

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT FOUR SUPERVISOR LEE CALDWELL, PRESIDING
May 6, 2019

A. CALL TO ORDER

The May 6, 2019 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Lee Caldwell, Board President.

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

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

B. INVOCATION

Pastor David Williamson from Hernando Baptist Church offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF APRIL MINUTES

Supervisor Caldwell asked if everyone had read over the April minutes.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the minutes of the Board of Supervisors for April, 2019, pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

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

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

- 1. Supervisor Mark Gardner requested to consider the following for Executive Session:**
 - a. Personnel – Road Department (Executive, K.1.p.)
- 2. County Administrator Vanessa Lynchard requested to add the following:**
 - a. MAS Questions for Statewide Candidates (Old, H.8.)
 - b. Emergency Operations Center – Armory (Old, H.9.)

- c. Appointment – Grievance Committee (New, J.14.)
- d. Approval to Add Requisition Signers (New, J.15.a.-p.)
- e. Approval to Add Assistant Receiving Clerks (New, J.16.a.-e.)
- f. Approval to Remove Requisitions Signers (New, J.17.a.-k.)
- g. Approve the County Administrator to Sign Requisitions for All Budgets (New, J.18.)
- h. Volunteer Fire – EAP Services (New, J.19.)
- i. Parks & Greenways – Hernando DeSoto River Park (New, J.20.a.)
- j. Consideration for Executive – Personnel – Environmental Services, David Wright (Executive, K.1.o.)
- k. Consideration for Executive – Sale of Property – Chateau Ridge (Executive, K.3.)
- l. Move Consent G.4.b. to New Business (New, J.15., J.16., & J.17.)

3. Supervisor Caldwell requested to add the following:

- a. Parks & Greenways – Property on Dean Road (New, J.20.b.)
- b. Parks & Greenways – Eudora Park (New, J.20.c.)

4. Board Attorney Tony Nowak requested to add the following:

- a. Lease with DHS (Old, H.10.)

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

- a. Update on Road Department Building (New, J.7.f.)

6. Chief Chris Olson requested to add the following:

- a. Homeland Security Grant Opportunity (New, J.21.)

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

The motion passed by a vote as follows:

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

F. CITIZEN REMARKS & PRESENTATIONS

1. 9:15 a.m. – SouthGroup Insurance Presentation

Mrs. Sarah Edmiston with SouthGroup stated that they had good news for the Board of Supervisors. Mr. Davy Hunt stated that the renewals came back about \$19,000 less than last year. He stated they had looked for up to a 5% increase and they were very pleased with the decrease.

County Administrator Vanessa Lynchard showed the history of premiums. She stated the inventory has increased tremendously in regard to what is being insured, personnel has increased some, and rates have still gone down.

Mrs. Edmiston stated that she appreciated the Board for the phenomenal job they do in making this happen.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve the report regarding the insurance liability claims, to accept the renewal and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

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

See Exhibit F.1.

2. 11:00 a.m. – Homestead Refund Request

Mr. John Brown, a Mississippi native, stated he had been living in Southaven since 2009. He stated that he is a retired veteran and is 100% disabled. On March 26th he filed disabled veteran homestead with the tax assessor's office. He stated that he was told that he would have to appear before the Board in order to request a refund going back to 2015 when his disability started.

Board Attorney Tony Nowak stated that he had looked through the information and statutes to try to find a solution, but there were a number of issues. He stated that the Board likes to accommodate the citizens of DeSoto County. The Department of Revenue guidelines provide for disability exemptions can be granted retroactively for one year. Further, the statutes require the property to be the person's primary home in order to qualify for homestead exemption. Mr. Nowak gave Mr. Brown several statutes to review and suggested he call the Department of Revenue.

Supervisor Mark Gardner asked Mr. Brown if he homesteaded another house while renting his home. Mr. Brown stated that he had not.

Mrs. Lynchard stated that the house was never assessed as rental property, it was assessed as residential. She stated that rental housing is assessed at 15% and residential is 10%.

Supervisors Gardner stated that the law says a home must be owned and occupied as primary residence as of January 1.

Supervisor Bill Russell stated that the board would love to help, but can only do what the law allows. He stated that he appreciated Mr. Brown's service, but the law has to be followed.

See Exhibit F.2.

3. 2:00 p.m. – Health Department Report

Mrs. Lynchard stated that Mr. Robert Jarman became aware the Health Departments in Olive Branch, Southaven and Hernando were not opening the office 5 days a week as they had in the past. Mrs. Lynchard asked personnel from the Health Department to appear before the Board to help them understand the issues. The nurses are Deborah Jones, Debra Clearly, and Millie Smith, chief nurse for the northern region.

Mrs. Smith stated that due to the lack of personnel, certain services were not available at all locations every day, and that there had been several employees that had retired from the department. She noted they have clerical personnel at all locations 5 days a week.

Supervisor Jessie Medlin asked if there are less appointments or is the State cutting back? Mrs. Smith stated that both are going on. He stated that years ago when they built the building, the building was shared, that they promised to stay open 5 days a week. Now they have the whole building, do they need it? Mrs. Smith stated yes.

Supervisor Caldwell asked if they did prenatal care. Mrs. Smith said they do not.

Mrs. Lynchard stated that county funds are put into the health department. Mrs. Smith stated they were trying to hire new staff and that the nurses are not always on duty. She stated that they do offer all the vaccines, early intervention and WIC.

Mrs. Lynchard asked them to stay in contact to refer information back to the Board.

See Exhibit F.3.

4. 2:30 p.m. – Recognition of Road Department Employees

Road Manager Andy Swims stated that an incident had taken place where Henry Crouch had a heart attack while working on Craft Road. He said some of the men got him out of the truck and performed life-saving chest compressions. 911 was called and within 5-10 minutes, they were there and transported him to the Olive Branch hospital. Mr. Swims stated that everyone was very calm and did just what they should have done. He stated that these amazing men not only saved Mr. Crouch's life, but finished the day and did not quit work until dark. The next day the road department was informed that Mr. Crouch was getting good reports and doing well. Mr. Swims stated that he believes that the

road department guys are to be commended and the actions they took were very heroic. He noted that the men are very humble and did not want recognition or praise.

Mr. Henry and his family are here today to recognize these fine men. They are: Rodney Prince, Scott Bloodworth, Sam Harris, Michael Starkey, Tracy Cornelison, Rodney Darby, Rodney Daniels, Michael Brown, and John Anderson.

Supervisor Caldwell stated to Henry that he is a special man and God put his hands on him. She stated that the crew that day was made up of brave men who stood up and helped. She told the family that a school bus had come by while this was going on and the bus driver requested that the children pray, and they did.

Mrs. Hazel, Mr. Henry’s sister, expressed her heartfelt thanks to the men from the Road Department.

Supervisor Mark Gardner asked Mark Davis to get prices on AEDs. There was some discussion about putting AEDs in superintendents’ trucks.

G. CONSENT AGENDA

1. Department of Human Resources: Monthly Health Claims Report

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

Funding Request	Date Paid	Amount	Claim Type
Date			
		\$107,259.82	Administrative Fees
4/1/19	4/2/19	\$2,850.00	RXnGO Pharmacy
4/2/19	4/2/19	\$104,084.98	Medical
4/2/19	4/2/19	\$7,337.15	Dental
4/2/19	4/2/19	\$42,061.65	Pharmacy
4/8/19	4/9/19	\$91,040.25	Medical
4/8/19	4/9/19	\$8,033.01	Dental
4/8/19	4/9/19	\$17,677.46	Pharmacy
4/15/19	4/16/19	\$75,649.96	Medical
4/15/19	4/16/19	\$3,805.95	Dental
4/15/19	4/16/19	\$25,847.15	Pharmacy
4/16/19	4/17/19	\$4,931.25	RXnGO Pharmacy
4/22/19	4/23/19	\$57,511.39	Medical
4/22/19	4/23/19	\$5,634.15	Dental
4/22/19	4/23/19	\$39,555.92	Pharmacy

Total for Humana	\$585,498.84
Total for RXnGo	\$7,781.25

2. Office of Finance & Accounting

- a. Budget Amendments – Animal Services, Board Attorney, Facilities Management, County Property & Liability Insurance/Sheriff’s Dept., Wireless Funds Revenue/Sheriff’s Dept., Sheriff’s Departments, DUI Grant 2018/2019, Animal Shelter Operations, Chancery Court Administrators, EMA Grants Fund, Rubbish Pit Utilization Project, Bridge & Culvert, COE Feasibility Study, State Aid Road Fund, Circuit Court Administrator**

		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	\$ 2,125.00	\$ 1,649	\$ 476		\$ 2,125
	EXPENSE					
001-445-696	Pharmacy Supplies - Medicine	\$ -	\$ 1,790	\$ 26		
001-445-938	Heating & Air Units - Donations	\$ -	\$ 10,411	\$ 450		\$ 10,861
	TOTALS			OVERALL INCREASE	\$476.00	
Reason for Request: (Show detailed)	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					
		Fund/Department #		001 / 130		
(2)	Board Attorney					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-130-476	Meals and Lodging	\$ 1,047.10	\$ 1,500	\$ 500		\$ 2,000
001-130-550	Legal Fees	\$ 83,317.73	\$ 170,500		\$ 500	\$ 170,000
	TOTALS		\$ 172,000	\$ 500	\$ 500	\$ 172,000
Reason for Request: (Show detailed)	To account for lodging while attending Blue Ribbon trip.					
		Fund/Department #		001 / 151		
(3)	Facilities Management					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-151-476	Meals and Lodging	\$ -	\$ 500		\$ 500	\$ -
001-151-587	Training and Registration	\$ -	\$ 1,000	\$ 500		\$ 1,500
	TOTALS		\$ 1,500	\$ 500	\$ 500	\$ 1,500
Reason for Request: (Show detailed)	To reallocate funds to line items where needed to finish out the fiscal year.					
		Fund/Department #		001 / 106 & 202		
(4)	County Prop & Liability Insurance / Sheriff's Dept					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-376	Insurance Proceeds	\$ 73,774.87	\$ 58,415	\$ 15,360		\$ 73,775
	EXPENSE					
001-106-542	Vehicle Repair & Maintenance	\$ 33,028.87	\$ 28,384	\$ 4,646		\$ 33,030
001-202-915	Vehicles - Above 5,000	\$ 532,197.00	\$ 550,227	\$ 10,715		\$ 560,942
	TOTALS			OVERALL INCREASE	\$ 15,361.00	
Reason for Request: (Show detailed justification)	Increase revenue and increase expense to account for insurance proceeds to repair 2015 Ford Taurus Sheriff's Department vehicle and insurance proceeds for total loss of a 2013 Tahoe Sheriff's Department vehicle.					
		Fund/Department #		001 / 200 & 999		
(5)	Wireless Funds Revenue / Sheriff's Dept					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-264	E-Citation Reimbursement	\$ 48,289.56	\$ -	\$ 48,290		\$ 48,290
	EXPENSE					
001-200-503	Cellular Telephone Service	\$ 26,506.95	\$ 43,500	\$ 15,000		\$ 58,500
001-999-999	Ending Cash		\$ 30,772.387	\$ 33,290		\$ 30,805,677
	TOTALS			OVERALL INCREASE	\$ 48,290.00	
Reason for Request: (Show detailed justification)	Increase revenue and increase expense to account for e-citation/wireless funds reimbursement from DPS fund 3747. This request crossed fiscal years which is why a portion is being placed in ending cash, the other amount is the portion the Sheriff's department has paid for wireless services and due a reimbursement.					
		Fund/Department #		001 / 200,202,225		
(6)	Sheriff's Departments					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-476	Meals and Lodging	\$ 8,603.57	\$ 10,000	\$ 2,500		\$ 12,500
001-202-671	Motor Vehicle Fuel	\$ 264,839.35	\$ 600,000		\$ 18,558	\$ 581,442
001-202-915	Vehicles - Above \$5,000	\$ 532,197.00	\$ 560,942	\$ 17,855		\$ 578,797
001-202-918	Other Mobile Equipment	\$ 24,452.32	\$ 25,000		\$ 547	\$ 24,453
001-202-922	Other Cap Outlay Over \$5000	\$ 8,750.00	\$ 10,000		\$ 1,250	\$ 8,750
001-225-594	Other Contractual Services	\$ -	\$ 800		\$ 800	\$ -
001-225-617	Rescue Supplies	\$ 2,828.85	\$ 3,550	\$ 1,455		\$ 5,005
001-225-691	Uniforms	\$ 4,904.28	\$ 5,000	\$ 4		\$ 5,004
001-225-921	Other Cap Outlay Under \$5000	\$ 2,282.95	\$ 5,300		\$ 407	\$ 4,893
001-225-925	Radios	\$ -	\$ 6,000		\$ 252	\$ 5,748
	TOTALS		\$ 1,226,592	\$ 21,814	\$ 21,814	\$ 1,226,592
Reason for Request:	Reallocate funds to line items where needed.					

		Fund/Department #	001 / 216			
(7)	DUI Grant - 2018/2019					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-216-433	County Patrol Deputies	\$ 99,233.51	\$ 158,016		\$ 690	\$ 157,326
001-216-476	Meals and Lodging	\$ -	\$ 1,580		\$ 1,580	\$ -
001-216-921	Other Cap Outlay Under \$5000	\$ -	\$ -	\$ 2,270		\$ 2,270
TOTALS			\$ 159,596	\$ 2,270	\$ 2,270	\$ 159,596
Reason for Request: (Show detailed justification)	To reallocate grant funds to correct line items. This budget will be amended once the FY 2020 numbers are approved to be in line with the State's fiscal year.					
		Fund/Department #	001 / 445			
(8)	Animal Shelter Operations					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-445-476	Meals and Lodging	\$ -	\$ 1,000		\$ 300	\$ 700
001-445-587	Training & Registration	\$ 550.00	\$ 750	\$ 300		\$ 1,050
TOTALS			\$ 1,750	\$ 300	\$ 300	\$ 1,750
Reason for Request: (Show detailed justification)	To account for necessary training for new animal control officer. No meals or lodging will be necessary due to training taking place in Olive Branch. The complete 5 day class is \$550.					
		Fund/Department #	028 / 172			
(9)	Chancery Court Administrators					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
028-172-603	Office Supplies and Materials	\$ 2,857.03	\$ 3,000	\$ 1,000		\$ 4,000
028-172-919	Furniture/Office Equip - Under \$5000	\$ 401.85	\$ 3,000		\$ 500	\$ 2,500
028-172-924	Computer Hardware & Software	\$ -	\$ 1,000		\$ 500	\$ 500
TOTALS			\$ 7,000	\$ 1,000	\$ 1,000	\$ 7,000
Reason for Request:	To cover necessary office supply expenses.					
		Fund/Department #	044 / 281			
(10)	EMA Grants Fund					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
REVENUE						
044-000-241	EMA Grant Revenue	\$ 48,373.05	\$ 297,000	\$ 10,000		\$ 307,000
EXPENSE - Grant S18HS017T (new for FY 20)						
044-281-587	Training & Registration	\$ -	\$ -	\$ 3,000		\$ 3,000
044-281-603	Office Supplies and Materials	\$ -	\$ -	\$ 2,000		\$ 2,000
044-281-924	Computer Hardware & Software	\$ -	\$ -	\$ 5,000		\$ 5,000
TOTALS				OVERALL INCREASE	\$10,000.00	
Reason for Request: (Show detailed justification)	Increase revenue and increase expenses to account for recent grant award S18HS017T accepted by BOS 12/3/2018.					
		Fund/Department #	105 / 391			
(11)	Rubbish Pit Utilization Project					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-391-521	Legal Advertising	\$ -	\$ -	\$ 100		\$ 100
105-391-594	Other Contractual Services	\$ 26,108.28	\$ 136,423		\$ 100	\$ 136,323
TOTALS			\$ 136,423	\$ 100	\$ 100	\$ 136,423
Reason for Request:	To add a legal advertising line item necessary for project.					
		Fund/Department #	160 / 399			
(12)	Bridge & Culvert					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
160-399-533	Rental of Other Equipment	\$ 480.48	\$ 14,000	\$ 20,000		\$ 34,000
160-399-594	Other Contractual Services	\$ 5,633.30	\$ 75,000		\$ 5,000	\$ 70,000
160-399-634	Culverts	\$ 17,431.17	\$ 154,000		\$ 15,000	\$ 139,000
160-399-550	Legal Fees	\$ 1,779.18	\$ 2,000	\$ 1,000		\$ 3,000
160-399-555	Engineering Fees	\$ 8,570.00	\$ 50,000		\$ 1,000	\$ 49,000
TOTALS			\$ 295,000	\$ 21,000	\$ 21,000	\$ 295,000
Reason for Request: (Show detailed justification)	Reallocate funds to line items where needed to cover necessary expenses.					
		Fund/Department #	160 / 358			
(13)	COE Feasibility Study					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
160-358-555	Engineering Fees	\$ -	\$ -	\$ 200,000		\$ 200,000
160-358-594	Other Contractual Services	\$ 36,158.75	\$ 1,499,000		\$ 200,000	\$ 1,299,000
TOTALS			\$ 1,499,000	\$ 200,000	\$ 200,000	\$ 1,499,000
Reason for Request: (Show detailed justification)	Reallocate funds to line items where needed to correctly account for project expenses.					

		Fund/Department #		170 / 333		
(14)		State Aid Road Fund				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
170-000-263	Reimb for State Aid Roads	\$ 114,089.88	\$ 1,187,750	\$ 43,604		\$ 1,231,354
	EXPENSE - STPD 19206 B Holly Springs Retainage					
170-333-555	Engineering Fees	\$ -	\$ -	\$ 43,604		\$ 43,604
	TOTALS			OVERALL INCREASE	\$43,604.00	
Reason for Request:	Increase revenue and increase expenses to account for retainage from original Holly Springs preliminary engineering work performed by Pickering Engineering Firm. Funds have already been received and now are owed to Pickering.					
(Show detailed justification)						
		Fund/Department #		025 / 171		
(15)		Circuit Court Administrator				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
025-171-571	Dues and Subscriptions	\$ 512.00	\$ 500	\$ 50		\$ 550
025-171-543	Repairs-Office Furn & Equip	\$ -	\$ 500		\$ 50	\$ 450
	TOTALS		\$ 1,000	\$ 50	\$ 50	\$ 1,000
Reason for Request:	Reallocate funds to line item where needed.					

3. Road Department

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

4. Office of Procurement

- a. Procurement Card Purchases – Facilities, Administration
- b. Requisition Signers – Moved to New Business, J.15 – J.17

5. Contract Administration – Auto Renewal

- a. Election Commission – Interlocal With Cities – Shared Funding & Use of Equipment
- b. Election Commission – ES&S Electronic Pollbook
- c. Animal Shelter – Interlocal with Cities for Reciprocal Aid and Assistance

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

- a. Facilities – Siemens Energy Performance Contract Signed
- b. Johnson Creek Greenway Notice to Bidder/STP-0017-00(036) LPA 106405-701000

7. Meal Log Affidavit

8. Constables' Annual Financial Reports

- a. Bobby Holloway
- b. Keith Combes

9. MSU Visits – May 23/24, July 2/3, August 1/2 - Hotel Cost is \$248 Per Visit

10. Justice Court Monthly Report

April 2019

Criminal Cases Filed	182
Civil Cases Filed	745
Traffic Tickets Filed	741
Total Cases Filed	1,668
State Assessments	\$71,982.75
County General Fund	\$115,092.27
DPS	\$5,750.00
Total Collections	\$192,825.02
Submitted by	Pat Sanford
Date	30-Apr-19

11. Business Investment Incentives – Final Resolutions

- a. Five Below, Inc. 5-Yr. Personal Property (Expanded) \$ 871,285.00**
(Effective: 01/01/2019 – 12/31/2023)
- b. Olam Cotton, Inc. dba Anderson Clayton Desoto Warehouse \$ 848,028.00**
10-Yr. Personal Property (New) (Effective: 02/04/2019 – 12/31/2028)

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the actions and matters presented in the Consent Agenda including moving item G.4.b. to New Business.

The motion passed by a vote as follows:

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

See Exhibit G.

H. OLD BUSINESS

1. Animal Shelter – Employee Policy & Guideline Changes

Animal Services Director Monica Mock stated most of the changes made to the employee policies were contact information, dates and updating of forms. Mrs. Lynchard noted that Mrs. Mock has updated the manual as needed. She said Mrs. Mock has done a fantastic job and they use their policy manual at the Animal Shelter.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the Employee Policy & Guidelines changes for the animal shelter as presented by Mrs. Mock.

The motion passed by a vote as follows:

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

See Exhibit H.1.

2. Stateline Road Bridge

Mr. Nowak reviewed the history of the project, starting in 2013. He stated that MPO is sticking with their original contribution amount even though the amount of the project has increased.

Supervisor Medlin said that he was concerned that the scope of the project had changed, but he said after talking with Mr. Swims, that does not seem to be the case. Mr. Swims stated by changing from a box culvert to a bridge they can get by with less right-of-way. He noted the cost of the project did not go up because of changing from the box culvert but because of costs of materials going up in the 3 years since the estimate.

Mr. Nowak stated the County's original 50% of the local match for the project was \$80,000 and the amount is now \$168,256.60.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to pay up to \$168,256.60 and amend ending cash from the Bridge Fund to make up the difference from the original \$80,000 amount.

The motion passed by a vote as follows:

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

See Exhibit H.2.

3. Waggoner Engineering Projects

a. Johnson Creek Greenway – Project Engineer Substitution – Approval from MDOT

STP-0017-00(036)LPA 106405-701000 LPA

Mr. Tracy Huffman reminded the Board they had approved Jason Allen as a Project Engineer on the Johnson Creek Greenway project. He presented a document that was received from MDOT and requested the Board approve the Project Engineer Substitution form naming Jason Allen and authorize the Board President to sign.

Supervisor Bill Russell made the motion and Supervisor Michael Lee seconded the motion to approve the Project Engineer Substitution form naming Jason Allen as a Project Engineer on the Johnson Creek Greenway project and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit H.3.a.

b. Star Landing Road Bridge – Construction Documents Approval for Advertisement

ERBR-STP-0906(4)B

Mr. Huffman stated they are prepared to move to advertisement on this project and are requesting authority to advertise for construction bids. He stated the funds will come from the Emergency Road & Bridge Fund (ERBF).

Supervisor Russell asked about the plan for diverting traffic and the length of the project. Mr. Huffman stated the road will be closed and the detour route will be posted. He said it will be about a 75-working day project; and they should begin within 2 months.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the advertisement for construction bids on the Star Landing Road Bridge Project # ERBR-STP-0906(4)B as requested by Mr. Huffman.

The motion passed by a vote as follows:

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

Mr. Huffman also requested the Board adopt a Resolution designating him as the Engineer of Record for the Star Landing Road Bridge Project and the Holly Springs Road Project to comply with ERBR requirements.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to adopt a Resolution designating Mr. Tracy Huffman as the Engineer of Record for the Star Landing Road Bridge Project #ERBR-STP-0-6(4)B and the Holly Springs Road 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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3.b.

c. Fogg Road – Additional Funding Allocation BR-0976(5)B

Mr. Huffman stated they will be doing a foam injection to resolve the settlement of the box culvert on Fogg Road and State Aid is allocating an additional \$72,000 for the project. He stated the same process is currently being used on parts of I-269. Mr. Huffman said State Aid considered the fault an act of God because of the flooding and that is why the extra allocation was approved.

Supervisor Caldwell asked what the process involved. Mr. Huffman stated they drill holes at particular places and inject the foam. Mr. Huffman stated they think the settlement happened because of the flooding that took place during the actual construction. He said he did not think that could have been prevented.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the additional \$72,000 in State Aid funding, authorize the Finance Department to transfer the funds, and authorize the Board President to sign the Board Order.

The motion passed by a vote as follows:

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

See Exhibit H.3.c.

**d. Commerce Street Extension – Environmental Assessment STP-7886-00(003)
LPA/107341-711000**

Mr. Huffman stated they held a public hearing and received one comment that was in favor of the project. He stated they are ready to officially submit the project and requested the Board approve the Environmental Assessment and authorize the Board President to sign. Mr. Huffman said, if approved, he will submit the document to the Federal Highways Department.

Supervisor Caldwell stated this construction has been pushed into the next TIP cycle.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the Environmental Assessment for Commerce Street Extension and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit H.3.d.

4. Contracts with Waggoner Engineering to Provide Preliminary & Final Maps & Descriptions for ROW Acquisition – Request Past President Signature on Previously Approved Forms

- a. Nail Road**
- b. Craft Road**
- c. Swinnea Road**

Mrs. Pat McLeod stated the Board had previously approved a task order that provided preliminary and final maps and descriptions for right of way for these 3 projects on October 15, 2018. Waggoner was asked to split the task order into 3 separate task orders. She stated the projects have been named Nail Road (4.a.), Craft Road (4.b.), and Swinnea Road (4.c.) with a scope of work for each task order. Mrs. Lynchard stated Mr. Huffman did what the Board asked him to do to make bill payment easier. Mrs. McLeod stated they are requesting past President, Supervisor Gardner sign the contracts as he signed the original task orders. Mr. Nowak approved of that procedure.

Mr. Huffman stated they are still working on Swinnea to get maps and deeds. Supervisor Caldwell asked if they got the alignment worked out. Mr. Huffman stated they shifted some things and it is all worked out.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the contracts and authorize the past Board President, Supervisor Mark Gardner to sign finding the task orders, items 4.a., 4.b., and 4.c., are consistent with the original task items approved on October 15, 2018.

The motion passed by a vote as follows:

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

See Exhibits H.4., H.4.a., H.4.b., and H.4.c.

Updates on current projects:

Holly Springs Road:

Mr. Huffman stated he submitted revised assessment and settlement reports last week on Holly Springs Road. Supervisor Lee asked if he had any idea when they would go out for bids. Mr. Huffman stated he hoped to be ready to present the specs for bid in about 3 months. He stated he is waiting to hear back from MDOT on some issues that came up and have been addressed.

Supervisor Lee asked if Mr. Huffman could foresee any money problems. Mr. Huffman stated he will not know that until the bids come in.

Star Landing Road:

Supervisor Caldwell stated the Armory people are moving faster and asked what the status was on widening Star Landing. Mr. Huffman stated they are currently working on maps and descriptions to get to the Board Attorney for right of way acquisition.

5. ACI Fire Truck Purchase

a. Letter of Credit

Mr. Nowak stated that the fire truck was being purchased through the rural fire truck acquisition program. The county fronts the money, ACI gets the loan and ACI pays back the county. He stated they will be having a public hearing at the fire department on May 7, 2019.

See Exhibit H.5.a.

b. Verification Letter for Lender (IRS Form 147) - Need Board President Signature

Mr. Nowak stated that the letter was in proper form.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the purchase of the fire truck for ACI Volunteer Fire Department and authorize the Board President to sign the IRS Form 147 and any other necessary documents.

The motion passed by a vote as follows:

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

See Exhibit H.5.b.

6. Youth Mentoring Program

a. Verification of Program

Mrs. Lynchard stated she met with Judge Treadway, Mr. Nowak, and Pat McLeod a couple of weeks ago and discovered the Youth Mentoring Program will allow a lot of activities to be funded. She said Mr. Nowak suggested Judge Treadway issue an order and he was reluctant as he did not want to order the Board to do anything. She said Judge Treadway asked if Mr. Nowak could draw up an order and he would sign it.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an order for the Board regarding the Youth Mentoring Program's spending, and to review any other required documents.

The motion passed by a vote as follows:

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

b. Procurement Card Purchase

Mrs. Lynchard stated this purchase was to rent a vehicle to take some of the youth in the program to a conference.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize payment of the procurement card purchase for Youth Mentoring.

The motion passed by a vote as follows:

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

See Exhibit H.6.b.

7. CSpire Franchise Agreement

Mr. Nowak reminded the Board that he had presented an agreement from CSpire for right of way use. He noted the agreement is comparable with AT&T's and Comcast's contracts. He noted it calls for a franchise fee of 5% of revenues as defined in the agreement.

Supervisor Medlin asked if there was any estimate of the amount of revenue. Mr. Nowak said there is not.

The Board had questions about the timeframe and availability in rural areas. Mr. Greg Logan, representing CSpire gave the following answers:

- Timeframe to turn on the 1st subscriber – 4th quarter
- Deployment teams have identified 30 areas of 1 to 3 neighborhoods & places in-between
- Rooftops per mile are determining factors
- Will come off trunk lines to schools & government buildings to reach outlying areas
- A survey would be helpful in getting service areas identified in rural areas
- There's a well-defined permitting section in the agreement for CSpire to follow
- Keep inspectors on the job to keep up with what subcontractors are doing
- Wireless technology is advancing, have done some trials, not ready yet

Supervisor Russell asked Mr. Swims if the Road Department would be inspecting to be sure CSpire was sticking to what their permit said. Mr. Swims said they go out from time to time and check, but do not stay with them.

Supervisor Gardner said he thought between the schools and county building connections and North Central Power that many people would benefit.

Supervisor Caldwell said the Board needs a point person in Desoto County and a phone number to call when a citizen has a problem. She asked how long it would take to get fiber to the County buildings. Mr. Logan said each one would be unique.

Supervisor Russell asked for a list of areas as they are identified.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the franchise agreement with Telepak d/b/a/ CSpire Fiber as discussed and authorize the Board President to sign.

The motion passed by a vote as follows:

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

8. MAS Questions for Statewide Candidates

Mrs. Lynchard stated there will be 18 speakers at the MAS Convention and that the questions have to be turned in. Supervisor Russell asked if the candidates could respond to all the questions in writing and send out to all the MAS members.

Supervisor Caldwell said MAS is going to select questions to give to the candidates. She said she will ask them to submit the answers in writing.

9. Emergency Operations Center – Armory

Supervisor Caldwell said they met some representatives from the Armory and General Boyles seems to be in a big hurry to get the Armory project moving. She said he has requested the Board allow them to build a big parking lot on the site to move their fleet of 14 18-wheelers to DeSoto County. She stated they asked James Powell, E911 Director, to look at their plans. Supervisor Caldwell said if E911 is good with moving the tower fence some, the Armory is ready to build a parking lot.

Supervisor Russell asked if they were going to build the road as well. Supervisor Caldwell affirmed and said if the County puts the EOC there; it would have to have a separate entrance, but could share a parking lot.

Supervisor Medlin asked why they wanted to move their trucks now. Supervisor Caldwell said they want to show Washington they are ready in hopes of getting the money to come down quicker. She said they also asked about the water, sewage and utilities and are ready to have that information now.

Mrs. Lynchard said the Armory has a list or requirements for the letter of intent. She said the Board would be committing to moving forward with the project. Mrs. Lynchard stated the Armory is expecting the architect to be about \$80,000 and the design to be about \$60,000 and the Board needs to look at that immediately. She said the County would bear the expense of moving the fence.

Supervisor Medlin asked if the \$140,000 would be on top of the \$1 million the letter of intent will commit. Supervisor Caldwell said the Armory's architects think the County's EOC can be scaled down. She said they were talking about \$2.4 million for the EOC as it is, but it looks to be more than the County needs. She said she told them it was something the County needed, but the money was not out there with no budget and that \$2.4 million was just too much. She pointed out that the County would not be building any of the road and that can free up some money. Supervisor Medlin asked if the Armory was asking for a commitment of another \$140,000. Supervisor Caldwell said right now; this is just an update. She said she wanted to wait until their next meeting to see what kind of figures they come back with.

10. Lease with DHS

Mr. Nowak reminded the Board that a couple of years ago they authorized him to work on an agreement with Department of Human Services (DHS) for use of the property at 3210 Highway 51 South in Hernando. He said there is a form the State uses that is a 1-year lease with auto renewals. He stated they occupy 8,250 square feet of space. Mr. Nowak stated the current Federal Financial reimbursement states they will pay \$6,785 per month in rent and the County will pay significant maintenance and utilities. Mrs. Lynchard asked if they will still reimburse for maintenance supplies. Mr. Nowak stated he will have to check on that. Mr. Nowak stated he is also working on agreements with Child Protective Services, Family First and Family Resources.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the lease with the Department of Human Services, as presented, and authorize the Board President to sign any necessary documents.

The motion passed by a vote as follows:

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

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I. PLANNING

1. Consent

- a. Abston Estates Minor Lot (7344) Approval of 2 lot(s) on 9.79 acre(s). Identified as Parcel #4-08-1-02-00-0-00003-00. Subject property is located on the south side of Ranch Road and east of Robertson Gin Road in Section 2, Township 4, Range 8 (District 5)
Applicant: Chlonda Abston**
- b. Hobbs Minor Lot (7345) Approval of 2 lot(s) on 6.00 acre(s). Identified as Parcel #2-07-7-26-00-0-00015-04. Subject property is located on the east side of Sandy Betts Road and north of Sunset Road in Section 26, Township 2, Range 7 (District 5)
Applicant: Paulette Hobbs**

Mr. Hopkins presented the Consent Agenda items above. He then stated the applications meet all Subdivision Ordinance requirements.

Supervisor Lee made the motion and Supervisor Medlin seconded the motion to approve the Consent Agenda item and actions as presented.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

2. Other

a. CAV

Mr. Hopkins and Mr. Randy Williams gave an update on the Community Assistance Visit (CAV) and presented a letter from MEMA stating all possible violations identified in the CAV have been corrected.

There was discussion of what happens during the CAV process.

Supervisor Medlin stated that he is concerned with developers taking dirt out of the floodway to build up property in the flood zone. He stated that he is concerned with how it will affect the neighbors in the future.

Supervisor Caldwell made a Motion and Supervisor Gardner seconded the Motion to accept the CAV report and make it a part of the minutes.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

b. Gates Access Subdivisions

Mr. Hopkins stated that there was a request by the Forrest Hill Subdivision HOA to have public access gated installed. He stated that a committee met about changing the County’s policy on public access gates and reviewed the policy of other jurisdictions.

Supervisor Medlin stated that he feels if it was going to be a gated community it should have been done on the front end before people bought lots in the subdivision so that they knew what they were buying into.

Supervisor Russell stated that he feels there are too many potential issues with these types of gates.

Supervisor Medlin made a Motion and Supervisor Russell seconded the Motion to not adopt a new gated subdivision policy that would allow for public access gates with County maintained roads.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

c. Refund Request

Mr. Hopkins presented a request by Velvety Arnold-Simmons for a refund of fees paid for a building permit in the amount of \$25.00. There was no work done at 4595 Plantation Garden Dr. The HOA will not allow the second utility building on the property.

Supervisor Russell made a Motion and Supervisor Caldwell seconded the Motion to approve the refund request by Velvety Arnold-Simmons for building permit fees in the amount of \$25.00 and authorizing the clerk to write the check.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

See Exhibit I.

J. NEW BUSINESS

1. Environmental Services

a. Enforcement – 6843 Nail Road – Litter Ordinance Violation – Request to Post Property

Environmental Service Director Ray Laughter stated that the property has several litter violations such as junk cars and tall grass. He would like to request permission to post the property, have a public hearing and possibly mow the grass. He stated that there is a possibility of removing personal property and ask authorization to work with Mr. Nowak in getting rid of the junk vehicles. He has been working with the property owners for over a month and his department is still receiving complaints. The owners cut the front lawn but not the back. He would like to post property and work with Mr. Nowak on moving personal property.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve to post the property and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work with Environmental Services to get rid of the junk cars.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit J.1.a.

b. Parks & Greenways – Cockrum Community Park Ribbon Cutting

Environmental Service Director Ray Laughter stated that he had pictures of the Cockrum Community Park showing the great job Mr. Rick Crawford with Environmental Services has been doing and overseeing. He stated that he would like to do a ribbon cutting this Saturday, and would like this information to be placed on social media to inform all of the event.

Supervisor Michael Lee stated that the ribbon cutting will be this Saturday, May 11, 2019 at 2:00 p.m.

See Exhibit J.1.b.

2. Office of Procurement

a. Bid Opening for Class I Rubbish Facility Phase III Cell Construction

Director of Procurement and Administration Services Pat McLeod stated that they went out for bid the second time, but had no bidders. She stated that if the project is bid again the opening date would be July 1st. She said if the rubbish pit will be filled up in September; the bid opening would be too late to allow the work to be done.

Mr. Laughter stated that Procurement had spoken with Mr. Tom Chain with the Audit Department and he said that since we did not get any bids both times and our estimated time of life is September 15th, that the Board could declare an emergency and use emergency purchase option. Mr. Chain stated that a quote could be obtained for someone to do the work. Mr. Laughter stated that Mr. Jeff Allen, Engineer, who had designed the new cell, had given a quote on the cell construction. Mr. Allen did not bid because he thought it might be a conflict of interest and an ethical question. Mr. Allen's quote is within the engineer estimate that he provided when doing the pit.

Supervisor Mark Gardner asked how long this would take. Mr. Laughter stated that the timeline for the construction is 90 to 95 days, making the estimated completion date August 28th.

Mr. Nowak stated that either way the Board will have to make a finding to do an emergency purchase. He stated that a declaration would need to be prepared to allow for emergency purchase, find emergency exists, the cell construction has been out for bids twice, there is a critical timeline and continuing to delay will be detrimental to the county and the citizens. There is a desire of expansion to rubbish pit which would be a normal expansion.

Supervisor Medlin made a motion and Supervisor Russell seconded the motion to find and determine that an emergency exists in regard to the securing of a contract for the preparation of the next cell of the Sandidge Road rubbish pit in that no bids have been received in response to two separate advertisements soliciting bids; the continued delay incident to additional competitive bidding will be detrimental to the interests of the county and its citizens; there is dire need for immediate expansion of the rubbish pit by undertaking the work necessary to prepare the next cell of the rubbish pit for use by the public; and the preparation of the cell for use is part of routine operations at the site in that the pit consists of multiple cells each of which are prepared and opened as needed.

The motion passed by a vote as follows:

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

Mr. Laughter asked if he should approach Waste Pro about doing the work. He stated that they need to start construction by May 20th in order to make the timeline.

Supervisor Russell stated that Waste Pro wants to meet this Friday. They are concerned about losing a lot of money because the county is sending business away.

Supervisor Jessie Medlin stated that the Board could possibly have a special meeting to discuss awarding of the quotes.

b. Request Intergovernmental Purchase of Tahoe for Sheriff's Department and Authorize the Clerk to Write the Checks for Tags, Title, License, and Any Applicable Taxes

Procurement Clerk Karen McNeil stated that there is a 2015 Chevy Tahoe from the Missouri Highway Patrol that is available to purchase for the Sheriff's Department at a cost of \$22,600. She stated this vehicle will replace a Tahoe that was rammed by a suspect and totaled.

Mrs. McLeod said that Mr. Nowak has an agreement for the Board to sign to purchase the vehicle from Missouri. The previous agreement expired in 2015.

Supervisor Lee Caldwell asked if the equipment will transfer over to the new vehicle. Sheriff Rasco stated yes.

Mrs. McNeil stated that the Sheriff's department has deputies planning to travel tomorrow to pick up the vehicle. They are requesting the clerk to be able to write a check for applicable expenses today, May 6th.

Supervisor Gardner asked where the money was coming from. Chief Financial Officer Andrea Freeze stated mostly from fuel.

Mr. Nowak stated that there are actually two agreements for consideration; one for the purchase of the Tahoe from Missouri Highway Patrol and the second for future purchases of vehicles from Missouri. He stated that the deputies who pick up the Tahoe can get Missouri Highway Patrol to sign the agreement the Board approves and have them notarized.

Supervisor Medlin made a motion and Supervisor Russell seconded the motion to approve the agreement that allows the Sheriff to make intergovernmental purchases from Missouri Highway Patrol through the remainder of this year, authorize the Board President to sign the necessary documents, and authorize the clerk to write the checks for the vehicle, tags, title, and any applicable taxes.

The motion passed by a vote as follows:

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

See Exhibit J.2.b.

c. Purchase Exceeding \$25,000 – IT for Servicers from MS EPL 370

Mrs. McNeil stated that IT would need to purchase two (2) servers for storage. The total amount for the two servers would be \$61,300 from Next Step and the second quote was \$73,000.

Director of IT John Mitchell stated these are needed as storage appliances to hold camera footage, files, emails, and other data as needed.

Mrs. McLeod stated that the price of the servers include three (3) years of maintenance and support.

Supervisor Michael Lee made a motion and Supervisor Jessie Medlin seconded the motion to approve the purchase of the two servers.

The motion passed by a vote as follows:

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

See Exhibit J.2.c.

d. Election Commission – Sole Source Purchase for Express Poll with Integrated Poll book Stand and Printers

Mrs. McNeil stated that there is a need to purchase more express poll books. There are several in service now, but the Election Commission is requesting ten more units at a total cost of \$12,700. ES&S (Election Systems and Software) is the equipment and software company and it is all integrated.

Election Commissioner Sissie Ferguson stated that this will be purchased from HAVA money and will all be reimbursed from the State. She stated they need more because of adding a precinct two (2) years ago and it would give all the districts spares. There will be a total of 140 poll books including these.

Mrs. McNeil stated that she bought the last ones in 2015 as sole source.

Supervisor Jessie Medlin made a motion and Supervisor Lee Caldwell seconded the motion to approve the sole source purchase from Express Poll of \$12,700 based on the facts that the poll books are the only ones that will be compatible with the system components that are in place, contingent upon the Board attorney's review.

The motion passed by a vote as follows:

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

Later in the meeting Mr. Nowak stated the sole source purchase did meet the lawful requirements.

See Exhibit J.2.d.

3. Office of Finance & Accounting

a. Preliminary Inventory Dispositions – Road Department, IT, Hernando Library, EMA

Inventory Clerk Hunter Pettigrew stated he had 4 preliminary inventory dispositions. He stated the Road Department wants to surplus 4 bush hogs that went with the 4 tractors previously surplused; IT has bad printers and broken phones; the Library has an old projector that is no longer used; and EMA has a printer/plotter that is no longer compatible.

Supervisor Medlin asked if the bush hogs were going to auction. Mr. Swims affirmed.

Supervisor Michael Lee made the motion and Supervisor Bill Russell seconded the motion to approve the preliminary inventory dispositions for the Road Department, IT, Hernando Library, and EMA as presented.

The motion passed by a vote as follows:

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

See Exhibit J.3.a.

b. Claims Docket

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

Supervisor Medlin asked about the following claims:

Page 78 – Southaven took loads to the rubbish pit. Mr. Laughter said he talked with Bradley at Southaven and they had gotten behind and used some of the City’s trucks. He said they will go to Star Landing or Railroad Avenue in the future.

Page 6 – Liability insurance – deputy fell through ceiling - Sheriff Rasco said a deputy went into an attic on a call and fell through the ceiling. He said the cost is to repair the citizen’s ceiling.

Supervisor Gardner asked about the following claims:

Page 11 – Kearns trial in Oxford. Mr. Nowak stated he had information on that for Executive Session.

Page 11 – M&I Properties – Mr. Nowak said that was the appeal on the conditional use for gas pumps.

Page 18 – DeSoto Sod – Mr. Jarman stated they put sod at the Sheriff’s Visitation Office after they had to dig up sewer lines.

Page 21 – Upchurch - \$6,000 for service call – The invoice showed a weekend call for chiller repair. - Mr. Jarman stated that is an old invoice that they just got cleaned up. He said they dug up a line in front and repaired a joint. He said it was an overnight repair.

Page 35 – Inclusion Solutions – The invoice showed 2 4-station voting booths and express vote adaptors

Page 47 – Sportsman’s – 4 GPS Units – Additional or replacement? Sheriff Rasco said additional.

Page 73 – Boat – Mr. Riley stated that was a grant purchase for swift water rescue.

Page 82 – Bank Card Center – Parking – Mr. Swims stated it was for parking at the airport for 5 days, but he would get it adjusted to the length of the actual business trip.

Supervisor Bill Russell asked about the following claims:

Page 2 – Supervisor Lee’s hotel bill is less. Supervisor Lee said he left a day early.

Supervisor Lee Caldwell had no questions.

Supervisor Michael Lee had no questions.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

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

See Exhibit J.3.b.

4. Grant Administration

a. Request Acceptance of Funds from Firehouse Subs Public Safety Foundation and Authorize Chief Chris Olson to Sign the MOU

Grant Administrator Bryan Riley stated that EMA has received funds from the Firehouse Subs Public Safety Foundation and requested permission for Chief Chris Olson to sign the MOU-Funding Agreement. Chief Olson said they will purchase 4 body armor kits with the funds. Mr. Riley stated they will go to the restaurant and accept the check and have a press opportunity.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the funds from the Firehouse Subs Public Safety Foundation to purchase 4 body armor kits and authorize the Chief Olson to sign the MOU-Funding Agreement.

The motion passed by a vote as follows:

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

See Exhibit J.4.a.

b. Request Acceptance of Funds from MDEQ and Authorize Board President to Sign

Mr. Riley stated this grant is for \$41,802.00 toward the Solid Waste Assistance Program (SWAT#522) and will cover a portion of the Environmental Specialist's salary and benefits as the acting Solid Waste Officer.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the acceptance of \$41,802.00 from MDEQ for Solid Waste Assistance as presented and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

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

See Exhibit J.4.b.

5. Human Resources

a. Humana PPO Plan Summary and Summary of Benefits/Coverage – Need Board President Signature

Mrs. Crockett said the contract has already been signed, and this is a form to acknowledge the PPO Plan Summary and Summary of Benefits/Coverage. She stated she has asked Lipscomb & Pitts to allow the County to see the documents in advance in the future as the HR Department had some questions while reviewing the new case document. She said she feels it is worth the Insurance Committee reviewing.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the Board President to sign the documents presented, and any other documents necessary for the health insurance policies.

The motion passed by a vote as follows:

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

See Exhibit J.5.a.

b. Job Description for Human Resources Coordinator

Mrs. Crockett stated she made a change in the title and added preferred experience to the job description. The Board discussed with Mrs. Crockett if her need was someone more clerical or with more HR experience. Mrs. Crockett said it would be nice to have someone with experience so they could divide and conquer some duties; but they need this position filled as soon as possible because they are relying on a clerical temp.

Supervisor Caldwell said they could bring someone in at entry level and bring them up. Supervisor Medlin said he would rather see them bring in someone with less experience and train them to what the County needs.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the change in the Organizational Chart and Job Description to Human Resources Coordinator.

The motion passed by a vote as follows:

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

See Exhibit J.5.b.

c. Organizational Chart

See J.5.b. for discussion and vote.

See Exhibit J.5.c.

6. Contract Administration

a. Justice Court – Cummins Allison – Contract Amount Changed

Mrs. McLeod stated that this maintenance contract is for the Justice Court money counter. She stated the rate for the new maintenance inspection agreement with the same company increased from \$453 to \$471.

Supervisor Caldwell made a motion and Supervisor Russell seconded the motion to approve the contract and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

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

See Exhibit J.6.a.

b. Chancery Clerk – Courthouse – Shred-It

Mrs. McLeod stated that this is an existing document shredding contract for the Chancery Clerk that allows for two bins at the Courthouse. The Circuit Clerk’s office is also requesting a bin. The economical way to get another bin in the courthouse is to add to the contract for an extra \$13.55 per month.

Supervisor Gardner made a motion and Supervisor Caldwell seconded the motion to approve the request of a shredding bin for the Circuit Clerk’s office and add the cost to the existing contract.

The motion passed by a vote as follows:

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

Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit J.6.b.

7. Road Department

a. Request from City of Hernando – Assistance with Ditching & Shoulder Work on West Commerce from West South Street to Horn Lake Road

Supervisor Lee stated Mayor Ferguson had come to him and asked if the County could help on some projects on West Commerce. Mayor Ferguson, Alderman Michael McClendon, and City Engineer Joe Frank Lauderdale were present. Mr. Lauderdale stated the city is planning to seal West Commerce and they wanted to do some shoulder work before sealing the road. He stated when looking at the area, the problems with ditch drainage came up also as there are 2 or 3 places where the water stands in the ditches.

Mr. Swims stated there are several places where the ditches need to be dug out, but it is not a lot of work. He stated he had an estimate of a little over \$15,000; but the County would only bill the City for real time and materials used.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to help the city with ditching and shoulder work on West Commerce from West South Street to Horn Lake Road up to \$15,671.56 with reimbursement by the City of Hernando and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an MOU with the City of Hernando.

The motion passed by a vote as follows:

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

See Exhibit J.7.a.

b. Finding of Fact – 4610 Kaitlyn Ridge E.

Road Manager Andy Swims stated a citizen called this in. He said it was an underground drainage unit with a couple of sinkholes located in the Town of Walls. He said a similar matter was turned in before and the County did not repair it, but turned it over to the Town of Walls. Mr. Swims reminded the Board there is a contract to maintain the roads, but not off the right of way. He said if this drainage problem is not fixed, it will damage the County road. Mr. Swims said Walls is asking the County to fix the problem and bill them.

Supervisor Russell said he thought the County should fix the drainage issue properly and bill the Town of Walls if the Road Department had time to do it.

Supervisor Bill Russell made a motion and Supervisor Mark Gardner seconded the motion to authorize the Road Department to fix the drainage problem at 4610 Kaitlyn Ridge and bill the Town of Walls for the work; finding the underground drainage unit presents a health and safety issue to the public and the public road is in danger of being damaged if the work is not done properly; and the County has an agreement with the Town to maintain their roads.

The motion passed by a vote as follows:

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

See Exhibit J.7.b.

c. Finding of Fact – 5660 Church Road

Supervisor Russell stated Robert Baker lives at this address in the city limits of Horn Lake. He stated that Church Road was flooding several years ago and the County determined the ditch and culvert were not big enough so they went in and widened the ditch and replaced a driveway culvert. He noted the County also sloped the ditch onto Mr. Baker’s property. Supervisor Russell stated Mr. Baker did not want his driveway asphalt replaced at that time to give the work time to settle.

Supervisor Russell said after the ditch work was done, Mr. Baker did not have anywhere to put limbs from his property, so the County agreed he could put them across Church Road from his driveway and the County would pick them up. He said this has been working fine for the past few years until the limb truck driver saw Mr. Baker bringing out limbs from his yard in the city limits and putting them across the road for the County to pick up. The driver told Mr. Baker he could not pick up the limbs. Supervisor Russell said the driver was doing a good job, as he did not know about the previous agreement with the County and Mr. Baker. He said he would like to have this in the minutes so Mr. Baker can have a copy.

Supervisor Bill Russell made a motion and Supervisor Mark Gardner seconded the motion to follow the previous agreement between the County and Mr. Baker to allow him to put limbs across Church Road from his property for the County to pick up and replace the asphalt on his driveway, that was damaged by the County when the County did work on the ditch and culvert, as previously agreed.

The motion passed by a vote as follows:

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

See Exhibit J.7.c.

d. Finding of Fact – 7961 Misty Meadows

Mr. Swims stated the County fixed a drainage issue several years ago at this location and that is working fine; but the area down the ditch is not working. He stated that Entergy installed guide wires in the ditch that need to be relocated; and the ditch needs to be opened up in order to drain properly and stop the existing erosion problem. Mr. Swims stated the ditch moves out from the right of way a little as it goes along the road and he requested authority to go onto private property in order to fix the ditch drainage and erosion as it affects the health and safety of the public. He said he will also contact Entergy to relocate their guide wires.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the work at 7961 Misty Meadows to clean out a ditch to fix ditch drainage and erosion that affects the health and safety of the public; and to authorize Mr. Swims to contact Entergy to relocate their guide wires from the ditch.

The motion passed by a vote as follows:

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

See Exhibit J.7.d.

e. Authorize Scott Young to Approve Invoices for Payment on the Following Special Projects:

- 156-370 Star Landing Rd EA, Tulane, Getwell
- 160-351 Holly Springs Road Bridge
- 160-359 NRCS Project
- 160-364 Nail Road, Hack Cross, Center Hill Road
- 160-377 Craft at Bethel Road Widening

Mrs. McLeod stated this authorization was in the appointment book with only the NRCS projects listed. She stated Mr. Swims agreed that this list is more complete. She noted Mr. Swims also has authority to approve all invoices for payment.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize Scott Young to approve invoices for payment on the special projects listed above.

The motion passed by a vote as follows:

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

See Exhibit J.7.e.

f. Update on New Building

Facilities Director Robert Jarman stated the north side of the building where the settling was fixed looks great and has not moved. He stated there is an area about 15 to 16 feet from where that stopped on the south that has sagged some. He said the only area that is sinking is the little bit where the kitchen is. Mr. Jarman said he has asked Kermit Buck to come back out and evaluate to see if new piers are needed.

Supervisor Lee asked if the Road Department is working out of the building. Mr. Swims said they are not yet. Mr. Jarman stated they are building shelves for the parts room; the electrical is 100% done; and they have to put doors, baseboard and flooring in the office area. He said they did not want to do that work until the settling is addressed.

8. Authorize Board Attorney to Work on Agreements for County Building Use

Mrs. Lynchard stated Mr. Jarman has been working on who is supposed to pay for what in these buildings. Mr. Jarman said they have no agreement for building use and they need to get leases and look at agreements. He stated the cities are supposed to do maintenance on library buildings and the County takes care of the parking lots.

a. Walls Library

Mr. Jarman stated the County does the maintenance, but they need to spell out the insurance liability there. He said the County pays utilities on this building because it used to be a community center. He said the library takes care of the cleaning.

b. Hernando Library

Mr. Jarman stated they cannot find an agreement with the library. He said it really is 2 different parts with the First Regional Offices there. He stated the library takes care of the utilities.

c. Region IV

Mr. Jarman stated Region IV pays the utilities and insurance. He said the County does very little maintenance.

Mr. Jarman stated the County takes care of the parking lots, sidewalks, grass, outside

maintenance and insurance. He said the cities are responsible for inside building maintenance, roof, air conditioners, doors, glass, and carpets. He said he would like to keep fire and life safety matters to keep better records.

Mr. Jarman said Facilities took over a lot at Horn Lake Library; but if they give it back to the city it will save more money. He said they will still inspect to be sure they are taking care of things.

Supervisor Lee asked for a breakdown on the insurance. Mr. Jarman said First Regional has insurance for contents, liability, and workers comp. He said the County has insurance on the building, fire loss, liability, and some on contents for what the County owns.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on lease agreements for Walls Library, Hernando Library, and Region IV.

The motion passed by a vote as follows:

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

9. Appointments

a. DC Convention & Visitors Bureau Commission – District 3

Supervisor Caldwell made the motion and Supervisor Michael Lee seconded the motion to table the CVB appointments.

The motion passed by a vote as follows:

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

See Exhibit J.9.a.

b. Horn Lake Creek Interceptor Sewer District Board of Commissioners

Supervisor Michael Lee made the motion and Supervisor Bill Russell seconded the motion to appoint Paul Upchurch to the Horn Lake Creek Interceptor Sewer District Board of Commissioners as recommended by Commissioner Charles Davis.

The motion passed by a vote as follows:

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

See Exhibit J.9.b.

10. Sheriff's Department – List of Unmarked Vehicles

Mrs. Lynchard read the statute regarding unmarked cars. She said she thinks they will have to send the list to the Department of Audit to see if they all comply. Sheriff Rasco said after looking at the statute, they are in the process of having some of the cars on the list marked.

11. Earth Day 2019 Recap

Mrs. McLeod stated Earth Day was a great day with sunshine and no rain. She went over some statistics listed on Exhibit J.11. Mrs. McLeod said the shredding truck is a growing, popular event and citizens brought in 2600 pounds of documents. She noted the expenses were approximately \$1700 of the \$2000 grant and no money was spent from Advertising County Resources. She thanked the Board for their support of Earth Day.

See Exhibit J.11.

12. Agri Center – Lidar Topographic Map Survey Proposal

Mrs. Lynchard received information from Justin Zahner and they are moving on with the project at the Star Landing property. She stated they have requested a lidar topo map survey. Mrs. Lynchard said the quote for the survey is \$1800. Mrs. Lynchard stated the Board is seeing this request because they made it clear on the front end that they wanted to see any expenses occurred above the architect expenses on this project.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the lidar topo map survey for \$1800 as requested by Mr. Zahner.

The motion passed by a vote as follows:

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

See Exhibit J.12.

13. FY20 Budget Update

Mrs. Lynchard said they are embracing “A County That Works” as the theme for this year’s budget. She said the budgets have gone out to all departments. Mrs. Lynchard noted that the County is going into a new decade and the previous decade saw the following changes:

- General Fund increase of over \$10,000,000
- Inventory increase from \$209,000,000 to \$248,000,000
- Insurance premiums decrease from \$795,000 to \$760,000

14. Appointment – Grievance Committee

Mrs. Lynchard stated Andrea Black in leaving left a vacancy on the Grievance Committee from the Road Department and Mr. Swims is recommending Angie Tapley to fill that vacancy.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to appoint Angie Tapley to the Grievance Committee and remove Andrea Black.

The motion passed by a vote as follows:

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

See Exhibit J.14.

15. Approval to Add Requisition Signers

Mrs. Lynchard stated with the changes in personnel the requisition signers and receiving clerks

needed to be updated. Mrs. McLeod has a complete list of all the changes.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the addition of requisition signers as presented in Exhibit J.15.

The motion passed by a vote as follows:

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

See Exhibit J.15.-J.17.

16. Approval to Add Assistant Receiving Clerks

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the addition of assistant receiving clerks as presented in Exhibit J.16.

The motion passed by a vote as follows:

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

See Exhibit J.15.-J.17

17. Approval to Remove Requisition Signers

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to remove the requisition signers as presented in Exhibit J.17.

The motion passed by a vote as follows:

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

See Exhibit J.15.-J.17.

18. Approve the County Administrator to Sign Requisitions for All Budgets

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the County Administrator to sign requisitions for all budgets.

The motion passed by a vote as follows:

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

19. Volunteer Fire – EAP Services

Mrs. Lynchard stated Deputy Chief Josh Harper had asked about EAP services for the volunteer fire fighters to help them when they have traumatic incidents to deal with. She stated it will not cost the County anything to add the volunteer fire fighters.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize adding the volunteer fire fighters to the County’s EAP services.

The motion passed by a vote as follows:

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

20. Parks & Greenways

a. Hernando DeSoto River Park

Parks Director Ray Laughter showed pictures on the Hernando Desoto River Park from the weekend. He stated they had gotten into the park to clean up but the water has come back up again so the park is still closed. He noted it is still a dangerous situation and people should not cross the barriers.

See Exhibit J.20.a.

b. Property on Dean Road

Supervisor Caldwell said a citizen called to report that the County was mowing on personal property on Dean Road. She said upon checking the property is County owned and has now been posted as such. Supervisor Caldwell said she would like to look at selling it back to the property owner or put in a small t-ball back stop or something like that for the community.

c. Eudora Park

Supervisor Caldwell said there are some areas on the walking trail that need some pavement repair. She stated a constituent fell recently possibly because of the broken pavement. She also asked Mr. Laughter for an update on the concrete pad for the tennis courts. Mr. Laughter stated they have approval for the grant to do that work and he will see what the grant covers.

21. Homeland Security Grant Opportunity

Chief Olson stated one Homeland Security has closed out but Homeland Security has given EMA the opportunity to have \$29,500 back into that grant in order to purchase a new vehicle. He said they have to make the purchase pretty quickly. Chief Olson said he found a 2019, ½ ton, Dodge Ram 1500, Quad Cab, 4x4 truck on state contract for \$25,019 and he would like to purchase it to replace the 2009 black Tahoe. He stated they will surplus the Tahoe after making sure it is not attached to any grant. Chief Olson stated there is no match on the grant; the County makes the purchase and the grant reimburses 100%.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to authorize the purchase of the 2019 Dodge Ram truck off state contract as presented, authorize the purchase over \$25,000, approve a budget amendment to allocate funds within the grant, and declare the 2009 Tahoe surplus.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit J.21.

22. Park at Hawks Crossing

Supervisor Russell stated the County cannot sell the park without permission from the bank that took over the land from the developer; and that the bank says the land must remain a public park. He said it is not a good place for a public park being in the back of the subdivision. Supervisor Russell said the HOA wants to buy the land, but they do not have a lot of funding. He said none of the land is buildable because of the floodplain.

Supervisor Gardner said he wished the Board could just give the land to the HOA.

Mr. Nowak said he spoke with the bank and they mentioned they might be willing to release the funds if the funds went to another park within the development. Supervisor Russell said Supervisor Lee has another spot for a park and it is at the front of the development.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to investigate the situation and bring information back to the Board.

The motion passed by a vote as follows:

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

K. 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 Bill Russell seconded the motion to recess the Board meeting until Monday, May 20, 2019 at 9 a.m.

The motion passed by a vote as follows:

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

THIS the 3rd day of June, 2019, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Lee Caldwell, President
DeSoto County Board of Supervisors