

This agenda is a draft subject to additions & deletions at the discretion of the Board of Supervisors.

DeSoto County Board of Supervisors

***Meeting Agenda
January 02, 2024
9:00 a.m.***

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Approval of December Minutes – MS Code 19-3-27

E. Approval of Agenda: Additions & Deletions

F. Citizens Remarks & Presentations

G. 2024 Term of the Board of Supervisors

1. Organization of the Board of Supervisors: Election of Officers – MS Code 19-3-7
2. Approval of Bonds (Acknowledgement from Chancery Clerk that Bonds are Executed and Recorded) - MS Code 25-1-19
 - a. Approval of Bonds for Board of Supervisors by Chancery Clerk
 - b. Approval of Bonds for Newly-Elected Officials by Board of Supervisors
3. Appointments to Statutory Positions
 - a. County Administrator – MS Code 19-4-1
 - b. County Road Manager – MS Code 65-17-1
 - c. Comptroller – MS Code 19-6-61
 - d. County Board Attorney – MS Code 19-3-47
 - e. County Engineer – MS Code 65-9-13
 - f. County Fire Coordinator – MS Code 19-3-71
 - g. County Fire Investigator

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G.3. Appointments to Statutory Positions, continued

- h. Justice Court Clerk
 - i. Purchasing Clerk – MS Code 31-7-101
 - j. Inventory Clerk – MS Code 31-7-107
 - k. Assistant Inventory Clerk (Road, Chancery, Sheriff's Department)
 - l. Receiving Clerk
4. Appointments to Boards and Commissions
- a. District 1 Nominations
 - b. District 2 Nominations
 - c. District 3 Nominations
 - d. District 4 Nominations
 - e. District 5 Nominations
 - f. At-Large Nominations
 - g. Other Miscellaneous County Appointments
 - h. Requisition & Assistant Receiving Clerks – Pages 6-13 in Appointment Book
 - i. Sheriff's Department Employees Serving as Justice Court Clerks
 - j. Justice Court Deputy Clerks – MS Code 9-11-27

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H. Consent Agenda

1. Board Proceedings – MS Code 19-3-33 MS Code 19-3-35 - October and November – Board President Signature Required
2. Meal Log Affidavits (2) – MS Code 19-25-74
3. Office of Finance & Accounting
 - a. Road Department - Final Inventory Disposition
4. Road Department
 - a. Monthly Road Report
 - b. Monthly Work Schedule
 - c. Monthly Bond Report
 - d. Road Register Update – Katie Lou Cove
5. Contract Administration – Auto Renewal
 - a. Animal Services – Matheson - Security
 - b. Animal Services – Oak Tree Animal Clinic
 - c. EMA – Chickasaw Amateur Radio Association
6. Office of Procurement
 - a. Walls Fire Training Center - Request to Approve Bid Specifications and Authorize Advertising for Bids
 - i. Purchase and Construction of One Fire Department Training Structure – Bid file #24-258-002
 - ii. Site Work for fire Department Training Structure and Site – Bid File #24-258-003
 - iii. Concrete for Fire Department Training Structure and Site – Bid File #24-258-004
 - iv. Fence for Fire Department Training Site – Bid File #24-258-005

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H. Consent, Continued

7. Request to add Cassandra Graham as Assistant Receiving Clerk for Juvenile Drug Court
8. Chancery Clerk Allowance
9. Enter into the Board Minutes and Make Part of the Formal Record
 - a. Order Appointing DeSoto County and District Attorney's Victim Assistance Coordinators
 - b. Order Appointing Part Time Public Defender
 - c. Executed Agreement between HLCISD and DCRUA

I. Old Business

- | | |
|--|------------------------------------|
| 1. 11:00 a.m. – Flood Study Update – Corp of Engineers | Andy Simmerman,
Colonel Sawser |
| 2. Waggoner Engineering <ol style="list-style-type: none">a. Agricenter Multiuse Trails Segments 1 & 2 – Notice of Award Packet Documents - Signature Required | Tracy Huffman,
Will Bush |
| 3. Chiller Expansion Update | Vanessa Lynchard,
Robert Jarman |
| 4. District Attorney Facilities Update Request | Vanessa Lynchard |
| 5. Committee List | Vanessa Lynchard |
| 6. Horn Lake Library Agreement with City of Horn Lake | |

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J. New Business

1. Office of Finance and Accounting

Andrea Freeze &
Stephanie Hanks

- a. Budget Amendments (10) - MS Code 19-11-19 – Animal Services: Animal Shelter Donations, Vet Fees and Animal Testing & Vaccinations; Sheriff's Department: Extradition Reimbursement, Meals and Lodging Expense; County Property/Liability Insurance; Facilities Management; ARPA Fund: Star Landing Sewer Improvements, Legal Advertising; Garbage/Solid Waste Ending Cash; Love Volunteer Fire Dept HB 603: Rescue Supplies; Road Management: Insurance and Fidelity Bonds, Laundry and Cleaning Services; Capital Projects Fund: E911 Communications Tower, AgriEd Building Project: Legal Fees; Civic Center Expansion Project
- b. Preliminary Inventory Dispositions – MS Code 31-7-107 – Road Department (2)
- c. Preliminary/Final Inventory Dispositions – MS Code 31-7-107 – Road Department, Animal Services
- d. Request for Funds Transfer - Building Deposit Not Refunded
- e. Claims Docket – MS Codes 19-13-31, 19-11-23, 19-25-13, 27-1-9

2. Contract Administration

Lynn Ford

- a. Coroner – Lease Addendum – Remove Tom Flinn

3. Office of Procurement

Lynn Ford

a. Bids under Advisement

- i. Bid File #24-300-008 - Dump Truck – Bid Tabulation – Recommendation of Award
- ii. Bid File #24-300- 009 - Compact Track Loader Bid Tabulation – Recommend to Reject Bids
- iii. Bid File #24-300-007 - 33,000 Pound Rubber Track Excavator – Bid Tabulation - Recommendation of Award

4. Animal Services - Truck Update

Lynn Ford,
Robert Jarman

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J. New Business, continued

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| 5. Road Department | Robert Jarman |
| a. Request to Purchase Crosswalk Flashers and Request Budget Amendment | |
| 6. Chancery Clerk | Misty Heffner,
Chancery Clerk |
| a. Order for Payment of Certain Statutory Fees and Expenses | |
| 7. Request Authorization to Travel - Robert Jarman – AgEd Association Conference – Fort Worth | Robert Jarman |
| 8. Human Resources | Charlotte Walls |
| a. Employee Self Service Portal | Andy Alberson,
Ashley Anderson |
| b. Baptist Health Services Group of the Mid-South – Self Funded Network Agreement | |
| c. MedBen – Medical Stop Loss Proposal | |
| d. Prudent Rx – Termination Letter | |
| e. Aetna – Termination Letter | |
| f. Meritain – Termination Letter | |
| 9. Ratify Lists for Approval | Lynn Ford |
| a. Current Open Contracts | |
| b. Road Projects List and Task Orders | |
| c. Polling Locations | |

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J. New Business, continued

12. Facilities Committee

Vanessa Lynchard,
Chief Justin Smith

a. Juvenile Detention Project Update

1. Locks, Doors and Intercom

2. Cameras

3. Other Comments

13. Solid Waste/Environmental Services

Vanessa Lynchard

a. Staffing

K. Planning

Bennie Hopkins &
Ashley Hendricks

No agenda items.

L. Executive Session