

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT ONE SUPERVISOR JESSIE MEDLIN, Presiding at Opening

After Passing of the Gavel

DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding

January 3, 2017

A. CALL TO ORDER

The January 3, 2017 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco 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

Mr. Cecil Sowell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF DECEMBER MINUTES

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

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the minutes of the Board of Supervisors for December, 2016, as presented this date with changes to the draft minutes previously submitted by the Board Attorney Tony Nowak; pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

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

See Exhibit D.

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

1. Sheriff Bill Rasco requested to have the following added to New Business:

1) **Late Bills for the Jail** – (New, J.3.b.)

2. **Supervisor Mark Gardner requested to have the following considered for Executive Session:**

1) **Potential Litigation** (Executive, L.2.)

3. **Board Attorney Tony Nowak requested to have the following considered for Executive Session:**

1) **5 matters of litigation** (Executive, L.3.)

2) **Mobilitie Update** (Old, I.3.)

4. **Road Manager Andy Swims requested to have the following considered for Executive Session:**

1) **Personnel Matter** (Executive, L.4.)

5. **Supervisor Lee Caldwell requested to have the following considered for Executive Session:**

1) **Potential Litigation** (Executive, L.5.)

7. **Grant Administrator Tanner Kuntz requested to add the following:**

1) **Need signature approval for monthly report for JAG (Justice Assistance Grant) used to purchase tasers.**

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the monthly report for the Justice Assistance Grant used to purchase tasers.

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 Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the agenda items and actions with the additions, deletions, and changes as set forth above.

The motion passed by a vote as follows:

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

F. CITIZEN REMARKS & PRESENTATIONS

1. Debra Dye – House Bill 1031 – Dyslexia Therapy Scholarship

Mrs. Dye stated she is requesting support for a Local and Private Legislation to address an exception to House Bill 1031 that allows dyslexic students to attend a private school only within the State of Mississippi. Mrs. Dye stated the DeSoto County School system is not currently meeting the needs of dyslexic students in the school system. She stated this legislation will not affect her personally, as her children are older, but she is doing this for students that are coming up. Mrs. Dye stated a short term solution is the Bodine School in Germantown, TN. She said a Local & Private would make exception to allow DeSoto County students to attend Bodine School as we are a bordering county. She stated the Bodine School is a transitional school that only goes through 6th grade, and the students have the potential to return to DeSoto County schools functioning much better with their dyslexia.

Supervisor Gardner stated he spoke with Representative Hopkins who said he would introduce the legislation, but he would like it to come from the Board of Supervisors. He also stated he applauded Mrs. Dye championing legislation that could help other children when it is too late to help her own children.

Supervisor Caldwell stated she spoke with Mrs. Dye and informed her there are programs that have recently started in DeSoto County Schools for dyslexic students. She said she would like to do more research and talk with the Director of Special Education for DeSoto County Schools and Superintendent Uselton.

Supervisor Gardner also pointed out there is not a tight deadline on Local & Private legislation; it just has to be in before the end of the current session.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to take the matter under advisement to get more information from the school system and to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to see if a Local & Private will take care of this, or if the bill will need to be amended.

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>

2. Dr. Ken Thompson

Sheriff Rasco introduced Dr. Ken Thompson and stated he is very pleased with the work Dr. Thompson has been doing at the jail and for the Sheriff's Department.

Supervisor Gardner reminded the Board Dr. Thompson has recently taken over the Medical Director position for EMS. He said the paramedics and the EMS Department are excited to be working with Dr. Thompson.

Dr. Thompson informed the Board he is local and accessible, and he wants people to reach out to him with problems and suggestions so he can address any issues. He stated his wife is Dr. Elaine Thompson, who has an OB/GYN practice in Southaven.

Supervisor Caldwell stated she appreciates Dr. Thompson's accessibility and total commitment to DeSoto County.

Mrs. Lynchard stated Dr. Washington, former Medical Director, called her to say he appreciated being able to work for DeSoto County, and highly commended Dr. Thompson and his work; stating he felt Dr. Thompson was the best man for the job.

Mr. Medlin asked Dr. Thompson how long he has been working at the jail. Dr. Thompson stated 5 years. Sheriff Rasco said the medical bills were running around \$670,000.00; but this past year the bills were around \$230,000.00. Dr. Thompson stated, in looking at the figures, it looks like the bills will be just over \$100,000.00 this year.

The Board expressed their appreciation to Dr. Thompson for the work he is doing.

Supervisor Medlin asked if there was anyone else present that wished to address the Board on any matter not on the agenda. No one came forward.

G. ORGANIZATION OF THE 2017 BOARD OF SUPERVISORS: ELECTION OF OFFICERS

Supervisor Caldwell thanked Supervisor Medlin for the great job he has done as President of the Board.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to elect Supervisor Michael Lee as Board President and Supervisor Mark Gardner as Board Vice-President.

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 Lee expressed his appreciation to the Board for having confidence in him to be able to perform the job of President of the Board of Supervisors.

H. CONSENT AGENDA

1. Publication of Board Proceedings

2. Department of Human Resources: Monthly Health Claims Report

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

Funding Request	Date Paid	Amount	Claim Type
Date			
12/1/16	12/1/16	\$77,255.46	Administration Fees
12/5/16	12/6/16	\$45,353.55	Medical
12/5/16	12/6/16	\$5,588.55	Dental
12/5/16	12/6/16	\$40,165.63	Pharmacy
12/12/16	12/13/16	\$41,441.72	Medical
12/12/16	12/13/16	\$2,259.95	Dental
12/12/16	12/13/16	\$27,016.74	Pharmacy
12/19/16	12/20/16	\$41,945.85	Medical
12/19/16	12/20/16	\$5,524.35	Dental
12/19/16	12/20/16	\$16,055.15	Pharmacy
12/27/16	12/28/16	\$63,570.01	Medical
12/27/16	12/28/16	\$3,926.75	Dental
12/27/16	12/28/16	\$15,113.29	Pharmacy
	TOTAL	\$385,217.00	

3. Office of Finance & Accounting

a. Budget Amendments – Animal Services, Sheriff’s Dept., Sheriff Forfeiture

(1)		Fund/Department #	001 / 445		Updated 7/16	
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 3,469.54	\$ 3,109.00	\$ 360.00		\$ 3,469.00
	EXPENSE					
001-445-698	Canine Supplies	\$ 3,447.27	\$ 20,734.00	\$ 65.00		\$ 20,789.00
001-445-931	Other Cap Outlay Under \$5000	\$ -	\$ 6,510.00	\$ 295.00		\$ 6,805.00
	TOTALS			OVERALL INCREASE	\$360.00	

Reason for Request: Increase revenue and increase expenses to account for recent donations given to the animal shelter.
 (Show detailed justification)

(2) Sheriff Department		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
001-200-404	ADMIN SALARIES	\$ 146,903.05	\$ 536,607.00	\$ 7,258.00		\$ 543,865.00
001-200-465	RETIREMENT	\$ 30,630.47	\$ 119,642.00	\$ 1,144.00		\$ 120,786.00
001-200-466	SOCIAL SECURITY	\$ 14,971.50	\$ 58,112.00	\$ 555.00		\$ 58,667.00
001-201-439	AVIATION SALARIES	\$ 22,212.19	\$ 131,245.00	\$ 1,815.00		\$ 133,060.00
001-201-465	RETIREMENT	\$ 2,422.48	\$ 23,916.00	\$ 286.00		\$ 24,202.00
001-201-466	SOCIAL SECURITY	\$ 1,702.18	\$ 11,617.00	\$ 139.00		\$ 11,756.00
001-202-403	CID SALARIES	\$ 155,058.59	\$ 550,233.00	\$ 18,144.00		\$ 568,377.00
001-202-412	BALIFF SALARIES	\$ 222,592.41	\$ 784,882.00	\$ 21,773.00		\$ 806,655.00
001-202-433	PATROL SALARIES	\$ 889,016.94	\$ 3,211,917.00	\$ 96,009.00		\$ 3,307,926.00
001-202-442	SID SALARIES	\$ 148,646.05	\$ 545,972.00	\$ 18,144.00		\$ 564,116.00
001-202-443	SRO SALARIES	\$ 105,740.84	\$ 427,535.00	\$ 14,516.00		\$ 442,051.00
001-202-444	FUGITIVE SALARIES	\$ 118,093.08	\$ 433,219.00	\$ 12,701.00		\$ 445,920.00
001-202-465	RETIREMENT	\$ 324,266.31	\$ 1,179,978.00	\$ 28,006.00		\$ 1,207,984.00
001-202-466	SOCIAL SECURITY	\$ 151,844.25	\$ 573,132.00	\$ 13,603.00		\$ 586,735.00
001-216-433	DUI SALARIES	\$ 40,933.41	\$ 145,072.00	\$ 5,444.00		\$ 150,516.00
001-216-465	RETIREMENT	\$ 7,399.50	\$ 26,593.00	\$ 858.00		\$ 27,451.00
001-216-466	SOCIAL SECURITY	\$ 3,459.02	\$ 12,917.00	\$ 417.00		\$ 13,334.00
001-202-915	VEHICLES	\$ -	\$ 525,323.00		\$ 240,812.00	\$ 284,511.00
TOTALS			\$ 9,297,912.00	\$ 240,812.00	\$ 240,812.00	\$ 9,297,912.00

Reason for Request: To adjust salary line items for Board approved pay increases.
(Show detailed justification)

(3) Sheriff Forfeiture		YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
ACCT #	LINE ITEM					
120-227-915	Vehicles above \$5,000	\$ 29,500.00	\$ 90,000.00	\$ 240,812.00		\$ 330,812.00
120-999-999	Ending Cash	\$ -	\$ 290,370.00		\$ 240,812.00	\$ 49,558.00
TOTALS			\$ 380,370.00	\$ 240,812.00	\$ 240,812.00	\$ 380,370.00

Reason for Request: Adjust to account for additional vehicles being purchased out of the forfeiture fund.
(Show detailed justification)

b. Quarterly Budget Allocations:

Tax Assessor: \$328,959.50

Tax Collector: \$333,243.75

Sheriff: \$5,981,284.42

January 3, 2017

QUARTERLY BUDGET ALLOCATIONS

For Quarter Ending March 31, 2017

TAX ASSESSOR:

Department 103 \$ 328,959.50

TAX COLLECTOR:

Department 104 \$ 333,243.75

SHERIFF:

Department 200 (Sheriff Administration) \$ 285,000.42
 Department 201 (Aviation) \$ 85,579.25
 Department 202 (Patrol/Law Enforcement) \$ 3,077,611.75
 Department 216 (DUI Grant) \$ 58,295.00
 Department 219 (SCAAP Funds) \$ 6,140.25
 Department 220 (Custody of Prisoners) \$ 1,194,926.00
 Department 222 (Prisoners' Medical Expense) \$ 308,984.00
 Department 223 (Juvenile Detention) \$ 297,669.50
 Department 225 (Search Unit) \$ 4,875.00
TOTAL SHERIFF \$5,319,081.17

TOTAL ALLOCATIONS \$5,981,284.42

c. SID Forfeitures

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account. Please approve the transfer of the funds.

Case #	Date Seized	Receipt #	Amount	Date of Forfeiture
2016-58114	11/07/2016	32832	577.00	12/15/2016
2016-58672	11/10/2016	32844	397.00	12/15/2016
		TOTAL	\$ 974.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$ 974.00

Transfer to Sheriff-Forfeiture Fund (120-000-238) \$ 974.00

4. Road Department

a. Road Report

b. January Work Schedule

c. Road Bond Report

d. Change to Road Register and Map

**5. Establish as Part of the Formal Record and Enter Into the Board Minutes:
Approval of Bond for Robert Sayle for the Yazoo-Mississippi Delta Levee Board**

6. Chancery Clerk Allowance

7. Chancery Clerk Allowance for Copying Assessment Rolls

8. Appointment and Removal of Requisition Clerk for Chancery

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the actions and matters as set forth 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>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.

I. OLD BUSINESS

1. Janitorial Services Proposal

Facilities Director Robert Jarman presented an exhibit to the Board listing 4 scenarios he felt were viable options for cleaning County office buildings:

- Complete service – Service Master by Stratos cleaning all buildings, providing all cleaning tools and trash bags, County providing all paper products - \$291,492.00/year
- Service Master by Stratos and American Maintenance splitting areas with 2 day porters, same provisions as above - \$255,420.00/year
- Service Master by Stratos – Bare bones cleaning - Just common areas and trash at all locations, no day porters, employees clean their own offices, floors cleaned and waxed on 4-6 month rotation, County provides all paper products and trash bags - \$19,690.00/month
- Hybrid plan – Four new County employees clean Administration Building, Courthouse, and Justice Court. Paul Rayborn from Facilities would supervise the four new employees and do some inspection & oversight at other locations. County provides all supplies for these 3 locations (including a one-time set up for cleaning equipment) and paper at all other locations. Service Master by Stratos would clean in common areas and some shared offices, and other locations. - \$283,311.24/year

Mr. Jarman recommended going with the hybrid plan as the best option for the County.

Chancery Clerk Misty Heffner stated the employees need to know what they are expected to keep up with and what the cleaning service will be doing.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Jarman to pursue Option 4, hire the necessary people, approve the necessary budget amendment for the additional hirings and position changes and to take the overage from ending cash, and accept the quote from Service Master by Stratos as the best and most qualified quote meeting the RFP requirements for services to be provided.

The motion passed by a vote as follows:

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

Mr. Jarman stated there are two ladies currently cleaning in the Administration Building and Courthouse and he would like to hire them in their current positions to continue with DeSoto County. Supervisor Gardner asked if they would have to have pre-employment screenings. Mr. Jarman stated Human Resources Director Vickie Richmann said she can have that done this week.

Mr. Nowak asked if there was a no-hire clause in the current contract with the janitorial provider. Mr. Jarman stated he has talked with the current services, and they are okay with them being hired. He stated he will get a letter to that effect. Mr. Jarman also stated he will put the new employees on the uniform contract with Facilities Management.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Jarman to hire the two ladies currently cleaning the Administration Building and the Courthouse contingent on all pre-employment requirements by DeSoto County, post the two additional jobs, put the four new employees on the uniform contract, authorize budget amendment to cover the additional costs, and to draft a job description for the new positions.

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>

2. DHS Child Support Update

County Administrator Vanessa Lynchard stated she and DHS Supervisor Kristie Greer met with Rob Wells, President of Young Williams, the contract group for child support. Mrs. Lynchard stated Mr. Wells stated they are going directly by an RFP issued by the State and have completed 2 of the 5 benchmarks set. She said Mr. Wells said DeSoto County is currently scheduled to be a hub office, but that could change. She stated a hub office is basically a clearing house to scan, mail, handle system alerts, handle emails, and the first contact for handling child support cases. Mrs. Lynchard stated Mr. Wells anticipated the child support office to be moved and in their new location possibly by March. She also said, if they are allowed to stay in the County's building until the move, the possibility of the hub office in DeSoto County would be greater.

Mrs. Lynchard informed the Board the national average case load is 450 cases per case worker and in Mississippi the average is over 1000. Mrs. Greer stated, as of now, DeSoto County has 12,000 cases with 2.5 case workers. She stated that Young Williams is working on hiring case workers to try and be fully staffed to have about 500 cases per case worker.

Mrs. Lynchard also stated Mr. Wells agreed that communication breakdown has been a problem, and he spoke with the State office to ensure there is more communication with DeSoto County in the future.

3. Mobilitie Update

Mr. Nowak informed the Board that Mobilitie has filed an application with the FCC to try and secure a ruling that would expand the right of third party telecommunication providers, including infrastructure providers, to use the public right of way. He said they have asked the FCC to expand the rule for phone companies to allow providers to phone companies the same rights. Mr. Nowak further stated there is a group of attorneys planning on filing a petition of opposition throughout the country; and they are requesting participation at an anticipated cost of \$1,500 to no more than \$5,000, depending on cooperation.

Supervisor Gardner stated it make a lot of sense to cost share on this matter. Mr. Nowak agreed, noting this group got together to represent counties and municipalities that oppose the act. He requested Board approval to join them.

Supervisor Lee stated he definitely felt the Board needed to look at this.

Supervisor Medlin stated the opposition also needed to cover clear zones along with the right of ways. Supervisor Gardner also suggested adding easements.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak, on behalf of DeSoto County, to join the group opposing third party rights on right of ways with a \$5,000 maximum expenditure.

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>

J. NEW BUSINESS

1. Approval of Appointments by Board of Supervisors – County Office Positions

- a. Board Attorney – Tony Nowak
- b. Board Secretary – Pat McLeod
- c. Comptroller – Andrea Freeze
- d. County Administrator – Vanessa Lynchard
- e. County Engineer – Andy Swims
- f. County Extension Director/Ag & Natural Resources – Joy Anderson
- g. County Extension – Area Agronomics Crops – Dan Haire
- h. County Extension – Program Associate – Paula Moore
- i. County Extension – Family & Consumer Science – Lara Angel
- j. County Extension - 4-H Youth Agent – Jessica Lindsey
- k. County Extension – Office Associate – Myra Wells
- l. County Extension - Office Associate – Rebecca Minter
- m. County Fire Investigator – Bobby Storey
- n. County Road Manager – Andy Swims
- o. EEOC Officer – Vickie Richmann
- p. Emergency Management – Director – Bobby Storey
- q. Emergency Management – Deputy Director – Chris Olson
- r. Emergency Medical Operations – Director – Mark Davis
- s. Fire Service Coordinator – Bobby Storey
- t. Homeland Security – Bobby Storey
- u. Inventory Clerk – Angie Tapley
- v. Inventory Clerk – Assistant – Road – Kim Northcutt
- w. Inventory Clerk – Assistant – Sheriff – Amy Henley
- x. Inventory Clerk – Assistant – Chancery – Cindy Camyre
- y. Justice Court Clerk – Pat Sanford
- z. Mental Health Representative – Region IV – Pat Sylvester
- aa. Procurement Clerk – Assistant – Karen McNeil

- bb. Procurement Clerk – Assistant – Angie Irving
- cc. Purchasing Clerk – Pat McLeod
- dd. Receiving Clerk – Ann Richmond
- ee. Risk Management Officer – Reby Johnson
- ff. Risk Management Officer – Assistant – Road – Kenny Woods
- gg. State Aid Engineer – Tracy Huffman
- hh. Veterans Service Officer – Roy Andrews

Sheriff Rasco requested Danielle Beith be added as County Fire Investigator with Bobby Storey. Mr. Nowak stated he will check and see if there can be two appointees.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve all the appointments as listed in J.1. except the County Fire Investigator.

The motion passed by a vote as follows:

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

Later in the meeting Mr. Nowak stated the State statute says the County has to appoint one Fire Investigator, but it does not specify if more than one can be appointed.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to approve the appointment of Bobby Storey as County Fire Investigator and authorize Mr. Nowak to consult with the Sheriff regarding the appointment of Danielle Beith.

The motion passed by a vote as follows:

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

See Exhibit J.1.

2. Appointments to Boards and Commissions, etc. – See Exhibit for Names

- a. Board of Adjustment
- b. Coldwater River Watershed Council
- c. DeSoto County Deputy Medical Examiner Investigator
- d. Fire Protection District - Eudora
- e. Fire Protection District - Lewisburg
- f. Fire Protection District - Nesbit
- g. Fire Protection District - Walls
- h. Handicap Compliance Grievance Committee
- i. Keep DeSoto County Beautiful Committee
- j. Library Advisory Board – B.J. Chain Library

- k. Library Advisory Board – M.R. Davis Library
- l. Library Advisory Board – Walls Library
- m. Library Advisory Board – M.R. Dye
- n. Library Advisory Board – Hernando Library
- o. Mid-State Opportunity Board of Directors
- p. Mississippi Area of Governments Representative
- q. North Central MS Resource Conservation & Development
- r. North Delta Planning & Development
- s. Ozone Action Committee
- t. Planning Commission
- u. Sheriff’s Dept. Deputy Clerks Serving as Justice Court Clerks
- v. Tax Advisory Committee – (now Business Investment Incentive Committee)

Supervisor Gardner requested to add the names of Donna Bouchillon (serve until December 31, 2019) and Peggy Davis Hall (serve until December 31, 2017) to the M.R. Davis Library Advisory Board.

Supervisor Lee requested to add the names of April Jones (serve until December 31, 2019), Lucie Bridgforth (serve until December 31, 2017), and Dixie Leigh (serve until December 31, 2018) to the Hernando Public Library Advisory Board.

Mrs. Lynchard stated Mississippi Area of Governments should be changed to Memphis Area of Governments.

Supervisor Russell stated January Knight should read Janice Knight on the Ozone Action Committee.

Supervisor Gardner requested removing John Arnold from the Planning Commission as he has moved to Atlanta, and to leave the seat open for now.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Board appointments as listed with the amendments made.

The motion passed by a vote as follows:

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

See Exhibit J.2.

3. Office of Finance and Accounting

a. 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 asked about the following claims:

Page 40 – PTS of America – Transporting – Sheriff Rasco stated they hire them to transport prisoners if the distance is over 150 miles.

Page 15 – Joey Treadway – Star Landing Enterprises – Mrs. Hanks stated that is for taxes on that property. Supervisor Russell stated that is the old school property that is used for parking by the park. Mrs. Lynchard stated the County pays the tax on the property.

Supervisor Mark Gardner asked about the following claims:

Page 6 – DeSoto County Co-op – Sheriff Rasco stated those are metal carport covers.
Page 11 – Wren Road – Mr. Nowak stated that is a code enforcement issue that is going back to court. Supervisor Caldwell stated the judge has given them more time.
Page 11 – Utility ROW – Mr. Nowak stated that is revising the County’s utility right of way ordinances and is related, in part, to issues raised by Mobilitie.
Page 15 – Hobart Corp – Mr. Jarman said that is for a scraper that grinds food before it goes into the garbage disposal at the jail. Supervisor Gardner asked if \$3100 was to fix or replace. Mr. Jarman stated it was for repair.
Page 15 – Upchurch – Mr. Jarman stated there were several pipes leaking through the concrete walls where mortar had been left on the pipes in a couple of tight places.
Page 16 – A-Z Locksmith – Mr. Jarman stated several people have been locked in a file room as a result of a design flaw by the architect. He stated they changed the locks, and kept the other locks to be used in the future if needed. Mr. Jarman said they did not realize the lock system would not work on that room until it started being utilized.
Page 36 – Bison Aviation & Thoroughbred Aviation – Sheriff Rasco stated they had to update some things to pass inspection.
Page 38 – Sportsman’s Warehouse – Hot hands – Sheriff Rasco said that was for SWAT team to use in their gloves when they had to be out in the cold for long periods of time.
Page 43 – Bass Pro – The Sheriff said that was battery chargers for Search & Rescue’s mobile command post.
Page 47 – Camper City – The invoice showed running board for Facilities’ new truck.
Page 69 – Region IV – Nfusion grant expenses – Mr. Kuntz said the \$3,771 was a credit for airline tickets. He said some was mileage that the staff gets for any travel, especially with the main office in Corinth. He said they joined the Southaven Chamber and were in the Southaven Christmas parade. Mrs. Hanks said the 518 items are salary. Supervisor Gardner asked how many they were serving, and Mr. Kuntz said about 50 right now, which is right on target according to the grant.

Supervisor Bill Russell did not have any questions.

Supervisor Lee Caldwell asked about the following claims:

Page 11 – Supervisor Caldwell asked about the status of some of the claims:
Muni – Mr. Nowak stated that is a tax matter that has been appealed to the MS Supreme Court.
Standard – Mr. Nowak stated the appellant has asked for an extension to file their brief until January 11. He stated the County will have 30 days to respond after it is filed.
Pine Tree Loop – Mr. Nowak stated that is a code enforcement issue.
Wren Road – Mr. Nowak stated it is set for report back on January 9th.
Page 18 – Cspire Fiber - \$1900 – Mr. Mitchell stated that is the monthly fiber bill split between DeSoto County and the Tax Collector
Page 40 – Integrated Communications – 3 charges for \$284 each – The invoice showed repairs to radios at the Sheriff’s Department. Sheriff Rasco stated two had gotten wet during a call, and 1 was dropped and broken.
Page 60 – Mrs. Hanks stated those were remission of bonds.

Supervisor Michael Lee did not have any questions.

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 Jessie Medlin seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

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

b. Sheriff’s Department – Late Bills for Jail

Sheriff Rasco presented late bills in the amount of \$15,227.53 for medical bills at the jail.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize payment of the late bills for medical services at the jail in the amount of \$15,227.53 and authorize the clerk to write the checks.

The motion passed by a vote as follows:

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

See Exhibit J.3.b.

4. Road Department – Finding of Fact – 4681 Victoria Dr. Bridgetown

Road Manager Andy Swims presented pictures showing a sinkhole over underground drainage pipes that affects the health, safety and welfare of the public. He requested permission to proceed with repairs at an estimated cost of \$1,292.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the repairs to the underground drainage pipe system at 4681 Victoria Drive, finding that the damage affects the health, safety and welfare of the public.

The motion passed by a vote as follows:

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

See Exhibit J.4.

Due to time constraints, consideration for Executive Session for a personnel issue at the Road Department was requested by Mr. Swims.

The Board entered into a time of Executive Session.

5. Contract Administration – Agreement for Legal Services – Smith, Phillips, Mitchell, Scott & Nowak

Director of Procurement and Administrative Services Pat McLeod stated this is the contract with Mr. Nowak for the coming year. She stated the contract is paid in arrears.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Agreement for Legal Services with Smith, Phillips, Mitchell, Scott and Nowak.

The motion passed by a vote as follows:

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

See Exhibit J.5.

6. Business Investment Incentives

a. Industrial Developments International, Inc. (8650 Commerce Drive, Southaven, MS): 10-Yr.

Real Property (New): \$26,147,725.00

b. Industrial Developments International, Inc. (1560 E. Stateline Road, Southaven, MS): 10-Yr. Real Property (New): \$13,455,628.00

c. Industrial Developments International, Inc. (8835 Commerce Drive, Southaven, MS): 10-Yr. Real Property (New): \$11,222,113.00

Mrs. McLeod informed the Board while looking through the files, the office has found incomplete files and the State’s files were also incomplete. She said Jeff Foreman at the State office suggested taking steps to get approval to send final resolutions to Jackson to complete the County and the State files. Mr. Nowak stated he had looked at the resolutions, and this step would simply clean up the paperwork.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the final resolutions of Industrial Developments International, Inc. in three locations as listed above and as shown in Exhibits J.6.a, J.6.b, and J.6.c.

The motion passed by a vote as follows:

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

See Exhibits J.6.a, J.6.b, and J.6.c.

7. Request Guidance on Homestead Reimbursement

Chancery Clerk Misty Heffner presented the Board with a history of Homestead information on Mr. Gilbert and Mrs. Anita Stallings. Mrs. Heffner stated their homestead was cancelled via a phone request by Mr. Stallings; and Mrs. Stallings came back much later to say it was a mistake and requested a refund for two years. Mrs. Heffner requested guidance for such situations.

Mr. Nowak stated standard procedure is to go back one year, but he would have to write for an AG opinion to see if this case could be reimbursed.

Supervisor Gardner and Supervisor Russell stated they would like to have a notarized signature to delete homesteads, and not take a verbal request.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to write for an AG opinion to see if the County can provide relief under these circumstances.

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 Gardner asked if they would have to come and sign up again for homestead. Mrs. Heffner affirmed.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to refund the Homestead disallowance for one year if Mr. Nowak finds that it is permissible.

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>

transmittals at Walls.

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>

K. PLANNING COMMISSION

1. CONSENT

- i. **Gillard Minor Lot (7106) – Application is for final subdivision approval of 2 lots on 2.06 acres. Identified as parcel #2-07-9-29-00-0-00007-05. Subject property is located on the east side of Baptist Road and north of Pleasant Hill Road in Section 29, Township 2, Range 7 District 5**

Applicant: Bessie Gillard

Mr. Austin Cardosi presented the Consent Agenda. He then stated the application meets all Subdivision Ordinance requirements.

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

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

L. 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 recess the Board meeting until Tuesday, January 17, 2017, 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>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>

THIS the 3rd day of January, 2017, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors