

**DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT TWO SUPERVISOR MARK GARDNER, PRESIDING
January 19, 2021**

A. CALL TO ORDER

The January 19, 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

Dr. David Williamson of Hernando Baptist Church offered the invocation. Dr. Williamson stated he has been the pastor at Hernando Baptist for two years. He thanked the Board for all that they do for the community and said they are definitely appreciated.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Supervisor Gardner 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. Veteran Services Officer – Marcus Richardson (Citizens Remarks, E.1.)
- b. Professional Licenses – Plumbers – Daniel McDowell (Citizens Remarks, E.2.)
- c. Letter to Talbot Brothers Regarding Closure of Holly Springs Road (Consent, F.10.c.)
- d. Four Year Road Plan Scoring Sheet (Old, G.4.)
- e. Inventory Process 2021 (New, H.6.d.)
- f. Human Resources – Open Enrollment 2021 (New, H.13.e.)
- g. Human Resources – FFCRA (New, H.13.f.) & Revised Return to Work Policy (H.13.g.)
- h. Human Resources – Authority to Seek Tax Advice to Remedy a Programming Error in Federal Taxes (New, H.13.h.)
- i. Clarification of September 8, 2020 Minutes – ROW Holly Springs Road (New, H.18.)

2. Consideration for Executive Session:

- a. Litigation – Olive Branch Annexation (Executive, J.2.b.)
- b. Property Acquisition – Star Landing Road – Garcia (Executive, J.3.a.1.)
- c. Property Acquisition – Star Landing Road – Southaven Shrine Club (Executive, J.3.a.2.)

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

E. CITIZEN REMARKS & PRESENTATIONS

1. Veteran Services Officer – Marcus Richardson

Mrs. Lynchard introduced Mr. Marcus Richardson as the new State VSO. Mr. Richardson stated he was stationed at the Memphis Veterans Affairs office. He stated that office closed because of COVID and he was moved to DeSoto County. Mr. Richardson stated he is 100% committed to serve veterans five days a week from 8:00 a.m. to 4:00 p.m. He said he lives in the Walls community.

The Board welcomed Mr. Richardson as the State VSO and thanked him for his service.

2. Professional License – Plumbers (10:00 a.m.)

This item was not heard. Mr. McDowell will try to come to another meeting.

Supervisor Gardner 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

1. Office of Finance & Accounting

- a. Budget Amendments – MS Code 19-11-19 - Animal Services, County Property/Liability Insurance, EMA Grants Fund, Appointed Attorneys, Sheriff’s Department, Fleet Management, Disease Ctl/CESF/Sheriff Dept, General County/Other, Adult Drug Court, Election Grant Fund-Tech/Civic Life**

		Fund/Department #		001 / 445			
(1)	Animal Services						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE		REVISED BUDGET
	REVENUE						
001-000-370	Animal Shelter Donations	\$ 1,495.00	\$ 1,355	\$ 140			\$ 1,495
	EXPENSE						
001-445-697	Animal Testing & Vaccinations	\$ -	\$ 15,840	\$ 100			\$ 15,940
001-445-698	Canine Supplies - Food	\$ 3,645.99	\$ 20,700	\$ 40			\$ 20,740
	TOTALS			OVERALL INCREASE	\$140		
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.						

		Fund/Department #		001 / 106			
(2)	County Property / Liability Insurance						
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE		REVISED BUDGET
	REVENUE						
001-000-376	Insurance Proceeds	\$ 59,119.44	\$ 74,709	\$ 2,363			\$ 77,072
	EXPENSE						
001-106-542	Vehicle Repair & Maintenance	\$ 1,585.00	\$ 1,585	\$ 363			\$ 1,948
001-106-581	Property/Auto Deductibles	\$ 2,000.00	\$ 4,000	\$ 2,000			\$ 6,000
	TOTALS			OVERALL INCREASE	\$2,363		
Reason for Request:	Increase revenue and increase expense to account for insurance proceeds for reimbursement of deductible and additional amount for prior claim.						

		Fund/Department #	044 / all depts			
(3)	EMA Grants Fund					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
044-000-241	EMA Grant Revenue	\$ 105,050.74	\$ 170,000	\$ 131,088		\$ 301,088
	EXPENSE					
	Task Force Non-Salary Grant - 20HS017T					
044-280-476	Meals and Lodging	\$ -	\$ -	\$ 4,000		\$ 4,000
044-280-546	Other Repairs & Maintenance	\$ -	\$ -	\$ 5,000		\$ 5,000
044-280-587	Training & Registration	\$ -	\$ 22,000		\$ 15,000	\$ 7,000
044-280-603	Office Supplies & Materials	\$ -	\$ -	\$ 1,000		\$ 1,000
044-280-609	Training Materials	\$ -	\$ -	\$ 5,000		\$ 5,000
044-280-617	Rescue Supplies	\$ -	\$ 16,310		\$ 16,310	\$ -
044-280-641	Building Supplies	\$ -	\$ 1,000		\$ 1,000	\$ -
044-280-681	Repair & Replacement Parts	\$ -	\$ 2,903		\$ 2,903	\$ -
044-280-690	Electronic Supply/Repair Parts	\$ 149.98	\$ 2,540		\$ 2,390	\$ 150
044-280-699	Other Consumable Supplies	\$ -	\$ 120		\$ 120	\$ -
044-280-921	Other Cap Outlay Under \$5000	\$ -	\$ 3,706		\$ 2,206	\$ 1,500
044-280-922	Other Cap Outlay Over \$5000	\$ -	\$ -	\$ 92,000		\$ 92,000
044-280-924	Computer Hardware & Software	\$ -	\$ -	\$ 6,000		\$ 6,000
	Homeland Security Grant - 20HS017-Safety Equip					
044-281-603	Office Supplies & Materials	\$ -	\$ 1,500		\$ 1,500	\$ -
044-281-922	Other Cap Outlay Over \$5000	\$ -	\$ -	\$ 61,000		\$ 61,000
044-281-924	Computer Hardware & Software	\$ -	\$ 2,986		\$ 2,986	\$ -
	Homeland Security Grant - A20HS017T Supplemental					
044-287-503	Cellular Telephone Service	\$ -	\$ -	\$ 3,750		\$ 3,750
044-287-699	Other Consumable Supplies	\$ -	\$ -	\$ 6,250		\$ 6,250
	Homeland Security Grant - M18HS017T					
044-288-699	Other Consumable Supplies	\$ 1,360.90	\$ 1,794		\$ 433	\$ 1,361
	Miscellaneous Task Force Grant - S19HS017T					
044-289-502	Regular Telephone Service	\$ 192.39	\$ 252		\$ 59	\$ 193
044-289-503	Cellular Telephone Service	\$ 310.76	\$ 725		\$ 414	\$ 311
044-289-603	Office Supplies & Materials	\$ -	\$ 2,000		\$ 2,000	\$ -
044-289-921	Other Cap Outlay Under \$5000	\$ -	\$ 5,591		\$ 5,591	\$ -
	TOTALS			OVERALL INCREASE	\$131,088	
Reason for Request:	To account for grants that ended Dec 2020 and new grants that have been accepted for 2021.					

		Fund/Department #	001 / 131			
(4)	Appointed Attorneys					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-131-536	Board Appointed Attorneys	\$ 6,116.00	\$ -	\$ 7,090		\$ 7,090
001-131-537	Court Appointed Attorneys	\$ 7,387.50	\$ -	\$ 7,390		\$ 7,390
001-131-550	Legal Fees	\$ -	\$ 15,550		\$ 14,480	\$ 1,070
	TOTALS		\$ 15,550	\$ 14,480	\$ 14,480	\$ 15,550
Reason for Request:	To better differentiate between Judge ordered attorneys for adoption trials for indigent clients and Board of Supervisors hired attorneys for various reasons as necessary.					

		Fund/Department #	001 / 200 & 220			
(5)	Sheriff Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	Sheriff Administration					
001-200-475	Mileage & Other Travel Cost	\$ 1,100.63	\$ 2,650	\$ 6,000		\$ 8,650
	Custody of Prisoners					
001-220-568	Transporting Prisoners	\$ 1,094.49	\$ 45,000		\$ 6,000	\$ 39,000
	TOTALS		\$ 47,650	\$ 6,000	\$ 6,000	\$ 47,650
Reason for Request:	Additional funds needed for inmate transports airfare.					

		Fund/Department #	001 / 346			
(6)	Fleet Management					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-346-681	Repair & Replacement Parts	\$ 6,277.56	\$ 15,478		\$ 22	\$ 15,456
001-346-682	Tags & Titles	\$ 102.00	\$ 101	\$ 22		\$ 123
	TOTALS		\$ 15,579	\$ 22	\$ 22	\$ 15,579
Reason for Request:	To account for the purchase of tags for new vehicles					

		Fund/Department #	001 / 413			
(7)	Disease Ctl - CESF - Sheriff Dept					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-413-645	Custodial Supp / Cleaning Agents	\$ -	\$ 2,014		\$ 1,908	\$ 106
001-413-924	Computer Hardware & Software	\$ -	\$ 24,344		\$ 24,344	\$ -
001-999-999	Ending Cash	\$ -	\$ 32,746,902	\$ 26,252		\$ 32,773,154
	TOTALS		\$ 32,773,260	\$ 26,252	\$ 26,252	\$ 32,773,260
Reason for Request:	To account for correct amounts in budget line item due to purchases being paid at the end of the prior year after the budget was already adopted.					

		Fund/Department #		001 / 901		
(8)	General County - Other					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-901-957	Miscellaneous Refunds	\$ -	\$ -	\$ 250		\$ 250
001-901-958	Bond/Crt Remissions & Refunds	\$ 3,750.00	\$ 40,000		\$ 250	\$ 39,750
TOTALS			\$ 40,000	\$ 250	\$ 250	\$ 40,000
Reason for Request:	To account for the refund of a prior year building rental at Southaven Comm Center that was prepaid and now partially being refunded due to Covid.					

		Fund/Department #		026 / 244		
(9)	Adult Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
026-244-559	Prof Fees & Other Services	\$ 10,063.43	\$ 50,000		\$ 1,000	\$ 49,000
026-244-700	Assistance to Individuals	\$ 600.00	\$ -	\$ 1,000		\$ 1,000
TOTALS			\$ 50,000	\$ 1,000	\$ 1,000	\$ 50,000
Reason for Request:	To account for adult drug court special attorneys as required by statute to assist with expungement of drug charges.					

		Fund/Department #		112 / 180,181,999		
(10)	Election Grant Fund - Tech/Civic Life					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
112-180-523	Contractual Printing	\$ 26,255.38	\$ -	\$ 26,256		\$ 26,256
112-180-530	Rental of Real Property	\$ 1,700.00	\$ -	\$ 1,700		\$ 1,700
112-180-559	Prof Fees & Other Services	\$ 4,900.00	\$ -	\$ 4,900		\$ 4,900
112-180-608	Other Election Expense	\$ 3,148.02	\$ 4,300		\$ 1,151	\$ 3,149
112-999-999	Ending Cash	\$ -	\$ 36,691		\$ 31,705	\$ 4,986
TOTALS			\$ 40,991	\$ 32,856	\$ 32,856	\$ 40,991
Reason for Request:	To account for the reallocation of funds in order to utilize grant funding first as approved by the grantor.					

b. Report of Expenditures & Liabilities – MS Code 19-11-23

2. Road Department

a. Changes to Road Register – Pebble Ridge Subdivision

b. Monthly Work Schedule

3. Inmate Meal Log Affidavits (3)

4. EMS Monthly Report

December 2020

Number of ambulance runs billed: 153
Amount billed: \$ 94,061.97
Amount collected: \$ 53,588.38
Un-collectable amount: \$ 20,900.81

	Eudora	Lewisburg	Walls
Dispatched Calls:	62	109	88
Refusals:	7	0	20
Standby Only:	1	5	4
Billed:	41	63	46
Other:	13	41	18

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

5. Justice Court Monthly Settlement

December 2020

Criminal Cases Filed	175
Civil Cases Filed	387
Traffic Tickets Filed	1,309
Total Cases Filed	1,871
State Assessments	\$91,162.75
County General Fund	\$106,729.28
DPS	\$11,831.50
Total Collections	\$209,723.53

Submitted by Pat Sanford
 Date 31-Dec-20

6. Office of Procurement

a. December Procurement Card Purchases

December 2020

PROCUREMENT CARD LOG SHEET
 CARD NUMBER ending in 0011,0037

Date Out	Time Out	Time In	Vendor	Department	Employee	Description of Purchase	TOTAL RECEIPT	Issues, if any
12/8/2020	12:50	3:58	UPS	Circuit Court	Kendall Ackerson	Postage to mail in Court Cushions	\$ 21.85	None
12/8/2020	12:50	3:58	Cushion Pros	Circuit Court	Kendall Ackerson	Court Room Cushions for Jury Chairs	\$ 3,881.47	None

7. Add Receiving clerk for 001-152 IT and 001-109 GIS – Garrett Gilliland

8. Justice Court Judges 001-178 – Requisition Signer – Remove Ken Adams, Add Doug Hollowell

9. Uniform Reimbursement – Sheriff’s Department

10. Enter Into the Formal Record and Make a Part of the Board Minutes:

- a. Certificate of Inspection for Road Overlays – Signed by Supervisors**
- b. Order to Appoint Douglas Hollowell, III to Justice Court Judge – MS Code 25-15-839 – Signature Required**
- c. Letter to Talbot Brothers Regarding Closure of Holly Springs Road**

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Consent Agenda 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>ABSENT</u>

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

See Exhibit F.

G. OLD BUSINESS

1. Board Attorney – Revised Supplementary Conditions for Contract with Murphy & Sons for Justice Court Construction

Mr. Brian Bullard from UrbanArch was on hand to discuss the contract with Murphy & Sons and to acknowledge they did accept the revised supplementary conditions as presented. Mr. Bullard stated the supplementary conditions have been accepted and the contract signed. He stated Mr. Murphy has shown some concern over the sky rocketing price of steel since his bid. The Board discussed with the Board Attorney the legal options available to them in this situation. Mr. Nowak stated the State would not allow paying more than the bid price normally; but he could write for an AG opinion to see if there were any options. He cautioned that the process could take 60 days or more. The Board agreed that prices will probably continue to escalate and that time frame did not seem prudent.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to meet with Gary Murphy and Brian Bullard as soon as possible to discuss the situation, authorize the Board President to sign the contract if an agreement is reached for the original bid price, and authorize the Board Attorney to write for an AG opinion if needed.

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

2. COVID-19 (Coronavirus) Update

a. Updates from EMS

EMS Director Mark Davis stated the Health Department has stopped testing and that seems to have made the number of cases go down. He noted there are currently 1834 active cases reported, which is down 99 from the last meeting. Director Davis said the death count is at 175 which is up 34 from the last meeting.

Director Davis stated DeSoto County is giving about 400 vaccinations per day and there has been a total of 3,089 given so far. He said they are working with the State Health Department to get the testing moved to the Landers Center and they are trying to make that happen this week.

Supervisor Gardner asked when teachers would be eligible for vaccinations. Director Davis said they are in the next tier to be released, along with the first responders. Supervisor Gardner asked when that information comes available for EMS to get the word to Superintendent Uselton and the County’s private schools. Supervisor Caldwell said she understands there is a plan in place on how to handle the vaccinations for teachers.

Director Davis said the goal for the Landers Center is to bump up and do more than 400 vaccinations per day. He said the Health Department has talked about sending a strike team up a couple of days a week for testing.

See Exhibit G.2.a.

b. Vaccination & Testing Update

Community Resource Director Christie Barclay reported she has been able to sign up 53 people for vaccinations. Supervisor Caldwell stated these were people that could not sign up for

themselves because of no computer or elderly and did not know how; and the Board allowed her to help them.

Supervisor Gardner asked how many DeSoto Countians were over 65. Chief Chris Olson said the updated estimate is 13.2%, roughly 20,000. Supervisor Caldwell said that is why they are trying to move the testing to the Landers Center. She said there has been reassurance from Jackson that the free testing will be back. Supervisor Gardner said that Supervisor Caldwell had learned that the testing and vaccines cannot be done at the same location. Sheriff Rasco asked about the incarcerated. Chief Olson said he would check and see if the state would allow the vaccinations to be given at the jail.

Supervisor Caldwell stated that Chief Olson and Director Davis have done their due diligence in ‘shaking some cages’ in Jackson and getting more doses for DeSoto County. Chief Olson stated the goal is to give 1,000 doses per day at the Landers Center. He said if the County could get to a point to have a walk-in clinic, the Health Department says they could give up to 7,000 per day.

See Exhibit G.2.b.

c. Determination of Extension of Emergency Declaration – Signature Required

Director Davis recommended continuing the emergency declaration for another month.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to extend the emergency declaration until February 16, 2021 finding the COVID situation to still be critical.

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 G.2.c.

3. Star Landing Road – CNIC Railroad to Lacey Blvd. – Agreement with City of Southaven

Mr. Nowak stated the County is moving forward with Segment 2 right-of-way acquisition and construction. He stated since the project is within the city limits of Southaven, an agreement needs to be in place. Mr. Nowak stated the County will be the lead on the project.

Supervisor Medlin asked if the County was paying for all of this segment. Supervisor Caldwell stated there was money moved from the days of earmarks. Supervisor Medlin asked how much. Mr. Huffman stated it was roughly \$4 million. Supervisor Caldwell said that is not enough for the entire segment 2; but they are trying to get a DCIP grant. Supervisor Medlin asked the total of Segment 2. Mr. Huffman state is was roughly \$10 million.

Supervisor Gardner asked what the armory’s timeline is. Supervisor Caldwell said that depends on the new president.

Mr. Nowak stated Southaven has some utilities within the right of way and will pay half the cost of moving them if the State does not help pay.

Supervisor Gardner said if the County gets funding, it would make sense as Southaven builds a new fire station to go ahead and straighten the curve at the east end of Star Landing. Supervisor Caldwell asked what the estimate was for straightening that curve. Mr. Huffman stated approximately \$1.5 million. Supervisor Caldwell said another project would have to move down the list to cover that. Supervisor Gardner said there are a few other curves in the County that need to be addressed. Supervisor Caldwell said putting the safety signs at the curves has really helped. Mr. Jarman agreed.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the MOA with the City of Southaven for Segment 2 of Star Landing Road 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 G.3.

4. Four-Year Road Plan Scoring Sheet

Supervisor Caldwell stated the Transportation Committee is meeting on Thursday and they will revise the sheet to only show projects that are upcoming and need to be rated. She said they heard some things today that they will add and she asked the Board to let her or Supervisor Lee know if there is anything they want to have on the list.

See Exhibit G.4.

H. NEW BUSINESS

1. Waggoner Engineering Program Updates

a. Stateline Road Bridge – De-program

Mr. Huffman stated the City of Olive Branch has completed this project under the MPO and it needs to be de-programmed to clean up some records and get off the State Aid list.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to authorize the de-programming of the Stateline Road Bridge project and authorize the Board to sign the paperwork.

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>

Resolution to Authorize De-programming:

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the Board President to sign the resolution for the de-programming of the State Road Bridge.

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.

b. Getwell and Robertson Gin Overlay – Program

Mr. Huffman stated this overlay program is from State Aid funds for Getwell from I69 south to Holly Springs Road at 3.6 miles; and Robertson Gin from Hwy 51 to Wheeler at 6 miles, with a portion of Oak Grove Road included in the Robertson Gin project. Mr. Huffman stated they are

programming \$2.8 million. Supervisor Medlin asked if anything could be done about the large curb on Robertson Gin Rd. Supervisor Lee stated there are a lot of accidents there. Sheriff Rasco stated people drive at high rates of speed on that road.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the programming of Getwell and Robertson Gin overlays as presented and authorize the Board to sign the paperwork.

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.b.

c. Austin Road Bridge – Program

Mr. Huffman stated the bridge is posted with weight limits as a result of the latest inspection. He stated this will be an LSBP project and, in talking to State Aid, not all funds are available currently so the plan is to program to get engineering started so that when funds become available then the project could be bid. He said anything above sub-grade will be paid by local funds which is estimated at \$200,000. Mr. Huffman stated State Aid is allowing the county to program this before all the funds are available because DeSoto County has to forfeit funds when they expire. He stated based on initial discussions with State Aid, the County can program it now and bid when funds become available, but the shortfall will need to be programmed as County funds. This shortfall would be reduced once the project was bid, pending LSBP funding. Mr. Huffman said the County cannot apply for the pool until they are ready to go to bid/award so having the engineering done would be beneficial.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to authorize the programming of the Austin Road Bridge as presented and authorize the Board to sign the paperwork.

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.c.

d. Nail Road Tie In

Supervisor Medlin stated Dr. Hughes and his neighbor are concerned they will not be able to access their driveways when the road is cut. Mr. Huffman stated the contractors plan a soft cut at the cul de sac for the purpose of removing paving and would connect the driveway to the new road. He said they will extend the driveways to get out to the pavement in about a month or so, depending on the weather.

See Exhibit H.1.d.

2. Proposed Donation Drive for Animal Shelter - Hernando High School Honor Society Student – Emma Holland

Animal Services Director Monica Mock stated Emma Holland, an Honor Society Student at Hernando High School, wants to host a drive for items used at the shelter. She stated the students have not been allowed to come to the shelter for community service because of COVID.

Supervisor Caldwell asked Mrs. Mock what the number situation was at the shelter. Mrs. Mock stated they are about half full after adopting 6 dogs and cats on Saturday. She said they are turning over well.

Supervisor Medlin asked if the whole club was participating or just one student. Mrs. Mock stated the whole club is participating.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the donations from the Hernando High School Honor Society when they come.

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.2.

3. EMA – Request Approval to Submit EMPG Application – Signature Required

Chief Chris Olson stated they apply for this grant every year through MEMA and it helps fund the EMA office. He stated it pays for any funds related to emergency management and covers a portion of their salaries. Chief Olson stated they got about \$120,000 last year and are getting \$126,000 this year. He requested the Board President sign the application.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve submitting the Emergency Management Performance Grant (EMPG) application 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 H.3.

4. Environmental Services – Parks & Greenways

a. Department Update

Litter on Roads:

Mr. Laughter said there have been challenges with COVID and not being able to use trusty labor. Sheriff Rasco stated they will be getting the trusties back out next week. Mr. Laughter stated he reached out to Brannon Professionals and they do not have the type employment needed. He said they did suggest calling Express Temps; but their starting rate is \$17 per hour.

Supervisor Medlin said the Road Department crews could pick up some. Mr. Jarman stated they do try to partner with Environmental Services and he has instructed the Road Superintendents to stop and pick up bags if they see a couple sitting out. He said he does the same thing.

Supervisor Caldwell thanked the Sheriff for all his help in the past. Sheriff Rasco stated they have to be careful who they let be a trusty. He said they will increase the number if the County has people that can oversee them and follow the rules. Mr. Jarman stated he can have some workers go out with them. The Board agreed that the litter along the roads is bad and it is a perpetual problem. Supervisor Caldwell asked about activating the Keep DeSoto County Beautiful committee. Mr. Laughter stated their goal is to start meeting again in March.

Supervisor Denison asked if the County could have more than one clean-up in the spring with

more weekends and a more aggressive program. He suggested asking the municipalities to work with the County. Mrs. Lynchard stated litter is a common theme at COG meetings. She said the cities handle their situations; some more than others. Mr. Jarman stated he currently has crews running the roadsides cleaning out culverts and trees in ditches. He said they will try to pick up the bigger trash. Mr. Laughter said the Road Department really helps and they appreciate it.

Sheriff Rasco asked how many trusties Environmental needed to help. Mr. Laughter stated they try to get six; four for the roads and two in the parks.

Supervisor Medlin said Mr. Laughter needs to talk to Waste Pro about picking up what is outside the cans, especially the recycling.

Supervisor Denison said the County needs to hold Waste Pro to their conditional use to pick up the Star Landing corridor once a week.

Supervisor Caldwell asked Mr. Jarman about the Adopt a Road program and getting someone to be responsible for it and reach out to people who have signed up.

Parks & Greenways:

Mr. Laughter notes they are keeping up the walking trails, blowing off the tennis courts and picking up trash. He stated they are making sure the fields are kept up and in good shape. He noted the Ingram’s Mill Walking Trail and Agri Center Walking Trail are the two big projects coming up; along with the future Lewisburg Park across from the school. Mr. Laughter also noted they still have to keep up the Hawks Crossing property.

Stormwater:

Mr. Laughter stated they are averaging about 6 inspections per day; but many times the builder calls and disagrees and they have to go back out. He stated they had 33 Stormwater permits issued last year covering over 700 acres with all the developing going on. He said the Road Department is helping with marking storm drains and code enforcement is being handled.

Solid Waste:

Mr. Laughter said they are getting some complaints; but Mr. Jerry Autry is back with Waste Pro and he is very responsive. He said Mr. Autry is having a meeting with all the drivers to address the recycling going into the same truck as the trash.

Mr. Laughter stated the new cell is open at the rubbish pit and they are encouraging municipalities and the Road Department to use the privately owned facilities. He said they will get a survey in April on the life left at the rubbish pit.

Mr. Laughter said they will be spending a good amount of time in the next month or so getting together information for the annexation hearings.

Mr. Laughter expressed appreciation to the Board for their support and to the Sheriff for supplying the trusty labor.

See Exhibit H.4.a.

b. Extension of Walking Trail Grant – Ingram’s Mill Community Park – Signature Required

Mr. Laughter stated he had previously received a verbal extension and this is the official paperwork to be signed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the extension for the Ingram’s Mill Walking Trail Grant 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 H.4.b.

5. Solid Waste Pickup – Robertson Crossing Subdivision

Supervisor Gardner said he went out and looked at Robertson Crossing after Mr. Autry made the decision that Waste Pro would not pick up behind some homes in their service road. He said the issue seemed to be driver training and not inaccessibility. The Board agreed that the subdivision was designed for trash pick-up behind the houses and it should not change at this time. They also discussed that the HOA maintains the service road. Mr. Laughter stated Waste Pro has a small truck that they use and they have been going down some easements with it and some of the smaller roads in the lake areas in Eudora. Mr. Jarman stated the County’s rubbish pick-up does not access private easements.

See Exhibit H.5.

6. Office of Finance and Accounting

a. Preliminary Inventory Dispositions – IT, Sheriff’s Department

Deputy Director of Finance Stephanie Hanks stated these are the regular, monthly dispositions from IT and the Sheriff’s Department. Supervisor Caldwell asked if the light bars did not work or did not fit the new cars. Sheriff Rasco said they are either or both.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary inventory dispositions for IT and the Sheriff’s Department 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 H.6.a.

b. Preliminary/Final Inventory Dispositions – Sheriff’s Department

Mrs. Hanks stated these items are going to auction. Supervisor Lee asked if some of the vehicles were seized. Sheriff Rasco affirmed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary/final inventory dispositions from the Sheriff’s Department 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 H.6.b.

c. Claims Docket – MS Code 19-13-31

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

Supervisor Jessie Medlin had no questions.

Supervisor Mark Gardner asked about the following claims:

Page 7 – Damage by stop stick – Sheriff Rasco said it was a separate incident from the last docket. He said a person may be behind the one the Sheriff’s Department throws out the stop sticks for and they cannot avoid having their tires damaged. He said his department will have the vehicle towed and new tires put on immediately.

Page 30 & 36 – Tommy Callahan – Sheriff Rasco said he went to Texas to pick up a prisoner and they did not have the prisoner ready; so he had to spend the night and get a new ticket to return as he missed his booked flight. He stated the transport agency charges more than the travel costs for deputies to go.

Page 30 – John Coleman – Meals & lodging – Sheriff Rasco stated he went with Callahan. He stated some prisoners require 2 deputies to transport.

Page 32 – JB Edwards & Assoc - \$4,500 – Sheriff Rasco stated all his command staff is going through a supervisory class. This was for Luke Shepherd.

Page 34 – EEP – Boots & Tac lights – Sheriff Rasco stated they have 2 new officers in the academy and they bought some extra lights to have in stock. Supervisor Denison asked if the Sheriff’s Department paid for certification. Sheriff Rasco affirmed and said they are reimbursed from the State after the officer graduates.

Page 35 – Sportsman’s Warehouse – Garmin Pro – The invoice showed an electronic dog collar.

Page 35 – Ray Allen – The invoice showed a K-9 kit at \$1,299.

Page 41 – RMUS Dual drone with Remote for EMA – The invoice showed one drone. Chief Olson said this was in the EMA budget and the drone has FLEER and a small quick deploy package.

Page 45 – David Blaylock – Refund \$250 – Mrs. Freeze stated he had rented the Southaven Community Center for one year and did not use because of COVID.

Page 61 – Road – Landers F250 - Mr. Jarman stated this truck replaced one at the Eastern shop.

Page 65 – Talbot Brothers – \$1.2 million – Mr. Jarman stated they are at 100% on the engineering and 50% construction on that phase. Supervisor Gardner asked for picture updates at the next meeting.

Page 66 – Shafer, Zahner & Zahner for ICAC – Supervisor Lee said the building is designed and they are getting ready to go out for bid.

Page 68 – Urban Arch – Request to hold until after the Board hears from Mr. Bullard later in the meeting.

Page 69 – Shafer, Zahner & Zahner for Agri Ed Center – Mrs. Lynchard stated that was for flood plain mitigation and some other things. Supervisor Lee said they came in a little high and they are working on the design.

Supervisor Ray Denison asked about the following claims:

Page 7 – Travelers deduction \$25,000 – Mr. Nowak stated that case is set for trial. Mrs. Freeze stated that is the County’s deductible. She stated they were reimbursed for the \$2,000 deductible on the automobile claim.

Page 16 – Schindler Annual Service Maintenance – Mr. Houston stated that is for 5 elevators in the Admin, Courthouse, Library and Sheriff’s Admin buildings. He stated they service the cables, grease the rotors, and test the hydraulic pumps quarterly.

Page 63 – K&K Systems – Continuous flash. Mr. Jarman stated they put a flashing sign at the end of Getwell at the big turn south of Grays Creek. He stated it is similar to what is in front of the schools.

Supervisor Lee Caldwell asked about the following claims:

Page 1 – Whitfield Electric – Mrs. Hanks stated that is for refunds from Planning. She said when they had less staff some checks got sent to Finance with no permit. She stated they are not going to use the permit, so they need refunds.

Supervisor Michael Lee had no questions.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to

approve the items on the claims docket and authorize the Chancery Clerk to pay the bills as presented by the Finance Department except for page 68 – Urban Arch.

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>

Later in the meeting:

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to pay the UrbanArch bill on Page 68 of the claims docket.

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.6.c.

d. Inventory Process 2021

Mrs. Hanks thanked the Board for naming her as Inventory Clerk. She stated she has passed the state test to certify her in that position.

Mrs. Hanks stated with the COVID precautions, they will be sending lists to department heads or their designees to find all their items on the inventory list. She stated they will only go out personally if items cannot be found. Supervisor Caldwell said that is what the school system does. Mrs. Hanks said the Sheriff’s Department and Road Department are the biggest and they will help in any way needed there. Supervisor Caldwell asked if the department heads would sign off on their inventory sheets. Mrs. Hanks affirmed.

7. Grants Administration – Make Part of Board Minutes

a. Request to Close Out Homeland Security Grant (S19HSO17T)

Grant Administrator Sheila Garrett stated this grant was for \$10,000 and only \$1,002 was spent. Mrs. Lynchard stated a lot of money was turned back this year because of COVID. She stated these grants are for travel and exercises for the Task Force.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize closing out Homeland Security Grant #S19HSO17T 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 H.7.a.

b. Request to Close Out Homeland Security Grant (19HSO17T)

Grant Administrator Sheila Garrett stated this grant was for \$104,000 and apx. \$48,000 was left.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize closing out Homeland Security Grant #19HSO17T 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 H.7.b.

c. Request to Close Out Homeland Security Grant (S18HSO17T)

Grant Administrator Sheila Garrett stated this grant was for \$10,000 and EMA used \$5,500.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize closing out Homeland Security Grant #S18HSO17T 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 H.7.c.

d. Request to Close Out Homeland Security Grant (M18HSO17T)

Grant Administrator Sheila Garrett stated this grant was for \$100,000 and EMA purchased a vehicle for \$99,506. Mrs. Garrett noted that EMA has already received the current year's grants to replace all of these presented.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize closing out Homeland Security Grant #M18HSO17T 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 H.7.d.

8. Facilities Management

a. Quotes to Move E--911 Tower Fence & Map

Mrs. Lynchard stated they are trying to keep the Board informed of what is going on at the Star Landing site. Supervisor Gardner asked if moving the E-911 fence would be a County expense. Mrs. Lynchard stated it would because it is being done to build the road and the Agri Ed Center. Supervisor Denison asked if the money had been allocated. Mrs. Lynchard affirmed. Mr. Houston stated they got two bids:

Cherokee Mid-South - \$10,050
West Memphis Fencing - \$11,095

Supervisor Caldwell stated the fence was originally on the property line to the west, but now the

county owns all of it and will be building the road. Mr. Jarman stated the fence was at 1,000 feet from the tower and now will be back to 500 feet. He said the quote was to pull the wire and reuse it and install new posts, with the Road Department pulling the old posts that cannot be reused. Supervisor Caldwell said the tower is a critical structure and has to be secure.

Supervisor Gardner asked why the entire area had to be fenced. Supervisor Caldwell said the E911 committee is pretty insistent that the entire area be fenced.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve proceeding with the placement of the fence and accept the bid from Cherokee Mid-South as the lowest and most responsive bid.

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.8.a.

b. Budget Amendment for Moving Fence

Mrs. Lynchard stated a budget amendment is required to move the money for the fence. She stated it is permissible to move the money from Roads because the fence has to be moved in order to build the road.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the budget amendment 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 H.8.b.

9. Office of Procurement

a. Potential Award of Re-Bid Juvenile Drug Testing Equipment – Bid File 21-243-002

Director of Administrative Services and Procurement Pat McLeod stated this was the third time the County has for this equipment. She stated the last time the bid was rejected was due to bidder confusion on the pricing. Mrs. McLeod said they are asking to award the bid to DTPM contingent on the Public Procurement Review Board's approval. Mrs. McLeod stated in order to not have a reverse auction the bid has to be approved by that board. She stated Procurement will have a contract ready to sign upon PPRD's approval. Mrs. McLeod stated they have to turn the bid in to PPRB by February 3rd and they will meet the first of the next month. She stated it will be the first part of March before the County finds out if the bid was approved.

Mrs. Lynchard asked how long the exemption approval takes. Mrs. McLeod said it could take 45 days and when they send the contract back it could take another 45 days. Mrs. Lynchard stated that is the normal time frame when requesting to not use the reverse auction process.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the bid from DTPM for Juvenile Drug Testing Equipment, as the lowest and best qualified bid, 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 H.9.a.

10. Approval to Destroy Old Records

Mrs. McLeod stated the Administrative Office is trying to get a storage closet cleaned out. She stated some of the designated records to destroy have been in storage since 2014 or prior.

Supervisor Ray Denison made the motion and Supervisor Jessie Medlin seconded the motion to authorize destroying the records 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 H.10.

11. Flood Study Committee Report

This item was discussed at a previous meeting. Supervisor Medlin asked to see a larger map of the flowage easements.

See Exhibit H.11.

12. Department of Road Management

a. Update on Capital Projects

Mr. Jarman stated the Board had requested more information on current and future projects. He stated he will be bringing an updated report each quarter that includes an update from the Board Attorney on right of way acquisitions.

Supervisor Caldwell stated the Transportation Committee will also send minutes of their meetings to all the Board to keep everyone informed. Mrs. Lynchard stated Mr. Jarman will be bringing someone from the Road Department to take those minutes.

Supervisor Medlin stated all the committees are doing a good job and there are a lot of moving parts to keep up with.

See Exhibit H.12.a.

b. Getwell Road Improvements

1) Lester Road to Pleasant Hill Road

a) Cost Estimate

Mrs. Lynchard stated Waggoner Engineering has provided the cost estimate. Supervisor Gardner asked if it was correct that Southaven was taking care of Getwell Road south to Lester Road; the County will build Getwell Road from Lester Road south to Pleasant Hill Road; and Hernando will build Pleasant Hill Road south to I-269. Supervisor Lee affirmed and noted that he would suggest Hernando take the build on to Byhalia Road.

Mrs. Huffman stated the widening is a County project at roughly \$4.7 million for a 5-lane rural section. He stated Southaven is hoping to go to construction later this year or early next year. Supervisor Caldwell stated the county is using Use Tax money to begin engineering so there won't be a bottleneck.

See Exhibit H.12.b.1.a.

b) Budget Amendment

Mrs. Lynchard reminded the Board they designated the Use Tax for the road, but it will not completely fund the project. Mrs. Freeze stated they have received \$292,000 since July and expect another sum soon.

c) Authorize Waggoner Engineering to Design Lester to Pleasant Hill

Mr. Huffman presented a task order for the design of Getwell Road, Lester to Pleasant Hill.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve the task order for Waggoner Engineering to design Getwell Road, Lester to Pleasant Hill 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 H.12.b.1.c.

2) Intersection at Pleasant Hill

a) Cost Estimate

Mrs. Lynchard stated the MPO project will be fully funded, but the County has to put money into the fund and the MPO will reimburse. Supervisor Caldwell said they had not accounted for that before. Mrs. Freeze stated keeping the money in Fund 160 and creating a new project will be enough to pay and be reimbursed by the MPO for the signal & intersection.

See Exhibit H.12.b.1.a.(above)

b) Budget Amendment for Reimbursement Funding Strategy

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to create a new project in Fund 160 and approve the budget amendment 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 H.12.b.2.b.

c. Holly Springs Road – Notice of Award to Talbot Brothers Contracting

Mr. Huffman stated the Board previously approved the award of the contract for Segment 2 to Talbot Brothers Contracting subject to MDOT concurrence. He stated he received that concurrence letter from MDOT on Friday, and this is the official Notice of Award to the

contractor. Mr. Medlin asked if all the right of way had been acquired. Mr. Nowak advised all necessary rights of access have been acquired, but not all right of way finalized. Mr. Huffman stated they are ahead of schedule for right-of-way acquisition as the target was March 1.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the Notice of Award to Talbot Brothers Contracting 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 H.12.c.

d. Holly Springs Road Segment 2- FBLD 1920-00(007) LPA/104863-802000 – Notice to Proceed – CE&I

Mr. Tracy Huffman stated this is to officially give Waggoner Engineering notice to proceed on the CE&I for Holly Springs Road Segment 2. He stated the estimated amount is 10% of the contract amount at roughly \$1.2 million, 10% of the roughly \$12 million contract.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the notice to proceed with CE&I on Holly Springs Road Segment 2 and authorize the Board President to sign based on the \$1,217,655 sum.

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.12.d.

e. County Engineer

Mr. Jarman stated he and Mr. Young will bring a new job description for the County Engineer to the Board at the next meeting to get approval on the job description and approval to post.

13. Human Resources

a. Certification of a Drug-Free Workplace – Signature Required

Mrs. Crockett stated HR sent out a form to all employees and they are at about 80% back in. She stated she is committed to having all forms back by February.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President to sign the Certification of a Drug-Free Workplace form 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 H.13.a.

b. Worker’s Compensation Application – Signature Required

Mrs. Crockett requested the Board President sign the application in order to move forward with Key Risk for another year.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve, and authorize the Board President to sign, the Key Risk application for Worker’s Compensation coverage.

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.13.b.

c. Meritain Days 2021 Report

Mrs. Crockett stated roughly 120 employees came in and asked questions. She said Meritain had a solid presentation and sat down one-on-one with about a dozen people to insure their providers were included in network.

See Exhibit H.13.c.

d. Job Postings – Discussion on Posting Salary Range

The Board discussed listing a salary range on job postings with Human Resources Director Carla Crockett. Mrs. Crockett stated she will check around for suggestions from other companies and bring information back to the Board.

e. Open Enrollment 2021

Mrs. Crockett stated they managed passive open enrollment by having a “no change” form for insurance benefits and they have received back about 200 forms. She stated only people who have questions or wish to change something need to come to open enrollment.

See Exhibit H.13.c. (above)

f. FFCRA

Mrs. Crockett stated the Federal policy to pay 80 hours of sick leave for COVID expired December 31, 2020. She stated agencies have been advised to establish temporary policies until President Elect Biden is in office. She recommended to continue with regular practices pertaining to administrative leave. She said if employees are exposed and test positive, they can use 80 hours COVID pay and EFMLA, if requested. She requested to extend the policy through April 18, 2021 or until the president makes a new reinstatement.

Supervisor Medlin asked if employees could get paid leave to stay home with a family member. Mrs. Crockett stated if they have a child they can apply for EFMLA for 60% of their salary up to 12 weeks. Supervisor Medlin asked if employees can use their leave time to get the other 40% of pay. Mrs. Crockett affirmed.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve extending the administrative leave policy that the County has in place until April 18, 2021 or until the president makes a new policy.

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. Updated Return to Work Policy

Mrs. Crockett stated she and Mrs. Lynchard met on Friday to update the return to work policy. The updated policy says no one should return to work until all symptoms are resolved.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the updated Return to Work Policy 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 H.13.g.

h. Authority to Seek Tax Advice to Remedy a Programming Error in Federal Tax

Mrs. Crockett stated there was a Federal tax issue last paycheck. She stated the tax brackets HR received from the software company were incorrect and about 100 employees were impacted at an average amount of \$50.00. She asked for authorization to reach out to a tax advisor and see what to do.

Mrs. Lynchard suggested calling Williams, Pitts & Beard to find out what could be done; and if they do not know, to reach out to Sam Keyes at Butler Snow.

Mrs. Crockett stated everything is now correct in the payroll system. She said Mrs. House has a letter ready to send employees who were affected.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize Mrs. Crockett and Mrs. Lynchard to contact Williams, Pitts & Beard and Butler Snow or others as needed to get information on how to correct this.

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>

14. Contract Administration

a. Human Resources – Lipscomb & Pitts – Client Authorization Agreement – Signature Required

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the Client Authorization Agreement with Lipscomb & Pitts.

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.14.a.

15. Request to Accept Final Social Media Policy

Mrs. Barclay stated once the final policy is adopted, she will have training with each department. She stated the Chancery Clerk, Tax Assessor, and Sheriff have opted out of the program. Mrs. Heffner said she does not have an office page, and does not see the need to jump through hoops to post to her personal Chancery Clerk page. She said she will meet with Mr. Nowak to go over her options. Mrs. Barclay stated she will still share elected officials’ information on the County page. Mrs. Heffner said currently she sends anything she wants to post to Mrs. Barclay and then she shares it.

Supervisor Lee asked what kinds of posts would cause problems. Mrs. Barclay said personal opinions on a public page, pictures people did not take, copyright violations. She said she monitors other pages and reviews them for issues; and monitors multiple feeds, media releases and stories to be sure something does not go awry.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Social Media Policy with the Board Attorney’s changes providing for an opt-out policy for elected officials and authorize the Board Attorney to review elected official’s policies if they want him to.

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.15.

16. Request to Accept Facebook Pages for Animal Control and EMS

Mrs. Barclay stated the Friends of DeSoto County Animal Shelter was started by citizens but an Animal Shelter employee has been running it after the citizens gave it up. She requested to make the page an official county page and change the name to Desoto County Adopt a Pet.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to have the County take over the Friends of DeSoto County Animal Shelter page, change the name and the Community Resource Director be responsible for it.

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. Barclay stated the EMS page was started by Director Mark Davis and she recommends continuing it as a County page.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the EMS page as a County page.

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.16.

17. FY2020 Continuing Disclosure Engagement Letter & Information Checklist for FY2020 – Signature Required

Mrs. Lynchard stated this is something that is done every year and it authorizes Butler Snow to submit the reports for bonds.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the FY2020 Continuing Disclosure Engagement Letter for Butler Snow.

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.17.

18. Clarification of September 08, 2020 minutes – Right of Way – Holly Springs Road

Mrs. Lynchard stated the September 08, 2020 minutes left off one amount for payment to Short Fork Farms. She stated the exhibit of the Board’s resolution that went over to Chancery to be filed had a different amount than the minutes had.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to correct the September 08, 2020 minutes to reflect the same information as the Board’s resolution and to send the correction to the Chancery Clerk’s office.

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.18.

I. PLANNING

1. Public Hearing – 1:00 pm

Supervisor Caldwell made the Motion and Supervisor Medlin seconded the Motion to open the Brown Properties Conditional Use appeal and the Ross Meadows Phase 3 Public Hearings scheduled for today.

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

- a. Appeal of the Decision of the Board of Adjustment - Application by Brown Properties for a Conditional Use to allow a gas pumps at a convenience store in accordance with the DeSoto County Zoning Ordinance. Subject property is located at 13893 Goodman Rd on the south side of Goodman Rd and west of Center Hill, Parcel #1059320000000500 in Section 32 Township 1 Range 5 and is zoned C-1 (District 1)**

Mr. Hopkins presented the appeal of the decision of the Board of Adjustment to approve the application by Brown Properties for a Conditional Use to allow gas pumps at a convenience store. He stated the appeal was filed by Archie and Barbra Baldwin.

Supervisor Medlin stated in the minutes from the Board of Adjustment meeting the applicant made a statement that a buffer would not be required between the proposed site and the property to the east because both properties are zoned commercial. Mr. Hopkins stated that is true because both properties are zoned commercial so a buffer is not required, but the applicant agreed to a 15 ft. buffer next to the property to the east.

Mrs. Barbara Baldwin – 13935 Goodman Rd - came forward and stated the proposed site is right next to her home and feels there should at least be a buffer between her home and the proposed site. She then stated she is concerned that the gas station would make the traffic worse than it already is. She then stated that it would also decrease the traffic safety as there are already numerous traffic accidents in the area. Mrs. Baldwin stated she is also concerned with how the gas tanks affecting her well water.

Supervisor Gardner stated the underground tanks are supposed to be sealed and not affect the water but that is monitored by MDEQ.

Supervisor Gardner asked if Mrs. Baldwin is requesting a buffer or for the Board of Supervisors to overturn the decision of the Board of Adjustment. Mrs. Baldwin stated she is requesting the overturn the decision because the traffic in the area is already bad and a gas station would make it worse.

Mr. Jared Darby – 187 Stateline Rd- came forward and stated he is representing the applicant. He stated the application was approved by the Board of Adjustment and there were no objections at the meeting. He then stated the applicant agreed to a 15 ft. buffer of evergreens, with the property to the east, planted in a triangular pattern or could leave the natural buffer that is existing. Mr. Darby stated no light will intrude on to other property due to the placement of the lights. He stated the applicant will meet and exceed the County Design Standards. He then stated that there are only 5 gas pumps, this is not a truck stop. He then asked that the Board of Supervisors uphold the decision of the Board of Adjustment. Mr. Darby stated they have reached out to MDOT about the curb cuts but have not applied for the actual permit for the curb cuts. He stated the proposed site and the Baldwin’s property were both rezoned C-1 by the Board of Supervisors in 2001.

Supervisor Gardner asked who the applicant is. Mr. Darby stated the applicant is Earl Warren.

Supervisor Medlin stated he is concerned about a median cut along Hwy 302 as the existing median cut does not line up to the property and traffic going westbound would have to make a U-turn to access the site. He stated the proposed site is near Braybourne Subdivision, where there are lots of wrecks. He then stated he feels the area has bad traffic congestion. Supervisor Medlin stated he feels a convenience store should be on a corner. Supervisor Medlin also expressed concern with traffic backing up at the traffic signal and that would block the flow of vehicles entering and exiting the site.

There was discussion of permitted uses and conditional uses in C-1 zoning.

Mr. Darby stated the developer is going to adhere to all of MDOTs requirements so that should address any traffic concerns. Supervisor Medlin stated traffic is the business of the Board of Supervisors.

There was discussion of the uses that are permitted on both the proposed site and the Baldwin's property as they were rezoned to C-1 in the same rezoning application.

Supervisor Denison asked was right of way sold to the state for the improvements on Hwy 302 and Center Hill Rd and when the road was improved. Mrs. Baldwin stated that she did sell the right of way to MDOT but she is not sure when the road was improved.

Supervisor Gardner asked if there was anyone else to speak for or against the appeal.

Supervisor Medlin stated he feels more people didn't come to the Board of Adjustment meeting due to the pandemic. He is concerned with the following:

- Increased traffic congestion and hazards due to the median cut and curb cuts, drivers trying to make U-turns on Goodman Rd. to access the site, and traffic from the intersection backing up and blocking access to the site.
- Would like to see a convenience store on a corner as it's a better fit for the neighborhood
- Doesn't feel gas pumps are needed in this area, feels there is a need for a supermarket but not gas pumps in the area
- Would negatively affect the neighborhood

Supervisor Medlin made a Motion and Supervisor Lee seconded the Motion to overturn the decision of the Board of Adjustment to approve the application by Brown Properties for a Conditional Use to allow gas pumps at a convenience store and, thereby deny the application, based on the following:

- No need for a store with gas pumps
- Will increase traffic
- Will increase traffic congestion
- Decrease traffic safety
- Will be detrimental to the character of the neighborhood

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	NO
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

- b. Ross Meadows Phase 3 (796) – Application is for rezoning of 16.14 acres from AR to R30. Identified as parcel #206521000 0001100. Located on the west side of Williamson Lane, south of Dunn in Section 16, Township 2, Range 6W and is zoned AR (District 5)
Applicant: Civil Link**

Mr. Hopkins presented the Ross Meadows Phase 3 application for rezoning of 16.14 acres from AR to R30. Mr. Nick Kreunen was present to represent the application.

Mr. Kreunen gave a history of the previous rezoning of the development and stated the applicant purchased the 16 acres to the west and wants to rezone it to include it in the development.

Mr. Kreunen stated the following are examples of a change in the neighborhood:

- Water and sewer are now available
- Increased development in the area
- New subdivisions approved in the area

Mr. Kreunen stated the same covenants and home sizes will apply to this portions as are in all the other phases of the development.

Mr. Bob Jarman asked where the construction access will be. Mr. Kreunen stated the construction entrance will be at the end of Phase 2.

Supervisor Medlin asked where the sewer is going. Mr. Kreunen stated the sewer is going to Wilco in Creekside Estates. Supervisor Medlin asked how much more capacity is available. Mr. Kreunen stated it will be maxed after this phase.

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

Supervisor Lee made a Motion and Supervisor Caldwell seconded the Motion to approve the Ross Meadows Phase 3 application for rezoning of 16.14 acres from AR to R30 based on a substantial change in the neighborhood and demonstrated public need.

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

Supervisor Medlin made the Motion and Supervisor Lee seconded the Motion to close the Public Hearings scheduled for today.

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. Preliminary Subdivision

- a. Ross Meadows Phase 3 (7545) - Application is for Preliminary Subdivision approval of 54 lots on 57.95 acres, Located on the west side of Williamson Lane, south of Dunn in Section 16, Township 2, Range 6 and is zoned AR/R30 (District 5)
Applicant: Civil Link**

Mr. Hopkins presented the Ross Meadows Phase 3 application for Preliminary Subdivision approval of 54 lots on 57.95 acres. Mr. Nick Kreunen was present to represent the application.

Supervisor Medlin asked what the status of Jones Road is. Mr. Cardosi stated the Starlanding alignment is being built. Mr. Kreunen stated the developer has put up a bond for the road.

Supervisor Denison asked how this development is accessed. Mr. Kreunen stated it is accessed by Dunn Lane and Creekside.

Supervisor Medlin asked if there are any homes within the alignment area of Jones Rd. Mr. Cardosi stated there may be one at the end of Jones Road.

Supervisor Lee made a Motion and Supervisor Medlin seconded the Motion to approve the Ross Meadows Phase 3 application for Preliminary Subdivision approval of 54 lots on 46.4 acres.

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. Final Subdivision

- a. Mitchell's Corner Subdivision, Commercial (7543) – Application is for final subdivision plat approval of 1 lot of 1.56 acres. Subject property is located on the east side of Hwy 305 and south of College Road in Section 15, Township 6, Range 2 and is zoned C4 – Planned Commercial). (District 1) Applicant: McCarty Granberry Engineering**

Mr. Hopkins presented the Mitchell's Corner Subdivision, Commercial application for final subdivision of 1 lot of 1.56 acres. Mr. John McCarty was present to represent the application.

Mr. John McCarty stated the property is currently rezoned C-4. He then stated they will widen Hwy 305 across the entire front of the property and connect the turn lane.

Supervisor Medlin stated he has not had a chance to do a site visit with the applicant.

Supervisor Gardner asked where the closest Dollar General is located to the site. Supervisor Medlin stated probably Olive Branch.

Supervisor Medlin stated he would like to table this item for two weeks to be able to go out and see the site with the applicants.

Supervisor Medlin made a Motion and Supervisor Caldwell seconded the Motion to table the Mitchell's Corner Subdivision, Commercial application for final subdivision of 1 lot of 1.56 acres until the February 1, 2021 at 1:00 p.m. to allow for a site visit.

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

3. Minor Lot

- a. Chad Holley Minor Lot (7548) Final Approval of 1 lot out of 14.21 acres. Identified as Parcel # 3-08-4-19-00-0-00005-00. Subject property is located on the west side of Fogg Road and south of W. Oak Grove Road in Section 19, Township 3, Range 08 and is zoned A (District 5) Applicant: Chad Holley**

Mr. Hopkins presented the Chad Holley Minor Lot application for final approval of 1 lot out of 14.21 acres. Mr. Darren Ward was present to represent the application.

Mr. Ward stated the applicant received a lot from his parents to build a home.

Supervisor Lee made a Motion and Supervisor Caldwell seconded the Motion to approve the Chad Holley Minor Lot application for final approval of 1 lot out of 14.21 acres.

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

4. Other

a. MPO TA Grant Award

Mr. Cardosi stated the TA Grant the County applied for was awarded and staff need a Motion to accept the grant.

Supervisor Denison asked if there is a match required. Supervisor Caldwell stated it requires an 80/20 match.

Supervisor Medlin asked what the grant can be used for. Mr. Cardosi stated the grant must be used for a walking trail.

Supervisor Caldwell made a Motion and Supervisor Lee seconded the Motion to accept the TA Grant for the DeSoto Agricenter Trail.

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 I.

J. EXECUTIVE

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to adjourn the Board meeting until Monday, February 01, 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.

Mark Gardner, President
DeSoto County Board of Supervisors