

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT TWO SUPERVISOR MARK GARDNER, PRESIDING
January 11, 2021

A. CALL TO ORDER

The January 11, 2021 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Mark Gardner, 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

Supervisor Mark Gardner offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

1. County Administrator Vanessa Lynchard requested to add the following:

- a. Justice Court Judge Vacancy (New, H.1.)
- b. Job Description Update – Procurement Coordinator (New, H.2.)
- c. Consideration for Executive Session – Potential Litigation – Fire Services (J.1.)

2. Supervisor Lee Caldwell requested to add the following:

- a. Appointment of 4th District Planning Commissioner (New, H.3.)

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee 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>

E. CITIZEN REMARKS & PRESENTATIONS

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.

F. CONSENT AGENDA

G. OLD BUSINESS

H. NEW BUSINESS

1. Justice Court Judge Vacancy

In accordance with MS Code 23-15-839 the Board of Supervisors is tasked with appointing a District 1 Justice Court Judge, Ken Adams.

Supervisor Medlin stated since Judge Ken Adams resigned his Justice Court Judge District 1 position, he has had several phone calls regarding replacements. He stated he wanted someone from District 1 to fill the position and represent the district.

Supervisor Medlin introduced Douglas Hollowell, III to the Board as his recommended appointee. He stated Mr. Douglas Hollowell, Jr. served on the County’s Board of Adjustments for a long time and served as a school board member as well as did Mr. Douglas Hollowell, Sr. He said he thought Mr. Hollowell would do a good job. Supervisor Medlin said he talked to other judges and attorneys and they all thought Mr. Hollowell, III would be a good choice for Justice Court Judge.

No other nominations were made for candidates for appointee to fill the Justice Court Judge, District 1, vacancy.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to appoint Douglas Hollowell, III to serve out the term of Judge Ken Adams, District 1 Justice Court Judge in accordance with Miss. Code Ann. §23-15-839.

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>

Mr. Hollowell thanked the Board for their confidence in him. He stated he currently works at the Olive Branch courthouse and has worked as a prosecutor and public defender in every court in the County over the years.

Supervisor Caldwell welcomed Judge Hollowell and thanked him for stepping up to serve DeSoto County and the people of DeSoto County. She stated he has a great family legacy with a name that is well known in Desoto County. Judge Hollowell stated he has big shoes to fill with the Hollowell name and in following Judge Adams.

Chancery Clerk Misty Heffner administered the oath of office to Judge Douglas Hollowell, III.

2. Job Description Update – Procurement Coordinator

Director of Administrative Services & Procurement Pat McLeod stated they made a slight change to the job description that the Board had approved. She said in order to expand the pool of candidates and make it possible for other County employees to apply they changed the “5-years experience” to read “preferred 3-years experience”.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the job description update for Procurement Coordinator 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 YES

See Exhibit H.2.

3. Appointment of 4th District Planning Commissioner

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to appoint Selina Baker as a 4th District Planning Commissioner.

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>

4. Fire Services

This item was considered for Executive Session and denied.

The Board discussed a situation at the Bridgetown Fire Department that came to light over the weekend. EMA Chief Chris Olson said the fire department has worked things out internally and no one is planning to pursue any legal action at this time.

The Board agreed that it would be prudent to pursue a financial audit of County funds disbursed to the fire department. Mr. Nowak stated the County Administrator has the right to ask any entity for a review of how County funds are used.

Supervisor Caldwell said it should be pretty simple to get a report because the air packs, retention/recruitment, and electricity should pretty much be what the County funds are used on. She stated that a fine man made a mistake and that everyone makes mistakes.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the County Administrator to send a letter to the Bridgetown Fire Department to ask for a review of their expenditures of County funds.

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>

I. PLANNING

Deputy Planning Director Austin Cardosi stated the Board left the last meeting with an almost complete updated zoning ordinance document. He stated there are 3 things that had a good bit of discussion and they have proposals for those.

- Minor Lot Regulations
 - 4 lot maximum
 - No easement
 - Anything with easement will be consider Major Subdivision

- Zones A and RE (Residential Estate) Size of Lots
 - Zone A
 - Propose minimum lot size 2.0 acres (no water or sewer)
 - 1 acre with water and sewer
 - Zone RE (Residential Estate)
 - Propose minimum lot size 1.35 acres (no water or sewer)
 - 1 acre with water and sewer

Supervisor Gardner stated the County needs to be aggressive about communicating these new zoning ordinances. He suggested contacting the Realtors' Association, Homebuilders' Association, and Bar Association (to inform closing attorneys and abstractors).

- Dirt Mining Operations
 - Intent is to have commercial dirt mining operations to get a conditional use permit
 - Will get with Scott Young & Ray Laughter to work on language
 - Board suggested 3-month conditional use and re-evaluate

Mr. Hopkins stated they would like to meet with the Board members individually to talk about each district's rezoning areas from AR to RE or A.

Mrs. Lynchard asked if signs were a part of this ordinance. Mr. Nowak stated that is a separate ordinance; but a lot of it is tied to the zoning ordinance and will be completed once the zoning ordinance update is approved.

Supervisor Caldwell asked for clarification on country stores. Mr. Cardosi stated the definitions are based on the number of gas pumps as follows:

- Country Store – 4 pumps
- Convenience Store - between 4 and 8 pumps
- Truck Stop – over 8 pumps

The above items were discussed. No actions were taken.

See Exhibit I.

J. 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 Michael Lee seconded the motion to adjourn the Board meeting until Tuesday, January 19, 2021 at 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor 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 1st day of February, 2021, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors