

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

June 20, 2016

A. CALL TO ORDER

The June 20, 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 - ABSENT
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 Michael Lee gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

Supervisor Jessie Medlin asked if there was anyone present who wished to address the Board on items not on the agenda.

Mr. Mark Thomas requested the Board install "Welcome to DeSoto County" signs on I-55. Supervisor Caldwell informed Mr. Thomas they have asked MDOT about signs and they are quite expensive. She further stated she will check with MDOT again to see if that is something the Board can do at this time.

Supervisor Medlin stated signs on the interstate require MDOT approval.

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. Supervisor Lee Caldwell requested to delete the following:

Approval for Construction of Pavilion for Eudora Park (New, H.3.a.)

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

Request to add DHS Appointment of Receiving Clerks & Requisition Clerks
Economic Assistance, Child Support, Child Protective Services (Old, G.4.a.-c.)

Request to add Finance & Accounting

Budget Amendment – Adult Drug Court (New, H.4.f.)

Budget Amendment – EMS Repair of Equipment (New, H.4.g.)

Approval of Budget Amendment & Approval to Write Check

Request to add SEC Continuing Disclosure Report (New, H.8.a.&b.)

Make Part of Minutes, Approval to Pay Butler Snow for Report Preparation

Request to add Board Attorney – Approval to Review Contract for Sheriff's Department Report
Management Software – InterAct (New, H.9.)

- Request to add Credit Card Services – Planning, EMS, Animal Shelter (New, H.10.)
- Request to add Youth Services Relocation (New, H.11.)
- Request to add Appoint Inventory Clerk (New, H.12.)
- Lunch Tour of Aviation Site, Youth Services Current Location & New Location (New, H.13)
- Request to Add For Consideration in Executive Session
 - Personnel – Finance & Accounting (Executive, J.1.c.)
 - Personnel – Procurement (Executive, J.1.d.)
 - Personnel – EMS (Executive, J.1.e.)
 - Potential Litigation – Facilities – Chancery Land Records (Executive, J.2.)
 - Economic Development Prospect – (Executive, J.3.)

c. County Administrator Vanessa Lynchard requested to delete the following:

- Request to delete Lease Agreement – Jim Seay (Old, G.2.)

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

- Request to Add Finding of Fact – 7921 Tyler Cove, Ranch Meadows Sub. (New, H.14.)

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

- Approve Signed Contracts for Library Advisory Boards(Old, G.5.)
- Request Consideration for Executive Session:
 - Durant Tax Sale (Executive, J.4.)
 - Aeropostle Bankruptcy (Executive, J.5.)

f. Director of Administrative Services Pat McLeod requested to add the following:

- Request to add Sheriff’s Department – Contract with Horiba Scientific (New, H.15.)

Supervisor Michael Lee 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>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 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

a. Budget Amendments - Sheriff’s Department, Adult Drug Court, General Fund Revenue

		Fund/Department #				
(1)		001/200,202&220				
		Date:	6/20/2016			
Sheriff's Department		YEAR TO DATE	ADOPTED	INCREASE	DECREASE	REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET			BUDGET
001-200-919	FURN/OFF EQUIP UNDER 5000	\$ 8,061.30	\$ 8,500.00	\$ 8,145.00		\$ 16,645.00
001-202-921	OTHER CAPITAL UNDER 5,000	\$ 101,064.03	\$ 104,734.00	\$ 12,500.00		\$ 117,234.00
001-202-571	DUES & SUBSCRIPTIONS	\$ 10,864.00	\$ 10,864.00	\$ 1,800.00		\$ 12,664.00
001-220-694	FOOD FOR PRISONERS	\$ 294,647.93	\$ 450,800.00		\$ 22,445.00	\$ 428,355.00
TOTALS			\$ 574,898.00	\$ 22,445.00	\$ 22,445.00	\$ 574,898.00
Reason for Request:	Adjust various accounts for budget deficits.					
Requested by:	Sheriff Rasco / Donna Ford					

		Fund/Department #				
(2a)		001 - revenue				
		Date:	6/20/2016			
General Fund - Revenue		YEAR TO DATE	ADOPTED	INCREASE	DECREASE	REVISED
ACCT #	LINE ITEM	REVENUES	BUDGET			BUDGET
001-000-287	REMB - AOC ADULT DRUG COURT	\$ 194,682.71	\$ 250,000.00	\$ 30,000.00		\$ 280,000.00
TOTALS			\$ 250,000.00	\$ 30,000.00	\$ -	\$ 280,000.00
Reason for Request:	To account for increase in additional State funding per AOC.					

Fund/Department #		001 - 244				
Date:		6/20/2016				
(2b)	Adult Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-244-610	PROFESSIONAL SUPPLIES	\$ -	\$ -	\$ 30,000.00		\$ 30,000.00
TOTALS		\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00
Reason for Request:		To account for increase in additional State funding per AOC.				
Requested by:		Craig Shely - Adult Drug Court				
Fund/Department #		026 - 244				
Date:		6/20/2016				
(3)	Adult Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
026-244-476	MEALS AND LODGING	\$ 2,866.27	\$ 16,752.00		\$ 24.00	\$ 16,728.00
026-244-682	TAGS AND TITLES	\$ -	\$ -	\$ 24.00		\$ 24.00
TOTALS		\$ -	\$ 16,752.00	\$ 24.00	\$ 24.00	\$ 16,752.00
Reason for Request:		To cover the cost of two tags for two new vehicles.				

b. Inventory Dispositions – IT Department

FISCAL YEAR: 2016

PRELIMINARY *FINAL*

INVENTORY DISPOSITION

DEPT NAME: IT Department

NRC = NON REPAIRABLE (COST) H = HUNDREDS
NR = NON REPAIRABLE K = THOUSANDS

DEPT #: 152

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y	K	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
33501	DELL 17" MONITOR	MX02Y3114760542RA7QN	lines on screen	04	5H	IT Closet	6-6-16	JH	Q-WASH	
35012	HP LASERJET PRINTER	CN81910052	will not feed paper	07	1H					
37009	HP TOWER PC	MXL607095R	bad motherboard	06	7H					
37064	LENOVO THINKPAD NOTEBOOK PC	L3D4648	will not boot	06	18H					
38069	ACER 17" LCD MONITOR	60C3486470A40B4001	will not power on	07	2H					
39188	VIEWSONIC 19 INCH LCD MONITOR	QYJ0750000980	lines on screen	08	2H					
39432	ACER 19" MONITOR	ETL870C04481111E5F4043	screen is red	08	2H					
39467	NEC 22 LCD MONITOR	851060371A	lines on screen	08	2H					
39629	ACER 19 INCH LCD	ETL8S0802382308F73423D	will not power on	09	2H					
39966	DELL OPTIPLEX 760 PC	3G6F2CK1	blown caps	09	7H					
40004	LENOVO THINKPAD LAPTOP	R82K324	black screen	09	16H					
40123	DELL 21.5" MONITOR	7521592061	screen is red	09	2H					
41106	ACER 24" MONITOR	ETU40C001938242A24011	will not power on	10	3H					
41114	DELL OPTIPLEX 745 PC	GC23MC1	blown caps	10	4H					
41628	DYMO LABELWRITER	17502832184205	will not print	16	1H					
41655	DELL OPTIPLEX	3M68WC1	bad motherboard	11	3H					
41670	DELL OPTIPLEX	7P4TPD1	blown caps	11	3H					

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Felicia Hopper</u>	DATE: 05/13/16	PRESENTED TO BOS	Asset 41628 purchased by SO 083111 PO 115738 not added to inventory in AS400 until 021716.
PRINT NAME: Felicia Hopper		June 6, 2016	
DISPOSED BY: <u>Felicia Hopper</u>	DATE: 6-10-16	PRESENTED TO BOS	
PRINT NAME: Felicia Hopper		6-20-16	
INV CLERK: <u>Charmaine McCool</u>	DATE: 05/13/16	DATE INVENTORY DISPOSED IN AS400	
Signature on file		DATE BOS FINAL MINS ATTACHED	

FISCAL YEAR: 2016

PRELIMINARY *FINAL*

INVENTORY DISPOSITION

DEPT NAME: IT Department

NRC = NON REPAIRABLE (COST) H = HUNDREDS
NR = NON REPAIRABLE K = THOUSANDS

DEPT #: 152

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y	K	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
41914	HP CP2025 LASERJET PRINTER	CNGS498279	inkjet will not	12	4H	IT Closet	6-6-16	JH		
41921	DELL OPTIPLEX 790	MXJ0PD9M70571218J083	will not boot	12	8H					
42105	LENOVO ALL IN ONE	MJAPDZC	will not power on	12	5H					
42209	DELL 745 PC	CPRHMD1	blown caps	12	2H					
42393	DELL OPTIPLEX 745	Z2M6CC1	bad motherboard	12	3H					
42502	HP OFC JET PRINTER	CN29QBWK0B	will not feed paper	12	2H					
42770	DELL MONITOR	MXG6324H746228L1MUL	lines on screen	13	2H					
43530	DELL 22" MONITOR	MXG6324H746229722N7L	black screen	14	2H					
43548	DELL OPTIPLEX 745	CFJ97C1	blown caps	14	2H					

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Felicia Hopper</u>	DATE: 05/13/16	PRESENTED TO BOS	
PRINT NAME: Felicia Hopper		June 6, 2016	
DISPOSED BY: <u>Felicia Hopper</u>	DATE: 6-10-16	PRESENTED TO BOS	
PRINT NAME: Felicia Hopper		6-20-16	
INV CLERK: <u>Charmaine McCool</u>	DATE: 05/13/16	DATE INVENTORY DISPOSED IN AS400	
Signature on file		DATE BOS FINAL MINS ATTACHED	

3. Contract Administration

a. Sheriff’s Department – MedSafe Waste – Auto Renewal

b. EMS – MedSafe Waste – Auto Renewal

4. Establish as Part of the Formal Record and Enter into the Board’s Minutes - Fire Protection Service Agreements 2016

- a. Alhaba Cockrum Ingrams Mill Volunteer Fire Department**
- b. Bridgetown Volunteer Fire Department**
- c. Eudora Fire Protection District & Eudora Fire Department**
- d. Fairhaven Volunteer Fire Department**
- e. Lewisburg Fire Protection District & Lewisburg Volunteer Fire Department**
- f. Love Fire Protection District & Love Volunteer Fire Department**
- g. Nesbit Fire Protection District & Nesbit Volunteer Fire Department**
- h. City of Olive Branch & Olive Branch Municipal Fire District**
- i. Walls Fire Protection District & Walls Volunteer Fire Department**

5. Road Department Safety Report

TO: Board of Supervisors
FROM: Stan Rochelle
DATE: 06-20-2016
SUBJECT: Safety Reports

Workman Compensation Claims

There has been two (2) workman compensation claims reported this month. Mr. Odell McGowan had an insect bite and Paul Van Tassell was overcome with fumes from paint thinner in the sign trailer.

Accidents

There have been two (2) incidents of broken windshields reported.

Weather

With the exceptional hot temperatures everyone is being advised about staying hydrated and being very careful in the heat.

Meetings

There was a safety meeting held 06-15-2016. It was presented by Liscomb & Pitts. It covered Heat Stress Prevention, Personal Protective Equipment and Flash Floods.

Stan Rochelle/Assistant Road Manager

6. Office of Procurement – May 2016 Procurement Card Purchase for IT Department

MONTH: May 2016

PROCUREMENT CARD LOG
 CARD NUMBER: 4715 6215 8600 0011

DATE	DEPARTMENT	APPROVED EMPLOYEE	VENDOR	DESCRIPTION OF PURCHASE	UNIT PRICE	LOCATION TAX	TOTAL	ISSUES, IF ANY
5/16/2016	IT	John Mitchell	CIWDev/FastSpring	AD Info (Single License)	\$59.00		\$59.00	None

7. EMS Monthly Report: May 2016

May 2016

Number of ambulance runs billed: 128
 Amount billed: \$46,068.00
 Amount collected: \$28,542.54
 Un-collectable amount: \$1,815.16

	Eudora	Lewisburg	Walls
Dispatched Calls:	58	103	65
Refusals:	19	29	21
Standby Only:	0	1	3
Billed:	35	60	33
Other:	4	13	8

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

April 2016
 Number of ambulance runs billed: 143
 Amount billed: \$51,410.00
 Amount collected: \$27,848.28
 Un-collectable amount: \$1,721.73

Fiscal Year To Date Collections:
 Number of ambulance runs billed: 1028
 Amount billed: \$370,228.20
 Amount collected: \$262,920.43
 Un-collectable amount: \$21,716.51

8. Constable Annual Financial Report 2015 – Lee Hodge

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

Constable Name: Kenneth Lee Hodge Jr
 Mailing Address: 4793 Fogg Rd, Hattiesburg, MS 38632
 Calendar Year 2015
 Telephone: (662) 902-5527
 SEN: [REDACTED]
 Employment Status: Retired Retirement Date: _____

Statement of gross receipts from all sources accruing as compensation to the office and disbursements occurring as necessary expenses involved solely in complying with laws governing the office. Please use Ink.

Part I – Receipts – Office of Constable		
Payments for direct services for county (County pays employer portion of P.E.R.S.)		
1. Allowance from the board of supervisors (§25-7-27)(1)(F)	1	1800.00
2. Sheriff Fee (§25-7-27)(1)(c) and §19-15-8	2	1730.80
3. Total received for direct services for county (line 1 plus line 2)	3	3530.80
Fees earned by Constable (Report Gross Fees which include amount held for P.E.R.S. by county)		
4. Fees for criminal and civil cases including garnishments (§25-7-27)(1)(a)(b)(d) and §25-7-27(3)	4	21090.00
5. Mileage Allowance (§25-7-27)(1)(c)	5	4092.95
6. Total received for fees earned by Constable (line 4 plus line 5)	6	21090.00
7. Gross Income for Constable (line 3 plus line 6)	7	24620.80

Part II – Disbursements – Office of Constable				
8. Bank Service Charges	8		16. Supplies	16
9. Car and Truck Expense	9		17. Travel	17
9a. Standard Mileage # of Miles <u>20934</u> x .575	9a	12037.05	18. Meals/Entertainment	18
9b. Actual Expense	9b		19. Uniforms	19
9c. Depreciation	9c		20. Phone	20
10. Depreciation (Other)	10		21. Other (List)	21
11. Dues and Subscriptions	11		22.	22
12. Insurance/Auto	12		23.	23
13. Insurance/Health (Employees Only)	13			
14. Professional Fees	14			
15. Office Expense	15			
24. Total Disbursements for Constable (add lines 8 through 23)	24	12037.05		
25. Net Income for Office of Constable (line 7 minus line 24)	25	12583.75		

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	21090.00
27. Total disbursements for Constable (Amount on line 24)	27	12037.05
28. Net Fee Income for P.E.R.S. (line 26 minus line 27)	28	9052.95

Part IV – Retirement Contributions Calculation		
29. Employer Contributions (15.75%) Due from County on 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 HAS 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. Employer Contributions County (line 29)	33	
34. If County Has Elected to pay Employer Portion of Retirement (Line 31) 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 from/to 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 30) 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 from/to Constable (add lines 37 and 38 then subtract line 39)	40	

I swear that the above statement is true and accurate.

Kenneth Lee Hodge Jr (Signature)
 Constable

Please print or type name as signature above: Kenneth Lee Hodge Jr

Swears to and subscribed before me, this 15 day of June, 2016
Kimberly D. Cox (Signature)
 Notary Public

Social Security # [REDACTED]
 ID # 114498
 Commission Expires Nov. 16, 2016

EACH COPY OF THIS FORM MUST BE NOTARIZED BY A NOTARY PUBLIC OTHER THAN THE PERSON FILING THE REPORT
 Includes in Part II – Disbursements only necessary expenses directly related to the operations of the office. Do not include your personal deferred 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 car/purse expenses and your life insurance. Items not deductible as a business expense for income tax purposes shall not be included.

Supervisor Russell asked what the Budget Amendment regarding Adult Drug Court was. (Item 2.a.) Mrs. Lynchard stated it was additional money from the State that has to be received in the General Fund Revenue Account and moved to Adult Drug Court.

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

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 F

G. OLD BUSINESS

1. Justice Assistance Grant (JAG) Interlocal Revised – Request Board President Signature

Board Attorney Tony Nowak informed the Board that the City of Southaven had to change the list of equipment they had on the paperwork, so they revised the MOU with the County. There are no other changes to the MOU. Mr. Nowak requested the Board to approve the Board President to sign the new MOU with Southaven.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the Board President to sign the revised MOU with the City of Southaven and City of Olive Branch relating to the Justice Assistance Grant as discussed.

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>

2. Lease Agreement – Jim Seay

This item was removed from the agenda by County Administrator Vanessa Lynchard.

3. IRS Compliance

Mrs. Lynchard informed the Board she is still working with Butler Snow on getting a certified red book tax lawyer to be sure that the County is working according to IRS guidelines. She stated that the County is following the State statutes, but IRS guidelines are sometimes different. Mrs. Lynchard informed the Board that Butler Snow has talked with the MS Association of Supervisors and realized this is a state-wide issue which slowed down the process. Mr. Nowak stated that having a red book certified tax lawyer opinion issued can provide some level of protection with the IRS if a question were to arise.

No Board action was required.

4. DHS – Appointment of Receiving Clerks and Requisition Clerks

- a. Economic Assistance**
- b. Child Support**
- c. Child Protective Services**

Kristie Greer (DeSoto County DHS Director), Mary Vernon (DeSoto County Child Protective Services), and Lisa Johnson (Regional DHS Director) came to update the Board on changes that have been made in their departments. Ms. Johnson stated that Child Protective Services (formerly known as DHS Family and Children) will be their own agency officially in July.

The Board discussed the changes in the departments with the Directors, and the Directors informed the Board they will be meeting and helping the departments to have a smooth transition for all involved. Ms. Greer said she had a letter from the State Executive Director that will be a help in defining all the departments’ responsibilities.

Mrs. Lynchard asked the Board to approve the revised list of Receiving Clerks and Requisition Clerks for Economic Assistance, Child Support and Child Protective Services.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the appointments and changes of Receiving Clerks and Requisition Clerks for Economic Assistance, Child Support and Child Protective Services as presented and make the letter from the Executive Director a part of 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 G.4.

5. Approve Signed Contract for Libraries

Board Attorney Tony Nowak informed the Board that he has received all the contracts for the Library Advisory Boards back from the First Regional Library and they are all signed and in order. He requested the Board approve the signed contracts.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept and approve the signed contracts from the First Regional Library regarding the Library Advisory Boards as presented by Mr. Nowak.

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 G.5.

H. NEW BUSINESS

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

a. Fenwall, Inc. – MS-DeSoto Warehouse, Ryan LLC: Free Port Warehouse

Mr. Jim Flanagan stated that Fenwall is a customer of Cardinal Health, and they are requesting a Free Port application for inventory held at their warehouse. Cardinal is a 3rd party logistic for Fenwall. Mr. Flanagan further stated Fenwall does not have employees at this location. The 59 employees listed are Cardinal Health employees.

Supervisor Russell asked if it was proper to grant the Free Port exemption in this case. Board Attorney Tony Nowak stated if Fenwall is a division within the facility, it qualifies. Mr. Flanagan affirmed that is the case.

Supervisor Caldwell encouraged hiring DeSoto County employees and supporting DeSoto County charities.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Free Port Warehouse exemption for Fenwall, Inc. 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>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.1.a.

b. International Paper Company: 5-Yr. Personal Property (Expanded): \$5,369,327.35

Mr. Flanagan stated that International Paper is one of the longest and strongest manufacturers in DeSoto County. He introduced Sonya Love, Complex Controller. Ms. Love stated that International Paper in Olive Branch makes boxes and containers for large manufacturers, including Kimberly Clark, Post, Nestle, and many others.

Supervisor Caldwell stated she noticed just a little over ¼ of the employees were from DeSoto County, and she encouraged International Paper to hire within the County and to use the WIN Job Center as a resource. Supervisor Caldwell also informed the representatives from International Paper that the DeSoto County School System is working on workforce training, and they want to know what the needs of companies are.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve the 5-year Personal Property Exemption with a value of \$5,369,327.35 for International Paper Company as recommended by the Business Investment Committee 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>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.1.b.

c. Rite Hite Products Corporation: 5-Yr. Personal Property (Expanded): \$1,206,834.07

Mr. Louis Patron, Vice-President of Operations for Rite Hite Products informed the Board that they have been operating since 2009. He stated they recently have undergone an expansion, adding automation totaling approximately \$3,000,000.00 in equipment.

Supervisor Caldwell asked Mr. Patron to make an effort to hire DeSoto County residents as employees. Mr. Patron stated they use the WIN Job Center and Manpower in DeSoto County to hire.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the 5-Yr. Personal Property Exemption with a value of \$1,206,834.07 for Rite Hite Products Corporation as recommended by the Business Investment Committee 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>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.1.c.

d. Williams-Sonoma Direct, Inc.: 10-Yr. Personal Property (Expanded): \$5,515,767.00

e. Williams-Sonoma Retail Services, Inc: 10-Yr. Personal Property (Expanded): \$1,353,249.00

Mr. Mark Aquadro, attorney for Williams-Sonoma, stated the requests are for two buildings, and they are two separate companies. Mr. Aquadro said there have been a total of about \$7,000,000.00 value in additions, with 1,000 employees and a \$51,000,000.00 payroll. He also stated the company is continuing to expand.

Supervisor Medlin asked how many square feet were in the buildings. Mr. Eric Marsiglia, Planning Director for Williams-Sonoma, stated each building is approximately 1 million square feet and the two sites are connected by a tunnel. He explained that Williams-Sonoma Direct is their online catalog store for consumers. Mr. Marsiglia said they are beginning to ramp up for back-to-school season which is one of their busiest seasons, second only to their Christmas season.

Supervisor Caldwell asked where they advertise for employment. Mr. Marsiglia deferred to Ms. Stacy who stated they use the WIN Job Center, post on on-line job boards, post on their website, host job fairs, and they have visited several schools this year. Mr. Marsiglia stated they did a tremendous amount of recruiting in local high schools and colleges this year. He stated that as the facility expands, they will need more employees on the professional level as well for engineering and IT support.

Mr. Flanagan stated the applications were for 5 years each, but the committee felt a recommendation of 10 years was warranted because of the capital investment and employment benefits that Williams-Sonoma provides.

Supervisor Caldwell stated that transportation continues to be a challenge and she would like to meet with Williams-Sonoma officials to explore options.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 10-year Personal Property Exemptions for both Williams-Sonoma Direct, Inc. in the amount of \$5,515,767.00 and Williams-Sonoma Retail Services, Inc. in the amount of \$1,353,249.00.

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.1.d.&e.

f. Conair Corporation: 10-Year Personal Property (Expanded): \$1,210,835.00

Mr. Doug Ray, Director of Conair Corporation, informed the Board that Conair has doubled in size since last year, more than doubled in square footage, added \$3,200,000.00 to their payroll, and they are continuing to grow. He stated that in 2005, they started with the intent of doing a WalMart RIF initiative and they have since brought in other big box customers. Mr. Ray also stated they have brought Cuisinart kitchen gadgets to their Southaven facility, along with expanding the Conair personal care products from other facilities in the country.

Supervisor Medlin asked if the numbers were correct stating they had 49 employees today and estimate having over 200 employees in 2 years. Mr. Ray said some of those are temporary employees who come in and construct cardboard displays on site. He also said they make sure their temps are local people, and if the temp agency does not send local people, they will change agencies. Mr. Ray also commented that the goal of Conair is to move people out of temporary employment to full-time jobs.

Supervisor Michael Lee asked Mr. Ray to please let the Board know if he had any problems with hiring, because the Board wants to work with all the companies.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the 10-Yr. Personal Property Exemption for Conair Corporation in the amount of \$1,210,835.00.

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 YES

See Exhibit H.1.f.

**g. Fed Ex Ground Package System, Inc. 10-Yr. Real & Personal Property (Expanded):
\$ 42,128,831.00 (\$26,646,787. – Real + \$15,482,044. – Personal)**

Supervisor Medlin informed the Board that Fed Ex has completed a major expansion in Olive Branch.

Mr. William Borden, Assistant Manager, stated their expansion was 200,000 square feet and increased product capacity from 20,000 per hour to 30,000 per hour. Mr. Borden stated their Memphis facility is landlocked, so the expansion is going to the Olive Branch site where work is also being increased. He stated that their future goal is to handle 60,000 packages per hour.

Supervisor Medlin stated that Fed Ex owns approximately 130 acres at the Olive Branch site.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 10-Yr. Real & Personal Property (Expanded) for Fed Ex Ground Package System, Inc. in the amount of \$ 42,128,831.00 (\$26,646,787. – Real + \$15,482,044. – Personal).

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.1.g.

h. Future Electronics Distribution Center, L.P., d/b/a Future Electronics: 10-Yr. Real & Personal Property (Expanded): \$4,655,528.00 (\$1,598,317. – Real + \$3,057,211. – Personal)

Mr. David Barnett, Facility Director, stated this was one of three distribution centers in the world. He said this expansion was the first phase of expansion at the Southaven distribution facility. Mr. Barnett stated Future Electronics owns the building and they have over 300 employees. He also stated they are very proud of their building and they encourage tours. Mr. Barnett said Future Electronics plans on expanding and being in their Southaven location a very long time.

Supervisor Caldwell expressed appreciation to Future Electronics for having DeSoto County residents as over 53% of their employees. She informed the Board that she took a tour with a group of students and the facility is very impressive. Mr. Barnett said they do use the WIN Job Center for recruiting.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the 10-year Real and Personal Property Exemption for Future Electronics Distribution Center, L.P. in the amount of \$4,655,528.00 (\$1,598,317. – Real + \$3,057,211. – Personal).

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.1.h.

2. Animal Services – Approval to Participate in Brucella Study for Shelter Dogs

Animal Services Director Monica Mock informed the Board that Mississippi State University had contacted her about participating in a Brucella Study. She said the disease is highly contagious and can

jump species, including humans.

Supervisor Medlin asked when the study would take place. Mrs. Mock said they will not set a time until the approval is complete.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the Animal Shelter to participate in the Mississippi State University Brucella Study and authorize the Board President to sign the documents as presented.

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.2.

Mrs. Mock also informed the Board that all of the Animal Control Officers received training and certification in Olive Branch in the areas of investigation, aggressive animals, personal self-defense, use of bite stick, and chemical capture.

Mrs. Lynchard expressed appreciation to Mrs. Mock and informed the Board that they had saved a lot of money by doing training in the County. Mrs. Mock stated that she and her entire staff appreciated the opportunity to get training. She said they all feel more professional and more like officers.

Supervisor Russell asked Mrs. Mock to send pictures to the Administration Office to be included in the newsletter, and asked Mr. Bailey of the DeSoto Times Tribune to check into doing a story.

3. Office of Procurement

a. Approval for Construction of Pavilion for Eudora Park (Parks & Greenways)

This item was deleted from the agenda by Supervisor Lee Caldwell.

b. Request to Extend Pharmaceutical Supplies Bid #16-240-002 an additional 6 months

Procurement Coordinator Karen McNeil informed the Board the bid for pharmaceuticals will expire on July 5, 2016. She stated when the bid was written it included the right to renew for an additional 6 months. Mrs. McNeil said all but one vendor, Bound Tree, agreed to extend their prices; so anything that was awarded to Bound Tree will go to the next lowest bidder. Mrs. McNeil stated they have had supply and pricing issues with Bound Tree, and she received an email stating they would not continue their prices.

Supervisor Medlin asked if this was just for EMS supplies. Mrs. McNeil stated it was for EMS and the Sheriff's Med Room.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the extension of the Pharmaceutical Supplies Bid #16-240-002 and to include the email from Bound Tree 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>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.3.b.

c. Bid Tab for Vending Services for Various County Buildings

County Administrator Vanessa Lynchard informed the Board that this would be Mrs. Sheila Morris's last Board meeting as she is retiring on June 23, 2016. The Board expressed their appreciation to Mrs. Morris for her service to DeSoto County. Mrs. Morris stated she has been with the County for 8 years and she has really enjoyed working with this Board.

Mrs. Morris stated this bid is different because the County will get a commission from the vending sales. The two bidders were AAA Vending and Vend Natural. She pointed out that Vend Natural's commission is higher, but they will only put machines in 2 buildings. Mrs. Morris stated the Office of Procurement recommends awarding the bid to the current vendor, AAA Vending. Bid File #16-100-001.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to award Bid File #16-100-001 Vending Services for Various County Buildings to AAA Vending, receive a 3% commission, include the Sheriff's Department in the contract, and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to review the contract.

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>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Russell preferred not to collect the 3% commission. Mrs. Lynchard stated that would help offset the cost of electricity to run the machines. Supervisor Russell also stated he thought the Sheriff's Department was separate. Mrs. McLeod stated the bid showed the Sheriff's Department as optional; however, Sheriff Rasco said he wants his department to be on the same contract.

See Exhibit H.3.c.

Vendor: AAA Vending LLC						
Regular Drink and Snack Items	Option 1		Option 2		Option 3	
	Price	Commission	Price	Commission	Price	Commission
12 oz can beverage	\$ 0.75	3%	\$ 0.75	0%	No Bid	
20 oz bottled beverage	\$ 1.50	3%	\$ 1.50	0%	No Bid	
Candy	\$ 1.25	3%	\$ 1.15	0%	No Bid	
Crackers	\$ 0.75	3%	\$ 0.75	0%	No Bid	
Snacks	\$ 1.15	3%	\$ 1.00	0%	No Bid	
Pastry	\$ 1.15	3%	\$ 1.00	0%	No Bid	
Chips	\$ 0.65	3%	\$ 0.60	0%	No Bid	
Gum	\$ 0.60	3%	\$ 0.60	0%	No Bid	
Healthy Drink and Snack Items						
Canned juices or healthy beverages	No Bid				No Bid	
Water	\$ 1.50	3%	\$ 1.50	0%	No Bid	
Juices	\$ 2.00	3%	\$ 1.75	0%	No Bid	
Crackers	\$ 0.75	3%	\$ 0.75	0%	No Bid	
Snacks	\$ 1.15	3%	\$ 1.15	0%	No Bid	
Chips	\$ 0.65	3%	\$ 0.65	0%	No Bid	
Misc. Item	No Bid		No Bid		No Bid	
Vendor: Vend Natural						
Healthy Drink and Snack Items	Option 1		Option 2		Option 3	
	Price	Commission	Price	Commission	Price	Commission
12 oz can beverage	\$ 1.00	10%	\$ 1.25	10%	\$ 1.75	10%
20 oz bottled beverage	\$ 1.00	10%	\$ 1.50	10%	\$ 2.00	10%
Candy	\$ 1.00	10%	No Bid		No Bid	
Crackers	\$ 1.00	10%	\$ 1.25	10%	\$ 1.50	10%
Snacks	\$ 0.75	10%	\$ 1.00	10%	\$ 1.50	10%
Pastry	\$ 0.75	10%	\$ 1.00	10%	\$ 1.50	10%
Chips	\$ 1.00	10%	\$ 1.25	10%	\$ 1.50	10%
Gum	\$ 1.00	10%	No Bid		No Bid	
Vend Natural would "ONLY" offer healthy drinks and snacks in the county vending machines.						
This vendor would like the opportunity to place a machine in a high traffic county building like the Courthouse or Justice Court						
Recommendation: AAA Vending, paying a commission of 3% to the county on the quarterly gross sales						
Term of Contract: 12 months with the right to extend 3 additional 12 month extensions						

4. Office of Finance and Accounting

a. Request Board President to sign Tax Form 720 for Patient-Centered Outcomes Research (PCORI) fee to IRS - \$2,306.72

Chief Financial Officer Andrea Freeze stated this is a yearly fee because the County is self-funded. Mr. Nowak added this is one of two fees required to be paid after the Affordable Care Act.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the necessary documents and authorize the clerk to pay the PCORI fee.

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.4.a.

b. Inventory Dispositions – Preliminary – Animal Shelter (freezer)

Mrs. Stephanie Hanks stated the freezer at the Animal Shelter had gone out and they have purchased a new one.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the inventory disposition for the disposal of the broken freezer.

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>

FISCAL YEAR: **2015/2016** PRELIMINARY INVENTORY DISPOSITION 1 OF 1
 REVISED SEP 2015

DEPT NAME: Animal Services DEPT #: 444
 NAME: Monica Alock NR = NON REPAIRABLE H = HUNDREDS LOC #: 444
 DAS = DECLARE AS SURPLUS D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	EST. VALUE	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
39726	Whisperal Freezer	FWW3327854	not working... not prohibited to fix	08 630.00	Animal Services	6-20-16			
									

AUTHORIZATION TO DISPOSE SIGNED BY: <u>Monica Alock</u> DATE: <u>6-14-16</u> PRINT NAME: <u>Monica Alock</u>		INVENTORY CLERK INFORMATION PRELIMINARY PRESENT TO BOS <u>6-20-16</u>	NOTES
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See Exhibit H.4.b.

c. Inventory Dispositions – Preliminary – Chancery Court & Land – Misc. Electronics

Mrs. Hanks stated all the electronics have been checked out by IT and are no longer compatible or non-functioning.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the inventory disposition of electronics from Chancery Court & Land Records.

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>

FISCAL YEAR: **2014** PRELIMINARY INVENTORY DISPOSITION
 DEPT NAME: CHANCERY COURT NR = NON REPAIRABLE (COST) H = HUNDREDS DEPT #:
 NR = NON REPAIRABLE K = THOUSANDS

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	EST. VALUE	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION
40157	LEXMARK PRINTER	S72L8YHF	WONT PRINT	09	CHANCERY COURT			

FISCAL YEAR: 2014

PRELIMINARY

INVENTORY DISPOSITION

DEPT NAME: CHANCERY LAND

NRC = NON REPAIRABLE (COST) H = HUNDREDS
NR = NON REPAIRABLE K = THOUSANDS

DEPT #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C O	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION
34817	TUNGSTEN PALM PILOT		LOST						

FISCAL YEAR: 2014

PRELIMINARY

INVENTORY DISPOSITION

DEPT NAME: CHANCERY LAND

NRC = NON REPAIRABLE (COST) H = HUNDREDS
NR = NON REPAIRABLE K = THOUSANDS

DEPT #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C O	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION
39713	XEROX DOCUMATE SCANNER		BROKEN/TOO COSTLY TO REPAIR			CHANCERY LAND			
42130	XEROX 2621 SCANNER		BROKEN/TOO COSTLY TO REPAIR			CHANCERY LAND			
43164	DELL OPTIPLEX		BAD CAPACITOR CAPS			CHANCERY LAND			
41298	ACER MONITOR		WONT POWER ON			CHANCERY LAND			

FISCAL YEAR: 2014

PRELIMINARY

INVENTORY DISPOSITION

DEPT NAME: CHANCERY LAND

NRC = NON REPAIRABLE (COST) H = HUNDREDS
NR = NON REPAIRABLE K = THOUSANDS

DEPT #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C O	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION
32643	FUJITSI SCANNER		BROKEN/TOO COSTLY TO REPAIR			CHANCERY LAND			
32644	IBM X225 SERVER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
35598	SAMSUNG 21" MONITOR		WONT POWER ON			CHANCERY LAND			
35667	IBM 6400 PRINTER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
39252	IBM XSERIES 226 SERVER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
39711	HP WORKSTATION PC		BAD POWER SUPPLY			CHANCERY LAND			
39712	QUANTUM EXTERNAL H/D		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
39773	EXAGRID BACKUP SERVER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
39774	EXAGRID BACKUP SERVER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
40154	HP WORKSTATION PC		WONT POWER ON			CHANCERY LAND			
40186	3COM SMART SWITCH		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
40187	3COM SMART SWITCH		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			
43149	DELL OPTIPLEX		BAD CAPACITOR CAPS			CHANCERY LAND			
43151	DELL OPTIPLEX		BAD CAPACITOR CAPS			CHANCERY LAND			
43154	DELL OPTIPLEX		WONT POWER ON			CHANCERY LAND			
43163	DELL OPTIPLEX		BAD CAPACITOR CAPS			CHANCERY LAND			
43182	LENOVO PC		WONT POWER ON			CHANCERY LAND			
37012	IBM XSERIES 236 SERVER		NOT COMPATIBLE WITH SYSTEM			CHANCERY LAND			

See Exhibit H.4.c.

d. Inventory Dispositions – Preliminary & Final – Circuit Clerk, Courthouse (2)

Mrs. Hanks informed the Board that the Samsung printer from the Circuit Clerk’s office was a case of two numbers being assigned to the same printer, so she is showing the second number as a disposition.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the inventory disposition of the inventory number wrongly assigned.

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>

DEPT: Circuit Clerk/North Courtroom
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 102
LOC #: 102

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y N A C D	K H D	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
41105	Samsung Printer/North Courtroom	4F51b4z800382	duplicate asset to numbr 41104			north courtroom	06/20/16	Stephanie Hanks	north courtroom	06/20/16

Mrs. Hanks stated that the two dispositions from the Courthouse were actually Facilities disposals. The carpet was carpet that was replaced and should not have been on inventory and the Trane condensing unit was replaced when the chiller was installed and disposed of at that time.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the inventory disposition of carpet & the Trane condensing unit.

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>

DEPT: Facilities
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 151
LOC #: 99

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y N A C D	K H D	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
44997	Renov-Fire Sys Replace Carpet		should not have been capitalized			courthouse	06/20/16	Stephanie Hanks	courthouse	06/20/16

DEPT: Facilities
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 151
LOC #: 99

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y N A C D	K H D	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
35331	Trane 20 Ton 7.5 Condensing Unit	4031UE4AD	This unit was removed when chiller was installed			Disposed by vendor	06/20/16	Siemens	Disposed by Vendor	06/20/16

See Exhibit H.4.d.

e. Claims Docket

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

Supervisor Jessie Medlin did not have any questions.

Supervisor Mark Gardner was absent from the meeting.

Supervisor Bill Russell asked about the following claims:

Page 7 – Randy Williams Conference – The invoice showed 5 nights in Biloxi for BOAM conference.

Supervisor Lee Caldwell asked about the following claims:

Page 15 & 16 – Environmental Services Testing – Mr. Jarman said that was at the Sheriff’s Administration Building.

Page 19 – Progressive Technology – Install Paxton door \$3700 – Mr. Jarman said that was for changing from the old key fob system at all buildings.

Page 61 – Tri State Truck - \$1968.07 – Overage – Mr. Swims said that when work was being done on a truck, there were problems found that were not in the original estimate.

Page 61 – Gov Deals - \$7575.00 – Mr. Swims said that was the 7.5% commission on the sale of a track hoe.

Supervisor Michael Lee asked about the following claims:

Page 15 - \$1,631.05 – Upchurch – Mr. Jarman said that was for repair of a water fountain at the library. He said the repairs were costly because it is built into the wall.

Page 40 – WalMart Community – The invoice showed this was for supplies for the Juvenile Drug Court graduation.

Page 46 – MS Vital Records – The invoice showed this was for 3 months of birth and death reporting.

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 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>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>

f. Budget Amendment – Adult Drug Court

Mrs. Lynchard informed the Board that Adult Drug Court has an employee out sick and they need to hire part-time people to fill the gap. They feel this budget amendment will cover the time needed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment for Adult Drug Court.

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>

**DeSoto County, Mississippi
BUDGET AMENDMENT REQUEST**

Fund/Department #		026 - 244		Updated 7/15		
Date:		6/20/2016				
Adult Drug Court						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
026-244-440	PART TIME EMPLOYEES	\$ -	\$ -	\$ 27,200.00		\$ 27,200.00
026-244-466	SOCIAL SECURITY MATCHING	\$ -	\$ -	\$ 2,081.00		\$ 2,081.00
026-244-467	WORKERS' COMPENSATION	\$ -	\$ -	\$ 185.00		\$ 185.00
026-999-999	ENDING CASH	\$ -	\$ 1,040,472.00		\$ 29,466.00	\$ 1,011,006.00
TOTALS			\$ 1,040,472.00	\$ 29,466.00	\$ 29,466.00	\$ 1,040,472.00

Reason for Request: To account for part-time positions in drug court.

Requested by: Craig Sheley

See Exhibit H.4.f.

g. Budget Amendment - EMS Repair of Equipment

Mrs. Lynchard informed the Board that a tablet had been at a vendor to be repaired since April and the bill has not been paid. They are moving the money from other repairs to electronic supplies.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the budget amendment for EMS for equipment repair and to authorize the clerk to write the check for the repair.

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>

**DeSoto County, Mississippi
BUDGET AMENDMENT REQUEST**

Fund/Department # 001-240
Date: 6/20/2016

Updated 7/15

Emergency Medical Services						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-240-546	OTHER REPAIRS & MAINTENANCE	\$ 3,350.21	\$ 5,500.00		\$ 700.00	\$ 4,800.00
001-240-690	ELECTRONIC SUPPLY/REPAIR PARTS	\$ 943.31	\$ 1,000.00	\$ 700.00		\$ 1,700.00
	TOTALS		\$ 6,500.00	\$ 700.00	\$ 700.00	\$ 6,500.00

Reason for Request: To cover costs to repair equipment.

Requested by: Mark Davis

See Exhibit H.f.g.

5. Election Commissioners - Qualifying Statements of Intent

Chancery Clerk Misty Heffner presented the Board with the Qualifying Statements of Intent, Registering Certificates and petitions for the following candidates for Election Commissioners:

- District 1 – Paul M. Beale
Patricia Ann Brady
- District 2 – Barry Chatham
- District 3 - Danny Klein
- District 4 – Sissie Ferguson
Che’ Rico Smith
- District 5 - Tina T. Hill

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the qualifying documentation for Election Commissioners and enter all the documents into 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>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.5.

6. Contract Administration - EMS –Zoll Defibrillator Extended Warranty Agreement

Mrs. Pat McLeod stated a finding of fact for prepayment of one year’s maintenance in that the County purchased the defibrillators from Zoll and has been doing business with Zoll for several years. The company will come once a year to look at each defibrillator and do preventative maintenance. This agreement is for 5 units: 3 on ambulances, 1 on back-up ambulance, and 1 in the EMS office. Mrs. McLeod stated that investigation of the bid show the extended warranty should be \$990 per unit, but

Zoll reduced the amount to \$936 per unit. The preventative maintenance is \$230 per unit for a total yearly amount of \$5830.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to approve the prepayment of the extended warranty agreement with Zoll for 5 defibrillators finding the County has done business with the company for several years, and there is an immediate and beneficial need for their services to EMS.

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.6.

7. Facilities Construction Project Consultant

The Board discussed with Mr. Robert Jarman what they expected Mr. Wells to work on concerning upcoming projects. The consensus was that the Board is comfortable with Mr. Jarman's recommendations as to when he feels Mr. Wells' expertise would be beneficial.

Mr. Nowak stated that Mr. Wells' contract states he is supposed to get a written work order or he should not be billing for services.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize Facilities Director Robert Jarman to make recommendation to the Board for pre-approval of a scope of work when Mr. Tripp Wells is needed on a project and Mr. Jarman issue a written request to Mr. Wells for such work, pursuant to the contract between the County and Mr. Wells.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</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.

8. Continuing Disclosure Report

- a. **Make Report Part of the Minutes**
- b. **Approval to Pay Butler Snow for Report Preparation**

Mrs. Lynchard reminded the Board that Butler Snow does the Continuing Disclosure Report for the County every year; and last year the fees went up because of the amount of information that is now required.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make the Continuing Disclosure Report a part of the minutes and pay the \$3,000.00 bill from Butler Snow for the report preparation.

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 YES

See Exhibit H.8.a.&b.

9. Sheriff's Department Report Management - Interact Contract

Sheriff Rasco stated this contract was for new report management software they will be switching to this fall.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Interact Contract for the Sheriff's Department report management as discussed.

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>

10. Credit Card Services – Planning, EMS, Animal Shelter

Mrs. Andrea Freeze said the County would need the following card readers:

Animal Service – 2 readers in the office and 1 mobile

Planning Department – 3 readers in the office and 2 mobile

EMS – 1 reader in the office

Accounting – 1 reader in the office

Mrs. Freeze stated she has contacted 2 vendors, First Tennessee & Graphite, which said the card readers would be free. She said First Tennessee had lots of fees associated with their service; and they required each box to be hardwired, which is a large expense. Mrs. Freeze also said Graphite is the company that handles Justice Court. She said their interest rate was less; and they use the readers that attach to the computer monitor and use wireless internet service.

Supervisor Caldwell stated that Supervisor Gardner asked them to table this item so he could participate in the discussion.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to table this item to the next meeting.

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>

11. Youth Services Relocation

Facilities Director Robert Jarman requested approval from the Board to replace the carpet & paint in the old Sheriff's Administration area before Youth Services moves in. Mr. Jarman said he had the \$4,000.00 in his budget that was for painting the DHS buildings; however, after his employees pressure washed the building it did not need painting. Mr. Jarman estimated the cost of carpet & paint in the new Youth Services area to be about \$7,500.00. He also said he could use trusty labor to take out the carpet; and his department would paint the area and install the new carpet. Mr. Jarman said the cost of running phone and internet lines would be paid by the State.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Jarman to complete the necessary work in the new Youth Services area.

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>

Mr. Jarman expressed his appreciation to the Board and said it would be much easier to do the work while the space is empty.

Supervisor Russell mentioned that the chairs in the Youth Services reception area needed a good cleaning or to be replaced. Supervisor Lee said he had some stadium chairs that he would donate if that was permissible. Board Attorney Tony Nowak said the Board could approve a donation.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to accept the donation of stadium chairs from Supervisor Lee.

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>

Mr. Jarman said his department will pick the chairs up and install them.

12. Appoint Inventory Clerk

After Executive Session, the Board reopened the meeting to discuss the appointment of Angie Tapley as Inventory Clerk. The Board approved the hiring of Mrs. Tapley during Executive Session.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to appoint Angie Tapley as Inventory Clerk.

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>

13. Lunch Tour of Aviation Site, Youth Services Current & New Locations

Mr. Robert Jarman and Sheriff Rasco conducted a tour of the Sheriff's Aviation Site. The Board was impressed with the excellent work being done by the Road Department and complimented Road Manager Andy Swims on the timely manner in which the work was being completed as well.

At the current Youth Services location within the DHS Building, Mr. Jarman pointed out that a thorough pressure washing had made the exterior of the building look like new, so the painting that he had planned was not necessary. He also took the Board through the Phase 1 DHS build out that Facilities has completed.

Mr. Jarman then guided the Board through the old Sheriff's Administration (New Youth Services) offices at the old jail. He explained the plan for closing off doors to the jail area and adding a fire exit. Mr. Jarman pointed out the condition of the offices and the need for cleaning, painting, and replacement of carpet.

Sheriff Rasco took the group through the proposed juvenile portion of the old jail that is currently being

cleaned and painted. Mr. Jarman showed the group where the new Juvenile Courtroom and Youth Court offices will be. He also showed them where records would be stored, making use of every area of the old jail and freeing up space in current offices.

The group was complimentary of the work being done by the Facilities Department and the Sheriff's Department on making all the changes to Youth Services and the old jail.

14. Road Department – Finding of Fact – 7921 Tyler Cove

Road Manager Andy Swims presented pictures to show erosion caused by underground drainage lines. He stated the line runs between 2 properties and both land owners have complained of erosion and sink holes caused by the leaking storm drain. Mr. Swims stated this erosion affects the health, safety and welfare of the citizens of DeSoto County in accordance with MS Code 19-5-92.1 and requests Board approval to proceed with repairs at an estimated cost of \$2,896.49.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Road Department to proceed with repairs at 7921 Tyler Cove at an estimated cost of \$2,896.49; finding that the leaking storm drain affects the health, safety and welfare of the citizens of DeSoto County 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>

Mr. Swims also informed the Board that he was considering adjusting the working hours for the summer months to 6:00 am – 2:30 pm or 6:30 am – 3:00 pm and implementing the change next week.

Mr. Swims reminded the Board of the retirement reception for Stan Rochelle, Odell McGowan and Duke Pignes from 10:30 am – noon at the Road Department on Friday, June 24.

See Exhibit H.14.

15. Sheriff's Department – Contract with Horiba Scientific

Sheriff Rasco stated this contract is for the Forensics Division. He stated they are buying hardware with a purchase order, and this contract is for the maintenance that goes with the hardware. Mrs. McLeod stated for advanced payment the finding of fact is it is a new contract for a 12-month warranty maintenance and support, the company has been in business since 1996, and the Sheriff's Department will receive an immediate benefit from the company.

Sheriff Rasco informed the Board this software is an upgrade to the current procedure used. He said a fingerprint can be taken and immediately sent out to Federal, State, and other local agencies for identification.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract with Horiba Scientific and the prepayment finding that the company has been in business since 1996, and the Sheriff's Department will receive an immediate benefit from the company.

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.15.

I. PLANNING COMMISSION

1. PUBLIC HEARING 11:00 AM

Supervisor Caldwell made the motion and Supervisor Lee seconded the motion to open the Robertson Farms 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	ABSENT
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

a. Rezoning

- i. Robertson Farms (745) - Application is for approval of revision of Rezoning of property from Agricultural-Residential (A-R) to R-20 identified as Parcel #2-06-5-21-00-0-00018-00, located on the east side of Jones Road and west of Hwy 305 in Section 21, Township 2, Range 6 and is zoned Agricultural (A-R) (District 5)
Applicant: James T. Robertson**

Mr. Hopkins stated a representative for the applicant is requesting that this item be tabled until the July 18, 2016 Board of Supervisors meeting.

Sean Green – 4925 Cherry Tree – came forward and stated he is the representative for this application and he is trying to have drawings done to show the number of lots and the lot sizes that will be in the development. He stated he feels it will answer some of the questions the Board and the neighbors have about the anticipated future development.

Supervisor Lee stated he is concerned with how the property will be accessed. Mr. Hopkins stated there was discussion at the Planning Commission meeting of the possible access points. He stated the property could possibly be accessed through Creekside Subdivision and a future development approved off of Dunn Lane to the north of the proposed site.

Supervisor Russell stated this item passed the Planning Commission for recommendation of approval by a vote of 10-1, so the applicant could proceed with the rezoning at this time and have the drawings done for the preliminary subdivision request. Mr. Green stated he would like to have all the drawings completed to be able to answer any questions the Board or the neighbors may have at the rezoning hearing.

Supervisor Medlin asked if there was anyone to speak for or against this item. He stated they may speak at this time or, if they choose, they may come to the July 18, 2016 meeting.

Jack Russell – 8275 Shadow Creek – came forward and has the following concerns:

- Drainage from the proposed development on to his property, he stated there are already drainage issues in Creekside Subdivision
- Decreased property values due to smaller lot sizes
- Increased traffic
- Additional houses on the lagoon system in Creekside Subdivision as there has already been issues with back-ups in to homes
- Effect of additional homes in the area on the water pressure

Supervisor Lee asked what the average home sizes in Creekside Subdivision are. Mr. Russell stated the average home size in Creekside Subdivision is 2700-3000 sqf.

Supervisor Lee stated he thinks the applicant wants to address the drainage issues with the drawings. Supervisor Caldwell asked who the engineer for this project is. Mr. Green stated Jones-Davis & Associates is the engineer for this project.

Susan Lee – 8805 Jones Road – came forward and is concerned with the following:

- Drainage
- Jones Road being used as an emergency access
- Traffic safety at Jones Road and Hwy 305
- Jones Road being used as a construction drive
- The notice given to neighbors not being completely accurate in the description of the location of the property being on the east side of Jones when it is actually on the west side of Jones Road

Barbara Greer – 8745 Jones Road – came forward and stated she has the same concerns as Ms. Lee and is also concerned with the following:

- Only concerned with Jones Road
- Has but gravel on the drive back to husband’s brother’s property for construction traffic when his home was being built

Supervisor Medlin asked who owns the easement from Jones Road to the west. Ms. Greer stated her family owns that easement.

Supervisor Lee made a Motion and Supervisor Medlin seconded the Motion to recess the Public Hearing for Robertson Farms rezoning until 11:00 a.m. on July 18, 2016.

Supervisor Caldwell stated she would like to let the neighbors know whether the item will actually be heard or not on July 18, 2016. Mr. Green stated he is willing to have the item recessed indefinitely so that it will need to be re-noticed.

Supervisor Lee and Supervisor Medlin withdrew their Motion and second.

Supervisor Lee made a Motion to recess the public hearing to a date to be set upon request by the applicant. Supervisor Caldwell seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. CONSENT

a. Minor Lot

- i. Leake Subdivision, 1st Revision (7065) - Application is for approval of Final Subdivision of three (3) lots on 9.18 acre(s), property identified as Parcel #3-07-2-03-00-0-00003-00. Subject property is located on the east side of Getwell Road and north of Bright Road in Section 3, Township 3, Range 7 and is zoned Agricultural (A) (District 5)
Applicant: Hubert Griffin/Wayne Williams**
- ii. Lewallen Minor Lot (7066) - Application is for approval of Final Subdivision of one (1) lot on 6.00 acre(s), property identified as Parcel #4-08-1-11-00-0-00025-00. Subject property is located on the south side of Gaines Road and east of Robertson Gin Road in Section 11, Township 4, Range 8 and is zoned Agricultural (A) (District 5)**

Applicant: Jonathan Lewallen

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

Supervisor Lee made the motion and Supervisor Caldwell seconded the motion to approve the Consent Agenda.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

3. Preliminary Subdivision

- a. Cedar Point Subdivision (7055) - Application is for preliminary subdivision approval of eighteen (18) lots on 40 acre(s). Subject property is located on the south side of Mosby Lane and east of Allen Rd. in Section 36, Township 3, Range 6 and is zoned Agricultural-Residential (A-R). (District 5) Applicant: Timber Ridge, LLC**

Mr. Hopkins presented the application for Cedar Point Subdivision for preliminary subdivision approval of 18 lots on 40 acres. Mr. Blake Mendrop is present to represent the application.

Supervisor Medlin stated in the Planning Commission meeting minutes it appears that neighbors are concerned with the ownership of the property. Mr. Hopkins stated Mr. Robert Quimby, attorney for the Planning Commission, advised that concerns needs to be addressed by a title search. Mr. Mendrop stated proof of clear title would have to be presented before a final subdivision could be approved.

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

Supervisor Lee made the motion and Supervisor Caldwell seconded the motion to approve the Cedar Point Subdivision preliminary application.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- b. Sweet Briar Subdivision (7056) - Application is for preliminary subdivision approval of thirty (30) lots on 67.12 acre(s). Subject property is located on the north side of Adair Lane and east of Hwy 305 in Section 15, Township 3, Range 6 and is zoned Agricultural (A). (District 5) Applicant: South Creek Homes**

Mr. Hopkins presented the application for Sweet Briar Subdivision for preliminary subdivision of 30 lots on 67.12 acres. He explained the original proposal included 30 lots, but the neighbors did not want Adair Lane to be widened. The applicant revised the proposal to only include 29 lots so a second entrance was not required to address the concern of the neighbors. He then stated the applicant will need MDOT approval to access Hwy 305. Mr. Blake Mendrop was present to represent this application.

There was discussion of how many lots can be accessed by a single entrance. There was also discussion of widening Adair Lane and the neighbors' concerns with widening Adair Lane and how it will increase traffic.

Mr. Mendrop stated the only change of the proposal from what was presented to the Planning Commission is the deletion of a lot to address the concerns of the neighbors and some Planning Commission members to not increase traffic on Adair Lane or destroy the natural canopy of trees on Adair Lane. Mr. Mendrop stated from an engineering stand point the access point onto Hwy 305 is better for safety reasons. He went on to state the applicant listened to the neighbors' concerns when deciding to drop one lot from the proposal.

Supervisor Medlin stated he is concerned that there will be standing water on lots 20-22 from personal knowledge of the site. He is also concerned with how narrow Adair Lane is. Supervisor Lee asked if an emergency only access could be built on Adair Lane. Mr. Hopkins stated it could be done. Mr. Mendrop stated it was discussed at the Planning Commission meeting and some of the Planning Commission members and neighbors were still concerned with the natural canopy being destroyed on Adair Lane.

Supervisor Russell asked if there will be sidewalks or walking trails in this development. Mr. Mendrop stated that was not proposed for this development due to the large lot rural setting. Mr. Russell asked if the applicant would consider forming a Homeowners Association. Mr. Mendrop stated the developer could set-up a HOA but there are no amenities proposed for this development. Supervisor Russell stated an HOA would help with the open ditches.

Supervisor Lee made a Motion and Supervisor Medlin seconded the Motion to approve Sweet Briar Subdivision for preliminary subdivision of 30 lots on 67.12 acres conditioned upon the subdivision being developed consistent with the original plan presented to the Planning Commission to include 30 lots, that there be access onto Adair Lane per the original 30 lot proposal, that the developer work with the County, and enter into an MOU with the County, for the joint construction or funding of a wider lane of travel for Adair Lane on the north side of the road, to 20-24 feet, to make it a proper road, to use reasonable efforts to save as many trees as possible during the road widening, and to include the formation of a Homeowners Association.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

c. Fieldbrooke Subdivision (7057) - Application is for preliminary subdivision approval of Fifty one (51) lots on 100 acre(s). Subject property is located on the north side of Holly Springs Road and east of Getwell Road in Section 22, Township 3, Range 7 and is zoned R-30. (District 5) Applicant: Fieldbrooke, LLC

Mr. Hopkins presented the application for Fieldbrooke Subdivision for preliminary subdivision approval of 51 lots on 100 acres. Mr. Blake Mendrop was present to represent this application.

Supervisor Lee asked if the development will connect to DCRUA. Mr. Mendrop stated it will, with the City of Hernando as the retailer.

Supervisor Lee asked how many entrances there will be onto Holly Springs Road. Mr. Mendrop stated there will be two entrances on to Holly Springs Road.

Supervisor Lee made a Motion and Supervisor Russell seconded the Motion to approve Fieldbrooke Subdivision for preliminary subdivision approval of 51 lots on 100 acres to include the formation of a Homeowners Association.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

4. Minor Lot

- a. Charlotte’s Way Minor Lot (7060) – Application is for final subdivision approval of one (1) lot on 5.2 acre(s). Subject property is identified as Parcel(s) #2-09-02-00-0-00021-00. Subject property is located on the north side of Church Road and west of Poplar Corner Road in Section 2, Township 2, Range 9 and is zoned Agricultural-Residential (A-R). (District 3) Applicant: Toni Washington Bryson**

Mr. Hopkins presented the Charlotte’s Way Minor Lot application for final subdivision of 1 lot on 5.2 acres to include a waiver of the 4 to 1 width to depth ratio. He stated this is a family division of property and Toni Bryson was present to represent the application.

Supervisor Russell made a Motion and Supervisor Caldwell seconded the Motion to approve Charlotte’s Way Minor Lot application for final subdivision of 1 lot on 5.2 acres to include a waiver of the 4 to 1 width to depth ratio.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

See Exhibit I.

Addendum: Mr. Mike McLendon, 2240 Memphis St, Hernando asked to address the Board. Mr. McLendon thanked the Board for all they do and said he had a couple of questions.

1. He asked the Board if they handled donations to be made by the County on a case by case basis or if the County had a policy in place. Supervisor Caldwell stated there is a form for groups to fill out and they have a policy with guidelines that they refer to. Supervisor Russell said Mr. McLendon could have a copy of that policy.
2. Mr. McLendon also asked if the City of Hernando Aldermen could get a copy of the minutes of the Council of Government (COG). Supervisor Caldwell stated that they had discussed that at the last COG meeting and they would discuss it further with the DeSoto Economic Council President Jim Flanagan to see if the minutes could be sent to all the City Aldermen in DeSoto County.

J. EXECUTIVE SESSION

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to adjourn the Board meeting until Tuesday, July 5, 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 20th day of June, 2016, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors