protect the pipe.

11. Request for Letter of Support from City of Hernando

a. T-Mobile Hometown Grant

Mrs. Lynchard stated the Board approved a letter of support for this grant in December but their application did not make the deadline. She stated they are applying for the grant again.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the letter of support from City of Hernando and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit I.11.a.

b. RAISE Grant

Supervisor Caldwell stated some other cities are also doing and did not know if we should support one and not the others. No Board action was taken.

12. Risk Management – NWCC Science Department – COVID Training

Mrs. Lynchard stated the department did 7 or 8 presentations. She stated they did one at Environmental Services and talked about how clean the department was. She said they will be presenting more training in the future.

13. Sheriff’s Department – Sale of Vehicle Equipment to City of Hernando

a. Declare Surplus

b. Authorize Board Attorney to Draw Up Intergovernmental Transfer

Mrs. Lynchard stated she contacted Mrs. Monica Jones because the Sheriff’s Department was getting the information together to sell equipment to the City of Hernando. She stated they need approval to do the transfer.

Supervisor Lee asked how Hernando knew DeSoto had the equipment. Chief Smith stated they have been reaching out to different departments trying to sell the equipment for what they paid for it.

Supervisor Medlin stated only the light bars were on the inventory disposition. Chief Smith stated the small parts don’t get filed on inventory. He said they will sell 4 sets to Hernando and have 5 more sets to try and sell.

Supervisor Lee asked if the County would just be stuck if they could not sell the equipment. Chief Smith stated they are still looking for Chargers to buy. He noted the sets were \$5,500 per car.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to declare the equipment surplus for sale and authorize the Board Attorney to draw up an intergovernmental transfer with the City of Hernando.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
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Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 I.13.

14. Legislative Report

Supervisor Caldwell stated after 13 weeks, this will be the last week. She noted the following highlights from the legislature:

- WIN pool money from the Coast being diverted to cover 1st Responder Bill – Rep Hale and Commissioner Chaney worked very hard on this
- Rural Fire Truck was funded
- Increase limit for going out to bid from \$50,000 to \$75,000
- Request fully funding homestead
- Asking for ERBR funding to be put back
- Pennies for Parks for Southaven passed
- Olive Branch and Hernando get a referendum for Pennies for Parks
- Horn Lake got a hotel tax
- RegionSmart Initiative died – Supervisor Gardner said he thought this might come back up next year

Supervisor Caldwell said ARPA money was voted on and DeSoto County did not get anything. She stated they requested help with I55, Hwy 51, and Hwy 305 and did not get any of that. Supervisor Caldwell stated they put \$45 million in MDEQ for stormwater and gave \$40 million to MDOT for the entire state. She said she got word that they mainly put money into big chunks to agencies. Supervisor Denison asked how that would affect broadband. Supervisor Caldwell said they are waiting to hear on that. Mrs. Lynchard stated that is what the Federal Government did with the infrastructure bill; they put it into existing programs. Supervisor Caldwell stated they put in asking for a match for ARPA money, but did not get the big asks.

Supervisor Medlin asked if DeSoto got one new house seat and one new senate seat. Mrs. Lynchard affirmed. Supervisor Caldwell said Senator Blackwell was moved all into DeSoto County and the new Senate seat is Robert Jackson from Tunica County.

See Exhibit I.14.

15. Homestead Deletion – David Henry

Mrs. Heffner stated Mr. Henry owned 96 acres and had Homestead Exemption. She stated he came in in 2013 and signed up for over 65. Mrs. Heffner said since then he deeded several acres out to his children and some to RCA Investments. She said although he retained some land, they had no way to know that unless they did a full title search. Mrs. Heffner stated her office compare deeds and stop homestead if they have a change. She said Mr. Henry was very upset; but the statute says if a deed changes, you have to refile. Mr. Nowak agreed that he does have to refile. Mrs. Heffner stated he did refile before Friday’s deadline; but he feels like he deserves the 3 years credit back. He stated it is about \$1,000 per year. Mr. Nowak stated he has reviewed and there is nothing legally that can be done. Mrs. Heffner stated she will call him and send out a letter.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the Board Attorney’s opinion that there is nothing the Board can legally do in this situation.

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>

J. PLANNING

See Exhibit J.

K. EXECUTIVE

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

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Monday, April 18, 2022 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 2nd day of May, 2022, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors