

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT ONE JESSIE MEDLIN, PRESIDING

April 18, 2016

A. CALL TO ORDER

The April 18, 2016 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

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

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

B. INVOCATION

Supervisor Mark Gardner gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

Supervisor Jessie Medlin asked if there was anyone else present who wished to address the Board on items not on the agenda. No one came forward.

E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

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

a. Sheriff Bill Rasco requested to add the following:

Request to donate out of service vehicle to City of Hernando for K-9 vehicle. (New, H.12)

b. Supervisor Mark Gardner requested to add the following:

CVB appointments for District 4 and At Large (New, H.13.)

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

Request to consider potential litigation – Viktor Hall to Executive (Executive, J.5.)

d. Board Attorney Tony Nowak requested to delete the following:

Remove Old Business, G.3. – MDOT Star Landing Project. Mr. Nowak stated the Board approved the President to sign at the adoption of the resolution.

e. County Administrator Vanessa Lynchard requested to make the following changes:

Add to New Business:

Late Bill Lipscomb & Pitts – (New, H.6.b.)

Affinity Lawn Scapes – 2 contracts (New, H.9.)

Circuit Clerk Excess Earnings (New, H.10.)

Grants – Solid Waste Officer Grant (New, H.11.)

Personnel – EMS - Already on Agenda
Update from Washington Trip (New, H.12)

Delete:
Bridgetown Fire District (Old, G.7.)

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

The motion passed by a vote as follows:

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

See Exhibit E

F. CONSENT AGENDA

The Board of Supervisors considered the following items on the meeting’s Consent Agenda.

1. Publication of Board Proceedings

2. Office of Finance & Accounting – Budget Amendments (Juvenile Court, EMS, IT, Facilities Projects, One Mill Mandatory, Sheriff Department

| De Soto County, Mississippi BUDGET AMENDMENT REQUEST | | | | | | |
|---|--|--|------------------|---------------|---------------|------------------|
| Fund/Department # | | 001 / 163 | | Updated 7/15 | | |
| Date: | | 4/18/2016 | | | | |
| (1) | Juvenile Court | | | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET |
| 001-163-475 | Mileage & Other Travel Costs | \$ 409.32 | \$ 500.00 | \$ 125.00 | | \$ 625.00 |
| 001-163-476 | Meals and Lodging | \$ - | \$ 500.00 | | \$ 125.00 | \$ 375.00 |
| TOTALS | | | \$ 1,000.00 | \$ 125.00 | \$ 125.00 | \$ 1,000.00 |
| Reason for Request: | | Adjust line items for budget deficit. | | | | |
| Requested by: | | Judge Celeste Wilson | | | | |
| Fund/Department # | | 001 / 240 | | | | |
| Date: | | 4/18/2016 | | | | |
| (2) | Emergency Medical Services | | | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET |
| 001-240-915 | Vehicles - Above \$5,000 | \$ - | \$ 300,000.00 | \$ 204,000.00 | | \$ 504,000.00 |
| 001-999-999 | Ending Cash | \$ - | \$ 27,570,891.00 | | \$ 204,000.00 | \$ 27,366,891.00 |
| TOTALS | | | \$ 27,870,891.00 | \$ 204,000.00 | \$ 204,000.00 | \$ 27,870,891.00 |
| Reason for Request: | | Adjust line items per Board order to give money to cities for ambulance purchases per interlocal agreement. | | | | |
| Requested by: | | County Administrator Vanessa Lynchard | | | | |
| Fund/Department # | | 001 / 152 | | | | |
| Date: | | 4/18/2016 | | | | |
| (3) | Information Technology | | | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET |
| 001-152-502 | Regular Telephone Service | \$ 42,990.48 | \$ 120,000.00 | | \$ 5,000.00 | \$ 115,000.00 |
| 001-152-606 | Computer Supplies | \$ 6,307.99 | \$ 10,000.00 | \$ 5,000.00 | | \$ 15,000.00 |
| TOTALS | | | \$ 130,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 130,000.00 |
| Reason for Request: | | Adjust line items in order to align budget amounts with necessary expenses. | | | | |
| Requested by: | | John Mitchell, Information Technology Director | | | | |
| Fund/Department # | | 315 / 101, 160 & 163 | | | | |
| Date: | | 4/18/2016 | | | | |
| (4) | 2014 Facilities Projects | | | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET |
| 315-101-594 | Other Contractual Services - Chancery Clerk Land Records | \$ - | \$ 253,934.00 | | \$ 3,900.00 | \$ 250,034.00 |
| 315-101-559 | Other Professional Fees & Services | \$ - | \$ - | \$ 3,900.00 | | \$ 3,900.00 |
| 315-160-594 | Other Contractual Services - Chancery Courtroom | \$ - | \$ 650,000.00 | | \$ 2,600.00 | \$ 647,400.00 |
| 315-160-559 | Other Professional Fees & Services | \$ - | \$ - | \$ 2,600.00 | | \$ 2,600.00 |
| 315-163-594 | Other Contractual Services - Juvenile Courtroom | \$ - | \$ 800,000.00 | | \$ 4,875.00 | \$ 795,125.00 |
| 315-163-559 | Other Professional Fees & Services | \$ - | \$ - | \$ 4,875.00 | | \$ 4,875.00 |
| TOTALS | | | \$ 1,703,934.00 | \$ 11,375.00 | \$ 11,375.00 | \$ 1,703,934.00 |
| Reason for Request: | | Wells & Associates project costs: Chancery Clerk Land Records - 60 hours at \$65 per hour = \$3,900 Chancery Courtroom - 40 hours at \$65 per hour = \$2,600 Juvenile Courtroom - 75 hours at \$65 per hour = 4,875 | | | | |
| Requested by: | | Robert Jarman, Facilities Director | | | | |

| | | Fund/Department # | 002 / 151 | | | | | | |
|---------------------|---|-----------------------|---------------------|--------------|--------------|----------------|--|--|--|
| (5) | | One Mill Mandatory | | Date: | | 4/18/2016 | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET | | | |
| 002-151-902 | Buildings | \$ - | \$ 50,000.00 | | \$ 3,900.00 | \$ 46,100.00 | | | |
| 002-151-559 | Other Professional Fees & Services | \$ - | \$ - | \$ 3,900.00 | | \$ 3,900.00 | | | |
| TOTALS | | | \$ 50,000.00 | \$ 3,900.00 | \$ 3,900.00 | \$ 50,000.00 | | | |
| Reason for Request: | Wells & Associates project costs: Courtthouse Entrance (ADA) - 30 hours at \$65 per hour = \$1,950 County Admin/Site work (ADA) - 30 hours at \$65 per hour = \$1,950 | | | | | | | | |
| Requested by: | Robert Jarman, Facilities Director | | | | | | | | |
| | | Fund/Department # | 001 / 202,220 & 225 | | | | | | |
| (6) | | Sheriff Department | | Date: | | 4/18/2016 | | | |
| ACCT # | LINE ITEM | YEAR TO DATE EXPENSES | ADOPTED BUDGET | INCREASE | DECREASE | REVISED BUDGET | | | |
| 001-202-921 | Other Cap Outlay Under \$5000 | \$ 30,353.86 | \$ 94,734.00 | \$ 10,000.00 | | \$ 104,734.00 | | | |
| 001-220-694 | Food for Prisoners | \$ 204,615.15 | \$ 495,800.00 | | \$ 45,000.00 | \$ 450,800.00 | | | |
| 001-225-915 | Vehicles - Above \$5,000 | \$ - | \$ 29,249.00 | \$ 35,000.00 | | \$ 64,249.00 | | | |
| TOTALS | | | \$ 619,783.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 619,783.00 | | | |
| Reason for Request: | Adjust various accounts for budget deficits. | | | | | | | | |
| Requested by: | Sheriff Bill Rasco / Donna Ford | | | | | | | | |

3. Contract Administration

a. Redwood Toxicology – Adult Drug Court – Auto Renewal

b. AEM Adapts – Adult Drug Court – Electronic Monitoring – Auto Renewal

4. Establish as Part of the Formal Record and Enter into the Board’s Minutes
- Hexagon Safety & Infrastructure 2016 – Sheriff’s Department

5. Road Department

a. Request to make Change to Official DeSoto County Road Register & Make a Part of Permanent Minutes

b. Safety Report

Workman Compensation Claims:
Randy Williams hit his thumb with a sledge hammer by accident. He did go to the doctor, but returned to work the next day.

Accidents:
No vehicle involved accidents this month.

Weather:
There has been some above average rainfall resulting in damage to roads and ditches and also water over roads causing the closure of several roads, some for a few days.

Meetings:
Mr. Phil Hilton, with Gallagher Insurance had his last presentation of Safety films with DeSoto County Wednesday 04-13-2016.
The Topic was Right of Way mowing and operation safety for public works and construction.


Stan Rochelle/Assistant Road Manager

6. Justice Court Monthly Reports & Bailiff Pay

February 2016

| | |
|-----------------------|--------------|
| Criminal Cases Filed | 241 |
| Civil Cases Filed | 611 |
| Traffic Tickets Filed | 1,428 |
| Total Cases Filed | 2,280 |
| State Assessments | \$117,118.25 |
| County General Fund | \$189,497.24 |
| DPS | \$3,570.00 |
| Total Collections | \$301,185.49 |

Submitted by: Pat Sanford
Date: 29-Feb-16

March 2016

| | |
|-----------------------|--------------|
| Criminal Cases Filed | 236 |
| Civil Cases Filed | 657 |
| Traffic Tickets Filed | 1,342 |
| Total Cases Filed | 2,235 |
| State Assessments | \$103,087.25 |
| County General Fund | \$140,342.75 |
| DPS | \$7,080.00 |
| Total Collections | \$250,510.00 |

Submitted by: Pat Sanford
Date: 31-Mar-16

BAILIFF PAY
 I Keith Combs request \$ \$1695.00 : pay for serving as civil and criminal court bailiff 10 Days per month, as per section 25-7-27(1(e)) and 19-19-8 provided under section 25-3-69 MS Code.

District 1
 Judge [Signature] Dates
 Civil 3-11-2016
3-18-2016
 Criminal 3-11-2016
3-18-2016

District 2
 Judge [Signature] Dates
 Civil _____
 Criminal 3-31-2016

District 3
 Judge [Signature] Dates
 Civil 3-9-2016
3-22-2016
3-30-2016
 Criminal 3-2-2016
3-9-2016
3-22-2016
3-30-2016

District 4
 Judge [Signature] Dates
 Civil _____
 Criminal 3-4-2016 2nd courtrooms opened
_____ rooms in

District 5
 Judge [Signature] Dates
 Civil 3-28-2016
 Criminal 3-21-2016
 Called in by Judge [Signature] relieved by CS
 Constable [Signature]
 Date 1-2-31-2016

BAILIFF PAY
 I Scott Holloway request \$ \$355.00 : pay for serving as civil and criminal court bailiff 5 Days per month, as per section 25-7-27(1(e)) and 19-19-8 provided under section 25-3-69 MS Code.

District 1
 Judge _____ Dates
 Civil _____
 Criminal _____

District 2
 Judge _____ Dates
 Civil _____
 Criminal _____

District 3
 Judge _____ Dates
 Civil _____
 Criminal _____

District 4
 Judge [Signature] Dates
 Civil 03-05-16
03-29-16
 Criminal 03-01-16
03-08-16
03-15-16
03-22-16
03-29-16

District 5
 Judge _____ Dates
 Civil _____
 Criminal _____
 Constable [Signature]
 Date 03-29-16

7. EMS Report: February 2016

March 2016

Number of ambulance runs billed: 122
 Amount billed: \$46,006.00
 Amount collected: \$38,799.44
 Un-collectable amount: \$1,947.32

| | Endora | Lewisburg | Walls |
|-------------------|--------|-----------|-------|
| Dispatched Calls: | 74 | 83 | 58 |
| Refusals: | 11 | 24 | 20 |
| Standby Only: | 5 | 2 | 2 |
| Billed: | 40 | 51 | 30 |
| Other: | 18 | 6 | 6 |

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

February 2016

Number of ambulance runs billed: 138
 Amount billed: \$49,884.00
 Amount collected: \$30,725.24
 Un-collectable amount: \$1,947.32

Fiscal Year To Date Collections:

Number of ambulance runs billed: 753
 Amount billed: \$272,670.20
 Amount collected: \$206,543.73
 Un-collectable amount: \$18,173.68

8. Uniform Reimbursement

TO: Board of Supervisors
 Sheriff Rasco
 FROM: Vickie Richmann
 RE: Uniform Reimbursement
 DATE: April 18, 2016

The following has requested reimbursement for purchased uniforms:

Steve English \$300.00

I have attached receipts for reference.

Thank you.

9. Office of Procurement – Update County Appointments

To: DeSoto County Board of Supervisors
 From: Office of Procurement
 RE: Appointment of Requisition and Receiving Clerks
 Date: April 18, 2016

Please note the following changes for all budget lines for the following departments:

001-102 Circuit Clerk
 001-161 Circuit Court

Receiving Clerk:
 Remove Chesley Lynch
 Add Diane Bunyard

001-240
 113-240
 114-240
 380-240

Requisition Signer:
 Remove Fiodor Bariniuk

10. Annual Constable Report – Bobby Holloway

Constable Annual Financial Report
 DeSoto County, Mississippi
 Has County Elected to Pay Employer Portion of Retirement YES NO

Constable Name: BOBBY G. HOLLOWAY, JR.
 Mailing Address: 1806 TAYLOR LN - HELLWATER, MS 39232
 Telephone: 901-222-5681
 Retirement Date: _____

Original Report:
 Revised Report:

Statement of gross receipts from all sources accruing as compensation to the office and disbursements occurring as necessary expenses involved solely in carrying out the office. Please use ink.

Part I - Receipts - Office of Constable

| | | |
|---|---|-----------|
| 1. Allowance from the board of supervisors (§25-7-27)(1)(c) | 1 | 1800.00 |
| 2. Birth Fees (§25-7-27)(1)(c) and (§19-19-8) | 2 | 5225.00 |
| 3. Total received for direct services for county (line 1 plus line 2) | 3 | 7025.00 |
| 4. Fees for criminal and civil cases including parishes (§25-7-27)(1)(a)(b)(d) and §25-7-27(3); | 4 | 105935.00 |
| 5. Mileage Allowance (§25-7-27)(1)(c) | 5 | |
| 6. Total received for fees earned by Constable (line 4 plus line 5) | 6 | 105935.00 |
| 7. Gross Income for Constable (line 3 plus line 6) | 7 | 112960.00 |

Part II - Disbursements - Office of Constable

| | | | | | |
|--|----|----------|-------------------------|----|---------|
| 8. Bank Service Charges | 8 | 25.00 | 16. Supplies | 16 | 250.00 |
| 9. Car and Truck Expense | 9 | | 17. Travel | 17 | 1200.00 |
| 9a. Standard Mileage # of Miles <u>2600</u> x .575 | 9a | 1495.00 | 18. Meals/Entertainment | 18 | 500.00 |
| 9b. Actual Expenses | 9b | 4025.00 | 19. Uniforms | 19 | 2500.00 |
| 9c. Depreciation | 9c | | 20. Finance | 20 | 3120.00 |
| 10. Depreciation (Other) | 10 | | 21. Other (List) | 21 | |
| 11. Dues and Publications | 11 | 260.00 | 22. H&A LITIGATION | 22 | 1234.00 |
| 12. Insurance/Auto | 12 | 1254.00 | 23. | 23 | |
| 13. Insurance/Health/Employer Only | 13 | | | | |
| 14. Professional Fees | 14 | 500.00 | | | |
| 15. Office Expenses | 15 | 250.00 | | | |
| 24. Total Disbursements for Constable (add lines 8 through 23) | 24 | 52241.00 | | | |
| 25. Net Income for Office of Constable (line 7 minus line 24) | 25 | 60719.00 | | | |

Part III - Calculation of Net Fee Income for P.E.R.S.

| | | |
|--|----|-----------|
| 26. Total received for fees earned by Constable (Amount on line 6) | 26 | 105935.00 |
| 27. Total disbursements for Constable (Amount on line 24) | 27 | 52241.00 |
| 28. Net Fee Income for P.E.R.S. (Line 26 minus line 27) | 28 | 53694.00 |

Part IV - Retirement Contributions Calculation

| | | |
|--|----|--|
| 29. Employee Contributions (15.75%) Due from County as Allowance from BOS (Line 3) | 29 | |
| 30. Employer Contributions (15.75%) Due from Constable if County DID NOT ELECT to pay Retirement (Line 28) | 30 | |
| 31. Employer Contributions (15.75%) Due from County if County HAD ELECTED to pay Retirement (Line 28) | 31 | |
| 32. Employee Contributions (9%) Due from Constable (Line 25) | 32 | |

Part V - County Retirement Contributions Due/Credit Calculation

| | | |
|---|----|--|
| 33. Employee Contributions County (line 29) | 33 | |
| 34. If County Has Elected to pay Employer Portion of Retirement (Line 21) If N/A leave blank | 34 | |
| 35. Less Contributions paid by County per County Payroll Records (include copy of payroll record) | 35 | |
| 36. Amount Due/Credit County (add lines 33 and 34 then subtract line 35) | 36 | |

Part VI - Constable Retirement Contributions Due/Credit Calculation

| | | |
|--|----|--|
| 37. Employee Contributions (Line 32) | 37 | |
| 38. If County Did Not Elect to pay Employer Portion of Retirement (Line 26) If N/A leave blank | 38 | |
| 39. Less Contributions paid by Constable per County Payroll Records (include copy of payroll record) | 39 | |
| 40. Amount Due/Credit Constable (add lines 37 and 38 then subtract line 39) | 40 | |

I swear that the above statement is true and accurate.

Bobby G. Holloway, Jr. (Signature)
 Constable

Please print or type name as a signature above: bobby g. holloway jr.

Sworn to and subscribed before me, this 18th day of April, 2016

Deborah L. Rutierford (Signature)
 Notary Public

Social Security Number Registered: 4728

NOTARY PUBLIC
 DEBORAH L. RUTIERFORD
 10-78218
 Commission Expires
 Aug 31, 2017

EACH COPY OF THIS FORM MUST BE NOTARIZED BY A NOTARY PUBLIC OTHER THAN THE PERSON FILING THE REPORT
 (Include in Part II - Disbursements only necessary expenses directly related to the operations of the office. Do not include your personal defined compensation payments, your personal individual retirement account payments, your personal social security or payments, your personal expenses reimbursed by the county, your personal charitable contributions or gifts, your personal campaign expenses and your life insurance. Items not deductible as a business expense for income tax purposes shall not be included.)

Supervisor Lee Caldwell requested to move the Budget Amendment for the Sheriff's Department to New Business for discussion.

Supervisor Bill Russell stated he would like to commend the Road Department for their thoroughness in the Safety Report.

Supervisor Jessie Medlin asked about the length of the Road Register report. Mr. Andy Swims said there will typically be one page showing only the changes to the Register attached with his memo.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the actions and matters presented in the Consent Agenda with the exception of the Sheriff's Department Budget Amendment which is moved to New Business for discussion. (New, H.15.)

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

See Exhibit F

G. OLD BUSINESS

1. Environmental Services

Environmental Services Manager Ray Laughter informed the Board that this year's participation in Spring Clean-Up Day was the largest since he has been in Environmental Services. He stated that last year collections were 44 tons and 2016's collections were 54 tons. Mr. Laughter said that 10 of that 54 tons were picked up by the groups on the roadways. Mr. Laughter also gave credit to the Southaven High School Environmentalist Club who had 16 bags of recyclables in addition to the garbage they picked up.

Mr. Laughter also informed the Board that his office has received calls from citizens who want to do more than one Clean-Up Day per year. He expressed his thanks to the citizens of DeSoto County, The Board of Supervisors, and Waste Connections who supplied the dumpsters. He said there will be an ad in the newspaper next week to thank the citizens.

Supervisor Lee Caldwell stated that when the Board toured Louden County in Virginia, they were amazed that there was no litter on the roadways. She said they attributed it to stiff fines, public awareness, working with the Sheriff's Department and sentencing of litter pick-up in lieu of fines.

Mr. Laughter said the people of DeSoto County want programs like this. He also expressed appreciation to the Sheriff's Department for their weekly litter pick-up. County Administrator Vanessa Lynchard stated that the Environmental Services Department has worked very hard to make Spring Clean-Up a success and it is very appreciated.

The Board had some discussion regarding televisions, tires, and tree limbs. Supervisor Caldwell stated she would like to see a policy in place to make the rubbish pickup consistent around the County. Mr. Laughter stated that MDEQ regulations are very strict on tire disposal. There has to be a permitted drop-off site that is manned at all times, and MDEQ inspects the sites. Supervisor Medlin asked Mr. Swims to send out a letter to all tree cutting businesses to let them know the County does not pick up trees and limbs put out by commercial enterprises. Supervisor Caldwell stated the County needs better guidelines regarding limb pick up. Supervisor Gardner was concerned that the rubbish pit was closed on rainy days. Mr. Laughter said the road has been graveled, and that was not an issue now.

No Board action was required.

See Exhibit G.1.

2. Revision to Slurry Seal List

Mr. Scott Young informed that Board that he had found a calculation error on the approved slurry seal list. He stated the error will be in the County's favor and will allow more roads to be added to the list while under the same budget amount. Mr. Young requested the Board to approve adding additional roads, and amend the original list to spend what was budgeted.

Board Attorney Tony Nowak asked if the project was bid this way. Mr. Young stated it was a term bid, so the roads can be added without going out to bid again.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the Slurry Seal list with the revisions presented by Mr. Young.

The motion passed by a vote as follows:

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

See Exhibit G.2.

3. MDOT Star Landing Project – Signature Required

This item was removed from the agenda by the Board Attorney. This had been approved in an earlier meeting where the Board passed the resolution and authorized the Board President to sign.

4. Insurance Claims Processing Policy

County Administrator Vanessa Lynchard stated that the Board was given an Insurance Claim Processing Policy at the last meeting and Board Attorney Tony Nowak has looked over it and made revisions. Mrs. Lynchard stated that the Accounting Department cannot keep up with claims and money for claims is not all being paid from the Insurance Fund. She said that, now that the County has a Risk Manager, claims can go through her, she can manage the claims, and the bills will be paid from the Insurance Fund.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to adopt the Insurance Claims Processing Policy with the revisions made by the Board Attorney as presented.

The motion passed by a vote as follows:

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

See Exhibit G.4.

5. Request Approval for Board Attorney to Review Insurance Policy for Property & Casualty

Mrs. Lynchard stated that the policy is very lengthy and she felt the Board might like the Board Attorney to review it.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the firm of Smith, Phillips, Mitchell, Scott and Nowak to review the insurance policy for property and casualty insurance.

The motion passed by a vote as follows:

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

6. Walls & Bridgetown Fire Departments – Request to Waive Design Standards

Supervisor Lee Caldwell informed the Board that the Fire & EMA Committee had a meeting and looked at the design standards requested by both Fire Departments. The Committee recommends waiving the design standards based on what each department is requesting.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to waive the design standards as requested by Walls and Bridgetown Fire Departments and to waive the permit fees for both as recommended by the Fire & EMA 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 Bill Russell, Third District | <u>YES</u> |
| Supervisor Lee Caldwell, Fourth District | <u>YES</u> |
| Supervisor Michael Lee, Fifth District | <u>YES</u> |

Chief Bobby Storey informed the Board that DeSoto County had 16 recruits that passed tests and were certified last Saturday at the State Fire Academy. He stated that the recruits said passing the state tests was easy because of the rigorous training they had received in DeSoto County. Chief Storey said the class started out with 30 people and ended up with 16 going to be certified. He stated Nesbit Fire Department had the highest grade point average in the class.

See Exhibit G.6.

7. Bridgetown Fire Department – Graded Fire District

This was removed from the agenda. It will be heard on May 2, 2016.

H. NEW BUSINESS

1. 10:00 a.m. – Business Investment Incentives

a. Advanced Pharmacy Solutions, LLC – Free Port Warehouse

Mr. Johnny Ponder of Advanced Pharmacy Solutions came before the Board requesting a Free Port Warehouse exemption. He stated they are a closed-in pharmacy and distributor of drugs. Mr. Ponder stated 65% of their business is in Mississippi, and they sell directly to clinics and to patients of clinics.

Supervisor Bill Russell asked if Advanced Pharmacy Solutions works with Region IV and provides some of their free drugs. Mr. Ponder affirmed.

Supervisor Lee Caldwell asked if they compound drugs. Mr. Ponder stated they do not.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the Free Port Warehouse exemption for Advanced Pharmacy Solutions, LLC as provided for in Section 27-31-53, MS Code of 1972 and authorize the Board President to sign the order.

The motion passed by a vote as follows:

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

Supervisor Michael Lee, Fifth District YES

Supervisor Caldwell asked how many employees were from DeSoto County. Mr. Ponder stated they have 40 employees and he thinks about 30 of them live in DeSoto County with the rest living in Tennessee.

See Exhibit H.1.a.

b. Diamond Comic Distributors, Inc. – First Resolution: 5-Yr. Personal Property (Expanded), \$731,527.91, beginning 01/01/2016

Mr. Shawn Hamrick, Executive Director of Operations for Diamond Comic Distributors, Inc., stated Diamond Comics is the largest distributor of comics. He stated they have been in Olive Branch for several years and have 3 facilities. Mr. Hamrick stated they are in the beginning stages of a ten million dollar (\$10,000,000.00) expansion of the Polk Lane facility.

Mrs. Lynchard informed the Board that Mr. Hamrick was the one who convinced Diamond Comics to move to DeSoto County and he is a resident of the County himself.

Supervisor Bill Russell asked if their business was still mostly paper. Mr. Hamrick stated that they are still heavily printed matter, but have really expanded into apparel, watches, action figures, and more. He stated that just last week, they received almost 400 sea containers of toys.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 5-year personal property for the Diamond Comic Distributors expansion of \$731,527.91, beginning 01/01/2016.

The motion passed by a vote as follows:

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

Supervisor Bill Russell stated he would like to tour Diamond Comics. Mr. Hamrick said he will ask Mr. Flanagan to put them on the list to tour and stated that the expansion will be finished in August or September and that would be a good time to see all they have done.

See Exhibit H.1.b.

2. 11:00 a.m. – MDEQ – Air Quality – Attainment Status Report

Mr. Keith Head, Mr. Elliott Bickerstaff, and Mr. Chuck Rainey with MDEQ came to the Board with an air quality attainment status report. Mr. Head told the Board that they had great news for DeSoto County. He stated last weekend the EPA put into the Federal Registry a final notice to put DeSoto County back into attainment for ozone status. Mr. Head reminded the Board that DeSoto's non-attainment status actually came from poor air quality readings in Crittendon County in Arkansas and it put the Tri-County area of Crittendon, Shelby, and DeSoto in non-attainment. Mr. Head stated the final plan was sent to EPA in December, there was an opportunity for public comments in February, and on April 8th the EPA cleared DeSoto County. He went on to say that on May 9th the announcement will be made official and DeSoto County can celebrate.

Supervisor Mark Gardner said the Board appreciates the technical advice of MDEQ and stated that it has been invaluable in communicating with the delegation in Washington. Supervisor Gardner said the Board appreciates MDEQ's efforts and it will mean a lot for DeSoto County and the recruitment of industry.

Supervisor Lee Caldwell echoed Supervisor Gardner's thanks and said MDEQ has been great to work with. She stated that sometimes good things come from bad, and in this instance a citizen's group on air quality was formed that helped educate the public and schools. Supervisor Caldwell asked if the

County would be on a probationary period. Mr. Head stated there is a 10-year maintenance plan with provisions that will monitor and, in case of extreme events, have a plan to fall back on to keep the numbers in compliance. He said the maintenance plan is just to document the numbers.

Supervisor Bill Russell asked if Shelby and Crittendon were included in the attainment status. Mr. Head stated DeSoto County was first, Arkansas will be a few weeks later, and Tennessee in about a month and a half. He said the three counties are all together, but MDEQ is in hopes that the numbers will be good and all three will meet the new standard. Supervisor Gardner asked Mr. Head to send the Arkansas and Tennessee numbers to Senator Wicker and Mr. Head said he would.

Mr. Head informed the Board the new standard is 70 parts per billion. He said the old standard was 75 parts per billion. Mr. Head stated that DeSoto County is now at 64, Shelby County is at 64 or 65, and Crittendon County is at 67.

Mrs. Lynchard said this whole process has been a shining example of government at its best on the local, state, and federal level. She stated MDEQ had the expertise to help with this issue and the Board elected to use them rather than hire an outside firm.

Supervisor Gardner said this process has been an education for this Board. He stated they had turned down a smokestack industry business because of what they have learned.

Mr. Bickerstaff informed the Board that they had dealt with Jerry Beasley in the past, and Mr. Beasley is retiring. Mr. Head will be in charge of monitoring after Mr. Beasley's retirement. He also informed the Board that Mr. Dallas Baker is the new Air Chief, and they are trying to get him to DeSoto County to meet the Board.

No Board action was necessary.

3. Department of Animal Services – Request Authorization to Write Check for Hotel Rooms and Reimburse for Meals for Veterinary Students & Veterinarian for Mobile Unit 4/27 & 4/28

Animal Services Director Monica Mock gave an update on the spay/neuter program provided by Mississippi State University. She stated that, since 2013, they have operated on 667 animals at a cost of \$9.90 per animal for a total cost of apx. \$6,610.

Supervisor Russell asked if this was open to the public. Mrs. Mock stated that the MOU with Mississippi State calls for the spaying and neutering of shelter animals only. She said anyone can come to the shelter and get their pets micro-chipped for \$10 per animal.

Supervisor Gardner asked if there was objection from private vets to the public participation the Shelter used to provide. Mrs. Mock said there was some resentment.

Mrs. Mock stated that the spay/neuter program has quadrupled the Shelter's adoption rate.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve reimbursement for meals and authorization to write the check for hotel rooms for the Veterinary staff from Mississippi State on April 27 & 28, 2016.

The motion passed by a vote as follows:

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

4. Establish as Part of the Formal Record and Enter into the Board's Minutes – Letter to Department of Revenue to Extend the Appraisal Update

Mrs. Lynchard informed the Board that the Tax Assessor's office is re-doing some appraisals and working with the Department of Revenue to request an extension of the appraisal update. She stated

the Tax Assessor's office feels confident the Department of Revenue will extend the appraisal update and not hold up the mill.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to make the letter from the Tax Assessor to the Department of Revenue to extend the appraisal update a part of the formal record and enter it into the Board's 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 Bill Russell, Third District | <u>YES</u> |
| Supervisor Lee Caldwell, Fourth District | <u>YES</u> |
| Supervisor Michael Lee, Fifth District | <u>YES</u> |

See Exhibit H.4.

5. Office of Procurement - Request to approve bid tabulation for the Supply/Hauling of Dirt for the County Rubbish Pit: Bid #16-341-001

Environmental Services Manager Ray Laughter informed the Board that only one bid was received. He stated he has talked to Road Manager Andy Swims about the price for the County to haul the dirt. Mr. Laughter would like to recommend accepting the bid from L&T as a back-up, but the Road Department has agreed to haul the dirt with a couple of days' notice. Mr. Laughter told the Board that last year they got dirt free from a large company that built on Goodman Road. He said the Rubbish Pit is good for a couple of months, but will be needing dirt eventually.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the awarding of the bid tabulation for the supply/hauling of dirt for the County rubbish pit: Bid #16-341-001, to L & T Services as the lowest and best qualified bid from an outside source.

The motion passed by a vote as follows:

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

See Exhibit H.5.

6. Office of Finance & Accounting

a. Claims Docket

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks and Accounting Clerk Sissy Ferguson brought invoice documentation to address any questions.

Supervisor Jessie Medlin asked about the following claims:

Page 51 – Affinity Lawnscaapes \$8,620 – Supervisor Medlin asked if this was for one month. The invoice showed it is the monthly amount.

Supervisor Mark Gardner asked about the following claims:

Page 11 – Fortenberry & Ballard – Supervisor Gardner asked if this was the last payment. Mrs. Freeze said no, the total contract is around \$47,800 and there are still a few things not completed.

Page 17 – Benecom Technology \$1080 – Mrs. Hanks stated this is maintenance on the AS400 printers.

Page 31 – CDW Gov - \$419.27 – The Sheriff stated this is for an office that does not have a network printer.

Page 35 – Tape-Tel Electronics – The Sheriff said this is for headsets for dispatch. The invoice showed it was for 20 headsets.

Page 34 – Emergency Equipment Professionals – The invoice showed uniform purchases.
 Page 36 – Wal Mart – 32 inch TV – Sheriff Rasco said these replaced 2 broken sets.
 Page 45 – Jones Trailer – The invoice showed this was a dog box for a truck.
 Page 64 – Osborne Associates – Mr. Swims stated this was for stop signs that are not made at the Maintenance Shop.
 Page 64 – Civic Enterprises – Mr. Swims stated this is for supplies for volunteers and the Sheriff’s Department for picking up trash. The Road Department furnishes these.
 Page 65 – Tri County – Drums of Quick Quat – Mr. Swims stated this is a spray for weed control on the roads.
 Page 68 – Wagoneer – Supervisor Gardner asked for a detailed list of what the services are for.
 Page 69 – H & E – Mr. Swims stated this was a track hoe.
 Page 73 – Murphy & Sons – Mrs. Hanks stated she had received a copy of the payout and documentation from Facilities Manager Robert Jarman. Supervisor Medlin asked why this was just now a final payout on the jail. Mr. Jarman stated they were still working on a short punch list. He said they had finished over the weekend working on the boiler.

Supervisor Bill Russell did not have any questions.

Supervisor Lee Caldwell asked about the following claims:

Page 14 – Overhead door at what location – The invoice showed it was at the jail.
 Page 14 – Alco Services – The invoice showed quarterly monitoring services.
 Page 15 – Proven Pest Management – Mosquito – The invoice showed this was monthly pest control.
 Page 16 – Whitfield - \$20,290 – The invoice showed this was to install the transfer switch on the EMA building for emergency power.
 Page 61 – Dodge Durango – Sheriff Rasco said that is a SID vehicle to replace a pickup that was high mileage. He said Search & Rescue will use the old truck until their new one comes in, and then it will sell at auction.

Supervisor Michael Lee asked about the following claims:

Page 5 & 8 – Furniture specialist – Mrs. Hanks said that was for several chairs that Mr. Jarman found at a very low price. The total was for 9 chairs.
 Page 33 – Triad Martial Arts Inc. – 2 Officers training – Sheriff Rasco stated they were training for task force duty.
 Page 42 & 43 – Constables purchases – Mrs. Hanks stated they are still within their budgets.
 Page 53 – Los Angeles expenses - Mrs. Hanks stated this is a yearly conference that is required.
 Page 61 – LCEO – High Cut Helmet – Sheriff Rasco stated these are helmets for the SWAT team. Not all officers had helmets.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer except for page 50 and page 57 to which Supervisor Gardner recused himself.

The motion passed by a vote as follows:

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

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 authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer on page 50 and page 57.

The motion passed by a vote as follows:

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

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

b. Late Bill – Workers Compensation

Mrs. Freeze informed the Board this was for the yearly audit for Workers Compensation to Lipscomb & Pitts in the amount of \$13,368.30.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to pay the late bill for Workers Compensation in the amount of \$13,368.30.

The motion passed by a vote as follows:

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

See Exhibit H.6.b.

7. Road Department

a. Finding of Fact: Tulane Road North of Highway 304

Road Manager Andy Swims informed the Board that there was a large log jam upstream about 75 ft. from the road. He stated it is off the right of way and he is concerned that it is significant enough to cause damage to the public road and a box culvert at the road, thereby adversely affecting the health and safety of the public in accordance with MS Code 19-5-92.1 and the integrity of the County road. Mr. Swims stated that the situation has been getting worse and the last storm made it much worse.

Supervisor Medlin asked Board Attorney Tony Nowak if the Board was okay to get these creeks cleaned up on an individual basis if it was determined that bridges might be damaged. Mr. Nowak affirmed as long as they are brought before the Board one at a time for the finding of fact. Supervisor Medlin stated he has some concerns about the County's bridges.

Supervisor Bill Russell stated if the creeks are in a drainage district, they should come in and help clean out the creeks. He asked Mr. Swims if this creek would require some dredging. Mr. Swims stated it will require some dredging and some work to the box culvert.

Supervisor Medlin said the Board needs to take action before these jams cause damages to bridges. Mr. Swims stated another big problem is the jam is causing a bypass stream to start.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to authorize the work recommended by Mr. Swims based on the finding of fact that the log jam is significant enough to cause damage to the public road and a box culvert at the road and the work is necessary to protect the County road.

The motion passed by a vote as follows:

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

See Exhibit H.7.a.

b. Finding of Fact: 4881 Big Horn Drive North

Mr. Swims presented evidence of a large sink hole that has formed as a result of the County's

underground pipe system that presents a danger affecting the health and safety of the public in accordance with MS Code 19-5-92.1.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Road Department to repair the sinkhole that has formed at an underground pipe system and presents a danger affecting the health and safety of the public in accordance with MS Code 19-5-92.1.

The motion passed by a vote as follows:

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

See **Exhibit H.7.b.**

c. Finding of Fact: 6172 Sandbourne West – Braybourne SD

Mr. Swims presented evidence of a large sink hole that has formed at 6172 Sandbourne West in Braybourne Subdivision. He stated his department will need to do more investigation on this sinkhole to see where it originates. Mr. Swims stated this is also a result of an underground pipe system and presents a danger affecting the health and safety of the public in accordance with MS Code 19-5-92.1.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize the Road Department to investigate the source and repair the sinkhole that has formed at an underground pipe system and presents a danger affecting the health and safety of the public in accordance with MS Code 19-5-92.1.

The motion passed by a vote as follows:

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

See **Exhibit H.7.c.**

d. Addendum:

Mr. Swims also informed the Board that Dwight Farrell is going to have some recycled asphalt to donate to the County, about 70 truckloads in all. He stated this material is good for shoulders, some road repair, etc. The material will be collected by the County as it is being milled. Mr. Swims plans to stage it behind the Central Maintenance building.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to accept the donation of recycled asphalt finding that the primary benefit of hauling and storing of the material is for the County and it is a cost effective option for the County to obtain the material.

The motion passed by a vote as follows:

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

8. Business Investment Incentives - Corrections

a. Hamilton Beach Brands, Inc. – Free Port Warehouse Tax Exemption, beginning 12/05/2011

Director of Procurement and Administrative Services Pat McLeod reminded the Board that several weeks ago she brought to their attention a company that had applied for exemption, which was approved by the County but approval was never received from the State. The Board granted the Free Port Exemption in 2011, and the minutes stated it was a 10-year exemption but it appears that was an error. Mrs. McLeod stated that normally Free Port Exemptions are ongoing. Mrs. McLeod requested to spread upon the minutes that the Free Port Warehouse Tax Exemption for Hamilton Beach Brands, Inc. is full and perpetual.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve an open-end Free Port Exemption to Hamilton Beach Brands, Inc. beginning 12/05/2011.

The motion passed by a vote as follows:

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

See Exhibit H.8.a.

b. Hamilton Beach Brands, Inc. – Final Resolution: 7-Yr. Personal Property, \$1,369,849, beginning 01/01/2015

Mrs. McLeod stated that the Board had approved a 10-year personal property exemption for Hamilton Beach Brands, Inc., in 2011; but final paper work from the Department of Revenue had never been received for the county’s records. Hamilton Beach has been receiving the exemption. She stated that the final resolution needed to be signed and the approval spread upon the minutes to make the county’s records complete.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the exemption and to spread the approval upon the minutes.

The motion passed by a vote as follows:

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

See Exhibit H.8.b.

c. Prologis – Final Resolution: 7-Yr. Real Property, \$31,427,102., beginning 01/01/2015

Mrs. McLeod informed the Board that they had approved a 10 year real property exemption for Prologis in 2011, but the paperwork approving the exemption by the State was never received by the county and the exemption was never applied to this parcel. Mrs. McLeod requested the Board President’s signature on the Final Resolution approving Prologis’ exemption for 7 more years, giving them a full 10 year exemption as was approved in 2011.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the 7-Yr. Real Property exemption of \$31,427,102., beginning 01/01/2015 and to authorize the Board President to sign.

The motion passed by a vote as follows:

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

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

See Exhibit H.8.c.

d. Prologis – Refund for Prologis for a Portion of 2015 Real Property Taxes

Mrs. McLeod informed the Board that Prologis had contacted her about their 2015 tax bill because of a significant increase in the amount. The Tax Collector’s office suggested Prologis pay the amount billed in 2015 to keep from accruing penalties while the issue was investigated. It was determined that there was no tax exemption in place for 2015 due to an error. (See H.8.c. for more discussion.) After the Department of Revenue sent final paperwork approving the tax exemption, Prologis is now requesting a refund of \$109,670.06.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the refund of \$109,670.06 to Prologis for a portion of their 2015 Real Property Taxes based upon the recent tax exemption approval.

The motion passed by a vote as follows:

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

See Exhibit H.8.d.

9. Contract Administration – Affinity LawnScapes

Board Attorney Tony Nowak stated that Affinity won a lawn care bid for multiple county sites recently and one contract goes with that bid. The second contract is for the new Sheriff’s Administration Building and it is priced separately. Mrs. McLeod stated that when the lawn care went out for bid, the official proposal page did not list the Sheriff’s Administration Building. She stated it would not have changed the award for the bid.

Mr. Nowak stated that the wording on the addendum needed to say contract and take off the word addendum

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to change the heading of the agreement for the administration building to say Contract rather than Addendum and authorize the Board President to sign the two contracts.

The motion passed by a vote as follows:

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

See Exhibit H.9.

10. Circuit Clerk Excess Earnings

County Administrator Vanessa Lynchard stated that the County only receives these earnings because Circuit Clerk Dale Thompson is retired and can only earn a certain amount.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the Circuit Clerk’s excess earnings of \$221,928.00 and record such in the 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 Bill Russell, Third District | <u>YES</u> |
| Supervisor Lee Caldwell, Fourth District | <u>YES</u> |
| Supervisor Michael Lee, Fifth District | <u>YES</u> |

See Exhibit H.10

11. Grants Administration – Solid Waste Officer Grant

Grant Administrator Tanner Kuntz stated he needs authorization to accept the funds from the Solid Waste Officer Grant and authorization for the Board President to sign.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize acceptance of the funds from the Solid Waste Officer Grant and authorize the Board President to sign the grant documents.

The motion passed by a vote as follows:

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

See Exhibit H.11

12. Request to Donate Out of Service Vehicle to City of Hernando for K-9 Vehicle.

Sheriff Rasco stated that the Hernando Police Chief had contacted him to see if any cars taken out of service from the Sheriff's Department could be donated to City of Hernando as K-9 units. The Sheriff stated he is taking a Crown Vic out of service because of high mileage, and asked the Board to approve the donation.

Board Attorney Tony Nowak stated that the vehicle would need to be declared surplus property, taken out of service, and an agreement drawn up and approved by both Boards.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Sheriff's Department to take the high mileage Crown Vic out of service, put it in as an inventory disposition to be brought to the Board for approval, and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an agreement to be approved by the City and the County boards in order to donate the out-of-service vehicle to the City of Hernando.

The motion passed by a vote as follows:

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

13. CVB Appointments for District 4 and At-Large

Supervisor Lee Caldwell recommended Jackie Bostick to fill the 4th District position, and Bartholomew Orr to fill the At-Large position on the Convention & Visitor's Bureau Board.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion for Jackie Bostick to fill the 4th District position, and Bartholomew Orr to fill the At-Large position on the

Convention & Visitor's Bureau Board.

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

14. Update from Washington, D.C. Trip

Supervisor Lee Caldwell stated they had met with all of the delegation that represents DeSoto County regarding nonpoint source solutions. She stated that Senator Wicker was very interested and Congressman Kelly said he still wants to attend a meeting with the DeSoto County Board of Supervisors and the Corps of Engineers. Supervisor Caldwell stated that, although several projects have been approved, there is a need for funding. She stated that Congressman Kelly is trying to secure grant money.

Supervisor Caldwell also stated that their trip to Loudon County was very informational regarding zoning, protecting quality of life and attracting business and industry. She stated that their median income is higher than DeSoto County, but so is the cost of living.

Supervisor Mark Gardner stated they met with many officials from Loudon County and they appreciated those officials spending the time they did to prepare for the DeSoto County visit. He stated data collection is their main source of income, as they take in almost 104 million dollars per year from the data centers. Supervisor Gardner also stated that Loudon County's growth has been in the last 20 years and they heavily rely on their Metro Rail system.

Supervisor Michael Lee stated that he found it interesting that once the county roads are built, they are turned over to the commonwealth (state). He stated that their prison population is low because of alternative sentencing on misdemeanors. Supervisor Lee also stated that 67% of Loudon County is rural and they want to keep it that way.

Supervisor Gardner added that just as Loudon is a suburban county just outside of Washington, DeSoto County is just outside of Memphis. He predicts that DeSoto County will see some incredible growth with I-269's completion and 12 exits being in DeSoto County. He stated that it was interesting to him that Loudon County is zoned agricultural on one side and commercial on the other side with a buffer in between the two.

Supervisor Michael Lee said Loudon County's budget is 2.2 billion dollars. He said it was just one big city, and they do not have several cities like DeSoto. He said the State Police patrol the roads, and the Sheriff's Department patrols most of the county's 500 square miles. He said they have carpool sites, and their transit system is very impressive.

Supervisor Gardner stated they were there from noon to 6 p.m. He said they took a lot of time with the DeSoto delegation and encouraged them to call back with any questions. He said that Joe Wagoneer went down there personally and asked them to meet with DeSoto County.

15. Budget Amendment for Sheriff's Department

Supervisor Lee Caldwell stated that she asked to take this off consent so it could be discussed. She said she was concerned with taking money from food service for a vehicle, but the Sheriff said they will be in good shape. Supervisor Caldwell stated she was also concerned that the Board had approved 12 vehicles and the Sheriff's Department has bought 4 additional vehicles. She asked the Sheriff to explain to the Board what he had told her to help clear everything up.

Sheriff Rasco stated that Search & Rescue needed a ¾ ton heavy-duty truck to pull the bigger boats. He stated that Ford quit making gas burners, and he is going to Chevrolet to get bids. The Sheriff stated that his department has some money and can shift it around to make these purchases. He further stated that this will be the second truck to purchase for Search & Rescue and the only ones that have been

purchased for them since he has been in office.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the budget amendment 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>ABSENT</u> |
| Supervisor Bill Russell, Third District | <u>YES</u> |
| Supervisor Lee Caldwell, Fourth District | <u>YES</u> |
| Supervisor Michael Lee, Fifth District | <u>ABSENT</u> |

I. PLANNING COMMISSION

1. PUBLIC HEARING

Supervisor Medlin made the motion and Supervisor Lee seconded the motion to go into the Creekside Meadows Revision Public Hearing advertised for this day.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

a. Rezoning

Creekside Meadows Revision (744) - Application is for approval of revision of Rezoning of property from Agricultural (A) to PUD, identified as Parcel #3-07-2-10-00-0-00003-01, located on the east side of Getwell Road and south of Bright Road in Section 10, Township 3, Range 7 and is zoned Agricultural (A) (District 5)

Applicant: Short Creek, LLC

Mr. Hopkins presented the Creekside Meadows Revision application by Short Creek, LLC for a revision of the rezoning of property from Agricultural to PUD.

Supervisor Medlin asked if this is the same property approved for rezoning in December of 2015. Mr. Hopkins confirmed it is the same property, that there was a mistake on the original application of the number of acres included in the development.

Mr. Bob Barber came forward and stated there was a miscalculation of the number of acres on the application, the applicant thought there were 20 acres and in reality there were 32 acres. He stated if the revision is approved the density will decrease to 1.5 units per acre, this application will be adding 12 acres to the development and 10 additional lots.

Supervisor Medlin asked if it was originally approved as a PUD. Mr. Barber confirmed that it was originally approved as a PUD.

Supervisor Russell asked how there was a confusion in the number of acres for this application. Mr. Barber stated there was some confusion to the number of acres on the survey due to multiple land swaps going on at the same time.

Mr. Barber presented a master plan that included renderings of the amenities to be included in the development such as the gazebos and landscaping around the detention areas. He stated the Planning Commission recommended an 8 ft. wide walking trail in the development, and the applicant is requesting a 6 ft. wide walking trail because he feels 8 ft. is just too wide for so few small lots.

Supervisor Gardner stated the description in the master plan shows single family and attached two family housing is this what the developer has planned for this development. Mr. Barber stated no that is not the intention of the developer to have two family housing only single family housing, and that description came from a portion of the I-269 corridor study for a conservation neighborhood.

Supervisor Gardner asked if staff has a recommendation for this application. Mr. Hopkins stated staff recommends due to how close the application matches the I-269 study.

Supervisor Russell asked if the developer has provided sufficient information on amenities to be able to set the bond amount. Mr. Hopkins stated not yet. There was discussion of the Residential Development Agreement and amenities. Supervisor Russell asked when the amenities will be built. Mr. Barber stated the developer will not wait

until all lots are built out to start the amenities. Supervisor Russell asked if the developer would be agreeable to installing the amenities when 20% of the lots are built on.

Supervisor Medlin asked if the alley streets will be private. Mr. Barber confirmed that the alley streets will be private.

Supervisor Medlin asked if there was anyone to speak for or against the application. There was no one.

Supervisor Lee made a Motion to approve Creekside Meadows Revision to include the following conditions:

1. Construction shall be consistent with the pattern book presented, any deviations from the pattern book will need to be presented to Planning Staff;
2. The walking paths shall be 6 feet wide and paved; and
3. There shall be landscape screening around detention areas.

after giving consideration of the recommendations of the planning department, the comments received from the applicant, the documents presented, his knowledge of the neighborhood, fully considering the comprehensive plan and all matters presented, and finding there has been a substantial change in the character of the neighborhood and public need for such rezoning. Supervisor Gardner seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. Preliminary Subdivision

- a. **Barton Ridge Subdivision Section “C” (7044) - Application is for preliminary subdivision approval of twenty four (24) lots on 13.93 acre(s). Subject property is located on the south side of Hwy 302 and east of Center Hill Rd. in Section 33, Township 1, Range 5 and is zoned R-20. (District 1) Applicant: Payne Lane Development, LLC.**

Mr. Hopkins presented the Barton Ridge Subdivision Section “C” for preliminary subdivision approval of twenty four lots on 13.93 acres. He stated the minimum square footage of homes is listed in the restrictive covenants to be 2000 sqf for single story and 2400 sqf for 1 ½ story homes. He then stated a Residential Development Agreement is required for this subdivision. Mr. Henry Porter was present to represent this application.

Supervisor Medlin asked if this property is located on the east side of Payne Lane. Mr. Porter confirmed that it is on the east side of Payne Lane.

Supervisor Caldwell asked for clarification of where the school buses will travel. There was discussion of the routes school buses could take to reach this portion of the subdivision.

Supervisor Russell asked if there will be an HOA for this subdivision. Mr. Porter stated it will be a part of the Kyle’s Creek HOA.

Supervisor Gardner asked how often flyovers are done to take aerial photography for GIS. Ms. Lynchard stated it depends on when the funds are available to do the flyovers. Supervisor Medlin stated flyovers used to be done every 5-10 years.

Supervisor Medlin stated there are already homes built in the other sections of the subdivision and some have sidewalks and curb and gutter, will these have sidewalks and curb and gutter. Supervisor Caldwell asked where the sidewalks will be located in the subdivision. Mr. Porter stated that this entire section will have sidewalks on both sides of the street.

Supervisor Caldwell asked if there are any parks or greenspace in this subdivision. Mr. Porter stated there is some greenspace and a walking trail around the lake in Kyle’s Creek Section A. Supervisor Caldwell asked who owns and maintains the lake. Mr. Porter stated the HOA owns and maintains the lake.

Supervisor Russell asked why this subdivision has a different name than Kyle’s Creek Subdivision. Mr. Porter stated there are separate owners for each subdivision. There was discussion of HOA being for both Kyle’s Creek and Barton Ridge subdivisions.

Supervisor Medlin asked if there was anyone to speak for or against the application. There was no one.

Supervisor Medlin made a Motion to approve preliminary subdivision of Barton Ridge Subdivision Section “C” with the condition that it be a part of the Kyle’s Creek Homeowners Association. Supervisor Caldwell seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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|---|------------|
| FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN | YES |
|---|------------|

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|--|--------|
| SECOND DISTRICT SUPERVISOR, MARK GARDNER | YES |
| THIRD DISTRICT SUPERVISOR, BILL RUSSELL | YES |
| FOURTH DISTRICT SUPERVISOR, LEE CALDWELL | YES |
| FIFTH DISTRICT SUPERVISOR, MICHAEL LEE | ABSENT |

- b. **Kyle’s Creek Subdivision Section “D” (7045) - Application is for preliminary subdivision approval of thirty one (31) lots on 16.96 acre(s). Subject property is located on the south side of Hwy 302 and east of Center Hill Rd. in Section 33, Township 1, Range 5 and is zoned R-20. (District 1) Applicant: Hollingsworth Properties, LLC**

Mr. Hopkins presented Kyle’s Creek Subdivision Section “D” for preliminary subdivision approval of thirty one lots on 16.96 acres. He stated a Residential Development Agreement is required for this subdivision. Mr. Henry Porter was present to represent this application.

Supervisor Medlin asked if this section is located on the west side of Payne Lane. Mr. Porter confirmed it is located on the west side of Payne Lane.

Supervisor Russell asked what the minimum house size would be in this development. Mr. Cardosi stated it will be the same as Barton Ridge Subdivision Section “C”; they have the same restrictive covenants.

Supervisor Medlin made the Motion to approve preliminary subdivision of Kyle’s Creek, Section D. Supervisor Caldwell seconded the Motion.

3. Final Subdivision

- a. **Lee Rd. Subdivision (7046) - Application is for Final subdivision approval of twenty three (23) lots on 61.5 acre(s) identified as Parcel(s) #3-06-1-12-00-0-00000-01 and #3-06-1-12-00-0-00000-00. Subject property is located on the west side of Lee Rd. and south of Byhalia Rd. in Section 12, Township 3, Range 6 and is zoned Agricultural (A). (District 1) Applicant: EBI, Inc.**

Mr. Ray Laughter, Environmental Services, came forward and stated he had just been made aware that this subdivision has some issues with MDEQ that need to be resolved before any work can be done on the site.

Supervisor Gardner made a Motion to table final subdivision of Lee Road Subdivision. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- b. **Creekside Meadows Subdivision (7048) - Application is for approval of final subdivision of fifty (50) lots on 32.09 acre(s), identified as identified as Parcel #3-07-2-10-00-0-00003-01, located on the east side of Getwell Road and south of Bright Road in Section 10, Township 3, Range 7 and is zoned Agricultural (A) (District 5)**

Applicant: Short Creek, LLC

Mr. Hopkins presented the Creekside Meadows Subdivision application for final subdivision approval of 50 lots on 32.09 acres. Mr. Bob Barber was present to represent the application.

Supervisor Russell stated the amenities shown in the renderings include two gazebos and walking trails. He then asked are there any playgrounds proposed for the development. Mr. Barber stated there no playgrounds proposed in this development but the common open space is intended to be open rural type field.

Supervisor Medlin asked how much right of way there is along Getwell Road. Mr. Andy Swims, Road Manager, stated there is currently 80 feet of right of way along Getwell Road at the proposed site. Mr. Barber stated the proposal 106 feet of right away along Getwell Road is reflected on the proposed plat for this development.

Mr. Barber asked to hold this item to allow him to speak with Mr. Mike Bailey, the developer, concerning the percentage of build out of the development before the amenities will be installed. He came back later in the meeting and stated he spoke with Mr. Bailey and he would like to request that the amenities be installed when 30% of the homes are completed.

Supervisor Lee made a Motion to approve final subdivision of Creekside Meadows Subdivision. Supervisor Medlin seconded the Motion conditioned upon compliance with the planning staff recommendations and that the amenities be constructed once 30% of the lots have homes that have been sold.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- c. Ranch Meadows Section Phase 4, Section “G” (7047) - Application is for final subdivision approval of 53 lots on 36.20 acres. Subject property is located on the north side of Goodman Road and east of Poplar Corner Road, in Section 25, Township 1, Range 9 and is zoned Planned Unit Development. (District 3) Applicant: B&J Land Company

Supervisor Russell stated the applicant asked to have this item tabled until the May 2, 2016 meeting.

Supervisor Russell made a Motion to table final subdivision of Ranch Meadows Section Phase 4, Section “G”. Supervisor Gardner seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

4. Other

1. Refund Request – Marshall

Mr. Hopkins presented the refund request by Phillip Marshall of building permit fees in the amount of \$778.00.

Supervisor Lee made a Motion to approve the refund request by Phillip Marshall of building permit fees in the amount of \$778.00. Supervisor Gardner seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. Scrivener’s Error – Bakersfield

Mr. Hopkins presented correction of a Scrivener’s Error on the plat of Bakersfield Subdivision, Section D, Section 26, Township 2, Range 7 in Book 116 page 31. The correction would have changed the street named Bakersfield Drive on the plat to Bakers Trail.

Supervisor Lee made the motion and Supervisor Medlin seconded the motion to approve amending the plat of Bakersfield Subdivision, to include the following reference: Section D, Section 26, Township 2, Range 7 in Book 116 page 31, and to change the street named Bakersfield Drive on the plat to Bakers Trail.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

See Exhibit I.

J. EXECUTIVE SESSION

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

Addendum:

Mrs. Lynchard handed out revisions to guidelines regarding Business Investment Incentives and Advertising County Resources. The Board will review the guidelines and come back with recommendations at a later date.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to adjourn the Board meeting until May 2, 2016, at 9:00 a.m.

The motion passed by a vote as follows:

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

THIS the 18th day of April, 2016, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors