

# DeSoto County Board of Supervisors

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***Meeting Agenda***  
***April 3, 2017***  
***9:00 a.m.***

**A. Call to Order**

**B. Invocation**

**C. Pledge of Allegiance**

**D. Approval of March Minutes**

**E. Citizen Remarks & Presentations**

1. Recognition of Olive Branch Girls' Basketball Team
2. Recognition of Myah Taylor

**F. Approval of Agenda: Additions & Deletions**

**G. Consent Agenda**

1. Publication of Board Proceedings
2. Department of Human Resources: Monthly Health Claims Report
3. Office of Finance & Accounting
  - a. Budget Amendments – SCAAP Reimb/Ending Cash, Sheriff Admin/IT, Aviation
  - b. Quarterly Budget Allocations - \$6,242,774.92
    - Tax Assessor: \$332,209.50
    - Tax Collector: \$333,343.75
    - Sheriff: \$5,572,221.67
  - c. SID Forfeitures
  - d. Final Inventory Dispositions – Chancery Land, IT, Facilities, EMS
4. Office of Procurement
  - a. Remove Pat Sanford as interim requisition signer for Acct# 001-169
  - b. Appoint Jim Holland as requisition signer for Acct#001-169
  - c. Request to Approve Bid Specifications and Solicit Bids for Copier Lease for Various Offices: Bid File #001-100-002
5. Road Department
  - a. Road Report
  - b. Monthly Work Schedule

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- c. Road Bond Report
- 6. Contract Administration
  - a. Circuit Clerk – RBM – Hardware Maintenance Agreement
  - b. Human Resources – Pitney Bowes – Maintenance for Stuffer/Sorter
  - c. EMA – Statewide Mutual Aid Compact
  - d. Road Department – State Aid Project #SAP17(15)M – Formal Concurrence of Award of Contract
  - e. Road Department – LSBP-17(7) Meadowbrook Bridge – Formal Concurrence of Award of Contract
- 7. Animal Services
  - a. MSU Vet Fees Update – last visit March 23-24, 2017
  - b. Wings of Rescue Update – March 28, 2017 – 16 animals sent - \$120.66
- 8. MDOC Reimbursement

## **H. Old Business**

- 1. Road Department – Nail Road MOU with City of Horn Lake  
Penny Shields,  
Scott Young & Andy Swims
- 2. Burn Permit Issuance Update  
Fred Leviton, Bobby Storey, Pat McLeod, John Mitchell
- 3. County Building on Brookhaven  
Vanessa Lynchard
- 4. Approval to Pay Line of Duty Supplemental Benefits  
Vanessa Lynchard
- 5. Report of Tennis Facility Tour  
Supervisor Gardner

## **I. New Business**

- 1. Recognition of Employee 25-Year Anniversaries  
Vanessa Lynchard
- 2. EMS Training Program  
Mark Davis
- 3. Earth Day Update  
Pat McLeod & Lynn Ford

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4. Environmental Services – Solid Waste - Request Board Authorization for Attorney to Work on Garbage Collection & Rubbish Facility RFP Ray Laughter
5. Office of Procurement
  - a. Recommendation to Award 2017 Annual Supply &/or Haul Dirt to the County Rubbish Pit – Bid Tab: # 17-341-001 Angie Irving & Ray Laughter
  - b. Chiller Repairs Exceeding \$25,000 to be Approved as Sole Source Robert Jarman
  - c. Recommendation for Award: Bid Tab Juvenile Courtroom Renovation #17-315-163-001 Robert Jarman & Karen McNeil
  - d. Recommendation for Award for 2017 County Overlay - Bid Tab: # 17-300-018 Scott Young & Karen McNeil
6. Office of Finance and Accounting
  - a. Claims Docket Andrea Freeze & Stephanie Hanks
  - b. Preliminary Inventory Dispositions – IT, Circuit Court, Circuit Court Clerk, EMA Angie Tapley
  - c. Preliminary/Final Inventory Dispositions – Sheriff’s Office Angie Tapley
  - d. Railcar Tax Diversions Andrea Freeze
7. Road Department Andy Swims
  - a. Finding of Fact – 13736 Whispering Pines
  - b. Finding of Fact – 2330 Itasca Drive
  - c. Request by DeSoto County Schools to Remove Dirt Stockpile at 325 Kapik Drive
  - d. Request to Release Memphis Stone from Bonding Obligations at 2 locations
  - e. Jordan Creek Drive Drainage Request Scott Young
8. Grant Administration Tanner Kuntz
  - a. Request the Board to accept the Local Government Solid Waste Assistance Grant in the amount of \$75,000.00 and for the Board President to sign the award document
  - b. Request permission to apply for the Solid Waste Officer Assistance Grant for an amount not to exceed \$45,000.00 and for the Board President to sign the award document
  - c. Update on Blight Elimination Grant
9. Proclamation of County Government Month – Brilliant Ideas At Work Tanner Kuntz
10. Sheriff’s Department – Helicopter Acquisition – TH-67 from Office of Surplus Property Chief Macon Moore

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|---|--------------------|
| 11. Homestead Credit Reimbursement  | Misty Heffner      |
| 12. Chancery Clerk – 2016 Excess Funds Payment to County  | Misty Heffner      |
| 13. Appointments  |                    |
| a. District 3 Appointment to Horn Lake Creek Interceptor Sewer District Board   | Supervisor Russell |
| b. Yazoo MS Delta Levee Board   | Vanessa Lynchard   |
| 14. Personnel Modifications for IRS Compliance  | Vanessa Lynchard   |
| a. Chancery Court   |                    |
| b. Justice Court  |                    |
| c. County Prosecuting Attorney – Office Allowance   |                    |
| d. County Prosecuting Attorney – Budget Amendment   |                    |
| e. Riding Bailiff   |                    |
| 15. Holiday Proclamation  | Vanessa Lynchard   |
| 16. Animal Services – Request to Close Shelter on Holiday & Saturday  | Pat McLeod         |
| 17. Planning Commission – Approval to Backscan & Index Old Records  | Bennie Hopkins     |
| 18. Justice Court – Approve Special Prosecutor  | Vanessa Lynchard   |
| 19. Pioneer Collections Recovery Report   | Vanessa Lynchard   |
| 20. Contract Administration – Termination of Contract – Vend Natural  | Pat McLeod         |
| 21. Facilities – Approval of Contract with Pickering for Architect Services on Courthouse Courtroom                                     | Robert Jarman      |
| 22. Enter Into the Formal Record and Make a Part of the Board Minutes – District 1 Regional Hazardous Mitigation Plan Compliance Letter | Vanessa Lynchard   |

## **J. Planning**

Bennie Hopkins &  
AustinCardosi

### **1. CONSENT**

- a. Haraway Minor Lot (7127)** – Application is for final subdivision of 1 lot on 3.28 acres (from a 20.15 acre parcel). Identified as Parcel(s) #3-06-7-36-00-0-00007-00. Subject property is located on the east side of Allen Road and north of County Line Road in Section 36, Township 3, Range 6 (District 5)  
**Applicant: Ellen Haraway**
- b. Seay-Elam Minor Lot (7128)** – Application is for final subdivision of 2 lots

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on 5.0 acres. Subject property is Identified as Parcel(s) #3-07-9-31-00-0-00006-05. Subject property is located on the east side of Hwy 51 S and south of Belmont Road in Section 31, Township 3, Range 7 (District 5)

**Applicant: Stan Elam**

### **K. Executive Session**

#### **~ Coming Events ~**

- April 4 – Swearing In Ceremony at Courthouse
- April 5-7 – Blue Ribbon Trip
- April 7 – 2 p.m. – CIT Graduation
- April 17 – Lunch at Extension Office
- April 22 – 9 a.m. – 1 p.m. – Earth Day
- April 29 – Spring Clean-Up Day
- April 29 – Smoke Alarm Check & Installation Event
- June 12–15 - MAS Annual Convention in Biloxi