

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT FOUR SUPERVISOR LEE CALDWELL, Presiding at Opening

After the Passing of the Gavel

DISTRICT ONE SUPERVISOR JESSIE MEDLIN, PRESIDING

January 06, 2020

A. CALL TO ORDER

The January 06, 2020 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Lee Caldwell, Outgoing Board President.

Sheriff Bill Rasco 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 Ray Denison	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Retired Deputy Carl Hurt offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF DECEMBER MINUTES

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

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to accept the minutes of the Board of Supervisors for December, 2019, 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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

E. 2020 TERM OF THE BOARD OF SUPERVISORS

1. Organization of the Board of Supervisors: Election of Officers

Supervisor Caldwell said this has been the best Board to work for and work with. She said she has enjoyed being President of a Board that listens to its citizens, works together and prays together. Supervisor Gardner expressed his appreciation for Supervisor Caldwell's leadership the past year and her extra time she took in holding that position.

Supervisor Michael Lee nominated Supervisor Jessie Medlin to serve as the 2020 President of the DeSoto County Board of Supervisors. Supervisor Mark Gardner seconded the nomination.

The nomination passed by a vote as follows:

Supervisor Jessie Medlin, First District	YES
Supervisor Mark Gardner, Second District	YES
Supervisor Ray Denison, Third District	YES
Supervisor Lee Caldwell, Fourth District	YES
Supervisor Michael Lee, Fifth District	YES

Supervisor Lee Caldwell nominated Supervisor Mark Gardner to serve as 2020 Vice-President of the DeSoto County Board of Supervisors. Supervisor Jessie Medlin seconded the nomination.

The nomination passed by a vote as follows:

Supervisor Jessie Medlin, First District	YES
Supervisor Mark Gardner, Second District	YES
Supervisor Ray Denison, Third District	YES
Supervisor Lee Caldwell, Fourth District	YES
Supervisor Michael Lee, Fifth District	YES

Supervisor Medlin said this is a good Board and he has worked on many the past 28 years. He said this group is as good, knowledgeable, and interested as any board DeSoto County has ever had. Supervisor Medlin said he appreciated the Board's trust in him to lead the Board in 2020 and agreed it is a lot of extra work.

Supervisor Medlin introduced the new District 3 Supervisor, Ray Denison and welcomed him to the Board. He informed the audience that Supervisor Denison replaced Supervisor Bill Russell who retired after 16 years of service.

2. Approval of Bonds (Acknowledgement from Chancery Clerk that Bonds are Executed and Recorded)

Chancery Clerk Misty Heffner stated she has received bonds for all newly elected officials, existing officials and the Board of Supervisors; and that all bonds are signed and recorded in the Chancery Clerk's office.

a. Approval of Bonds for Board of Supervisors by Chancery Clerk

Supervisor Jessie Medlin made the motion and supervisor Lee Caldwell seconded the motion to accept and approve the bonds for the Board of Supervisors as acknowledged by Chancery Clerk Misty Heffner.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	YES
Supervisor Mark Gardner, Second District	YES
Supervisor Ray Denison, Third District	YES
Supervisor Lee Caldwell, Fourth District	YES
Supervisor Michael Lee, Fifth District	YES

b. Approval of Bonds for Newly-Elected Officials by Board of Supervisors

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to accept and approve the bonds for the newly-elected officials as acknowledged by Chancery Clerk Misty Heffner.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	YES
Supervisor Mark Gardner, Second District	YES
Supervisor Ray Denison, Third District	YES
Supervisor Lee Caldwell, Fourth District	YES
Supervisor Michael Lee, Fifth District	YES

F. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

- 1. Supervisor Michael Lee requested to add the following:**
 - a. Road Department - Pipe on Holly Springs Road (New, K.12.a.)
- 2. Road Manager Andy Swims requested to add the following:**
 - a. Road Department – Present 4-Year Road Plan (New, K.12.b.)
 - b. Road Department – Overlay & Pavement Preservation Proposal (New, K.12.c.)
- 3. Human Resources Director Carla Crockett requested to add the following:**
 - a. Discussion on Insurance Fund – (New, K.13.)
- 4. Sheriff Bill Rasco requested to add the following:**
 - a. Possible Firearms Ordinance Discussion – (New, K.14.)
- 5. Supervisor Jessie Medlin requested to add the following:**
 - a. Discussion on Regulating Logging Trucks – (New, K.15.)
- 6. County Administrator Vanessa Lynchard requested to add the following:**
 - a. Finance & Accounting – Making the New State Mileage Reimbursement Rate Part of the Board Minutes (Consent, I.10.)
 - b. Finance & Accounting – Late Bill – BOS Travel – (New, K.2.d.)
 - c. Solid Waste – Rubbish Pick Up - Maxwell Drive (New, K.3.b.)
 - d. Consideration for Executive Session – Potential Litigation – Pipeline (Executive, M.4.a.)
 - e. Consideration for Executive Session - Personnel – Interviews for Road Manager – (Executive, M.5.)
- 7. Board Attorney Tony Nowak requested to consider the following for Executive Session:**
 - a. Potential Litigation – Waste Pro – (Executive, M.4.b.)

Supervisor Mark Gardner 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>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

G. CITIZEN REMARKS & PRESENTATIONS

Supervisor Medlin stated Mrs. Pierce had brought some information for the Board about the pipeline. He informed Mrs. Pierce that the Board would be discussing options that the Board has later with their attorney.

Supervisor Caldwell said she appreciated Mrs. Pierce’s extensive research and asked her to email any other pertinent information and to encourage others to do the same. She said the Board will keep the citizens apprised of the situation if they will leave their contact information.

Supervisor Lee said he went to a meeting with the pipeline representatives and the citizens. He said there was a good discussion on the citizens’ concerns.

Supervisor Gardner said he talked to Mr. Brady and assured him the Board is researching their legal authority and would do everything in their power to help the citizens of DeSoto County.

Sheriff Rasco said people had been getting letters saying a deputy would come out to force citizens to let the pipeline employees survey on their land. He said that is not true.

Supervisor Lee assured the citizens that the Board of Supervisors did not invite the pipeline to come through DeSoto County. He said the Board did meet with American Pipeline to find out who they were and what they were doing.

See Exhibit G.

Supervisor Medlin asked if there was anyone present to speak to the Board on an item not listed on the agenda. No one came forward.

H. Board of Supervisor Appointments

1. Appointments to Statutory Positions

- a. County Administrator - Vanessa Lynchard**
- b. County Road Manager - Andy Swims**
- c. Comptroller – Andrea Freeze**
- d. County Board Attorney – Tony Nowak**
- e. County Engineer - James Haas**
- f. County Fire Coordinator – Chris Olson**
- g. County Fire Investigator – Chris Olson**
- h. Justice Court Clerk – Pat Sanford**
- i. Purchasing Clerk – Pat McLeod**
- j. Inventory Clerk – Bryan Riley**
- k. Receiving Clerk - Kim Cox**

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the statutory positions presented and listed 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 Ray Denison, 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. – H.1.k.

2. Appointments to Boards and Commissions

a. District 1 Nominations

Board of Adjustment	District 1	Mike Duncan	1/6/2020
Keep Desoto County Beautiful	District 1	Pat Evans	1/6/2020

Handicap Compliance Grievance Committee	District 1	Jackie Samsel	1/6/2020
License Commission	District 1	Ed Paseur	1/6/2020
Massage Parlor Commission	District 1	William Bowen	1/6/2020
Ozone Action Committee	District 1	Renee Hardaway	1/6/2020
Planning Commission	District 1	Len Lawhon	1/6/2020
Planning Commission	District 1	Julius Cowan Jr.	1/6/2020
Planning Commission	District 1	Floyd Fiveash	1/6/2020
Port Commission	District 1	Milton Nichols	1/6/2020
BJ Chain Library	District 1	Cindy Winders	12/31/2019

Supervisor Jessie Medlin stated he will reappoint all of the positions presented and listed above for 2020.

b. District 2 Nominations

Board of Adjustment	District 2	Phillip Steward	1/6/2020	
DeSoto County Convention & Visitors Bureau Commission	District 2		5/15/2019	
Handicap Compliance Grievance Committee	District 2	Pat Sylvester	1/6/2020	
Keep Desoto County Beautiful	District 2		1/6/2020	
License Commission	District 2	Samuel McMinn	1/6/2020	
Massage Parlor Commission	District 2	Vaudie Emerson	1/6/2020	
Ozone Action Committee	District 2	Nancy Hardin	1/6/2020	
Planning Commission	District 2	Greg Paylor	1/6/2020	
Planning Commission	District 2	Randy Jones	1/6/2020	
Planning Commission	District 2	Billy G. Smith	1/6/2020	
MR Davis Public Library	District 2	Donna Bouchillon	12/31/2019	

Supervisor Gardner asked to table the Convention & Visitors Bureau Commission reappointment and reappoint the rest of the positions presented and listed above for 2020.

c. District 3 Nominations

Board of Adjustment	District 3	Rudy Davis	1/6/2020	
DeSoto County Convention & Visitors Bureau Commission	District 3		5/15/2019	Expired in May - Held until January 2020
Handicap Compliance Grievance Committee	District 3		1/6/2020	
Keep Desoto County Beautiful	District 3		1/6/2020	
License Commission	District 3		1/6/2020	
Massage Parlor Commission	District 3		1/6/2020	
Ozone Action Committee	District 3		1/6/2020	
Planning Commission	District 3	Jim Holland, Sr.	1/6/2020	
Planning Commission	District 3		1/6/2020	
Planning Commission	District 3	Joan Robertson	1/6/2020	
Walls Public Library	District 3		12/31/2019	

Supervisor Denison stated he would like to reappoint the Planning Commission appointees, Joan Robertson and Jim Holland, Sr., as well as the Board of Adjustment appointee, Rudy Davis. He requested to hold the other appointments.

d. District 4 Nominations

Board of Adjustment	District 4	Earl Ward	1/6/2020	
Handicap Compliance Grievance Committee	District 4	Kay "Cookie" Wilson	1/6/2020	
Keep Desoto County Beautiful	District 4	Shirley Harris	1/6/2020	
License Commission	District 4	William L. Brown, Jr.	1/6/2020	
Massage Parlor Commission	District 4	Tom Pennington	1/6/2020	
Ozone Action Committee	District 4	Bonnie Reid	1/6/2020	
Planning Commission	District 4	David Arnett	1/6/2020	
Planning Commission	District 4	Theodore Dorsey	1/6/2020	
Planning Commission	District 4	Jeannie Shannon	1/6/2020	
MR Dye Public Library	District 4		12/31/2019	

Supervisor Caldwell stated she would like to hold her library appointment and approve the rest of the positions presented and listed above for 2020.

e. District 5 Nominations

Board of Adjustment	District 5	Tom Williams	1/6/2020
DeSoto County Convention & Visitors Bureau Commission	District 5		5/15/2020
Handicap Compliance Grievance Committee	District 5	Barbara Canterberry	1/6/2020
Keep Desoto County Beautiful	District 5	Carla Jessick	1/6/2020
License Commission	District 5	David R. Johnson	1/6/2020
Massage Parlor Commission	District 5	Danette Williams	1/6/2020
Ozone Action Committee	District 5	Bill Speck	1/6/2020
Planning Commission	District 5	Steve Reeves	1/6/2020
Planning Commission	District 5	Murry Haslip	1/6/2020
Planning Commission	District 5	Greg Ryan	1/6/2020
Hernando Library	District 5	April Jones	12/31/2019

Supervisor Michael Lee stated Mr. Ken Purvis resigned from the CVB Board. He stated he would like to hold his CVB appointment and approve the other positions presented and listed above for 2020.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the District 1-5 nominations for 2020 as presented (noted above) with the exceptions noted.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits H.2.a. – H.2.e.

f. At-Large Nominations

Appointment	Appointed By:	Appointee	Expires
Desoto County Regional Utility Authority - At Large	Board	Barry Bridgforth	1/6/2020
DeSoto County Deputy Medical Examiner Investigator	Board	Jessica Brown	1/6/2020
DeSoto County Deputy Medical Examiner	Board	TBD	1/6/2020

Investigator			
Fire Protection Districts			
Fire Protection District Eudora	Board		1/6/2020
Fire Protection District Lewisburg	Board	Luther Gross	1/6/2020
Fire Protection District Love	Board	Richie Scott	1/6/2020
Fire Protection District Nesbit	Board		1/6/2020
Fire Protection District Walls	Board	Jesse D. James, III	1/6/2020

North Delta Planning & Development			
North Delta Planning & Development	Board	Vanessa Lynchard	1/6/2020
North Delta Planning & Development	Board	Charlie Reese	1/6/2020
North Delta Planning & Development	Board	Lorine Cady	1/6/2020
North Delta Planning & Development	Board	Lee Caldwell	1/6/2020
Tax Advisory Committee			
Tax Advisory Committee	Board	County Administrator	1/6/2020
Tax Advisory Committee	Board	Jim Flanagan	1/6/2020
Tax Advisory Committee	Board	Director of Admin & Procurement	1/6/2020
Appointment	Appointed By:	Appointee	Expiration
Miscellaneous			
Coldwater River Watershed Council	Board	Robert Abbay, IV	1/6/2020
Memphis Metropolitan Planning Organization	Board	Supervisor Lee Caldwell	1/6/2020

(MPO)			
Mid-State Opportunity Board of Directors	Board	Supervisor Lee Caldwell	1/6/2020
Memphis Area of Governments Representative		No longer active in this organization	
North Central MS Resource Conservation & Development	Board	Todd Williams	1/6/2020
Planning Comm. Attorney	Board	Smith, Phillips, Mitchell, Scott & Nowak	1/6/2020
Region II Housing Authority Board	Board	Donaella Rice	1/6/2020
Yazoo-MS Delta Joint Water Management District	Board	Robert I. Abbay, IV	1/6/2020

Supervisor Caldwell said she would like to table the Eudora & Nesbit Fire Protection District appointees until she can contact the fire chiefs. Mrs. Lynchard noted the Coroner will be bringing another name during the New Business part of this meeting. Mrs. Lynchard stated the Board voted some time ago to no longer participate in the Memphis Area of Governments (MAG).

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the 2020 At Large Appointments as presented (listed above) with the exceptions noted.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits H.2.f.

g. Other Miscellaneous County Appointments

Board Secretary	Board	Pat McLeod	1/6/2020
EEOC Officer	Board	Carla Crockett	1/6/2020
Emergency Management Director	Board	Chris Olson	1/6/2020
Emergency Management – Deputy Director	Board	Josh Harper	1/6/2020
Emergency Medical Operations – Director	Board	Mark Davis	1/6/2020
Employee Grievance Committee	Board	Andy Alberson	1/6/2020
Employee Grievance Committee	Board	Angie Tapley	1/6/2020
Employee Grievance Committee	Board	Karen McNeil	1/6/2020

Employee Grievance Committee	Board	Ashley Hendricks (alternate)	1/6/2020
Employee Grievance Committee	Board	Joel Neel (alternate)	1/6/2020
Employee Grievance Committee	Board	Scott Sanko (alternate)	10/6/2020
Fire Service Coordinator	Board	Chris Olson	1/4/2016
Homeland Security	Board	Chris Olson	1/4/2016
Inventory Clerk – Assistant-Road	Board	Kim Northcutt	1/4/2016
Inventory Clerk – Assistant-Sheriff	Board	Amy Henley	1/4/2016
Inventory Clerk – Assistant-Chancery	Board	Cindy Camry	1/4/2016
Mental Health Representative – Region IV	Board	Pat Sylvester	1/6/2020
Planning Commission-Attorney	Board	Smith, Phillips, Mitchell, Scott & Nowak	1/6/2020
Procurement Clerk – Assistant	Board	Karen McNeil	1/6/2020
Procurement Clerk – Assistant	Board	Angie Irving	1/6/2020
Risk Management Officer	Board	Vanessa Lynchard	1/6/2020
Risk Management Officer (Road)	Board	Kenny Woods	1/6/2020
State Aid Engineer	Board	Tracy Huffman	1/6/2020
Veterans Service Officer	Board	Michael Reed	1/6/2020

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Miscellaneous County Appointments for 2020 as presented (listed 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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits H.2.g.

h. Requisition & Receiving Clerks

Mrs. Pat McLeod noted the changes in requisition and receiving clerks come to the board throughout the year as they occur.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the requisition & receiving clerks as presented.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits H.2.h.

i. Sheriff’s Department Employees Serving as Justice Court Clerks

See Exhibit H.2.i.

j. Justice Court Deputy Clerks – MS Code 9-11-27

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Deputy Sheriff’s & Clerks Serving as Justice Court Clerks (G.4.i.) as well as the Justice Court Deputy Clerks (G.4.j.) for 2020 according to MS Code 9-11-27.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits H.2.j.

I. CONSENT AGENDA

1. Board Proceedings – December 2019

ORDER APPROVING ALL COUNTY BILLS THE MONTH OF December 1- December 17 2019. AS AUTHORIZED AND PROVIDED UNDER SECTION 19-3-67 AND 19-3-35, MISSISSIPPI CODE 1972 AMENDED.

FOR CLAIMS IN ALL FUNDS TOTALING \$ 7,208,840.97

BE IT ORDERED:

That all county bills for DESOTO COUNTY for the month December 1- December 17 2019 claims as noted above totaling \$ 7,208,840.97 is hereby approved as presented by the Chancery Court Clerk of DeSoto County.

These are claims presented and approved during the month of December 2019. ORDERED AND DONE THIS 16th DAY of December 2019.

Supervisors that were present at the December 16, 2019 meeting were Michael Lee, Lee Caldwell, Jessie Medlin, William Russell and Mark Gardner.

2. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded and paid to Humana and RXnGo during December:

Funding Request	Date Paid	Amount	Claim Type
12/2/2019	12/3/2019	\$104,050.44	Administrative Fees
11/30/2019	12/3/2019	\$3,408.33	RXnGo
12/1/2019	12/3/2019	\$112,496.21	Medical
12/1/2019	12/3/2019	\$3,711.00	Dental
12/1/2019	12/3/2019	\$27,570.16	Pharmacy
12/9/2019	12/12/2019	\$56,414.09	Medical
12/9/2019	12/12/2019	\$3,558.18	Dental
12/9/2019	12/12/2019	\$28,261.63	Pharmacy
12/15/2019	12/17/2019	\$4,015.00	RXnGo
12/16/2019	12/20/2019	\$88,327.35	Medical
12/16/2019	12/20/2019	\$8,647.00	Dental
12/16/2019	12/20/2019	\$37,917.18	Pharmacy
12/23/2019	12/27/2019	\$179,339.83	Medical
12/23/2019	12/27/2019	\$6,661.15	Dental
12/23/20019	12/27/2019	\$31,234.33	Pharmacy
12/30/2019	12/31/2019	\$99,505.79	Medical
12/30/2019	12/31/2019	\$6,945.70	Dental
12/30/2019	12/31/2019	\$25,452.75	Pharmacy

Total for Humana	\$820,092.79
Total for RXnGo	\$7,483.33

3. Office of Finance & Accounting

a. Budget Amendments – Animal Services, County Property/Liability Insurance (2), Board Appointed Attorneys, Juvenile Court, Prior Year Earth Day Donation, Circuit Court, Bridge & Culvert

(1)	Fund/Department #	001 / 445				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	Animal Services					
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 1,165.00	\$ 775	\$ 390		\$ 1,165
	EXPENSE					
001-445-588	Veterinarian Fees - Spay/Neuter	\$ 2,020.50	\$ 16,285	\$ 100		\$ 16,385
001-445-697	Animal Testing & Vaccinations	\$ 4,212.27	\$ 15,785	\$ 50		\$ 15,835
001-445-698	Canine Supplies - Food	\$ 2,327.39	\$ 20,430	\$ 240		\$ 20,670
	TOTALS			OVERALL INCREASE	\$390.00	
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					
(2)	Fund/Department #	001 / 106				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	County Property / Liability Insurance					
	REVENUE					
001-000-376	Insurance Proceeds	\$ 42,614.67	\$ 34,244	\$ 8,371		\$ 42,615
	EXPENSE					
001-106-542	Vehicle Repair & Maintenance	\$ 6,727.01	\$ 3,122	\$ 8,371		\$ 11,493
	TOTALS			OVERALL INCREASE	\$8,371.00	
Reason for Request:	Increase revenue and increase expense to account for insurance proceeds collected to offset payment owed for automobile accidents.					
(3)	Fund/Department #	001 / 106				
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	County Property / Liability Insurance					
001-106-581	Property / Auto Deductibles	\$ 4,000.00	\$ 2,000	\$ 3,000		\$ 5,000
001-106-599	Small Claims - Non-Insurance	\$ 7,959.36	\$ 91,000		\$ 3,000	\$ 88,000
	TOTALS		\$ 93,000	\$ 3,000	\$ 3,000	\$ 93,000
Reason for Request:	Reallocate funds to cover two auto deductibles. One deductible for \$2,000 and one for \$1,000					

	Fund/Department #	001 / 131				
(4)	Board Appointed Attorneys					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-131-550	Legal Fees	\$ 6,632.80	\$ 14,600	\$ 7,500		\$ 22,100
001-999-999	Ending Cash	\$ -	\$ 27,567,902		\$ 7,500	\$ 27,560,402
	TOTALS		\$ 27,582,502	\$ 7,500	\$ 7,500	\$ 27,582,502
Reason for Request:	Per Board of Supervisors, paying People Cap out of Board Appointed Attorneys department. Transfer is necessary to cover the amount of the submitted invoice.					
	Fund/Department #	001 / 163				
(5)	Juvenile Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-163-533	Rental of Other Equipment	\$ -	\$ 7,000		\$ 660	\$ 6,340
001-163-544	Service/Maintenance Contract	\$ -	\$ -	\$ 660		\$ 660
	TOTALS		\$ 7,000	\$ 660	\$ 660	\$ 7,000
Reason for Request:	Reallocate funds to correct line item to pay service contract.					
	Fund/Department #	024 / 161				
(7)	Circuit Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
024-000-357	Counties Share - Circuit Court Reporters	\$ 41,783.23	\$ 247,264	\$ 2,383		\$ 249,647
024-000-387	Transfers In From Govt Funds	\$ 36,902.92	\$ 250,855	\$ 2,382		\$ 253,237
	EXPENSE					
024-161-924	Computer Hardware & Software	\$ 1,524.19	\$ 27,235	\$ 4,765		\$ 32,000
	TOTALS			OVERALL INCREASE	\$4,765.00	
Reason for Request:	Increase revenue and increase expense to account for Judge's order for new software and hardware for 6 court reporters. DeSoto County is responsible for 50% of cost.					
	Fund/Department #	001 / 901				
(6)	Prior Year Earth Day Donation					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-901-977	Misc Gifts / Donation Expenses	\$ 984.51	\$ 1,000	\$ 296		\$ 1,296
001-999-999	Ending Cash	\$ -	\$ 27,560,402		\$ 296	\$ 27,560,106
	TOTALS		\$ 27,561,402	\$ 296	\$ 296	\$ 27,561,402
Reason for Request:	To carry forward funds left over from FY 19 Entergy donation for Earth Day Celebration expenses.					
	Fund/Department #	160 / 351				
(8)	Bridge & Culvert					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
160-000-397	Settlement Proceeds (MS Wildlife Final Payment)	\$ 250,000.00	\$ 250,000	\$ 125,000		\$ 375,000
	EXPENSE					
160-351-594	Other Contractual Services	\$ -	\$ 555,000	\$ 125,000		\$ 680,000
	TOTALS			OVERALL INCREASE	\$125,000.00	
Reason for Request:	Increase revenue and increase expense to account for MS Wildlife final payment owed for wetland mitigation. Funds are being put back towards original project.					

b. Final Inventory Dispositions – Sheriff’s Department (2), IT

DEPT NAME:	SHERIFF'S DEPARTMENT		NRC = NON REPAIRABLE (COST)	K = THOUSANDS	DEPT	200				
			NR = NON REPAIRABLE	H = HUNDREDS	LOC					
			DAS = DECLARE AS SURPLUS	D = DOLLARS						
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
42042	FORD 2009 CROWN VIC	2FAHP71VX9X137517	Surplus - Donate	12	13k	central maint.	12/16/19	R. Henley	see note	01/06/20
34684	LIBERTY LIGHTBAR	LB61	Surplus - Donate	07	14h	central maint.	12/16/19	R. Henley	see note	01/06/20
42858	FORD 2010 CROWN	2FABP7BVXAX112822	Surplus - Donate	13	15k	central maint.	12/16/19	R. Henley	see note	01/06/20
38914	LIBERTY LIGHTBAR	LB103	Surplus - Donate	09	14h	central maint.	12/16/19	R. Henley	see note	01/06/20

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION		NOTES Donate to Benton County Sheriff's Dept
SIGNED BY:	DATE: 12/04/19	PRELIMINARY PRESENT TO BOS		
PRINT NAME: Roger Hutchins/ Justin Smith		December 16, 2019		
DISPOSED BY:	DATE: 12/20/19	FINAL PRESENT TO BOS		
PRINT NAME: Ray Henley		January 6, 2020		
INV CLERK:	DATE: 12/04/19	DATE INVENTORY DISPOSED IN AS400		
Bryan Riley		December 31, 2019		
		DATE BOS FINAL MINS ATTACHED		

DEPT NAME Sheriff's Department										DEPT #:	200
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	YR ACQ	COST	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
46516	HD 2017 /MAYER	1HD1FMC15HB638578	Traded in for new motorcycle	2/6/2017	14,186.00	215	12/16/2019	J. Poe	SEE NOTE	12/16/2019	

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION			NOTES
SIGNED BY:	DATE:	12/11/19		PRELIMINARY PRESENTED TO BOS	Motorcycle traded to Bumpus Harley Davidson for a credit of \$10,500.00		
PRINT NAME:	Jonathan Poe		Monday, December 16, 2019	FINAL PRESENTED TO BOS			
DISPOSED BY:	DATE:	12/11/19		Monday, December 16, 2019			
PRINT NAME:	Jonathan Poe		DATE INVENTORY DISPOSED IN AS400				
INV CLERK:	DATE:	12/11/19		Tuesday, December 31, 2019			
BRYAN RILEY							

DEPT NA IT Department										DEPT #:	152
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	YR ACQ	COST	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
32609	VIEWSONIC 15" LCD MONITOR	90S031201697	screen dark	03	289	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
42575	HP SWITCH 24 PORT	SG2351Q02J	will not boot	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
42577	HP SWITCH 24 PORT	SG2351Q02F	defective port	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
42611	HP SWITCH 24 PORT	SG234IQ02R	will not connect to network	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
42738	HP SWITCH 24 PORT	SG240IQ047	defective port	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
43070	HP 24G PROCURVE SWITCH	SG217IQHXL	will not connect to network	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
43077	HP SWITCH 24 PORT	SG217IQHXF	will not boot	13	2075	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
43494	HP 24G PROCURVE SWITCH	SG250IQ0HX	will not connect to network	13	2522	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
43999	HP PROCURVE SWITCH	SG46FLZTSL	will not boot	14	2450	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
48081	IPHONE 7S	F17W970EHG7F	can not hear or answer calls	18	549	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	
48087	IPHONE 6S	FFMTL1CCHFLM	will not charge	18	399	IT Closet	11/04/19	F. Hopper	E-Waste	01/06/20	

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION			NOTES
SIGNED BY:	DATE:	09/26/19		PRESENTED TO BOS			
PRINT NAME:	Felicia Hopper		11/4/2019	PRESENTED TO BOS			
DISPOSED BY:	DATE:	12/31/19		1/6/2020			
PRINT NAME:	Felicia Hopper		DATE INVENTORY DISPOSED IN AS400				
INV CLERK:	DATE:	12/31/19		DATE BOS FINAL MINS ATTACHED			
BRYAN RILEY							

c. Quarterly Allocations – 2nd Quarter

- 1) Tax Assessor - \$362,264.67
- 2) Tax Collector - \$356,793.50
- 3) Sheriff - \$6,157,952.92

d. Wire Payments Made That Are Not Seen on the Docket

- 1) Diversified Companies – Postage/Tax Collector - \$10,491.46
- 2) DeSoto County Convention & Visitors Bureau – 2% Tax - \$829,494.33
- 3) Transfer to Postage Account - \$15,000

4. Road Department

- a. Monthly Road Report
- b. Monthly Work Schedule

5. Contract Administration – Make Part of Minutes

- a. Burch Realty – All Signatures Achieved
- b. Environmental Services – Waste Pro for Olive Branch Library Recycle Containers – All Signatures Achieved
- c. EMS – Dr. Thompson Medical Director – All Signatures Achieved
- d. Road Department – Entergy – All Signatures Achieved

6. Contract Administration – Auto Renewal

- a. BS – Smith Phillips – Attorney for BOS

7. **Contract Administration – Request Board President Signature**
 - a. **Environmental Services – Waste Pro – RLI Insurance – Annual Performance Bond Renewal**
 - b. **Environmental Services – Renewal of MOU with Mid-State Opportunities**
 - c. **Accounting – Memphis Communication – Reinstate Maintenance Fully Covered Within Lease**
 - d. **Human Resources – Lipscomb & Pitts Client Authorization Agreement**
8. **MSU Visits - January 9-10, 2020 & February 27-28, 2020 – Authorize clerk to write checks for \$260 per visit for hotel & meal reimbursements**
9. **Chancery Clerk Allowance**
10. **Added to agenda: Making the New State Mileage Reimbursement Rate Part of the Minutes**

Discussion: Supervisor Medlin asked about the cash balance in the insurance fund. Mrs. Crockett stated since that was a snapshot, she put in a disbursement/receipt chart instead. Supervisor Medlin said he would like to see the cash balance. Supervisor Caldwell thanked Mrs. Crockett for pointing out it is a snapshot.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner 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>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.

J. OLD BUSINESS

1. Amendment to General Services Agreement - Waggoner Engineering

Director of Procurement and Administrative Services Pat McLeod stated there is an update to the prices. She informed the Board that this is the same price schedule Mr. Huffman presented earlier in 2019 and the Board asked him to wait until January to present it. Mrs. Lynchard stated the old rates will apply to jobs that were previously approved.

After review of the amendment, Mr. Scott Young stated Waggoner has not increased their rates since 2018. He said the percentages vary throughout the contract, but there is an average increase of 3% per year. Supervisor Medlin asked if it was consistent with other engineering firms. Mr. Young affirmed and stated it appeared to be consistent with a cost of living increase.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the amendment to Waggoner Engineering's General Services Agreement as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>NO</u>
Supervisor Ray Denison, 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. Fogg Road – Final Acceptance

Supervisor Caldwell said she looked over the final acceptance documents and did not see anything unusual. Mrs. Lynchard said State Aid requires publishing the Board Order finally accepting the Fogg Road work. Mr. Huffman stated the work is complete, State Aid inspected it and is satisfied, and requested the Board President sign the final documents.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve final acceptance of the Fogg Road project and authorize the Board President to sign the necessary documents.

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 Ray Denison, 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. Project Golden Bell DIP Grant Task Order

Mr. Huffman stated the Board had authorized Waggoner Engineering to work with the Board Attorney and the Economic Council; but he wanted to have a task order in place before beginning the work. He noted the budget of \$5,000 on the task order.

Supervisor Gardner asked where the DIP Grant came from. Mr. Huffman stated it is a grant through the Mississippi Development Authority for an infrastructure program.

Supervisor Medlin asked if the task order used Waggoner's old rates. Mr. Huffman stated it would because it had been previously approved.

The funding source for the project was discussed with Mr. Nowak suggesting that it might be better to wait until later for a specific project in the budget as it is very generic right now. He suggested waiting for the grant and some specifics on the project. Mr. Huffman stated this task order is just for the grant application; and that it will eventually come to design.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the task order as presented, pay up to \$5,000 from the Road Department's budget, and authorize the Board President to sign any necessary documents.

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 Ray Denison, 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.

4. 2019-2020 Equipment Purchase and Sell – Road Department

Road Manager Andy Swims reminded the Board that they went over the Road Department's needs for equipment at the last meeting.

Supervisor Medlin stated it was held over because it was during the last 6 months of the Board's term. He asked if the Road Department typically tried to sell on GovDeals. Mr. Keith Pearson stated they have typically done better in the past with bigger equipment by using GovDeals; however, Crenshaw Auction is now using the internet so they have a bigger audience and they are doing well. He said he preferred to sell locally if they could get a comparable price to GovDeals.

Supervisor Medlin asked if the presented items would be in the February sale. Mr. Pearson said that would be very close and it would probably be in their April sale. Mr. Swims stated they will have to be sure the replacements are in before they sell equipment. Mr. Pearson said the road grader could go because it is not being replaced.

Mr. Pearson also noted he puts a reserve on the equipment. He said that GovDeals and Crenshaw charge 7% commission and that is a good deal.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to surplus equipment as recommended, to approve the purchase of equipment as presented, and to proceed with the sale of the road grader.

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 Ray Denison, 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.

Mr. Pearson thanked the Board for the new building at the Road Department. He said the men are really enjoying having such a nice facility and it is very helpful. He also thanked Mr. Swims and Mr. Jarman & his department for all their work on the building. Mr. Swims stated that Mr. Rodney Prince also did a great deal of work on the building. Supervisor Caldwell said the Board appreciated Mr. Pearson and the work he does with the Road Department.

5. Board Attorney – Authority to Research the County’s Authority over Pipeline Installations

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board Attorney to research the County’s authority over pipeline installations and to attend meetings pertinent to the same.

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 Ray Denison, 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. Nepotism Clarification

Mr. Nowak stated the state statute covers relatives up to the 3rd degree and is limited to 5 specific positions. He noted the Tax Collector has hired a grandchild whose job is opening mail and keying in basic information on who they send tags out to. He stated old AG opinions are not clear and he has not written for a new one as he is waiting on a complete job description. Mr. Nowak recommended withholding the amount of the salary from the quarterly allocation until a determination is made. Mrs. Crocket stated she will get that figure to Accounting.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to withhold the amount of salary due the Tax Collector’s grandchild from the Tax Collector’s quarterly allocation that was previously approved this meeting.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit J.6.

7. Order Acknowledging Change of Ownership & Continuation of Ad Valorem Tax Exemptions Previously Granted to APS Pharmacy Solutions, LLC Now Known as Genoa Healthcare

Supervisor Medlin said at one time Mr. Flanagan came about an industry and the Board determined since they were the same type industry; they could continue the tax exemption of the company they bought out. Mr. Nowak affirmed stating the Board had made that finding previously; but the Tax Assessor’s office is requesting a new finding, by way of a Board order, showing the new owner will have the benefit of the same exemptions.

Supervisor Medlin said APS Pharmacy Solutions, LLC sold out and Genoa Healthcare is the same type company. Mr. Nowak affirmed. He stated the Real & Personal Exemptions expire in 2024 and the Free Port has no date.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Board Order as presented finding Genoa Healthcare is the same type company as the company they bought, APS Pharmacy Solutions; continue the same ad valorem and free port tax exemptions previously granted to APS Pharmacy Solutions; authorize the Board President to sign; and make the order a part of 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>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit J.7.

K. NEW BUSINESS

1. EMA – Approval to Accept Surplus Items from City of Horn Lake

Deputy EMA Director Josh Harper stated the City of Horn Lake voted to surplus the CPAT equipment to the EMA office. He stated they can set the equipment up at the EMA training center and fire fighters can come there and practice for the CPAT test.

Supervisor Caldwell asked if Horn Lake had gotten new equipment. Deputy Chief Harper said everyone in the county used to go to Horn Lake to train. He said they will have to build a new horseshoe maze, but all the other equipment was provided. He stated they have asphalt that the equipment can go on; and they can roll it under cover to store it.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the EMA department to accept the donation of CPAT equipment from the City of Horn Lake.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.1.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the clerk to write a check for \$1.00 to the City of Horn Lake for the CPAT equipment.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

2. Office of Finance and Accounting

a. Preliminary Inventory Dispositions – IT

Inventory Clerk Bryan Riley stated the items on the list are broken, non-working or non-compatible with newer equipment.

DEPT NAME: IT Department								DEPT #: 152				DEPT NAME	
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	ASSET #	GR A N T	
31448	HP DESIGNJET PRINTER	SG19Q13109	will not connect to network	02	6920	IT Closet					43979		
35517	VIEWSONIC 17" FLAT PANEL	A2X044352517	screen damaged	04	400	IT Closet					44529		
37068	LEXMARK T640 PRINTER	791229M	will not power on	06	600	IT Closet					46208		
38079	FUJITSU SCANNER	092057	will not connect	07	972	IT Closet					46246		
41006	ACER 24 INCH LCD MONITOR	ETLH40C00101805C4E4012	powers issues	10	256	IT Closet					48073		
41245	DELL LCD MONITOR	FSJOC2806590	will not power on	10	126	IT Closet					48116		
41478	DELL OPTIPLEX 780	26859730501	bad video card	11	907	IT Closet					48470		
41531	DELL OPTIPLEX 160	2HDWYQ1	will not boot	11	738	IT Closet					49090		
41801	LENOVO 19" MONITOR	IS4431HE1VIBXV44	screen dark	11	159	IT Closet							
41802	LENOVO 19" MONITOR	IS4431HE1VIBXV56	screen dark	11	159	IT Closet							
41917	LEXMARK FORM PRINTER	9K67846	will not feed paper	12	529	IT Closet							
42578	HP 48G PROCURVE SWITCH	SG233IS09M	will not boot	13	3527	IT Closet							
43246	HP PROCURVE SWITCH	SG930TH074	defective port	13	1995	IT Closet							
43511	HP PROCURVE 48G POE SWITCH	SG139ISHDC	will not connect to network	14	2250	IT Closet							
43519	HP PROCURVE 2910AL	SG242IS0VC	defective port	14	2250	IT Closet							
43977	DELL POWEREDGE R810 SERVER	7G592P1	not upgradeable/compatible	14	3754	IT Closet							
43978	DELL POWEREDGE R810 SERVER	DGS92P1	not upgradeable/compatible	14	3754	IT Closet							

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION		NOTES	
SIGNED BY:	<i>Felicia Hopper</i>	DATE:	12/26/19	PRESENTED TO BOS		SIGNED BY:	
PRINT NAME:	Felicia Hopper			1/6/2020		PRINT NAME:	
DISPOSED BY:		DATE:		PRESENTED TO BOS		DISPOSED BY:	
PRINT NAME:				DATE INVENTORY DISPOSED IN AS400		PRINT NAME:	
INV CLERK:	<i>Bryan Riley</i>	DATE:	12/26/19	DATE BOS FINAL MINS ATTACHED		INV CLERK:	
	BRYAN RILEY						

DEPT NAME: IT Department								DEPT #: 152				DEPT NAME	
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	ASSET #	GR A N T	
43979	DELL POWEREDGE R810 SERVER	9GS92P1	not upgradeable/compatible	14	3754	IT Closet							
44529	LEXMARK PRINTER	3777877	will not power on	15	390	IT Closet							
46208	IPHONE 5S	F2LR60PVFFK	wont stay charged	16	349	IT Closet							
46246	DELL 745 OPTIPLEX	8N75ZC1	bad motherboard	15	160	IT Closet							
48073	IPHONE 6S	FFMTL156HFLM	wont stay charged	18	399	IT Closet							
48116	DELL MONITOR	CN06DWKNTV20079HOP6T	screen damaged	17	261	IT Closet							
48470	APPLE IPHONE 7	DX4X35WEHG7F	speaker phone broken	18	549	IT Closet							
49090	APPLE IPHONE 7	F72YRDBBHG7F	damaged	19	549	IT Closet							

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION		NOTES	
SIGNED BY:	<i>Felicia Hopper</i>	DATE:	12/26/19	PRESENTED TO BOS			
PRINT NAME:	Felicia Hopper			1/6/2020			
DISPOSED BY:		DATE:		PRESENTED TO BOS			
PRINT NAME:				DATE INVENTORY DISPOSED IN AS400			
INV CLERK:	<i>Bryan Riley</i>	DATE:	12/26/19	DATE BOS FINAL MINS ATTACHED			
	BRYAN RILEY						

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary inventory dispositions from the IT Department as presented.

The motion passed by a vote as follows:

- Supervisor Jessie Medlin, First District YES
- Supervisor Mark Gardner, Second District YES
- Supervisor Ray Denison, Third District YES
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

See Exhibit K.2.a.

b. BOS – MS Code Sec 19-3-68 – Report of Credit Card Uses for Travel

Mrs. Hanks stated the travel on the credit card was for MAS New Term Orientation for Supervisors Caldwell and Denison.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve the payment for travel as presented.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.2.b.

c. Claims Docket

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

Supervisor Jessie Medlin asked the following:

Waste Pro – Our rubbish pit? Mr. Laughter affirmed.

Postage for Tax Collector – Mrs. Freeze stated the money is budgeted and the Tax Collector increased the fee so the citizens pay for the postage.

Page 51 – Animal Control boots – Ask them to buy locally and not pay \$10 for shipping. Mrs. McLeod said she will pass that along.

Page 51 -Animal Control Uniforms – Mrs. Lynchard stated they have not gotten to that department yet as far as the new policy.

Page 52- Animal Shelter - Grainger – Mrs. McLeod said that is for grate covers for drains.

Supervisor Mark Gardner asked about the following claims:

Page 20 – Vinson – Mr. Nowak stated that is an appeal by the neighbor who did not want a subdivision lot divided.

Page 20 – Verizon – Mr. Nowak stated the County did win this and he has actually been contacted by a couple of national groups because they did so well with it.

Page 13 – PeopleCap Audit – Mr. Nowak said that was the Justice Court audit.

Page 25 – Ginger Miller – The invoice showed she represented a child whose parents were not able to pay.

Page 37 – Thoroughbred – Same helicopter? Sheriff affirmed, the one that fell when being painted. Supervisor Gardner asked if they were still going to sell one. Sheriff Rasco said he was thinking about it.

Page 51 – Boots – Mrs. McLeod said Kayla moved to ACO and needed some boots in that position.

Page 63 – Infoware – The invoice showed a yearly software upgrade for Judge Murphy's reporter.

Page 80 – North MS Tree Service – Mr. Swims stated the Road Dept. takes some down, if they have any dangerously around utilities, they usually hire a tree company. He said this is a fairly new vendor and they gave a very good price.

Page 97 – Wage Works –The invoice showed for COBRA, paid for time he did not use. Mrs. Crockett said Wage Works manages the County's COBRA insurance. Mrs. Crockett informed the Board that Mr. Brannon had overpaid his COBRA so he was owed a refund. She said she cannot find anything about Wage Works in the HR office.

Supervisor Ray Denison asked about the following claims:

Page 74 – Lewisburg sidewalks – Mr. Laughter stated that is an LPA project from the Safe Route to Schools Grant through the Parks Department. He said it also includes a signal to cross Craft Rd. Supervisor Lee stated the sidewalks will connect Hawks Crossing to all the Lewisburg schools on Craft Road. Supervisor Medlin asked what the match was. Mr. Laughter said it is 20%. Supervisor Medlin asked if work had started. Mr. Laughter said the engineering has; and they hope to go to bid in the spring.

Page 73 – Johnson Creek – Mr. Laughter stated the trail is complete, but the project won't be released until spring when the grass issues are resolved.

Supervisor Lee Caldwell asked about the following claims:

Supervisor Caldwell asked the Sheriff if he checked to see if any of the funds from groups using the shooting range went into the general fund to help with utilities. Sheriff Rasco stated the money goes into a fund for things they need at the shooting range, not utilities. Supervisor Gardner asked if other agencies provided their own ammo. Sheriff Rasco said they do.

Supervisor Michael Lee asked about the following claims:

Page 40 – LCEO – 7 SWAT helmets for \$16,023. Sheriff Rasco said they have a 5-year warranty rather than a 3-year warranty. He said this finishes out the department for new SWAT helmets. Supervisor Gardner asked if the helmets had communication built in. Sheriff Rasco affirmed.

Page 63 – Panola Paper – 2 hole punch for \$374.50. The invoice showed 10 reams of 2-hole punched paper

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 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 Ray Denison, Third District	<u>ABSTAINED</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.2.c.

d. Late Bill – BOS Travel

Mrs. Hanks said when Supervisor Caldwell and Supervisor Denison went to the New Term Orientation in Jackson in December; only one room was charged to the County credit card and it should have been two rooms. She requested to reimburse Supervisor Caldwell \$121.00 for the room charged to her personal card.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the reimbursement to Supervisor Caldwell and authorize the clerk to write the check for \$121.00.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.2.d.

3. Solid Waste

a. Letter from MS Dept. of Wildlife, Fisheries & Parks regarding CWD

Environmental Services Director Ray Laughter stated that Chronic Wasting Disease among the deer population is serious and MDWFP is trying to stay ahead of it with preventative measures. He said he spoke with Colonel Adcock of the MS Dept. of Wildlife, Fisheries & Parks and their main concern is transporting deer carcasses across state lines. Mr. Laughter said DeSoto County got the notice because the Road Department picks up dead carcasses and the County has a rubbish pit. He informed the Board that when the County picks up deer; they should bury them all together about 8 feet deep. Mr. Laughter said the Eastern Maintenance shop handles their own. Mr. Rodney Prince said he would be sure they are burying the deer properly. Mr. Laughter

said he spoke with Jeff Papasan about the rubbish pit and they are also going to be more diligent about proper disposal as well.

Supervisor Gardner asked if Mr. Laughter had spoken with the cities. Mr. Laughter said they got the same information. He requested to make the letter a part of the Board minutes so the public knows that if they process their own deer, they need to bury the waste.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to include the letter from MDWFP in the minutes, post it on the website and social media, and get the information to the newspaper.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.3.a.

b. Rubbish Pick Up – Maxwell Drive

Supervisor Gardner said Mrs. Lynchard was contacted by a citizen in District 2 regarding rubbish on Maxwell Drive. The man said there was a new house built at the end of Maxwell Drive and the new resident is putting their rubbish in the turnaround in front of his house.

Supervisor Caldwell asked if the turnaround is on the road register. Mr. Laughter stated the road was platted; but not finished or accepted by the County. Supervisor Caldwell said this happens all over the lake areas. Mr. Nowak stated it was proposed as a public road, but not accepted. Mr. Laughter stated there is a designated area for rubbish pickup. Supervisor Caldwell said if the road is not on the road register, they have to take their rubbish to a designated area.

Mr. Scott Young said there is no room to build a turnaround at the present spot; and the property drops off quickly.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to have the Road Department look at the road and bring back a recommendation.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.3.b.

4. Grant Administration

a. Approval to Apply for Entergy – Earth Day Grant

Grant Administrator Bryan Riley stated this year's request is \$4,200 with no County match to fund activities for Earth Day.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the Grant Administrator to apply for the Entergy Grant to fund Earth Day.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.4.a.

5. Contract Administration

a. Sheriff’s Department – Securus Inmate Telecommunication – Termination of Services

Commander Chad Wicker stated they have used Securus since 2012 for the jail. He stated he would like to change to a new vendor and get a better deal for the County with another company. Mr. Nowak stated the contract approved by a prior board can be voided by a new board.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the termination of the Sheriff’s Department contract with Securus Inmate Telecommunication finding the contract is not valid and binding with a new Board of Supervisors.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.5.a.

b. Sheriff’s Department – Smart Communications – Signature Required

Commander Wicker requested the Board approve the Sheriff’s Department to contract with Smart Communications for inmate telecommunications.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract with Smart Communications as presented and authorize the Board President to sign.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.5.b.

c. Approval for Board Attorney to Work with AERC, PLLC on DeSoto County Tourism Renovation Contract

Mrs. Lynchard informed the Board that AERC sent in a contract and it did not have the details the Board Attorney was comfortable with. Mr. Nowak said he could send a standard contract to Mr. Thornton at AERC and it would be less expensive.

Supervisor Gardner asked who selected the architect. Mr. Jarman stated he did because AERC was the original architect on the building. He stated the CVB had requested AERC first, but he agreed because of them being the original architects.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to review the standard form contract when completed by AERC.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Lynchard stated this project is out of the norm as it is a renovation with an insurance claim. She asked if the Board wanted the Facilities Department or the Facilities Committee to oversee the project. Supervisor Gardner said he would like for it to come to the committee.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to have the Facilities Committee oversee the Tourism renovation.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

6. Chancery Clerk

a. Request for County to Accept Interest Payments

Chancery Clerk Misty Heffner stated this is \$58.85 in interest off a checking account she oversees. She said the money is due to the County to be deposited into the General Fund.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the check from the Chancery Clerk in the amount of \$58.85.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.6.a.

b. Discussion on Insurance for Chancery Employees

Mrs. Heffner stated the Board always pays for the Chancery Clerk’s employees to be on the insurance and she requested this board continue to do that. Supervisor Medlin said he did not remember this coming up before. Mrs. Lynchard stated it has been done before. Mrs. Heffner stated it was brought up by the auditors that the Board needed to vote on it at the beginning of the term. Mrs. Lynchard stated it needs to be voted on for Chancery and Circuit.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve paying for insurance benefits for the Chancery and Circuit clerks’ employees as provided to employees working under the authority of the board of supervisors.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

c. Harris Maintenance Agreement & Contract for New Land Records Program – Request Board President Signature

Mrs. Heffner stated this is the company her office went with after Granicus did not work out. She stated they are just now asking for payment on the maintenance contract as the software is

now fully up and going. She noted the yearly cost is \$24,000 for Chancery. IT Director John Mitchell stated there will be other maintenance costs for other departments. He stated the Chancery portion of the maintenance contract is due now. He said Chancery is good with the software and it is doing what they want it to do. Mrs. Heffner stated she will give the Board a demonstration soon; and she said they are getting a lot of positive feedback.

Mrs. Freeze requested to transfer the money out of fund 380 into the general fund because this is not new software. Mrs. Lynchard noted that the County has paid the maintenance costs in the past for the fee-based clerks. Mr. Mitchell said the County has not paid all; but they have paid some. He said the County pays if it is a necessity; not just if the Clerk wanted it. Mrs. Heffner stated IT is helping to maintain and support the software.

Mrs. Lynchard suggested the Board pay this and establish a policy going forward. She noted that legislation approved pay raises and increased fees much more. Mrs. Heffner stated the increased fees will increase what the clerks are turning in to the County.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the maintenance contract and authorize the clerk to write the check finding that Harris provides an immediate and necessary service to the County and they have a proven ability to perform; work toward a future plan for maintenance payments; amend the budget from the capital project into IT for this contract; and pay as a maintenance contract.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.6.c.

d. Request to Make Certificate of Attendance of Clerk at Chancery Court Proceedings a Part of the Board Minutes

Mrs. Heffner stated she got a certificate of attendance from Judge Lynchard and would like to make it a part of the Board minutes.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to make Mrs. Heffner's certification a part of 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>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.6.d.

7. Request to Void Tax Sale

Mrs. Tammie Rhoda, Deputy Clerk, stated due to a clerical error the property was not advertised correctly.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to set aside the prior tax sales for the parcels listed, as recommended by the Tax Collector, and approve refunding the money received from the prior tax sale as further explained in Exhibit J.7.

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 Ray Denison, Third District	<u>YES</u>

Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit K.7.

8. Appointment of Deputy Coroner

Mrs. Lynchard stated that Coroner Josh Pounders wanted to appoint Wayne Terry as a Deputy Coroner. She said Mr. Terry is a paramedic from Olive Branch who is already in PERS. Mrs. Lynchard said PERS on \$7,200 would be \$1,252.80 and would be a fixed cost.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to appoint Wayne Terry as Deputy Coroner and approve the budget amendment necessary within the Coroner’s budget.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Ray Denison, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit K.8.

9. Authority to Travel to Washington Congressional Briefing – March 24-26

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize travel to Washington, DC for the congressional briefing March 24-26 for the Board, board attorney and any elected officials and staff members that need to attend.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Ray Denison, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District YES

See Exhibit K.9.

10. Tax Assessor – Personnel Manual Adoption with Restrictions

Mrs. Lynchard stated the newly elected Tax Assessor, Jeff Fitch, turned in a letter requesting no drug testing on new hires unless there is probable cause and stated the employees of the Tax Assessor are not at-will employees of the Board.

The Board discussed possible liability as the Tax Assessor employees drive County vehicles. Mrs. Crockett stated the County receives a 10% discount from Key Risk because of the drug and alcohol prevention program. She said the Tax Assessor employees declined to sign the forms after the training. Mrs. Crockett said this might affect the discount.

Supervisor Medlin said he was also concerned about the at-will statement because if any of the employees filed a grievance or charge against the County, the Board would have to pay attorney fees.

The Board asked Mr. Fitch to come to the meeting. Mr. Fitch appeared and said he had simply copied the letter that was on file and he would consider the Board’s concerns. Mrs. Lynchard asked him to consider post-accident drug testing as well.

See Exhibit K.10.

11. Ratify Lists for Approval

- a. Contracts with Selected Status**
- b. Road Projects List**
- c. MOU & Fee-In-Lieu Exemptions (Granted from 2010-2019 still active)**

Mrs. Lynchard stated they are asking the Board to look at the lists for now and come back next meeting to ratify the lists after having studied them. She pointed out that the Tax Collector for the cities has a cap and that might be something the Board wants to look at.

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

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibits K.11.a. – K.11.c.

12. Road Department

a. Pipe on Holly Springs Road

Supervisor Medlin said a constituent from District 5 called him and said an individual took out a county road ditch pipe and replaced it with a PVC pipe, then filled in with dirt. He said the man that uses the drive has the property rented and he could not access the property with his farm equipment.

Supervisor Lee said he went out and looked and the flow of the roadside ditch is messed up because the pipe is out of line and it is affecting the county road. He said the pipe needs to be replaced properly. Mr. Rodney Prince said his recommendation is that a 15-inch pipe be installed and moved back in line with the ditch.

Supervisor Medlin said the man needs to be sent a letter stating he cannot take out county property that is in the right of way.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to replace the roadside ditch pipe finding that the adjustments made by a citizen are affecting the health and safety of the public and affecting the county road; fix the roadside ditch to flow properly again; and authorize the Board Attorney to write a letter to the citizen advising them not to remove County property.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

b. Presentation of 4-Year Road Plan

Mr. Scott Young presented the updated 4-Year Road Plan. He stated that Pepperchase was in the 10-year plan, but they are now showing it on the 4-year. He noted it is not budgeted at this time. Mr. Young asked the Board to study the plan and consider adopting it on January 21st.

Supervisor Medlin asked about widening Craft Road from College to Church. Mr. Young stated the ROW is secured, drainage is laid out, and the base is there. He said that project should not take long, but it is not currently budgeted.

Supervisor Medlin asked about widening Laughter Road. He said with developers putting money for escrow for widening, that money might be well used at the intersection of Laughter & Byhalia. Supervisor Lee agreed. Supervisor Caldwell agreed and said they need to be planning

that and have the money set aside. She suggested asking Planning to help go back and identify the in lieu money to see how much there is.

Supervisor Lee noted the list said the Armory Road was not scheduled for design until 2022. Supervisor Caldwell said they will know more about that on Friday.

Supervisor Denison asked if the cost estimates included design and construction on the Armory Road. Mr. Young stated design is included, but the design is very fluid.

Mr. Young stated they should have a new number on Friday for Holly Springs Road because the bids will be opened then.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to table this item and the Board turn their ideas in to the Transportation Committee before their meeting January 13th.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.12.b.

c. Presentation of Overlay/Pavement Preservation Plan

Mr. Young noted they have \$3 million budgeted and split between Fund 156 & Fund 160. He said they usually hold back 5% for contingency. He said if the list looks right; they will start investigations in the field. Mr. Young stated there are still some negotiations in the Northern District.

Mr. Young said if the Board decided to take off the roads in the proposed annexation area, it would be a lot and he would need some advance warning. Supervisor Caldwell said they don't think the annexation will be immediate.

Supervisor Medlin suggested adopting the list soon, as oil prices might be going up.

Supervisor Denison asked about the blue areas. Mr. Young stated the darker blue is Walls and lighter blue is the annexation area. He stated Walls is one subdivision.

See Exhibit K.12.c.

13. Discussion of Insurance Fund

Human Resources Director Carla Crockett stated there is only \$35,000 in the insurance fund with weekly claims of \$221,148 and admin fees of \$107,000 due this week. She stated there will be a payroll deposit on Friday of \$230,923 which leaves a deficit of \$62,224 until the next payroll deposit on the 24th. She asked the Board to consider moving \$200,000 into the insurance fund.

Supervisor Medlin stated that will put the amount the Board has supplemented to the insurance fund this year at \$2 million. Mrs. Lynchard said it will actually be more than \$2 million.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to amend the Insurance Fund to add \$200,000 paid out of the General Fund.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit K.13.

Supervisor Gardner asked if the departments had meetings regarding the insurance changes. Mrs. Crockett said she has not been invited to any. Mrs. Lynchard stated she talked to the managers in a meeting and gave them all the information to take to their employees. She said she would be going out to the different department as well, and then it would be time for open enrollment. Mr. Laughter stated he talked to the employees in Environmental Services. Mrs. Lynchard said all the managers were supposed to have meetings before the employees got their notices. Mr. Swims said he spoke with his superintendents. Mrs. Heffner stated she has spoken with the Chancery employees as well.

Supervisor Gardner said the Board had talked about giving a 1.5% raise in February to compensate for insurance costs. Supervisor Medlin said he got a list of people that would be negatively affected by the insurance after their raise and he did not think the Board should give everyone an additional raise. Supervisor Caldwell said they did talk about that, especially to the lower paid employees that it would impact the most. Supervisor Gardner said he would like to revisit that at another meeting.

Supervisor Medlin stated the Insurance Committee's recommendation puts a Band-Aid on a cut that is 3-feet long. He said they did not have all the costs, so their recommendation did not really do what they thought it would. Supervisor Medlin stated if the Board gives another raise; they are still going to have to supplement the insurance fund. He said if they took out enough money to cover the insurance deficit; it would cut some people's paychecks in half.

Supervisor Caldwell said she would like to have a work session on insurance. She said maybe the time has come that the County is not self-funded. She stated Supervisor Medlin understands the insurance thoroughly; but the rest of the Board needs to be more informed. Supervisor Medlin said they had looked at Blue Cross Blue Shield and the cost for employee plus spouse was \$800. He said escalating costs could cause some employees to not cover their spouses and children and he did not want that to happen.

14. Sheriff – Possible Firearms Ordinance Discussion

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to table this until the Sheriff was present.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

15. Logging Trucks

Supervisor Medlin stated he got a call last weekend about logging trucks being loaded while sitting on the County road. He said he called the Sheriff's Department and some deputies went over there. Supervisor Medlin said the operation tore up the road ditch, drug logs down the road, and left very large, dangerous chunks of mud on the road. He said something needs to be done.

Mr. Nowak stated he previously worked on haul permits, specifically working on a permit to regulate mud in the roads. Mr. Swims stated there is currently a permit for logging if the Road Department knows about it ahead of time; and he said the logging companies usually comply if they are operating during the week. Mr. Young said he thought there should be a substantial fine for mud in the road.

Supervisor Caldwell said that a company paid the fire department to come wash off the road when it happened in Eudora.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mr. Swims, Mr. Young and the Board Attorney to work on this and come up with some kind of plan to cover construction and logging.

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 Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

L. PLANNING

1. Final Subdivision

- a. McClendon Place Revision (#7420) Approval of combining Lots 18 & 19 to create 1 lot(s) on 6.29 acre(s). Identified as Parcel #4-08-1-02-01-0-00019-00. Subject property is located at 1728 Tina Dr on the north side of Tina Dr and west of Angie Dr in Section 2, Township 4, Range 8 (District 5)
Applicant: Dennis Adams**

Mr. Hopkins presented the McClendon Place Revision application for approval of combining lots 18 & 19 to create 1 lot of 6.29 acres. Mr. Dennis Adams was present to represent the application.

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

Mr. Dennis Adams stated he spoke with the neighbors and there were fine with him combining the lots. He then stated that due to the topography the lots need to be combined to be able to have a nice spot to build.

Supervisor Lee made a Motion and Supervisor Caldwell seconded the Motion to approve the McClendon Place Revision application for approval of combining lots 18 & 19 to create 1 lot of 6.29 acres finding there were no adversely affected parties and no plat signatures required

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. Consent Minor Lot

- a. Ashley Lot Minor Lot, 1st Rev (#7426) Approval of 1 lot(s) on 1.50 acre(s). Identified as Parcel #3-06-7-26-00-0-00007-02. Subject property is located on the east side of Hwy 305 and south of Holly Springs Road in Section 26, Township 3, Range 6 (District 5)
Applicant: Trent Ross**
- b. Holley Minor Lot (#7427) Approval of 2 lot(s) on 3.10 acre(s). Identified as Parcel #2-06-5-16-00-0-00014-00. Subject property is located on the south side of Dunn Ln and west of Hwy 305 in Section 16, Township 2, Range 6 (District 5)
Applicant: Trent Ross**
- c. Windan Hill Minor Lot (#7428) Approval of 1 lot(s) on 1.00 acre(s). Identified as Parcel #408112000 0001600. Subject property is located on the south side of Gaines Road and west of Hwy 51 in Section 12, Township 4, Range 8 (District 5)
Applicant: Scott Griffith**
- d. Lemmon Minor Lot, 1st Rev (#7429) Approval of 2 lot(s) on 4.87 acre(s). Identified as Parcel #3-08-2-03-00-0-00005-05. Subject property is located on**

the south side of Odom Rd and east of Tulane Rd in Section 3, Township 3, Range 8 (District 5)
Applicant: Timothy Lemmon

- e. **Burrow Minor Lot (#7430) Approval of 2 lot(s) on 4.59 acre(s). Identified as Parcel # 205833000 0000900. Subject property is located on the north side of Byhalia Road, east of Myers Road in Section 33, Township 2, Range 05 (District 1)**
Applicant: Wade Burrow
- f. **Red Banks Road Minor Lot (#7432) Approval of 4 lot(s) on 9.75 acre(s). Identified as Parcel # 305306000 0000706. Subject property is located on the west side of Red Banks Road and south of Byhalia Road in Section 6, Township 3, Range 5 (District 1)**
Applicant: Brad Waldrop

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

Supervisor Medlin asked if an engineer will be involved in determining the driveway cuts on the Red Banks Minor Lot application. Mr. Kreunen stated he would be involved in determining the driveway cuts.

Supervisor Lee made the Motion and Supervisor Caldwell seconded the Motion to approve the items and actions set forth on the Consent Agenda.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

See Exhibit L.

M. EXECUTIVE

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

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to recess the Board meeting until Monday, January 13, 2020 at 7:15 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 Ray Denison, 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 February, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors