

DeSoto County Board of Supervisors

Meeting Agenda
June 07, 2021
9:00 a.m.

A. Call to Order

B. Invocation

C. Pledge of Allegiance

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

E. Approval of Agenda: Additions & Deletions

F. Citizens Remarks & Presentations

1. House of Grace – Introduction of New Director

Mrs. Lorine Cady

G. Consent Agenda

1. Department of Human Resources: Monthly Health Claims Report
2. Board Proceedings – March/April - MS Code 19-3-67 & 19-3-35
3. Office of Finance & Accounting
 - a. Budget Amendments – MS Code 19-11-19 – Animal Services, Sheriff Fees/Patrol & Law Enforcement, Insurance Proceeds/Rescue Unit, Coronavirus Aid Relief/Prisoners Med Exp/Ending Cash, Petco Foundation Donation to Animal Shelter, County Insurance/Ending Cash, Justice Court, Sheriff Department, Emergency Medical Services, Road Management, 2020 GO Bond Project/Justice Court, Capital Projects/Emergency Medical Services, Facilities Management/Ending Cash
 - b. Monthly Expenses for Tax Collector/Tax Assessor/Sheriff
MS Code 27-1-9D/19-25-13
 - c. Final Inventory Disposition – Sheriff's Department
4. Road Department
 - a. Monthly Work Schedule
 - b. Monthly Road Report
5. Meal Log Affidavits (1)
6. Business Investment Incentives: Final Resolution
Keefe Group, LLC 10-Yr. Real & Personal Property (New) \$14,367,912.00 – Total
(\$10,873,420. – Real + \$3,494,492. – Personal)
(Effective: 01/01/2021 – 12/31/2030)

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G. Consent, continued

7. Contract Administration – Auto Renewal
 - a. Sheriff’s Department – MOU with Shelby County Sheriff’s Office
 - b. Election Commission – Interlocal with Cities for Use of Election Equipment
 - c. Environmental Services – Dynamic Lifecycle Innovations
 - d. Road Department – Graphite Payments
 - e. Sheriff’s Department – Law Enforcement Information Sharing
8. Enter Into the Formal Record and Make a Part of the Board Minutes
 - a. Project High Field/Ardagh – Ad Valorem Tax Agreement – Fully Executed
 - b. Notice to Proceed – Craft Road Widening – Acuff Construction – Fully Executed
 - c. Animal Services – MSU Veterinary College – Fully Executed
 - d. Parks – Entergy Contract for River Park Lights – Fully Executed
9. Appoint Mindy Chamberlain as Requisition Signer for All Budget Lines for Adult Drug Court 02-244 and Remove Mindy Chamberlain as Assistant Receiving Clerk
10. Appoint Brook Laine as Receiving Clerk for Chancery Clerk 001-101 & Chancery Court 001-160 and Remove Ashley Anderson as Receiving Clerk
11. Justice Court Monthly Report
12. Uniform Reimbursement
13. Chancery Clerk Allowance

H. Old Business

- | | |
|---|------------------|
| 1. GIS Aerial Imagery Discussion | John Mitchell |
| 2. COBRA Subsidy Update | Carla Crockett |
| 3. AAA Vending Contract Revisions | Angie Irving |
| 4. Liability Insurance Update – Vehicle Inventory | Vanessa Lynchard |

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H. Old Business, continued

- 5. Safety Improvements Transportation Committee
- 6. Courthouse Potential Renovation/Repair Vanessa Lynchard
- 7. Energy Project Vanessa Lynchard

I. New Business

- 1. **10:00 a.m.** - Business Investment Incentives Jim Flanagan
 - a. Helen of Troy – Free Port Warehouse
8474 Marketplace Drive, Suite 101, Southaven, MS
 - b. Helen of Troy – Free Port Warehouse
1222 Commerce Parkway, Horn Lake, MS
- 2. **10:15 a.m.** - Petition to Change Tax Assessments – VectAir & Aeroquest Tony Nowak
- 3. Animal Services Monica Mock
 - a. Request Approval to Accept Best Friends Grant \$10,000 – Signature Required
 - b. Authorize Board Attorney to Draw Up Contract with Kitty City for Spay/Neuter Services
- 4. Environmental Services – Solid Waste Ray Laughter
 - a. Proposed Annual Price Adjustment from Waste Pro for Disposal – Star Landing Rubbish Pit
 - b. Proposed Annual Price Adjustment from BFI for Disposal – South Shelby Landfill (Residential Garbage)
 - c. Proposed Annual Price Adjustment from Waste Pro for Residential Garbage & Recycle Collection – County Rubbish Facility, and County Buildings
- 5. Facilities – Cummins Mid South Service Agreement for Fairhaven FD Generator – Signature Required Shawn Houston
- 6. Office of Finance and Accounting Andrea Freeze & Stephanie Hanks
 - a. Preliminary Inventory Dispositions – Sheriff’s Department, IT
 - b. Preliminary/Final Inventory Dispositions – Road Department
 - c. Audit Discussion – FY19 & FY20
 - 1) Government Control Letter – Make Part of Minutes

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I. New Business, continued

- 2) Financial Statements – Make Part of Minutes
- 3) State Auditor’s Approval of FY19 Audit Letter – Make Part of Minutes
- 4) Request to Accept FY19 Audit Report & Make Part of Minutes
- 5) Internal Control Report – Make Part of Minutes
- 6) Representation Letter – Make Part of Minutes
- 7) Preliminary Audit Findings & County Reponse – Make Part of Minutes
- 8) Management Acknowledgement Letter – Signature Rquired

d. Claims Docket – MS Code 19-13-31

7. Grant Administration

Sheila Garrett

- a. Request Approval to Apply – JAG – DeSoto County Local Law Enforcement
- b. Request to Close Out Ingram’s Mill Recreational Trails Grant

8. Contract Administration

Angie Irving

- a. Justice Court – GreenServ Shredding Services – Signature Required
- b. IT – BMC Software – Price Increase – Signature Required
- c. IT – C Spire Service Order – Signature Required
- d. Stericycle/Shred It – Tax Collector, Finance, Human Resources, District Attorney – Signature Required
- e. Chancery Clerk – Rayco, Inc. – Copier Contract – Signature Required
- f. Sheriff’s Department – Guardian RFID – Finding of Fact

John Mitchell

Misty Heffner

9. Office of Procurement

Angie Irving

- a. Accept Donation of \$91.55 from Woodman Life for Veterans’ Parking Signs
- b. Sheriff’s Department- Purchase of Equipment Exceeding \$25,000 – Leica GS18i
- c. EMA – Purchase of Two Boat Trailers Exceeding \$25,000 for Task Force with Homeland Security Grant Funds

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I. New Business, continued

- | | |
|---|---------------------|
| 10. American Recovery Funds Submission | Vanessa Lynchard |
| a. Set up of New Bank Account - Corona Virus Recovery Fund – Signatures Required from President, Vice-President, Clerk, & CFO | Stephanie Hanks |
| b. Interim Final Rule | |
| 11. Road Department | Robert Jarman |
| a. 2021 DCIP Grant Proposal Task Order & Board Resolution Approval – Signature Required | Tracy Huffman |
| b. Review 4-Year Road Plan | |
| c. LSBP Funds – Notice from State Aid & Letter from Board – Signature Required | Tracy Huffman |
| d. State Aid Annual Maintenance Inspection | |
| e. Hallum Estates Discussion | Supervisor Denison |
| f. Hailey Hills Discussion | Supervisor Caldwell |
| 12. Annexation Transition | Vanessa Lynchard |
| 13. Walls Fire Department Parking Lot & Flashing Sign | Fire/EMA Committee |
| 14. EMS – State Advisory Letter | Mark Davis |
| 15. Justice Court Construction Contingency Fund | Vanessa Lynchard |
| 16. Confirmation of Independence Day Holiday – Monday, July 5 th | Vanessa Lynchard |

J. Planning

- | | |
|---|---------------------------------|
| 1. <u>Public Hearing 1:00 pm</u> | Bennie Hopkins & Austin Cardosi |
| a. Enclave PUD (797) – Application is for rezoning of 50.46 acres from AR and C1 to PUD. Identified as parcel # 306305000 0000900 Located on the south side of Byhalia Road, west of Craft in Section 3, Township 3, Range 67 and is zoned AR and C1 (District 5)
Applicant: Eagle Land, LLC | |
| 2. <u>Consent Minor Lot</u> | |
| a. Crow Minor Lot(SUB-007602-2021): Application is for Approval of 1 lot(s) on 5.0 acres out of 16.0 acres. Identified as parcel 207834000 0001500. Subject property is located on the west side of Douglas Road, | |

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J. Planning, continued

north of Byhalia Road in Section 34, Township 2, Range 7 and is zoned A (District 5)

Applicant: William Crow

- b. Gill Minor Lot(SUB-000051-2021):** Application is for Approval of 4 lot(s) on 6.23 acres. Identified as parcel 208726100001100. Subject property is located on the east side of Gill Road and south of Nesbit Rd in Section 26, Township 2, Range 8 and zoned AR. (District 4)

Applicant: KO Capital, LLC

- c. Lewisburg Meadows Minor Lot (SUB-000045-2021):** Application is for approval of 12 lots on 24 acres. Identified as parcel 305306000 0000700 Subject property is on the west side of Red Banks Road, south of Byhalia in Section 6 Township 3 Range 5 and is zoned A (District 1)

Applicant: Robert Farley

3. Other

- a. Legal Authorization – 6235 Stateline**

K. Executive Session

~Coming Events~

June 14 – Flag Day

June 14–17 – MAS Annual Convention, Biloxi

Monday, July 5th – Independence Day Observed – All County Offices Closed