

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

A. CALL TO ORDER

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

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

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

B. INVOCATION

County Administrator Vanessa Lynchard offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF JULY MINUTES

Supervisor Medlin asked if everyone had read over the July minutes.

Supervisor Medlin stated he has asked the clerk to explain his no vote in the July 20th minutes regarding elected officials giving raises and adding positions during the year that were not in the budget and the resulting budget amendment for the position. (July 20, 2020, Item H.1.a. & H.1.b.)

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to accept the minutes of the Board of Supervisors for July, 2020, 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 Medlin asked if there was anyone who wished to add or delete items to the Agenda.

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

- a. Reimbursement Requests - (Old, I.5.d.)
- b. Energy Project – Pat Forward (Old, I.6.c.)
- c. Social Media Policy (Old, I.9.)
- d. Flood Study - Corps of Engineers – Payment Request (Old, I.11.)

- 2. County Administrator Vanessa Lynchard requested to delete the following:**
 - a. J.9.b. – Contract Administration – Sheriff’s Department – Summit Food Service
- 3. Sheriff Bill Rasco requested to add the following:**
 - a. Food Bank Donations to Jail – (New, J.20)

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

The motion passed by a vote as follows:

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

F. CITIZEN REMARKS & PRESENTATIONS

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

G. 9:00 a.m. – Public Hearing

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to open the public hearing.

The motion passed by a vote as follows:

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

a. Presentation of Final Tax Roll for 2020

Deputy Tax Assessor Piet Zee stated they had no appeals and can move forward with the tax roll to get the final numbers. See vote below at G.b.

See Exhibit G.a.

b. Valuation Protests

Mr. Zee reported a tax representation company, KD Tax Service, sent an email with 8 potential protests, but they did not file any paperwork making an official protest. He stated the Tax Assessor’s office called them several times to get information and they did not respond. Mr. Zee stated Mr. Gullett will have the final numbers later in the week if the Board approves the final roll.

Supervisor Medlin asked if there was anyone present to file a protest. No one came forward.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the final tax rolls and make part of the minutes that the potential protests are denied because of lack of submission of formal written protests or any supporting documentation.

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>

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

The motion passed by a vote as follows:

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

c. Proof of Publication of Public Hearing to Make Part of Board Minutes

Chancery Clerk Misty Heffner presented the proof of publication of the tax rolls.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to make the proof of publication of the public hearing for hearing tax protests 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>ABSENT</u>

See Exhibit G.c.

H. CONSENT AGENDA

1. Board Proceedings – Signature Required

ORDER APPROVING ALL COUNTY BILLS THE MONTH OF June 16 2020 – July 20 2020. AS AUTHORIZED AND PROVIDED UNDER SECTION 19-3-67 AND 19-3-35, MISSISSIPPI CODE 1972 AMENDED.

FOR CLAIMS IN ALL FUNDS TOTALING \$ 19,753,842.51

BE IT ORDERED:

That all county bills for DESOTO COUNTY for the month June 16 2020 – July 20 2020 claims as noted above totaling \$ 19,753,842.51 is hereby approved as presented by the Chancery Court Clerk of DeSoto County.

These are claims presented and approved during the month of July 2020.

ORDERED AND DONE THIS 20th DAY of July 2020

Supervisors that were present at the July 20, 2020 meeting were Michael Lee, Lee Caldwell, Jessie Medlin, Mark Gardner and Ray Denison.

2. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded and paid to Humana and RXnGo during July:

Funding Request	Date Paid	Amount	Claim Type
7/1/2020	7/1/2020	\$118,433.09	Administrative Fees
7/1/2020	7/2/2020	\$2,963.33	RXnGo
7/6/2020	7/7/2020	\$54,489.20	Medical
7/6/2020	7/7/2020	\$11,609.70	Dental
7/6/2020	7/7/2020	\$47,118.07	Pharmacy
7/13/2020	7/14/2020	\$39,981.81	Medical
7/13/2020	7/14/2020	\$3,863.00	Dental
7/13/2020	7/14/2020	\$3,760.01	Pharmacy
7/15/2020	7/16/2020	\$2,750.00	RXnGo
7/20/2020	7/21/2020	\$14,592.28	Medical
7/20/2020	7/21/2020	\$8,896.60	Dental
7/20/2020	7/21/2020	\$43,680.94	Pharmacy
7/27/2020	7/27/2020	\$39,983.87	Medical
7/27/2020	7/27/2020	\$4,070.80	Dental
7/27/2020	7/27/2020	\$48,115.42	Pharmacy

Total for Humana	\$438,594.79
Total for RXnGo	\$5,713.33

3. Office of Finance & Accounting

- a. **Budget Amendments** – Animal Services, Sheriff’s Dept/Ending Cash Increase, General Fund Revenues, Circuit Clerk, County Prop/Liability Insurance, Planning Commission, Finance & Accounting, Circuit Court, County Registrar/Ending Cash, Sheriff Departments, Sheriff Canteen Fund, Environmental Services, DHS/Economic Assistance, DeSoto Council/Ending Cash, Chancery Court Reporters, County Parks & Greenways, Garbage & Solid Waste (2), Sheriff-Forfeitures, Road Management, Bridge & Culvert/Storm Debris Removal, Senate Bill 2002/Holly Springs Rd, Bond Project Fund, Software Project

(1)	Fund/Department #	001 / 445				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 4,631.42	\$ 4,445	\$ 187		\$ 4,632
	EXPENSE					
001-445-588	Veterinarian Fees - Spay/Neuter	\$ 8,356.08	\$ 18,030	\$ 65		\$ 18,095
001-445-697	Animal Testing & Vaccinations	\$ 13,387.84	\$ 16,890	\$ 7		\$ 16,897
001-445-698	Canine Supplies - Food	\$ 7,198.80	\$ 18,095	\$ 115		\$ 18,210
	TOTALS			OVERALL INCREASE	\$187.00	
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					

(2)	Fund/Department #	001 / 202 & 999				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-336	Sales Income	\$ 22,588.40	\$ -	\$ 22,589		\$ 22,589
	EXPENSE					
001-202-921	Other Cap Outlay Under \$5000	\$ 162,366.48	\$ 243,975	\$ 4,919		\$ 248,894
001-999-999	Ending Cash	\$ -	\$ 26,256,086	\$ 17,670		\$ 26,273,756
	TOTALS			OVERALL INCREASE	\$22,589.00	
Reason for Request:	Increase revenue and increase expense to account for sales income for items sold at auction or parts recycled.					

Fund/Department #		001 / 000				
(3)	General Fund Revenues					
ACCT #	LINE ITEM	YEAR TO DATE COLLECTIONS	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-000-330	Interest Income	\$ 411,610.59	\$ 400,000	\$ 25,000		\$ 425,000
001-000-338	Refund of Prior Year Expenses	\$ 514.27	\$ 25,766		\$ 25,000	\$ 766
TOTALS			\$ 425,766	\$ 25,000	\$ 25,000	\$ 425,766
Reason for Request:		To true up revenue accounts and to correct FY 20 original budget revenue item that was budgeted inadvertently in two revenue lines				

Fund/Department #		001 / 102				
(4)	Circuit Clerk					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-102-543	Repairs to Office Equipment	\$ -	\$ 500		\$ 400	\$ 100
001-102-594	Other Contractual Services	\$ -	\$ 1,300	\$ 400		\$ 1,700
TOTALS			\$ 1,800	\$ 400	\$ 400	\$ 1,800
Reason for Request:		MS Dept of Archives approval to destroy County Court files from 2009-2015 & Circuit Civil files 2009-2013, one time service. Actual cost exceeded original estimate.				

Fund/Department #		001 / 106				
(5)	County Prop/Liability Insurance					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-106-550	Legal Fees - Tourism Bldg	\$ 1,907.50	\$ 1,950	\$ 120		\$ 2,070
001-106-540	Fac Svc Calls/Bldg Repair	\$ 25,717.96	\$ 329,282		\$ 120	\$ 329,162
TOTALS			\$ 331,232	\$ 120	\$ 120	\$ 331,232
Reason for Request:		To account for increase in legal fees as it pertains to the Tourism Building repair from the reimbursement received.				

Fund/Department #		001 / 107				
(6)	Planning Commission					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-107-404	Office Clerical	\$ 112,252.05	\$ 132,707	\$ 622		\$ 133,329
001-107-465	State Retirement Matching	\$ 64,860.23	\$ 77,019	\$ 109		\$ 77,128
001-107-466	Social Security Matching	\$ 27,775.93	\$ 33,217	\$ 48		\$ 33,265
001-107-447	Attend Board Meetings	\$ 7,830.00	\$ 14,000		\$ 779	\$ 13,221
TOTALS			\$ 256,943	\$ 779	\$ 779	\$ 256,943
Reason for Request:		To account for office clerical retirement and pay out associated with such retirement.				

Fund/Department #		001 / 121				
(7)	Finance and Accounting					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-121-919	Furn / Office Equip Under \$5,000	\$ 148.35	\$ 150	\$ 145		\$ 295
001-121-523	Contractual Printing	\$ 1,675.17	\$ 2,500		\$ 145	\$ 2,355
TOTALS			\$ 2,650	\$ 145	\$ 145	\$ 2,650
Reason for Request:		To have the ability to order file drawers for new employee's desk, original ones are being used at a different desk that had no drawers.				

Fund/Department #		001 / 161				
(8)	Circuit Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-161-559	Other Prof Fees and Services	\$ 25,095.30	\$ 19,700	\$ 5,396		\$ 25,096
001-161-600	Record Books/Binders/Docket	\$ -	\$ 2,500	\$ 34		\$ 2,534
001-161-575	Jurors and Witness Fees	\$ 63,911.00	\$ 120,000		\$ 5,430	\$ 114,570
TOTALS			\$ 142,200	\$ 5,430	\$ 5,430	\$ 142,200
Reason for Request:		Reallocate funds to line items where necessary to cover professional services for circuit court case to Forensic Medical and Cybergeneics Corp.				

Fund/Department #		001 / 181 & 999				
(9)	County Registrar / Ending Cash					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-181-919	Furn/Office Equip Under \$5000	\$ 1,019.84	\$ 2,000	\$ 2,328		\$ 4,328
001-999-999	Ending Cash	\$ -	\$ 26,273,756		\$ 2,328	\$ 26,271,428
TOTALS			\$ 26,275,756	\$ 2,328	\$ 2,328	\$ 26,275,756
Reason for Request:		To purchase 2 voting booths and 3 protective shields based on approval from the Secretary of State's Office and to be reimbursed to ending cash once funds are received. Letter is attached to this amendment				



Michael Watson
SECRETARY OF STATE

July 29, 2020

VIA EMAIL ONLY

The Honorable Dale K. Thompson
DeSoto County Circuit Clerk
2535 Highway 51 South
Hernando, MS 38632

Dear Ms. Thompson:

The Secretary of State's Office has received and reviewed DeSoto County Circuit Clerk's CARES Grant Application seeking approval the purchase of shields and barriers (protective shields – 3 total), and 2 Franklin Voting Booths with privacy shields. Finding the intended expenditures to be allowable under the CARES Act, our office approves DeSoto County Circuit Clerk's CARES Application for the purchase of the protective shields and voting booths in the amount of \$2328.00.

Please work with the Election Commissioners to ensure the total amount for DeSoto County is not exceeded as both the Election Commission and Circuit Clerk submitted separate request.

After making the approved expenditures, please submit your receipt(s) and evidence of payment so we may reimburse DeSoto County for these CARES expenditures. If you have any questions, do not hesitate to contact me at (601) 359-6360 or Hawley.Robertson@sos.ms.gov.

Sincerely,

Hawley R. Robertson
Assistant Secretary of State, Elections Division

(10) Sheriff Department's		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
	Sheriff Administration					
001-200-604	Printer Consumables	\$ 20,877.44	\$ 27,000	\$ 3,000		\$ 30,000
001-200-919	Furn/Office Equip under \$5000	\$ 3,987.91	\$ 7,500	\$ 2,000		\$ 9,500
	Aviation					
001-201-546	Other Repairs & Maint	\$ 4,658.00	\$ 26,080		\$ 15,500	\$ 10,580
001-201-921	Other Cap Outlay Under \$5000	\$ -	\$ 5,000		\$ 5,000	\$ -
	Patrol/Law Enforcement					
001-202-549	Towing	\$ 3,385.85	\$ 5,810		\$ 200	\$ 5,610
001-202-588	Veterinarian Fees	\$ 2,381.98	\$ 4,500	\$ 1,000		\$ 5,500
001-202-613	Law Enforcement Supplies	\$ 131,910.60	\$ 167,000	\$ 4,000		\$ 171,000
001-202-671	Motor Vehicle Fuel	\$ 340,535.56	\$ 434,900		\$ 8,125	\$ 426,775
001-202-682	Tags & Titles	\$ 919.25	\$ 1,100	\$ 200		\$ 1,300
001-202-691	Uniforms	\$ 56,514.82	\$ 76,803	\$ 5,000		\$ 81,803
001-202-921	Other Cap Outlay Under \$5000	\$ 162,366.48	\$ 243,975	\$ 20,000		\$ 263,975
	Custody of Prisoners					
001-220-546	Other Repairs & Maint	\$ 46,241.64	\$ 53,500	\$ 2,500		\$ 56,000
001-220-552	Medical Fees	\$ 2,430.00	\$ 2,790	\$ 270		\$ 3,060
001-220-568	Transporting Prisoners	\$ 26,284.50	\$ 45,000		\$ 8,500	\$ 36,500
001-220-620	Classification Supplies	\$ 1,140.96	\$ 2,675		\$ 1,534	\$ 1,141
001-220-921	Other Cap Outlay Under \$5000	\$ 6,723.75	\$ 8,000	\$ 889		\$ 8,889
	TOTALS		\$ 1,111,633	\$ 38,859	\$ 38,859	\$ 1,111,633

Reason for Request: Reallocate funds to line items where necessary.

(11) Sheriff Canteen Fund		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
033-221-544	Service/Maintenance Contract	\$ 15,350.75	\$ 30,000	\$ 40,000		\$ 70,000
033-221-692	Clothes & Dry Goods/Prisoners	\$ 47,809.25	\$ 55,000	\$ 10,000		\$ 65,000
033-999-999	Ending Cash		\$ 290,100		\$ 50,000	\$ 240,100
	TOTALS		\$ 375,100	\$ 50,000	\$ 50,000	\$ 375,100

Reason for Request: Reallocate funds to line items where necessary.

		Fund/Department #		001 / 344			
(12)	Environmental Services						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-344-533	Rental of Other Equipment	\$ -	\$ 100	\$ 400		\$ 500	
001-344-554	Consultant/Counseling Fees	\$ -	\$ 9,700		\$ 400	\$ 9,300	
TOTALS			\$ 9,800	\$ 400	\$ 400	\$ 9,800	

Reason for Request: To account for total color copy cost for FY 20.

		Fund/Department #		001 / 450			
(13)	DHS-Economic Assistance						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-450-533	Rental of Other Equipment	\$ 432.09	\$ 750		\$ 150	\$ 600	
001-450-594	Other Contractual Services	\$ 620.41	\$ 250	\$ 750		\$ 1,000	
001-450-603	Office Supplies and Materials	\$ 1,021.97	\$ 7,000		\$ 600	\$ 6,400	
TOTALS			\$ 8,000	\$ 750	\$ 750	\$ 8,000	

Reason for Request: Reallocate funds to account for correct contract expense for RJ Young (copy machine) and Shred-It services.

		Fund/Department #		001 / 660 & 999			
(14)	DeSoto Council / Ending Cash						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-660-522	Adv Co Resources / Public Outreach	\$ 19,515.00	\$ 290,000		\$ 250,000	\$ 40,000	
001-999-999	Ending Cash	\$ -	\$ 26,271,428	\$ 250,000		\$ 26,521,428	
TOTALS			\$ 26,561,428	\$ 250,000	\$ 250,000	\$ 26,561,428	

Reason for Request: To correct budget amendment authorized Feb 3rd for project expenses that are budget in a different fund. The Feb 3rd amendment duplicated the assistance and needs to be placed back in to ending cash.

		Fund/Department #		027 / 174			
(15)	Chancery Court Reporters						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
027-174-475	Mileage & Other Travel Cost	\$ 6,302.63	\$ 15,000		\$ 4,000	\$ 11,000	
027-174-476	Meals and Lodging	\$ -	\$ 3,305		\$ 1,000	\$ 2,305	
027-174-920	Furn/Office Equip-Over \$5000	\$ -	\$ 2,500		\$ 1,600	\$ 900	
027-174-924	Computer Hardware & Software	\$ 2,943.00	\$ 3,000	\$ 6,600		\$ 9,600	
TOTALS			\$ 23,805	\$ 6,600	\$ 6,600	\$ 23,805	

Reason for Request: To account for Judges order for Court Reporter Amanda Kisor's new equipment to replace malfunctioning and broken equipment.

		Fund/Department #		101 / 530 & 999			
(16)	County Parks and Greenways						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
101-000-336	Sales Income	\$ 46,150.00	\$ -	\$ 46,150		\$ 46,150	
EXPENSE							
101-530-510	Utilities	\$ 11,675.10	\$ 12,000	\$ 2,400		\$ 14,400	
101-530-530	Rental of Real Property	\$ -	\$ 60	\$ 60		\$ 120	
101-999-999	Ending Cash	\$ -	\$ 480,165	\$ 43,690		\$ 523,855	
TOTALS				OVERALL INCREASE	\$46,150.00		

Reason for Request: Increase revenue and increase expense to account for sales income for park land sold and additional expenses for utilities at Ingrams Mill Community Center and increase in safety lighting at Fairview Park parking lot.

		Fund/Department #		105 / 340 & 999			
(17)	Garbage and Solid Waste						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
105-000-200	Realty/Personal	\$ 2,914,102.49	\$ 2,845,600	\$ 68,503		\$ 2,914,103	
105-000-336	Sales Income	\$ 38,813.15	\$ 15,000	\$ 23,813		\$ 38,813	
EXPENSE							
105-340-550	Legal Fees	\$ 6,060.80	\$ 6,100	\$ 840		\$ 6,940	
105-340-582	Garbage/Rubbish Disposal Fee	\$ 1,249,821.57	\$ 1,337,000	\$ 91,476		\$ 1,428,476	
TOTALS				OVERALL INCREASE	\$92,316.00		

Reason for Request: Increase revenue and increase expense to account for sales income and additional property taxes collected to be able to utilize those funds toward an increase in expenses necessary to finish the FY 20 year.

		Fund/Department #				
(18)	Garbage and Solid Waste	105 / 340, 341 & 999				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-340-582	Garbage/Rubbish Disposal Fee - Household Garbage	\$ 1,249,821.57	\$ 1,428,476	\$ 108,524		\$ 1,537,000
105-341-582	Garbage/Rubbish Disposal Fee - Rubbish Pit	\$ 786,292.90	\$ 800,000	\$ 200,000		\$ 1,000,000
105-999-999	Ending Cash	\$ -	\$ 1,760,799		\$ 308,524	\$ 1,452,275
TOTALS			\$ 3,989,275	\$ 308,524	\$ 308,524	\$ 3,989,275

Reason for Request: To account for an increase in costs due to storm clean up and pandemic.

		Fund/Department #				
(19)	Sheriff-Forfeitures	120 / 227				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
REVENUE						
120-000-336	Sales Income	\$ 15,900.00	\$ -	\$ 15,900		\$ 15,900
120-000-376	Insurance Proceeds	\$ 131,423.90	\$ -	\$ 131,424		\$ 131,424
EXPENSE						
120-227-921	Other Cap Outlay Under \$5000	\$ -	\$ 25,000	\$ 47,324		\$ 72,324
120-227-924	Computer Hardware & Software	\$ -	\$ -	\$ 100,000		\$ 100,000
TOTALS				OVERALL INCREASE	\$147,324.00	

Reason for Request: Increase revenue to increase expense to account for sales income of items purchased with forfeitures funds and insurance proceeds from the damaged helicopter that was purchased originally with forfeiture funds.

		Fund/Department #				
(20)	Road Management	156 / 300				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
156-300-544	Service/Maintenance Contract	\$ -	\$ 4,000		\$ 1,500	\$ 2,500
156-300-549	Towing	\$ 2,772.50	\$ 3,000	\$ 1,500		\$ 4,500
156-300-916	Heavy Road Equipment \$5,000 +	\$ 345,550.00	\$ 714,024	\$ 2,515		\$ 716,539
156-300-922	Other Cap Outlay Over \$5,000	\$ -	\$ 5,800		\$ 2,515	\$ 3,285
TOTALS			\$ 726,824	\$ 4,015	\$ 4,015	\$ 726,824

Reason for Request: Reallocate funds to account for increase in towing expenses and extended warranty on new equipment.

		Fund/Department #				
(21)	Bridge & Culvert - Storm Debris Removal	160 / 952 & 999				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
160-952-594	Other Contractual Services	\$ 1,748,889.17	\$ 1,697,708	\$ 51,182		\$ 1,748,890
160-999-999	Ending Cash	\$ -	\$ 6,855,050		\$ 51,182	\$ 6,803,868
TOTALS			\$ 8,552,758	\$ 51,182	\$ 51,182	\$ 8,552,758

Reason for Request: Reallocate funds from ending cash to cover invoice paid for storm debris clean up. Funds will be reimbursed to ending cash once received.

		Fund/Department #				
(22)	Senate Bill 2002 - Holly Springs	175 / 352				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
175-352-914	Property Easements/ROW	\$ 3,461.90	\$ 3,462	\$ 10,000		\$ 13,462
175-999-999	Ending Cash	\$ -	\$ 75,000		\$ 10,000	\$ 65,000
TOTALS			\$ 78,462	\$ 10,000	\$ 10,000	\$ 78,462

Reason for Request: Reallocate funds from ending cash to cover property easements and right of way for Holly Springs Road - segment 2. The ending cash in this fund is the interest that was collected on this money last fiscal year and can only be spent on this project.

		Fund/Department #				
(23)	Bond Project Fund	330 / 379				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
Swinnea Road						
330-379-912	Roads	\$ -	\$ 1,478,552		\$ 245	\$ 1,478,307
330-379-914	Property Easements / ROW	\$ 1,040.50	\$ 1,041	\$ 245		\$ 1,286
TOTALS			\$ 1,479,593	\$ 245	\$ 245	\$ 1,479,593

Reason for Request: Reallocate funds to account for easements and right of way.

		Fund/Department #	380 / 152			
(24)	Software Project					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
380-152-441	Overtime	\$ 168.01	\$ -	\$ 180		\$ 180
380-152-465	State Retirement Matching	\$ 29.23	\$ -	\$ 32		\$ 32
380-152-466	Social Security Matching	\$ 12.64	\$ -	\$ 14		\$ 14
380-152-468	Group Insurance	\$ 41.35	\$ -	\$ 50		\$ 50
380-152-559	Other Prof Fees & Services	\$ 913,318.54	\$ 3,813,854		\$ 276	\$ 3,813,578
TOTALS			\$ 3,813,854	\$ 276	\$ 276	\$ 3,813,854

Reason for Request: To account for BOS approved overtime during software implementation.

b. Final Inventory Dispositions – Sheriff’s Department

DEPT	SHERIFF'S DEPARTMENT		NRC = NON REPAIRABLE (COST)	K = THOUSANDS		DEPT	200			
NAME:			NR = NON REPAIRABLE	H = HUNDREDS		LOC				
			DAS = DECLARE AS SURPLUS	D = DOLLARS						
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
40942	ROCK RIVER AR15 RIFLE	CM225606	Returned for credit for PO 154172	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40943	ROCK RIVER AR15 RIFLE	CM225623	Returned for credit for PO 154173	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40944	ROCK RIVER AR15 RIFLE	CM225653	Returned for credit for PO 154174	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40945	ROCK RIVER AR15 RIFLE	CM225610	Returned for credit for PO 154175	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40947	ROCK RIVER AR15 RIFLE	CM225628	Returned for credit for PO 154176	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40949	ROCK RIVER AR15 RIFLE	CM225609	Returned for credit for PO 154177	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40950	ROCK RIVER AR15 RIFLE	CM225603	Returned for credit for PO 154178	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40952	ROCK RIVER AR15 RIFLE	CM225624	Returned for credit for PO 154179	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40954	ROCK RIVER AR15 RIFLE	CM225602	Returned for credit for PO 154180	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40955	ROCK RIVER AR15 RIFLE	CM225618	Returned for credit for PO 154181	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40956	ROCK RIVER AR15 RIFLE	CM225627	Returned for credit for PO 154182	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40958	ROCK RIVER AR15 RIFLE	CM225604	Returned for credit for PO 154183	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	
40959	ROCK RIVER AR15 RIFLE	CM225632	Returned for credit for PO 154184	2011	7h	SO-Admin	07/20/20	M. Cowan	Barney's Inc.	

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: _____	DATE: _____	PRELIMINARY PRESENT TO BOS	Returned for credit to buy new rifles on purchase order 154172.
PRINT NAME: Roger Hutchins/ Juan Martinez		July 20, 2020	
DISPOSED BY: _____	DATE: _____	FINAL PRESENT TO BOS	
PRINT NAME: _____		August 3, 2020	
INV CLERK: _____	DATE: _____	DATE INVENTORY DISPOSED IN AS400	
		DATE BOS FINAL MINS ATTACHED	Page 1 of 1

c. Request for Interfund Transfer – Repay Road Department for Work Done for Other Departments

d. SID Forfeitures

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account and for the District Attorney’s Office to receive their 20% in the form of a check. Please approve the transfer of the funds and the clerk to write the check.

Case #	Date Seized	Rec #	Amount	Date of Forfeiture	District Attorney (20%)	Clerk/Publishing Fees
2020-43741	05/14/2020	39346	3009.00	07/17/2020	601.80	161.00
		TOTAL	\$ 3,009		\$ 601.80	\$ 161.00

e. Monthly Expenses for Tax Assessor, Tax Collector, Sheriff’s Department – Statute 27-1-9D/19-25-13

4. Road Department

- a. Road Bond Report
- b. Monthly Road Report

5. Contract Administration – Auto Renewal

- a. Robertson Donald Park – Ballfield Maintenance – Richard Barnes
- b. Sheriff’s Department – Smart Communications

- c. Election Commission – Victor McKinney
- d. Justice Court – Secure Shred
- e. Sheriff’s Department - eCitation
- f. EMS – Aladtec
- g. Youth Court – Secure Shred

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

- a. Amazon – Site Agreement in Final Form
- b. FY2019 Edward Byrne JAG Grant – Sheriff’s Department – Additional pages – Fully Executed
- c. Letters De-obligating the County from FY17 & FY18 JAG Grants (City of Southaven & City of Olive Branch)
- d. Holly Springs Road Right of Way Certifications

7. Meal Log Affidavits – (2)

8. Business Investment Incentives – Final Resolutions

- a. Hart & Cooley, Inc. 5-Yr. Personal Property (Expanded) \$ 854,949.00
(Effective: 01/01/2020 through 12/31/2024)
- b. Rite-Hite Products Corporation 5-Yr. Personal Property (Expanded)
\$ 3,692,669.00 (Effective: 01/01/2020 through 12/31/2024)
- c. EPE Industries USA, Inc. 9-Yr. Real Property (New) \$18,450,000.00
(Effective: 01/01/2020 through 12/31/2028)
- d. Johnson Controls – Hitachi Air Conditioning North America, LLC
10-Yr. Real Property (New) \$ 12,326,467.00
(Effective: 03/02/2020 through 12/31/2029)
- e. K.T.G. (USA), Inc. 10-Yr. Real & Personal Property (New) \$ 13,161,140.00
(\$12,260,000. – Real + \$901,140. – Personal)
(Effective: 03/01/2020 through 12/31/2029)

9. Receiving Clerk Update for Youth Services -

Add Vicki Patton as Assistant Receiving Clerk – Juvenile Court 001-163 & Youth Court Administrator - 001-164

10. Constable’s Report – Lee Hodge

Discussion:

Supervisor Medlin asked if the latest contributions to the health care program were on today’s report. Mrs. Lynchard stated it was as of the last payroll. Mrs. Crocket stated there was a deposit on Friday and admin fees will be deducted today. Supervisor Medlin asked about de-obligating the JAG Grant. Mrs. Lynchard stated there were two different letters to sign and she did not realize it. She stated she put both letters on today’s agenda to make part of the Board minutes for clarification. Supervisor Medlin asked about the Holly Springs Road right-of-way certifications. Mr. Nowak stated they have to regularly report to Federal Highways the status of right-of-way acquisition.

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

The motion passed by a vote as follows:

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

See Exhibit G.

I. OLD BUSINESS

1. Engineer's Updates

a. Recommendation for Ingram's Mill Road Bridge Replacement Award – State Aid Project No. SAP-17(56)

Mr. Tracy Huffman stated they received 6 bids for the Ingram's Mill Road bridged replacement. He stated the estimate was roughly \$1.6 million and Xcavators Inc. came in with the lowest bid at \$1,713,293.40. Mr. Huffman stated the recommendation is to take the low bid from Xcavators Inc.

Supervisor Gardner asked if Xcavators has done other projects. Mr. Huffman affirmed. Supervisor Gardner asked if there were any problems with those projects. Mr. Huffman stated they completed the projects.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Resolution to Award Bid to Xcavators Inc., as the lowest and best qualified bidder, and to include the proposed contingencies and use of State Aid Funds, 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.1.a.

b. Holly Springs Road Construction Change Request

Mr. Huffman presented a construction change request for Holly Springs Road for extra rip rap. Supervisor Medlin asked if the sand base needed rip rap. Mr. Huffman said it did between Coldwater River and Camp Creek Bridge and another distance between Camp Creek Bridge toward Short Fork Bridge; almost the entire way. He noted that, even with this expense of \$226,440 they are still under the bid by about \$140,000.

Supervisor Medlin asked how deep the sand was. Mr. Huffman stated it is about 5 feet in some places. He stated sand in wet conditions compacts well. Mr. Huffman stated change requests usually happen at the end of a project, but he felt it would be better to show the Board this one now.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to accept the Change Request for additional rip rap in the amount of \$226,440.

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.b.

On a separate but related matter, Mr. Huffman asked the Board's approval to work within the bid amount plus 5% contingency for adjustments to quantities based on the field conditions and engineering judgment to accomplish the overall intent of the project on this and all other projects

under his purview. This would provide for timely decisions and would allow adjustment of quantities at the as-bid amounts.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to allow the Engineer to make adjustment in quantities for as-bid unit price items as dictated by field conditions and engineering judgement not to exceed the bid price plus 5% contingency on all projects under his purview once bids are received and the projects are approved by the Board for construction.

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. Storm Update

a. Determination of Continuation of Emergency Declaration – Signature Required

EMA Chief Chris Olson stated he thinks the next 30 days will allow the County to wrap up the emergency declaration from the storm damages. He stated some citizens are still burning tornado debris and they are trying to get them to get that finished. He stated the current code is that there has to be a pit, blower and permit; but during this event, the County has allowed people to burn their own debris in tornado damaged areas. He stated there are still some big piles waiting to be burned.

Supervisor Medlin asked if Mr. Jarman had found a contractor to haul out the big stumps and if the Board would need to approve that expense. Mr. Jarman presented two quotes:

- Michael's Tree Service - \$65,000
- Myfis Jr. - \$39,500

Mr. Jarman stated Myfis, Jr. said he would work hourly and if the bill came in less than \$39,500; his fee would be less. He said Michael's said their quote would not change. Mr. Jarman noted that the MDEQ burn permit has expired so they cannot burn the stumps; so they will be hauled to the Railroad Avenue rubbish pit. He stated the Road Department is starting to clean ash out of the burn pits and haul it off.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the low bid from Myfis, Jr. of up to \$39,500 for hauling off the large stumps.

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>

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to extend the January storm event Emergency Declaration to September 8, 2020 finding that emergency conditions still exist in some areas, much clean up in ditches and creeks is still to be done, and homeowners have a lot of work left to do and debris to haul.

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.a.

b. Request for Reimbursement from FEMA

Mrs. Lynchard stated the request for reimbursement has not been turned in to FEMA; and the County really needs to get that in to be able to get the money back as soon as possible. Mr. Chris Olson stated the request has been submitted into the program; and as they send things in FEMA looks at them and tells them what to fix. He stated once the request is where FEMA wants it, they will hit the send button and it will be officially submitted. Mr. Jarman stated he is working on the corrections FEMA asked for on some of what the Road Department sent in. He stated if they get the large stumps picked up this week; they will be able to include that. Mrs. Lynchard stated the Board needs to decide when they are going to cut it off. Supervisor Medlin said he thought they would cut it off at the end of the Emergency Declaration. Chief Olson & Mr. Jarman said that was good from their standpoint.

3. 9:30 a.m. - Business Investment Incentives –

a. FedEx Ground Package

A team from FedEx came before the Board. Mr. Michael Dunavant stated they heard the Board’s concern, looked into the truck routes, started working on the routes and talking with their contractors, and they expected to decrease traffic on Hwy 305. He stated their initial efforts started around July 14th and communications continue with their trucking contractors. Mr. Dunavant stated they have put out periodic broad announcements and posted a sign at the driveway of FedEx that trucks are not to use Hwy 305. He also noted that they pulled GPS data from the trailers and looked at arrivals and departures recently. He stated they had over 500 trucks per day and there were 40 or less trucks on the 2-lane highway in that time period. Mr. Dunavant stated they examined July to coincide with their communications and found that the trucks went down from 40 at the first of the month to 25 in the middle of the month; and they are now at 5 or less per day. He stated the data showed the preferred route for the trucks is Hwy 78 to I-269 to I-55. He stated the trends are heading the way they wanted.

Supervisor Gardner said he was over that way last week and stopped at the light at the entrance to FedEx and about 12 trucks came out and all went north and got on 78. He thanked FedEx for their efforts.

Supervisor Medlin stated that all businesses will be treated the same; and the Board is now asking for haul routes before granting exemptions.

Mr. Nowak stated FedEx Ground is actually now asking for a Fee In Lieu exemption, and noted that since there are no County funds being used there are no standard claw back provisions.. Mr. Chris Pace stated the Fee In Lieu is for 10 years and FedEx Ground has already met the threshold.

Supervisor Caldwell said the Board appreciates FedEx hiring DeSoto County citizens as well as help the community through their philanthropic efforts. Supervisor Medlin stated when he went to the FedEx facility he thought 60% to 70% of the cars in their parking lot had DeSoto County tags and agreed that the Board appreciates that.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the 10-year Fee In Lieu given the fact that FedEx has been an exemplary company; and they have tried to mediate the issue as presented to them, and to authorize the Board President to sign the Fee In Lieu.

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.a.

b. Revision of Free Port & Real/Personal Incentives Forms

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to hold this item over for Mr. Flanagan to send the updated forms.

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>

4. Website Redesign Committee Update

Community Relations Director Christie Barclay stated she has had interest from Chancery, EMA, IT, Circuit and Grants to be involved with the redesign. She stated she was in the CivicPlus queue to start the redesign last week, but she is still waiting. Mrs. Barclay stated she anticipates meeting 1 or 2 times per month. She stated she is in the process of fixing things that need to be adjusted before starting the redesign. She stated there are some new regulations regarding ADA compliance and she will be sure the website is ADA compliant.

5. COVID-19 (Coronavirus) Updates

a. EMA/EMS Updates

EMS Director Mark Davis stated there are 886 active cases at this time and that is very close to the County's highest point. He stated the 7-day trend is down by 7; but the 14-day trend is up by 44 cases. Supervisor Caldwell asked if there were over 1,000 new cases in a 2-week span. Mr. Davis affirmed. He stated there have been 6 more deaths since the last board meeting. Mr. Davis stated the long term care facilities' numbers have been very good. He said there are 53 active cases consisting of 25 employees and 28 patients. He stated there has been one more death that is not counted yet.

Mr. Davis noted that the majority of positive cases are in the "under 50" categories. Chief Olson stated a lot of those are not showing any signs or symptoms. He stated there are probably a lot more, but these numbers are only from the individuals that are tested. Mr. Davis noted the older groups are having the hospitalizations and deaths. He noted that 37 counties are now under more restrictions. Chief Olson said the State is sending less protective equipment out.

Supervisor Denison asked if it was true that the state is not allowing prescribing hydroxychloroquine. Mr. Davis stated he has had no confirmation of that. He said some states have done that, but not Mississippi.

Chief Olson stated today is the opening day of CARES Act funding. He said they will be requesting public assistance for COVID just like they did with the tornado damage. He stated it should be a 2 to 4 week estimated turnaround time for reimbursement because the state already has the money. He said this reimbursement can be anything COVID related: Facilities for cleaning, time spent sending people home, overtime, etc. Supervisor Denison asked who administered that money. Chief Olson said they are applying through MEMA. He stated they have invoices from most of the department heads and they are working with the Grant Administrator, Ms. Garrett, to get those turned in. He said this should be a faster reimbursement. Mrs. Barclay stated there are webinars on how to apply efficiently. Chief Olson stated they have been on those webinars. Mrs. Lynchard asked Chief Olson if he had spoken to Mr. Laughter about the increase in the rubbish pit's volume. Chief Olson said they spoke with the state about that; and they said it is borderline, but they will be asking for it as Mr. Laughter says a lot of people were at home, doing a lot of cleaning and taking more to the rubbish pit.

See Exhibit I.5.a.

b. Revision of Back-to-Work Policy

Mr. Davis stated since all this started they have been changing and going with the CDC recommendations. Human Resources Director Carla Crockett stated they are recommending following the CDC guidelines to allow employees to return after being symptom free for 24 hours, at least 10 days since their original diagnosis, fever free without meds, and have improved respiratory symptoms. She noted that is not yet supported by the MS Dept. of Health; just the

CDC. Mr. Davis stated he has spoken with Dr. Thompson, read a couple of dozen studies, and they determine that after 10 days a person is not contagious. He stated very few could be contagious after 10 days, but they will look at each case individually.

Supervisor Gardner asked if elected officials would be following this policy. Mrs. Crockett stated the elected officials have allowed HR to track their cases thus far.

Mrs. Crockett stated that schools are asking parents to drive kids to and from school if they can. She stated this may cause an uptick in EFMLA. She stated the claims have been minimal and she hopes that will continue.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to adopt the amended policy as presented with the correction to paragraph 1 taking out the words “MS Dept. of Health”.

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.b.

c. Executive Orders Summary

Mrs. Lynchard stated Mrs. Barclay prepared the summary and it is an excellent document. Mrs. Barclay noted that the event space capacity is 25% and that would include the County’s Community Center building in Southaven.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make all the updates and the executive order summary 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.5.c.

Mrs. Lynchard stated there has been a positive case at the Tax Collector’s Southaven office and there is 1 other person showing symptoms. She stated they will have drop boxes only at the Southaven office until the test results of those people come back. She stated Mr. Houston and Mr. Merriweather took care of cleaning today; and they may have to sanitize again before reopening.

6. Energy Project

a. Building List

Mrs. Lynchard said she, Mr. Byrd, Mr. Kuykendall, Mr. Houston, and Mrs. McLeod met and looked at the County’s list of buildings and tried to narrow down to the ones they felt had some benefit for ABM to analyze. She noted the list has square feet and utility usage and dollar amounts. Mrs. Lynchard stated this energy project is going to guarantee savings based upon confirmed usage, not the estimated dollar amount. She stated this is the list everyone feels like makes sense to go forward with and let ABM do their analysis.

Mrs. Lynchard reminded the Board that previously ABM had stated if they did the analysis and the County did not go forward with the project; there would be a \$25,000 fee. She stated Mr. Byrd worked hard on the County’s behalf and now there will be no charge if that were to happen.

Mrs. Lynchard stated ABM does not was to measure the bill; but instead measure the savings. She said if the County were to add to any buildings that would change the usage in some way; it could falsely generate the results. Mr. Byrd stated with their measurement verification, there are different methods for each energy conservation measure. He assured the Board that this is a collaborative effort and that what the County wants to use will be in the contract. He stated they will analyze, have a kick off meeting and then start the surveys on the buildings. Supervisor Gardner asked what the time frame to start is. Mr. Byrd said conservatively, 90 days.

Mrs. Lynchard stated they want to avoid having something where the savings is measured beyond the payback period and they discussed 15 years as a max. She stated ABM will come up with a plan that will tell the County what needs to be replaced, modified, etc. and the plan will come with a price tag asking the Board to fund. She stated the board will decide to fund or not and how to fund: by issuing a bond, taking from ending cash; but probably there will be some debt to pay. Mrs. Lynchard also noted once the guaranteed energy savings come in, it will lower the Facilities budget. Mr. Byrd stated when the final scope is agreed upon and developed; there will have to be a contract stating the chosen financing.

Mr. Nowak referred to page 2 of the proposed Measurement & Verification Overview that Mr. Byrd handed out. He asked if ABM was responsible for the installation & the County for purchases. Mr. Byrd stated ABM's role is to guarantee savings and be the general contractor on the project. Mr. Nowak stated the wording in the last paragraph of the letter seemed odd because if the Board decided not to proceed with the project; there would be no cost savings. Mrs. Lynchard agreed that Mr. Nowak might need to reword that. Mr. Byrd said he would be glad to work with Mr. Nowak to get that reworded.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the building list, approve the letter of intent with ABM in substantial form, and authorize the Board President to sign the revised letter after the wording is revised by the board attorney.

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.6.a.

b. Letter of Intent – Signature Required

See motion and vote at I.6.a. above.

See Exhibit I.6.b.

c. Energy Project – Path Forward

See discussion and vote at I.6.a. above.

7. Justice Court – Constables Service of Process Update

Mrs. Lynchard stated Mr. Nowak is waiting for an AG opinion; and she thinks the Board is not protected until that opinion comes back. She stated, at this time, the constables are paying for postage.

Supervisor Medlin asked if the judges can assess the people to get those costs back for the constables. Mr. Nowak stated the Audit Department says they can through court costs; but that comes at the end when a case is settled not at the time the summonses are mailed out. He noted that, in his opinion, if it was a civil case between 2 people, the county would be paying for private issues. Mrs. Lynchard said the judge would have to specify how much of the court costs was to pay for postage that the constable paid. She also noted that each constable has a separate postage meter to keep up with their expenses. Mrs. Lynchard and Mr. Nowak recommended waiting for an AG opinion before making any official decisions.

See Exhibit I.7.

8. Justice Court Building – Final Contract with Urban Arch – Signature Required

Mr. Nowak stated the last meeting the Board discussed the changes to the scope of work and revised budget. He stated the overall increase in Urban Arch’s cost is \$108,000. Mr. Nowak stated Urban Arch sent a formal addendum, as requested; and he has reviewed and approved it.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the addendum with Urban Arch for the Justice Court Building.

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.8.

9. Social Media Policy

Mrs. Lynchard stated Mr. Sam Barber said the County needs some protocol internally and some in-house training. She stated he also said the County needs to update their social media policy. Mr. Nowak stated the policy in place is very simple and before his firm can train on policy, there needs to be an updated policy in place. He also noted that when dealing with social media you have to keep in mind related issues such as public records; and, if the Supervisors were to comment, it could be considered under the open meeting act. Mr. Nowak stated employees have different rights if they are working or not working when posting comments. He stated they have some models they can work from to develop a policy.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on a new policy and bring it back to the Board.

The motion passed by a vote as follows:

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

1. Facilities Projects

a. Repair Padded Cells at Detention Center

Facilities Director Shawn Houston stated he got 2 quotes on the repairs:

- Security Design, Inc. DBA Cornerstone - \$7,022.40
- Marathon Engineering - \$6,384.00

Sheriff Rasco said this was a definite need. He stated their population today is over 400.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to award the job of repairing the padded cells at the Detention Center to Marathon Engineering finding them to have the lowest and most responsive quote at \$6,384.00.

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 J.1.a.

b. Awning at EMA

Mr. Houston stated he got 2 quotes for the construction of an awning at EMA to store some equipment out of the weather:

- Screenmobile - \$18,136.50
- Maclin Security Doors, Inc. - \$13,500.00

Mr. Houston recommended awarding the job to Maclin.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to award the job of installing an awning at the EMA building to Maclin finding them to have the lowest and most responsive quote at \$13,500.00.

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 J.1.b.

2. Walls Fire Protection District

a. Resignation of Robert Ramage

See motion and vote below at J.2.b.

See Exhibit J.2.a.

b. Appointment of Chris Bryant

Supervisor Denison stated Mr. Ramage has moved out of the Walls District and resigned. He stated the Walls Fire Department is recommending Mr. Chris Bryant who was a former Asst. Fire Chief there.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to accept the resignation of Robert Ramage as Commissioner on the Walls Fire Protection District and to appoint Chris Bryant to fill the position.

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 J.2.b.

3. Animal Services – Restricted Donation from Anonymous Donor

Animal Services Director Monica Mock stated they have received an anonymous donation every year since 2009 for a total of \$13,000. She stated this donation is for \$2,000. Mrs. Lynchard stated the Animal Shelter wanted to use the donation for their ice machine. Mrs. Mock stated she will ask the donor to be sure it is okay with them.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the restricted donation in the amount of \$2,000 for the Animal Shelter.

The motion passed by a vote as follows:

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

Mrs. Mock stated that MSU has not put out a list for spay/neuter this fall. She noted that the March and summer visits were cancelled. Mrs. Lynchard asked if MSU might let the shelter bring animals to them in the trailer. Mrs. Mock said that would take shelter staff away for an entire day; and instead of 40-50 animals, they would only have about 16. She said it did not seem feasible.

Mrs. Mock stated they have not scheduled anything for “Pet’sem’ber” for 2020. Supervisor Medlin suggested they plan something for the end of the month.

See Exhibit J.3.

4. Stateline Road Bridge at Horn Lake Creek – Award Recommendation from Southaven

Mrs. Lynchard stated the interlocal agreement with Southaven says the County will pay 50% of the match for the State bond money up to \$200,000; and it is payable within 45 days of Southaven issuing the contract. She stated at the end of the project, Southaven will submit an accounting and refund any money not spent.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to issue a check for \$200,000 to the City of Southaven for 50% of the match for the Stateline Road Bridge at Horn Lake Creek.

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 J.4.

5. Corrections to 2019 Land Roll

Mrs. Lynchard stated the Tax Assessor’s office is requesting the 3 changes that are listed on their exhibit.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 3 corrections to the 2019 Land Roll 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 J.5.

6. Office of Procurement

a. Judicial Order for Purchase of Equipment for Court Reporter – Amanda Kisor

Mrs. Lynchard stated the court reporter said she has been using her personal computer for a while. She stated this is a shared cost with the other counties in the judicial district. Mrs. Irving stated most of the cost involved was for the court reporter’s software.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the purchase of equipment for the court reporter as ordered by Judge Daniels.

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 J.6.a.

b. Sheriff’s Department – Purchase Exceeding \$25,000

Mrs. Irving stated this Ram 1500 Crew Cab 4x4 will replace a vehicle that was totaled. She stated they got 2 quotes and recommended accepting the low quote from Kirk Auto Group.

- Kirk Auto Group - \$27,854.00
- Landers \$28,331.00

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the purchase of a Ram 1500 Crew Cab 4x4 from Kirk Auto Group in the amount of \$27,854.00 finding them to be the lowest and most responsive quote.

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 J.6.b.

7. Office of Finance and Accounting

a. Preliminary/Final Inventory Dispositions – Facilities

Deputy Director of Finance Stephanie Hanks stated the Facilities disposition is for 2 air conditioning condensers that went out and they were taken to recycle.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary/final inventory disposition from the Facilities 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>

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	
N/A	7.5 tonne trans odyssey	13323WK6YA	needed new compressor unit was R-22			51		FACILITIES	Desoto County Recycling		
N/A	7.5 ton trans odyssey	72911COAD	needed new compressor unit was R-22			51		FACILITIES	Desoto County Recycling		
AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION				NOTES			
SIGNED BY: <u>Shawn Houston</u> DATE: <u>07/22/20</u>				PRELIMINARY PRESENT TO BOS				PLEASE DISPOSE AT THE NEXT BOARD MEETING			
PRINT NAME: shawn houston				FINAL PRESENT TO BOS							
DISPOSED BY: <u>Shawn Houston</u> DATE: <u>07/22/20</u>				DATE INVENTORY DISPOSED IN AS400							
PRINT NAME: shawn houston				DATE BOS FINAL MINS ATTACHED							
INV CLERK: _____ DATE: _____											

See Exhibit J.7.a.

b. Claims Docket

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

Supervisor Jessie Medlin had no questions.

Supervisor Mark Gardner asked about the following claims:

Page 74 – 2 Stihl weed eaters – Supervisor Medlin said Mr. Jarman has the men weed eating around all the signs and bridges.

Page 79 – Legal ads for Clarion Ledger & DeSoto Times – Mrs. McLeod stated Waggoner recommended advertising in the Clarion Ledge for a road project. Mrs. Lynchard said if it is a state project they have to do that.

Page 89 – Refunds – Mrs. Hanks stated these were changes in coverage or people who have left.

Supervisor Ray Denison asked about the following claims:

Page 4 – Just Appraised – Mr. Mitchell said that is the Tax Assessor’s software they spoke to the Board about a couple of months ago. The invoice showed the payment was for May – July. Mr. Mitchell said they seem to be pleased with the software so far.

Page 22 - \$60,000 – Mrs. Hanks stated when Mrs. Thompson has a trial coming up, she will ask to have the money in place to pay the jurors.

Page 31 – Pro-Vision, 4 charges – Mr. Mitchell stated that is a security camera system. Sheriff Rasco stated it is at the jail.

Page 58 – Correct Tek - \$43,897 – Sheriff Rasco stated that is the new system to keep all the health records at the jail.

Page 74 – 4 Bush hogs – Mrs. Freeze stated those were part of the equipment purchases for the Road Department that were budgeted for this year.

Supervisor Lee Caldwell asked about the following claims:

Page 8 – Geographic Info Services – Mr. Mitchell said IT has a contract with the company for contractual services related to the website.

Page 12 – Memphis Sewer – Mr. Nowak stated there are 2 ongoing law suits, and the County is a party in both.

Page 58 – Webster’s Fitness Products – Sheriff Rasco stated those are for the jail and they are located where the basketball courts are.

Supervisor Michael Lee asked about the following claims:

Page 59 – M400 Rifles – Sheriff Rasco said those are the folding rifles that fit in a backpack for the School Resource Officers.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the claims docket and 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 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 J.7.b.

8. Grant Administration

a. Request to Apply for Court Pandemic Response & Recovery Grant for Juvenile Court - Signature Required

Grant Administrator Shelia Garrett stated she did some research for Juvenile Court and the State Justice Institute has a \$20,000 grant with no match required. Supervisor Lee asked if other courts could use that money. Ms. Garrett said they could, but only Juvenile has asked. She also noted that they asked for \$15,000 and she added \$5,000 for incidentals to be sure they had enough.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve applying for the court Pandemic Response & Recovery Grant for Juvenile Court in the amount of \$20,000 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 J.8.a.

9. Contract Administration

a. IT – NVIDIA Support – CDW-G & Zones - Finding of Fact for Prepayment

Mrs. McLeod stated this is a dual finding of fact for NVIDIA support supplied by Zones. There is also a quote attached from CDW-G. Mrs. McLeod stated this is for support & maintenance on graphic cards on the servers for ESRI, GIS, and video.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the prepayment of the contract costs for support and maintenance with Zones for NVIDIA support as presented, finding they provide an immediate and necessary service to the County with the proven ability to provide the 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 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 J.9.a.

b. Sheriff’s Department – Summit Food Service – Signature Required

This item was removed from the agenda.

c. Road Department – Digital Now – Finding of Fact for Prepayment – Signature Required

Mrs. McLeod stated this is for maintenance on the Road Department’s big printer and the County has done business with them for 12 years.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the prepayment of the contract costs to Digital Now, finding them to provide an immediate and necessary service to the County with the proven ability to provide the services 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 J.9.c.

d. IT – Next Step Innovation – Signature Required

Mrs. McLeod stated this company provides remote help desk support to IT at \$115 per hour.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract and contract costs with Next Step Innovation 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 J.9.d.

e. EMA – Network Innovations Government Services – Signature Required

Mrs. McLeod stated this is for service for 3 satellite radios and the Homeland Security Grant reimburses the cost of \$918.06 per year.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract and contract costs of \$918.06 with Network Innovations Government Services for satellite radio service for EMA 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 J.9.e.

f. IT – Lucid8 – Finding of Fact for Prepayment

Mrs. McLeod stated this has to do with the Outlook exchange server. She stated it manages the database and keeps emails cleaned up. Mrs. McLeod noted the cost is \$200 per year.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract with Lucid8 and approve the prepayment of the contract costs finding the County has done business with this company for several years and they have proven their ability to provide the service.

The motion passed by a vote as follows:

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

g. Sheriff’s Department – NWCC Criminal Justice – Signature Required

Mrs. McLeod stated this letter extends the agreement between the Sheriff’s Department and NWCC to allow Criminal Justice students to shadow Sheriff’s Department employees.

Supervisor Michael Leemade the motion and Supervisor Lee Caldwell seconded the motion to approve the letter of agreement to extend the NWCC internship agreement 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 J.9.g.

10. Road Department

a. Finding of Fact – 2915 & 2884 Red Banks Road

Mr. Jarman stated this is for work on cross drains and ditches at the properties owned by Larry Walker and Carl Blalack. He stated the ditch is backing up and not getting water to the pipes fast enough causing the ditch to back up and flood and also causing water to go over the County road. He stated they will need to get beyond the right of way to clean out the ditch properly. Supervisor Medlin stated the water goes over the road pretty quickly.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize the off right of way work associated with at 2915 & 2884 Red Banks Road finding the blocked ditch causes water to flood the county road creating a health and safety problem as well as causing damage to the County's road.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 J.10.a.

b. Finding of Fact – 6172 Sandbourne West

Mr. Jarman stated this is property owned by Tad Rumfelt. He stated the underground drainage pipes that carry water from the neighborhood streets have separated in the yard at 6172 Sandbourne West; and they have to dig it up and put a concrete collar on it. He stated there is a very large sinkhole that has formed creating a health and safety issue.

Supervisor Denison asked why the County was responsible for fixing these issues. Supervisor Medlin stated many years ago when Bridgetown had problems the Board asked for legislation to allow it because they felt like since the underground pipes were allowed by the county, they should fix the safety issues. He stated the same problem is happening in Braybourne. Mr. Jarman stated the pipes are draining the streets and they do not benefit individual residents. He also noted that the County now has inspectors watching the developers and they recently made one developer pull some pipes up because he had not gotten an inspection.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve replacing the underground drainage pipe at 6172 Sandbourne West finding the damage was caused by underground drainage pipes draining water from the County streets and that the damage creates a health and safety issue for the public.

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 J.10.b.

c. MDOT Easement & Construction Agreements for I-269 from I-55 to SR305 and SR305 to the Marshall County Line

Mr. Jarman stated the Transportation Committee talked about right of way and easements MDOT will be trying to turn over to the County. Mr. Nowak stated, according to the minutes, the authority given to his firm to look into this was specific to Laughter Road. He requested Board authority to look into all the right of ways and easements that could be turned over.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to look into all the MDOT easements MDOT may seek to return to the County along I269 pursuant to the County/MDOT construction agreements.

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

11. Chancery Clerk – Amend Hiring Practice for Part-time Employees

Mrs. Heffner stated she could not perform a background check on minors and wanted to adjust her policy to not require a background check for a part-time employee who is a minor.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the amendment to the Chancery Clerk’s hiring policy to exclude background checks for minors working part-time.

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 J.11.

12. Fire/EMA Committee Update

Supervisor Caldwell stated they are starting to get proposals from the Volunteer Fire Departments and EMA regarding budget requests. Mr. Nowak notes the Fire Protection Agreements have expired. He stated the agreements are typically for the term of the Board.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to update the Fire Protection Agreements.

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

13. Transportation Committee Update

Supervisor Caldwell requested the Board send a letter to the City of Southaven asking for \$1.9 million for 4/10 of a mile on the Swinnea Road expansion. She stated half of the total cost would have been \$2.7 million; but for 4/10 of a mile the County and Southaven have constituents so they felt like that was a reasonable request. Supervisor Gardner asked if the County would have to have permission to build the road in the city limits. Mr. Nowak affirmed. Supervisor Caldwell said Southaven had given verbal consent; but they could ask for written permission in the request letter.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to ask for \$1.9 million from the City of Southaven for the Swinnea Road expansion and for permission for the County to move forward with the Swinnea Road expansion.

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>

Supervisor Caldwell stated the City of Southaven has asked for the County to participate in overlaying the roads around the Landers Center. They proposed to split \$900,000 three ways between the City, Landers Center and County. She said the committee recommends waiting to see how the funds are with the Road Department and what Southaven says about participating in Swinnea Road.

Supervisor Denison quoted Transportation Commission John Caldwell as saying DeSoto County needs a port on the river. He said he would like the Board to think about that.

Supervisor Caldwell stated they have found out from MDOT that part of the problem with their projects is property acquisition. She stated if the Board knows someone to talk to and possibly donate land, it might help move along the projects in some areas.

See Exhibit J.13.

14. Virtual Groundbreaking for AWG

Mrs. Lynchard stated she got an email saying the groundbreaking on Tuesday, August 11th would be virtual.

15. Appointments

a. Requisition & Receiving Clerk Update for Road Department-

Remove Requisition Signers Angie Tapley & Kenny Woods, Add Rodney Prince:

- 156-300 Dept of Road Management
- 156-370 Starlanding Rd E-Tulane-Getwell
- 156-374 Commerce Street-Della to Jaybird
- 156-376 Various Roads (Hwy 304 Ovrly-2 miles)
- 156-378 Armory Road
- 160-333 County Engineer
- 160-351 Holly Springs Road
- 160-353 Pepperchase Road Improvements
- 160-358 COE Feasibility Study
- 160-359 NRCS Project
- 160-361 Craft Road Overpass
- 160-362 Bridge Updates
- 160-364 Nail Road-Hacks Cross-Ctr Hill
- 160-369 McIngvale Road Extd
- 160-373 Stateline Road Box Culv
- 160-377 Craft at Bethel Rd Widening
- 160-379 Swinnea Rd-Star Landing to Bankston
- 160-389 Nail Road – Hacks to Polk Lane
- 160-390 Craft Rd – Hawks North to Bethel
- 160-399 Bridge and Culvert
- 001-346 Fleet Management

Remove Gail Bernard as Assistant Receiving Clerk

Mrs. McLeod stated that historically the Asst. Road Manager has been the requisition signer for the Road Department. She requested the Board formally approve Rodney Prince and remove Angie Tapley & Kenny Woods; as well as remove Gail Bernard as Asst. Receiving Clerk.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve Rodney Prince as requisition signer for the Road Department, remove Angie Tapley and Kenny Woods as requisition signers, and remove Gail Bernard as Asst. Receiving Clerk.

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. Appointment of Inventory Control Clerk – Stephanie Hanks

Mrs. McLeod stated in April Mrs. Freeze presented some updated job descriptions, but the motion did not include Mrs. Hanks as the Inventory Control Clerk.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to appoint Stephanie Hanks as Inventory Control Clerk.

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. Appointment of Assistant Inventory Control Clerk for Sheriff’s Department – Madison Bryant

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve Madison Bryant at Asst. Inventory Control Clerk for the Sheriff’s 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>

16. Approval of Updated Committee List

Mrs. McLeod presented an updated committee list. She stated Mr. Jarman has requested to be on the Agri Ed Committee. Mrs. Lynchard stated Mr. Houston needs to be on it as well.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to add Robert Jarman and Shawn Houston to the Agri Ed Committee.

The motion passed by a vote as follows:

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

Other changes included:

Inactivate the following committees:

Benevolence, Cluster Mailbox, Economic Development Authority, Employee Leave Updates (Group 1 & Group2), Radio Upgrade, School Resource Officer, Security (Designated), Single Access Subdivision

Other changes included:

Hawks Crossing Easements – Replace Mike Kennedy with Rodney Prince
 Insurance/Benefits – Replace Gail Bernard with someone else from Road Department (TBD)
 Storm Ordinance – Remove Joy Anderson
 Disaster Debris management – Add Robert Jarman, Ray Laughter, and Josh Harper

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve all the changes to the Committee List as presented by Mrs. McLeod.

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 J.16.

17. MAS Confirmation of Dates

Mrs. Lynchard stated the schedule had changed again and asked the Board to confirm their travel arrangements.

See Exhibit J.17.

18. Solid Waste Discussion

Mrs. Lynchard stated Mr. Laughter was contacted by the City of Hernando asking if they could opt out of the county collecting millage for their disposal of rubbish and garbage. She stated if this was done, it would affect the County’s contract with BFI and Waste Pro because of the rubbish pits. She stated this arrangement has been in place for many years and the Board would have to look at the impact this would have with vendors as well.

Mr. Wally Carter from Team Waste stated they have opened a landfill in Marshall County and would haul there if they win the contract with Hernando. He suggested the County could write the check to the city for rubbish pit costs rather than to BFI.

Supervisor Caldwell asked Mr. Nowak about the legalities of such a request. Mr. Nowak stated he does think it will affect the rates with BFI; and he is not sure how it will impact the tax millage. He stated the County cannot levy solid waste unless it is handled through the County system, and the County cannot rescind the tax levy if the City continues to be served by the County system.

Mr. Carter stated this will save the citizens of Hernando money. Supervisor Denison said the Board has to look at all the citizens; and cannot alienate one part of the county to help another part.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to look into this matter.

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>

19. Budget FY21

Mrs. Lynchard asked the Board to think about when they wanted to meet.

20. Planning Department - Budget Amendment

Following a discussion in Executive Session:

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve a budget amendment for \$1,200 for the Planning Department to be able to train a new person.

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>

21. Grant for EMA

Mrs. Lynchard stated Chief Olson sent an email saying MEMA has offered funds to the County in the amount of \$2,328.65. She stated he wants to use the money to get batteries and a multi-battery charger for their drones; and he is requested authority to accept the grant.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize EMA to accept the grant from MEMA in the amount of \$2,328.65 for batteries and a multi-battery charger for their drones.

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>

22. Justice Court – Appoint Special Public Defender

Mrs. Lynchard stated she got an email from Justice Court requesting a special public defender, Elizabeth Owens, for August 6th as they have 277 cases on the docket and 25 inmates to be seen.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to appoint Elizabeth Owens as a special public defender in Justice Court on August 6, 2020.

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 J.22.

23. Corps of Engineers – Flood Study Payment

Mrs. Lynchard stated she got an email from the Corps of Engineers requesting payment in the amount of \$300,000 according to the contract the County has with them. Supervisor Caldwell stated they are getting some good information from them now.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the payment to the Corps of Engineers in the amount of \$300,000 as provided in their contract.

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

24. Justice Court Public Defender – Part Time

Mrs. Lynchard stated she got an email from Darrin Vance expressing interest in the position. Supervisor Gardner said Mr. Vance had been recommended to him. No action was taken.

25. Sheriff’s Department – ICAC Expansion Contract

Mrs. Lynchard stated she got a contract from Shafer, Zahner & Zahner in the mail for the ICAC Expansion. She asked the Board if they wanted to approve it based on Mr. Nowak’s review or wait. The Board said it could wait.

26. Sheriff’s Department – Food Donations for Jail

Sheriff Rasco requested to add this item. He was not present for the discussion. Supervisor Lee said Larry James at the food pantry said they have been donating about 6,000 pounds of food per week to the jail. He stated at the end of June they had donated 142,547 pounds of food valued at about \$526,000. He asked if the Board needed to accept that as an ongoing donation; and put in place some type of agreement. Mr. Nowak stated he would need to check the laws on accepting food to feed inmates.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on this matter.

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>

K. PLANNING

1. Consent Minor Lot

- a. Sammons Malone 3 Lot Minor (#7491) Approval of 3 lot(s) on 11.04 acre(s). Identified as Parcel #2077350000001300. Subject property is located on the east side of Malone Road and north of Byhalia Road in Section 35, Township 2, Range 7 (District 5)
Applicant: Ian Sammons**
- b. Kevin Jones Minor Lot (#7492) Approval of 2 lot(s) on 8.08 acre(s). Identified as Parcel #307203000 0002001. Subject property is located on the west side of Malone Road and north of Byhalia Road in Section 03, Township 3, Range 7 (District 5)
Applicant: Kevin Jones**

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 Caldwell seconded the Motion to approve the items and actions set forth on the Consent Agenda 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, RAY DENISON	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

See Exhibit K.

L. EXECUTIVE

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

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to recess the Board meeting until Monday, August 17, 2020 at 9 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 8th day of September, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors