

# DeSoto County Board of Supervisors

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**Meeting Agenda**  
**April 05, 2021**  
**9:00 a.m.**

**A. Call to Order**

**B. Invocation**

**C. Pledge of Allegiance**

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

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

**F. Citizens Remarks & Presentations**

1. Proclamation Declaring April as Child Abuse Prevention Month

Sally Williams

2. Presentation from House of Grace

Lorine Cady &  
Peggy Linton

**G. Consent Agenda**

1. Department of Human Resources: Monthly Health Claims Report

2. Office of Finance & Accounting

- a. Budget Amendments – Animal Services, County Insurance/Patrol & Law Enforcement, Chancery Clerk Land Records, Finance & Accounting, Facilities Management (2), Coroner, Ingram’s Mill Park Project/Ending Cash, Animal Shelter Imp/SB3049/Donations, Commerce Street Project, Bridge & Culvert, Holly Spring Road/ERBR Funds, Bond Project Fund, Sheriff’s Department, Circuit Court Administration, Adult Drug Court

- b. Monthly Expenses for Tax Collector/Tax Assessor/Sheriff  
MS Code 27-1-9D/19-24-13

- c. Quarterly Allocations – MS Code 27-1-9/19-25-13

Tax Assessor: \$375,378.00

Tax Collector: \$370,720.75

Sheriff: \$6,601,477.50

- d. Final Inventory Dispositions - IT

3. Office of Procurement

- a. February Procurement Card Purchases

- b. Request to Approve Bid Specifications & Solicit Bids for Annual Bid for Hot Mix Asphalt Patching: Bid File #21-300-004

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## **G. Consent, continued**

4. Road Department
  - a. Road Bond Report
  - b. Monthly Road Report
  - c. April 2021 Work Schedule
5. Animal Services – Approval of Application to Participate at A'Fair
6. Meal Log Affidavits (4)
7. Business Investment Incentives – Final Resolution – Signature Required
  - a. Toshiba America Business Solutions, Inc.  
10-Yr. Real & Personal Property (New)      \$14,953,678.00  
(\$12,748,792. – Real + \$2,204,886. – Personal)  
(Effective: 01/01/2021 – 12/31/2030)
8. Contract Administration – Auto Renewal
  - a. Tax Assessor & Tax Collector – Tanger Outlet Mall
  - b. EMS – Green Serve
  - c. Youth Drug Court – Redwood Toxicology
  - d. IT – Tyler Technologies
9. Enter Into the Formal Record and Make a Part of the Board Minutes
  - a. Contract Administration – Neel Schaffer Stormwater Consulting – Fully Executed
  - b. Contract Administration – Sheriff's Department – Missouri State Highway Patrol – Fully Executed
  - c. Contract Administration – Facilities – ServiceMaster by Stratos – Fully Executed
  - d. OSARC – Project SAP-17(16)M – Getwell & Robertson Gin – Notice of Approval
  - e. OSARC – Project STP-0017(49)B – Stateline Rd – Notice of Cancelation
  - f. OSARC – FY2021 Bridge Posting, DeSoto County

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## **H. Old Business**

1. Project Updates Tracy Huffman
  - a. Craft Road Widening Award
  - b. Ingram's Mill Road Bridge SAP-17(56) – Sub-Contract
2. Olive Branch Fire Protection Agreement – Signature Required Tony Nowak
3. **3:30 p.m.** – Urban Arch - Justice Court Building – Change Order Nick Kozlowski
4. Adult Drug Court Renovations Nick Kozlowski
  - a. Budget Amendment & Fund Transfer Request

## **I. New Business**

1. Return of Excess Earnings from Circuit Clerk Dale Thompson
2. Return of Excess Funds from Chancery Clerk Misty Heffner
3. Flood Study Update Tracy Huffman
  - a. Approval of USACE High Water MRC Commission Letter & Testimony – Signature Required
  - b. Committee Report Supervisor Caldwell
4. Transportation Committee Report Supervisor Caldwell & Supervisor Lee
5. Human Resources – Insurance Forms for Approval – Signature Required Carla Crockett
  - a. Meritain Claim Processing Authorization Agreement
  - b. Receive Meritain Invoices Weekly & Pay Invoices via ECHO Health, Inc.
  - c. Authorization to Share Plan Information between Meritain & Aetna
  - d. Aetna Letter of Understanding
  - e. Aetna Authorization to Release Information to Lipscomb & Pitts
6. Human Resources – Summer Youth Work Programs Carla Crockett
7. Adult Drug Court – Request for Insurance Coverage for a Part-Time Employee Vanessa Lynchard
8. Environmental Services – Solid Waste Ray Laughter
  - a. Dirt Donation for Rubbish Pit

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## **I. New Business, continued**

- b. New Public Recycle Drop-Off Location at Star Landing Rubbish Pit
- 9. Office of Finance and Accounting Andrea Freeze & Stephanie Hanks
  - a. Preliminary Inventory Dispositions – IT, Sheriff’s Department
  - b. Preliminary/Final Inventory Dispositions – Sheriff’s Department
  - c. Rail Car Diversions – Approve & Authorize Clerk to Write Checks
  - d. Claims Docket – MS Code 19-13-31
- 10. Grant Administration Sheila Garrett
  - a. Request Approval to Apply – MOHS – 402 Occupant Protection Grant – Signature Required
  - b. Request Approval to Apply – MOHS – 405D Alcohol & Drug Impaired Driving Grant – Signature Required
  - c. Request Approval to Apply – Petco – Data Saves Lives Software
- 11. Contract Administration Angie Irving
  - a. MDES - Over 55 Employment Agreement with North Delta PDD – Signature Required Vanessa Lynchard
- 12. Office of Procurement Angie Irving
  - a. Purchase of Chair for Circuit Court Administrator Exceeding County Purchasing Limit of \$150
  - b. Finding of Fact – IT – VMware Support App & License
- 13. Road Department Robert Jarman
  - a. Finding of Fact – 7072 East Craft Road
  - b. Finding of Fact – Bright Road Dead End
  - c. Finding of Fact – Dairy Barn Road
  - d. Adopt-A-Road Participant– Bahama Pools
  - e. Adopt-A-Road Participant – Independent School of Thought

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## **I. New Business, continued**

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|--|---------------------------|
| 14. Request to Void Tax Sale   | Vanessa Lynchard          |
| 15. Armory Update  | Supervisor Caldwell       |
| 16. Approval for County Administrator to Attend State Conference & Authorize Clerk to Write Check for Registration | Vanessa Lynchard          |
| 17. Cleaning of Property – 10795 Ben Vorlich’s Head  | Ray Laughter & Tony Nowak |
| 18. City of Hernando – Dickens Christmas - Permission to Use Courthouse Lawn                                       | Vanessa Lynchard          |
| a. Movie on Courthouse Lawn & Tree Lighting – Friday, November 12  |                           |
| b. Some Activities on Courthouse Lawn – Saturday, November 13  |                           |

## **J. Planning**

- |  |                                 |
|--|---------------------------------|
| 1. <b><u>Consent Minor Lot</u></b>   | Bennie Hopkins & Austin Cardosi |
| a. <b>Dean Manor Estates Minor Lot (#7551)</b> Approval of 7 lots on 34.0 acres. Identified as Parcel # 2-09-7-35-00-0-00018-00. Subject property is located on the east side of Baldwin Rd and south of Dean Rd in Section 35, Township 2, Range 9 (District 4)<br><b>Applicant: Mid South Land Company</b>   |                                 |
| b. <b>Johnnie Faye Beale Minor Lot (SUB-000005-2021)</b><br>Application is for approval of 1 lot on 1.709 acres out of 115.45 acres. Identified as Parcel # 206726000 0000201. Subject property is located on the south side of Bethel Rd and East of Hwy 305 in Section 26, Township 2, Range 6 (District 1)<br><b>Applicant: Paul Beale</b>                                |                                 |
| c. <b>Griffith Minor Lot, 1<sup>st</sup> Rev. (SUB-000006-2021)</b> Application is for revision of 2 lots on 5.2 acres, division of Lot 3. Identified as Parcel # 308735000 0000513. Subject property is located on the east side of Robertson Gin Rd and north of Ranch Rd in Section 35, Township 3, Range 8 and is zoned A (District 5)<br><b>Applicant: Jerry Morris</b> |                                 |

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### **J. Planning, continued**

- d. **Cooke 2 Lot Minor Lot (SUB-000007-2021)** Application is for approval of approval of 2 lots on 8.7 acres. Identified as Parcel # 3075220000 0000200. Subject property is located on the north side of Holly Springs Rd and east of Getwell Rd in Section 22, Township 3, Range 7 (District 5)  
**Applicant: Brenda Cooke**
- e. **Corey Hodges Minor Lot (SUB-000008-2021)** Application is for approval of 1 lot on 3.49 acres out of 50.56 acres. Identified as Parcel # 209932000 0000507. Subject property is located on the north side of Green River Rd and east of Blue Lake Dr in Section 32, Township 2, Range 9 (District 3)  
**Applicant: Robert Hodges**
- f. **Wardlaw Estates Minor Lot (SUB-000010-2021)** Application is for approval of 4 lot on 10.0 acres. Identified as Parcel # 306834000 0000600. Subject property is located on the east side of Massey Rd and north of County Line Rd in Section 34, Township 3, Range 6 (District 5)  
**Applicant: Bill Wardlaw**
- g. **Levett Robertson, Jr 2 Lot Minor Lot (SUB-000011-2021)** Application is for approval of 2 lot on 6.24 acres. Identified as Parcel # 307931000 0002807. Subject property is located on the east side of Hwy 51 and north of Belmont Rd in Section 31, Township 3, Range 7 (District 5)  
**Applicant: Levett Robertson, Jr**

### 2. Other

- a. Leake Refund Request

### **K. Executive Session**

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

April 21-22 – MCCA & MACAC Spring Educational Meeting - Jackson  
June 14–17 – MAS Annual Convention, Biloxi