

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT ONE SUPERVISOR JESSIE MEDLIN, PRESIDING
June 01, 2020

A. CALL TO ORDER

The June 01, 2020 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, 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 - ABSENT
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Michael Lee offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MAY MINUTES

Supervisor Medlin asked if everyone had read over the May minutes.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the minutes of the Board of Supervisors for May, 2020, 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. 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. JAG Grant Application – Request to discuss at 9:15 a.m. - (New, I.7,b,)
- b. MAS – Inmate Medical Contract Renewal - (New, I.8.g.)
- c. Appointment – CVB members - (New, I.10.)
- d. Solid Waste – Disposal Contract with BFI, CPI Adjustment - (New, I.11.)
- e. Correction of March 23, 2020 minutes - (New, I.12.)
- f. Agri Education – Contract for Geo Technical Testing - (New, I.13.)

2. County Administrator Vanessa Lynchard requested to delete the following:

- a. H.6.c. – COVID 19 – Revised Employment Policy and Procedures
- 3. Supervisor Mark Gardner requested to consider the following for Executive Session:**
 - a. Industrial Prospect Hotel at Landers Center - (Executive, K.7.)
- 4. Supervisor Jessie Medlin requested to add the following:**
 - a. Garbage Contract with Waste Pro – (Old, H.10)
- 5. Supervisor Michael Lee requested to add the following:**
 - a. Access to Hawks Crossing Property – (Old, H.11.)
 - b. Consideration for Executive – Sale of Property - Hawks Crossing – (Executive, K.8.)
- 6. Director of Administrative Services & Procurement Pat McLeod requested to add the following:**
 - a. Tourism Reno Contract – (New, I.7.c.)
- 7. Planning Director Bennie Hopkins requested to add the following:**
 - a. Planning – Consent – Minor Lot in District 1 – (Planning, J.1.c.)
- 8. Road Manager Robert Jarman requested to delete the following:**
 - a. New, I.4.a. – Holly springs Road – BUILD Grant

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>

F. 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.

G. CONSENT AGENDA

1. 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 May:

Funding Request	Date Paid	Amount	Claim Type
5/1/2020	5/7/2020	\$111,561.02	Administrative Fees
5/1/2020	5/13/2020	\$2,883.33	RXnGo
5/4/2020	5/7/2020	\$177,170.15	Medical
5/4/2020	5/7/2020	\$571.20	Dental
5/4/2020	5/7/2020	\$34,910.88	Pharmacy
5/11/2020	5/12/2020	\$31,645.46	Medical
5/11/2020	5/12/2020	\$1,735.80	Dental
5/11/2020	5/12/2020	\$21,528.25	Pharmacy
5/18/2020	5/19/2020	\$4,212.50	RXnGo
5/18/2020	5/19/2020	\$60,110.41	Medical
5/18/2020	5/19/2020	\$5,307.56	Dental
5/18/2020	5/19/2020	\$19,712.71	Pharmacy
5/26/2020	5/27/2020	\$21,092.85	Medical
5/26/2020	5/27/2020	\$4,927.80	Dental
5/26/2020	5/27/2020	\$34,255.10	Pharmacy

Total for Humana	\$524,529.19
Total for RXnGo	\$7,095.83

2. Office of Finance & Accounting

a. Budget Amendments – Animal Services, County Property/Liability Insurance (2), Geographic Info Systems, Chancery Clerk Land Records, Environmental Services, Sheriff Departments, EMA/Ending Cash

		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	\$ 3,510.00	\$ 3,335	\$ 175		\$ 3,510		
EXPENSE								
001-445-588	Veterinarian Fees - Spay/Neuter	\$ 5,908.40	\$ 17,545	\$ 155		\$ 17,700		
001-445-697	Animal Testing & Vaccinations	\$ 11,106.01	\$ 16,580	\$ 20		\$ 16,600		
TOTALS				OVERALL INCREASE	\$175.00			
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	\$ 51,577.40	\$ 50,233	\$ 1,345		\$ 51,578		
EXPENSE								
001-106-542	Vehicle Repair & Maintenance	\$ 20,193.35	\$ 19,111	\$ 1,345		\$ 20,456		
TOTALS				OVERALL INCREASE	\$1,345.00			
Reason for Request:		Increase revenue and increase expense to account for insurance proceeds collected to offset payment owed for automobile accidents.						
		Fund/Department #		001 / 106				
(3)	County Property / Liability Insurance							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
001-106-521	Legal Advertising	\$ 26.04	\$ -	\$ 27		\$ 27		
001-106-540	Bldg Repair/Maint - Tourism Bldg	\$ 21,487.96	\$ 25,000	\$ 718		\$ 25,718		
001-106-581	Property/Auto Deductibles	\$ 9,000.00	\$ 5,000	\$ 4,000		\$ 9,000		
001-106-598	Lawsuit Deductible	\$ 45,371.08	\$ 140,000		\$ 4,000	\$ 136,000		
001-106-599	Small Claims - Non-Insurance	\$ 32,643.40	\$ 77,500		\$ 745	\$ 76,755		
TOTALS			\$ 247,500	\$ 4,745	\$ 4,745	\$ 247,500		
Reason for Request:		Reallocate funds to line items to cover vehicle deductibles owed and to cover tourism bldg expenses while waiting for reimbursement.						
		Fund/Department #		001 / 109				
(4)	Geographic Info Systems							
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
REVENUE								
001-000-359	GIS Revenues	\$ 1,520.00	\$ 28,265	\$ 1,210		\$ 29,475		
EXPENSE								
001-109-924	Computer Hardware & Software	\$ -	\$ -	\$ 1,210		\$ 1,210		
TOTALS				OVERALL INCREASE	\$1,210.00			
Reason for Request:		Increase revenue and increase expense to account for DCRUA and Waggoner's reimbursement of term license for ESRI software.						
		Fund/Department #		001 / 101				
(5)	Chancery Clerk Land Records							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
001-101-556	Recording Fees	\$ 9,350.00	\$ 11,400		\$ 1,000	\$ 10,400		
001-101-594	Other Contractual Services	\$ 1,331.50	\$ 1,600	\$ 1,000		\$ 2,600		
TOTALS			\$ 13,000	\$ 1,000	\$ 1,000	\$ 13,000		
Reason for Request:		To allow for more detailed searches for land redemption to find owners/heirs. This practice has led to a higher than expected expense for LexisNexis.						
		Fund/Department #		001 / 344				
(6)	Environmental Services							
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET		
001-344-535	Sect 19-5-105 Code Enforcement	\$ 817.73	\$ 10,000		\$ 400	\$ 9,600		
001-344-571	Dues and Subscriptions	\$ 250.00	\$ 500	\$ 400		\$ 900		
TOTALS			\$ 10,500	\$ 400	\$ 400	\$ 10,500		
Reason for Request:		To account for Keep America Beautiful annual affiliate dues.						

		Fund/Department #	001 / 200, 202, 220 & 222				
(7)	Sheriff Department's						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
	Administration						
001-200-441	OVERTIME	\$ 10,636.86	\$ 31,992		\$ 10,000	\$ 21,992	
001-200-603	OFFICE SUPPLIES	\$ 12,673.06	\$ 18,500	\$ 1,000		\$ 19,500	
001-200-604	PRINTER CONSUMABLES	\$ 15,845.88	\$ 24,500	\$ 2,500		\$ 27,000	
	Aviation						
001-201-439	OTHER SERVICE EMPLOYEES	\$ 38,604.25	\$ 87,503		\$ 38,000	\$ 49,503	
001-201-441	OVERTIME	\$ -	\$ 5,332		\$ 5,332	\$ -	
001-201-468	INSURANCE	\$ 1,859.00	\$ 8,950		\$ 7,000	\$ 1,950	
001-201-546	OTHER REPAIRS & MAINT	\$ 4,408.00	\$ 66,580		\$ 25,500	\$ 41,080	
001-201-587	TRAINING & REGISTRATION	\$ -	\$ 1,000		\$ 1,000	\$ -	
001-201-677	AVIATION FUEL	\$ 2,810.71	\$ 10,000		\$ 6,000	\$ 4,000	
001-201-691	UNIFORMS	\$ -	\$ 2,500		\$ 2,500	\$ -	
	Patrol/Law Enforcement						
001-202-571	DUES & SUBSCRIPTIONS	\$ 9,120.00	\$ 12,190	\$ 1,160		\$ 13,350	
001-202-613	LAW ENFORCEMENT SUPPLIES	\$ 118,870.49	\$ 152,000	\$ 8,000		\$ 160,000	
001-202-671	GASOLINE	\$ 276,625.16	\$ 513,000		\$ 33,000	\$ 480,000	
001-202-921	OTHER CAPITAL UNDER 5,000	\$ 90,510.41	\$ 195,300	\$ 17,500		\$ 212,800	
001-202-925	RADIOS	\$ 34,721.62	\$ 165,500		\$ 14,160	\$ 151,340	
	Custody of Prisoners						
001-220-432	JAILERS/GUARDS	\$ 1,993,941.35	\$ 2,883,072	\$ 15,000		\$ 2,898,072	
001-220-439	OTHER SERVICE EMPLOYEE	\$ 168,494.26	\$ 171,583	\$ 60,000		\$ 231,583	
001-220-441	OVERTIME	\$ 42,328.31	\$ 43,936	\$ 15,332		\$ 59,268	
001-220-694	FOOD FOR PRISONERS	\$ 286,404.60	\$ 433,500	\$ 20,000		\$ 453,500	
	Prisoners' Medical Expense						
001-222-696	PHARMACY SUPPLIES	\$ 109,900.49	\$ 153,500	\$ 30,000		\$ 183,500	
	Juvenile Detention						
001-223-432	JAILERS/GUARDS	\$ 592,907.25	\$ 889,431		\$ 30,000	\$ 859,431	
	Rescue Unit						
001-225-546	OTHER REPAIRS & MAINT	\$ 3,216.00	\$ 3,500	\$ 1,000		\$ 4,500	
001-225-617	RESCUE SUPPLIES	\$ 4,598.66	\$ 5,650	\$ 1,000		\$ 6,650	
	TOTALS		\$ 5,879,019	\$ 172,492	\$ 172,492	\$ 5,879,019	
Reason for Request:	Reallocate funds to line items where necessary						
	Fund/Department #	001 / 260 & 999					
(8)	EMA / Ending Cash						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-260-441	Overtime	\$ 11,571.10	\$ 9,066	\$ 8,000		\$ 17,066	
001-999-999	Ending Cash	\$ -	\$ 26,213,385		\$ 8,000	\$ 26,205,385	
	TOTALS		\$ 26,222,451	\$ 8,000	\$ 8,000	\$ 26,222,451	
Reason for Request:	To account for an unexpected increase in overtime due to tornado and pandemic. Still waiting from reimbursement funds from FEMA for hurricane work and will be reimbursed for some overtime for tornado and pandemic. This reimbursement will go back to ending cash however we are not expecting these funds until next fiscal year.						

b. Monthly Expenses for Tax Assessor, Tax Collector, Sheriff's Department – Statute 27-1-9D/19-25-13

S 27-1-9D

Tax Assessor 001.103 \$ 100,042.38

Tax Collector 001-104 \$ 96,494.48

S 19-25-13

Sheriff 001.200-001.225 \$ 1,715,776.54

120.227/123 \$ 31,988.00

3. Road Department

- a. Road Bond Report
- b. Monthly Road Report

4. Contract Administration – Auto Renewal

- a. Sheriff's Department – DeSoto County Law Enforcement Information Sharing
- b. IT – Tyler Technologies

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

- a. Contract Administration – Sheriff’s Department – Motorola Radio Lease Purchase – Fully Executed**
- b. Grant Administration – JAG Grant – Joint Letter of Withdrawal – Fully Executed**

6. Add Requisition Signer – Election Commission – Laura Edler
Remove Requisition Signer – Election Commission – Barry Chatham
Election Commissioners 001-180 Election Support Fund 001-182

7. Meal Log Affidavits – (2)

8. Chancery Clerk Allowance

Discussion: Supervisor Gardner asked about the Sheriff’s budget amendments to move money out of radios and aviation. He asked where that money was going. Sheriff Rasco said it was going to custody or prisoners, pharmacy and purchases under \$5,000. Supervisor Gardner said they had discussed moving some money out of aviation to a special project and had just made a large radio purchase. Sheriff Rasco said they will use the aviation money later for the special project; and he took money from the firing range insurance money for the radio purchase. Mrs. Lynchard said she and the Sheriff had discussed the budget amendments earlier and she had not had a chance to talk to the Board.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the actions and matters presented in 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.

H. OLD BUSINESS

1. Storm Update

EMA Chief Chris Olson stated his department has requested the Public Assistance funding and is continuing to work with FEMA through conference calls and getting data together and to them. Road Manager Robert Jarman stated they have turned in 3 roads with damage: Allison Road, part of Bethel Road, and Airport Road.

Supervisor Medlin asked what the total damages were to date. Chief Olson said he did not have the total with him; but the County did meet the threshold for public assistance funds.

Supervisor Caldwell asked where the work was on Turkey Creek. Mr. Jarman stated they are in 1 tributary right now and anticipate having about 40 loads to pull out of there. He said when some people cleared their lots; they put their storm debris in the ditches. Mr. Jarman said next they will move to Turkey Creek; but it will be a couple of weeks before they get to the part behind people’s houses. He said it will be a long process. Mr. Jarman said they have run into some spots where people had dumped for years and that will have to be hauled to the rubbish pit. He also noted they cleaned out the new culvert under Craft Road as it had filled in about halfway. He stated their hope is that the ground up stumps will flow on downstream and not cause any reasons for more clean out. Chief Olson said the Corps of Engineers said the ground up debris cannot change the direction of the flow of the creek.

Procurement Director Pat McLeod asked if the work was being done in house. Mr. Jarman said they are trying to do it all in house. He also noted that they do not have to use the regular bidding process while under the emergency declaration. He said he has several contractors that

want to bid on the work. Mrs. Lynchard stated if any work was contracted out, and the emergency declaration is not active, they will have to bid according to regular bid laws.

a. Determination of Continuation of Emergency Declaration from May 4th – Signature Required

Chief Olson said MEMA’s recommendation was to stop the emergency declaration because the work on Turkey Creek had been noted; but after hearing the information today, he felt the Board should probably extend the declaration for another time period. Mr. Jarman agreed and said he was not sure that the Road Department would be able to get all the debris without using contractors. Chief Olson also noted that, according to the Public Assistance funding, the County was supposed to bring the creek back to the condition it was in before the storm.

Mr. Jarman stated, as an added precaution, the Road Department got written permission for access rights from all the homeowners along Turkey Creek to be able to go on their property as all the property lines are on the center of the creek. Mr. Nowak stated that was a necessary step but with the emergency declaration, the Board did not have to make findings on each property before the work could be done.

Supervisor Caldwell said it sounded like the Board needed to continue the declaration of emergency as a significant amount of storm debris remains to be cleared. She asked if the burn pits were still active. Mr. Jarman stated they are stockpiling at each pit and burning about once a week, moving the blower between the burn pits. He stated they will start hauling ash after the burn permit is expired.

Mr. Laughter stated that when MDEQ extended the burn permit to June 30th; they asked if the emergency declaration was still in place. He informed the Board that MEMA had estimated about 130,000 yards of debris on the ground after the storms; and the total amount hauled and recorded to date is 231,199 yards with 190,000 yards being burned. He stated the County has spent \$101,000 in disposal costs above the burn costs and that amount did not include hauling.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to extend the January storm event Emergency Declaration to July 6, 2020 finding that emergency conditions still exist in some areas and that much clean up in ditches and creeks is still to be done.

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.

Supervisor Caldwell asked Chief Olson if they had heard anything about the grants for the storm shelters or sirens. Chief Olson said they have not; but FEMA has been extremely busy.

2. EMA – Request to purchase Two Trucks over \$25,000 Using Homeland Security Grant Funds

Mrs. Lynchard reminded the Board they approved to purchase 2 trucks from the grant funds, but they are over \$25,000. She stated no one had them in stock so they had to be ordered. Mrs. McLeod said the trucks were on state contract and they are purchasing them from Landers who will match the state contract pricing and specs.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the purchase over \$25,000 to purchase 2 trucks from Landers using Homeland Security Grant funds 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.2.

3. 4-Year Road Plan & Future Projects

See Exhibit H.3.

a. Engineer Selection for Getwell/Pleasant Hill Intersection

Mr. Tracy Huffman stated that the next step to advance this project is the engineer selection. Supervisor Caldwell said the Transportation Committee met and they recommend Waggoner Engineering as the project engineer.

Mr. Nowak asked if there would be any right-of-ways or easements to purchase. Mr. Huffman affirmed.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve Waggoner Engineering as the Project Engineer for the Getwell/Pleasant Hill intersection, to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on securing right-of-way and easements as necessary, 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>

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on any road right-of-ways that come up for any project and if there are any conflicts or changes the Board will take those up at the time.

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.a.

b. Task Order for Polk Lane – Legacy Termini to Nail Road

Mr. Huffman stated this is for the part of Polk Lane that will connect from the projected terminus of the Legacy Park development to the new Nail Road.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the task order 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.b.

4. Holly Springs Road

a. Request to Appoint Special Counsel for Purchase of 2 Right of Ways

Mr. Nowak stated there are a couple of properties that belong to Mr. Paul Scott or his family, creating a conflict with his firm in representing the County. He asked if the Board would want to appoint Mr. Jody Neyman to handle those acquisitions.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to appoint Mr. Jody Neyman as Special Counsel to handle the acquisition of the Scott family properties.

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. Request to Acquire Appraisals

Mr. Nowak stated there were Federal requirements with the next phase of Holly Springs Road that required appraisals.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to pursue acquiring the necessary appraisals for Holly Springs Road and to appoint Mr. Jody Neyman to pursue appraisals for the acquisitions that he is retained by the County to handle when there are conflicts with Smith Phillips.

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>

5. Public Hearing – Environmental Services – 19-5-105 Code Violation – 6005 Rolling Hills, Olive Branch

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to open the public hearing to hear the 19-5-105 code violation at 6005 Rolling Hills, Olive Branch.

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>

Environmental Services Director Ray Laughter stated the front yard was cut, but the rear and side yards were severely overgrown with a tree down. He said the property owners have made some progress as of this morning.

Ms. Christina McGee said the owner was her mother Mrs. Davis who passed away in September. She stated they are trying to get the property ready to sell. Mr. Laughter stated the area in question is probably an acre or less. He stated he got two quotes for mowing and tree removal of \$1,500 and \$650.

Supervisor Gardner asked Ms. McGee how much time she felt they needed. Ms. McGee stated they have gotten all they can with the tractor and bush hog. She said they will spray to get to the trees and get them burned. She asked for 2 weeks to keep working. Supervisor Gardner asked Ms. McGee to keep open communication with Ms. McCarver in Environmental Services. He expressed his sympathy to the family in the loss of their mother.

Supervisor Medlin told Ms. McGee that they can take the tree debris to the road and the County will pick it up. Mr. Eric Davis said that would be quicker and they might do that.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to give the Davis family until June 15th to get the property up to code.

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>

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to close the public hearing to hear the 19-5-105 code violation at 6005 Rolling Hills, Olive Branch.

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.5.

6. COVID-19 (Coronavirus) Updates

a. Current Safety Measures by Office

Mrs. Lynchard stated she asked each department where they were and what they were doing at this time. The responses were summarized as follows:

- Chancery – New software allows people to record and check records online.
Stopped taking cash and expanded ability to take cards
Shields at counter and drop boxes outside door
Social distancing and hand sanitizer
- Tax Collector – Only 5 people in office this week, next week business as usual
More requests coming in online
After June 1 will no longer waive penalties
Automobile taxes are up, mailing costs are up
- Circuit – Marriage licenses by appointment only
Temperature checks for court
Continuing to serve the public
- County Court – No current restrictions except Supreme Court limitation on jury trials
Judge Couch bragged on Sheriff's Department and the job they are doing
- Sheriff's Department – Biggest thing is not letting trustees go out
Checking people when they come in
- Justice Court – Pretty much back to usual except for Rules of Court from Supreme Court
Following same guidelines as Tax Collector in Southaven regarding lobby
- Animal Shelter – Taking appointments for surrenders and adoptions
Trying to accommodate anyone who comes to the shelter
- Facilities – Performing all their duties, have not missed a beat
- EMS – Nothing prevents them from doing their jobs
Revenue is way down because people are not using ambulances as much
Costs are up because people that do use ambulances are really sick

- IT – Continuing to restrict access to office
Still serving the public with GIS
Software project is right on time
- Finance – Continuing to limit flow in their office by having mail dropped outside door
Want to explore possibility of mail slot
- Procurement & Administration – Nothing different except not taking DCRUA payments
- HR – Requiring masks from anybody from outside
Leaving door open
Hand sanitizer available
Avoid having 2 guests in office unless in separate office
Resumed face to face interviews with social distancing
- Planning – Back to business as usual
Building permits up from this time period last year
- Parks – Outside staff not coming in office unless necessary

Mr. Ray Laughter stated the Governor’s order authorizes parks to be open from 8 am to 10 pm, and park restrooms to be open. He said his staff is working on cleaning them all up and they will be ready to open on Thursday.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to make the reports from departments a part of the Board minutes; and beginning Thursday, June 4th to authorize the Parks to open from 8 am to 10 pm, open the restrooms in the parks; and make the new Governor’s 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 H.6.a.

b. New Orders by Governor or President

Supervisor Denison asked what new approaches would be taken at the Brookhaven building. Mr. Laughter stated the Governor’s order says indoor reception halls and conference centers can be at 25% capacity but guests must be socially distant. Mr. Houston said the capacity there is 98.

Mr. Davis said for restaurants and a few others the max is 20 if they cannot be socially distant and 50 if they can.

This item was discussed and voted to be made part of the minutes at Item H.6.a.

See Exhibit H.6.b.

c. Revised Employment Policy & Procedures

This item was removed from the agenda.

d. Election Commission – Voting Screens

This item was discussed at New Business, Item I.3.

See Exhibit H.6.d.

e. EMS/EMA Report

EMS Director Mark Davis said there were 8 new cases reported today bringing the total to 550. He said the first drop in active cases shows 146 today. Mr. Davis said the 7-day trend is up and the 14-day trend is almost double. He said they hope to see a leveling out again and hope for a decline with summer coming up. Mr. Davis said hospitalizations are down, and that was the reason for flattening the curve; to keep hospitals from getting overwhelmed. Chief Olson said as more people are out and moving, there will most likely be a spike.

See Exhibit H.6.e.

f. Mask Giveaway Report

Chief Olson said they gave out about 51,000 masks and most locations ran out. He said people were very thankful and very few had to be turned away. Ms. Christie Barclay said 61 people said thank you to the Supervisors and volunteers on the County’s social media page.

Supervisor Caldwell said the mask giveaway was very good for the Volunteer Fire Departments. Chief Olson said he wanted to express his thanks to the Volunteer Fire Departments, cities and Board members. He said when Lewisburg Fire Department ran out of masks; some volunteers went and delivered to people’s homes.

7. CVB/Tourism Building

a. Agreement with CVB

Mr. Nowak stated the Board had approved a low bid to restore the Tourism Building conditioned upon and agreement with the CVB to pay above what the insurance company is paying. Mr. Nowak stated the County will be responsible for repairs covered by insurance. Mr. Nowak stated the County will initially pay the entire contracted amount and the CVB will reimburse the County within 45 days. Mrs. Lynchard said she will turn in the bid, the architect’s fees, and initial cleaning after the fire to the insurance company and they will send a check.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the agreement with the CVB, as presented, that the CVB will pay for repairs to the Tourism building above what the insurance company pays 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.7.a.

b. Corrected Bid Tab

Mrs. McLeod stated this is a bid tab showing the correction of alternate #3 under Dan Walker & Associates and that the CVB is not taking alternate 2 or alternate 5 at the request of Mr. Mastry to result in a total bid of \$347,699 from Dan Walker & Associates who had the lowest and best bid.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the corrected bid tab, acknowledging also that the alternates 2 & 5 would not be implemented, as requested by Mr. Mastry, and award the bid to Dan Walker & Associates as the lowest and best qualified 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.7.b.

c. Tourism Building Contract

Mrs. McLeod presented the AIA 101, AIA 201 and 2 addendums to the contract with Dan Walker & Associates for the renovation of the Tourism Building.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to the the AIA101, AIA 201 agreements and 2 addendums to the contract with Dan Walker & Associates 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.

8. Animal Shelter Upgrades

Facilities Director Shawn Houston stated he got 2 quotes for the scope of work at the Animal Shelter:
Upchurch \$45,323
Muse Heating & Air \$51,442

Mr. Houston stated that would include all new duct work, replacing every old unit at the shelter, putting lights in the furnace that will help with air quality, 11 high velocity fans in each kennel, replace return air supply vents in ceiling, pressure washing exhaust fans, and removing and disposing all old equipment. He said Facilities will replace the ceiling tiles with something water resistant. Mr. Houston noted that the old a/c units were about 17 years old and very inefficient. He said that there would be no need for the hotel units in the cat room when the units are replaced.

Supervisor Caldwell said earlier there was some question about the fans bringing in heat from the parking lot. Mr. Houston said the exhaust fans were on the grassy side. Mr. Jarman said that discussion was about the inlets on the front side of the building. He said they determined at that time the only thing they could do was get some shade on that side.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the lowest and best quote from Upchurch and authorize them to do the work on the Animal Shelter 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.

9. Workforce Center Allocation

Mrs. Lynchard stated some time ago, the Board approved to put \$1 million into a workforce training center. She stated the last time a DRA grant was approved but the legislative funding was not. She said the County returned the DRA money at that time. Mrs. Lynchard stated that Northwest wants to apply again and part of the package requires a form from the County stating the money will still be pledged.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the Board President to sign the form for the DRA grant pledging \$1 million from the County to go toward a workforce training center at Northwest Community College if the DRA grant is approved and funded.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</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 H.9.

10. Garbage Contract with Waste Pro

Mr. Ray Laughter said he got an email from Lori Cate at Waste Pro asking for the CPI adjustment from last year and also the price adjustment for 2020; even though there was a reduction in the CPI for 2020. He said they are also requesting an extra fee for every household that recycles in the amount of \$1.38; and an increase for COVID-19 in the amount of 68 cents per household per month. Mr. Nowak stated if there is change made that was not part of the original contract, and the cost to the County was more than a \$50,000 adjustment over the life of the contract it would have to be rebid. Mr. Laughter stated he ran the numbers and this could very well be over that amount.

Supervisor Medlin said he did not have a problem with the CPI, but he did not think Waste Pro should start charging extra for recycling or COVID expenses. Mr. Nowak reminded the Board that they tabled the price adjustment last year because of all the problems with Waste Pro's service.

After discussing the options provided by Waste Pro and the CPI adjustments the Board decided to factor the negative CPI for 2020, and add 20 cents for the recycling thresholds for a total increase to \$9.15 per household that will be effective on October 1.

Contract Termination:

Mr. Nowak stated Waste Pro does not want to allow any contingencies if the County terminates the collection agreement and seeks new RFPs, and they don't want to give up running the rubbish pit. He said they won't agree to the County's terms regarding termination of the contract. Mr. Laughter stated the rubbish pit has never had a Notice of Violation from MDEQ since 1992; and they received 2 earlier this year. He said they disputed one and had it reversed; but the other one was because fuel logs were incorrect and there was a fuel spill which MDEQ does not allow. He said Mr. Nowak has been diligently working with Waste Pro; and they want out of the contract, but only on their terms.

Supervisor Denison said he thinks they should get Mr. Jennings here and work this out in Executive Session. Supervisor Medlin said the Solid Waste Committee met with Mr. Jennings and he said he would get things straight; but now he does not seem interested in doing that.

Supervisor Caldwell made the motion and Supervisor Ray Denison seconded the motion to take the 2020 CPI decrease, and pay the 20 cents for recycling thresholds for a total of \$9.15 to be effective October 1, 2020.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District NO
Supervisor Mark Gardner, Second District YES
Supervisor Ray Denison, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Michael Lee, Fifth District NO

See Exhibit H.10.

11. Access to Hawks Crossing

Supervisor Lee said he would like to put a walkway for people to be able to walk on the property; but keep it posted to prohibit ATV's and four wheelers. Mr. Jarman stated he will get together with Mr. Laughter and put in a v-shaped walkway that only pedestrians can use.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to change the posting at the Hawks Crossing property to be for pedestrian traffic only.

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. NEW BUSINESS

1. 10:00 a.m. – Business Investment Incentives

a. Avaya, Inc. – Free Port Warehouse

Mr. Bryant Henley stated Avaya, Inc. is a customer of Syncreon and is requesting a Free Port Warehouse tax exemption.

Mr. Bill Stusnick joined the meeting by phone. He stated Avaya is a telephone company spin-off of AT&T since 2001. He stated they sell telephone equipment to enterprise companies, states and governments. Mr. Stusnick stated they sell telephone sets, gateways, servers and provide main support for the equipment they sell. He said in June of 2019, Avaya moved their warehouse operations in the United States to the Olive Branch location where they work with Syncreon. He stated they were in El Paso, TX prior to the move.

Supervisor Caldwell thanked Mr. Stusnick for hiring DeSoto County citizens and for supporting the Olive Branch Food Pantry.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Free Port Warehouse exemption for Avaya, Inc. 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 I.1.a.

b. Kendra Scott Design, Inc. – Free Port Warehouse

Mr. Henley stated Kendra Scott Design is a customer of PFS Web in Southaven. Ms. Stephanie Charles, Tax Consultant for Kendra Scott Design, Inc. stated the company originated in Austin, TX in 2002. She stated they do not have any employees as they are customers of a third-party distributor, PFS Web. She stated they sell retail home items, jewelry and personal accessories. Ms. Charles stated the company has “Kendra Gives Back” event at stores and they have donated to several entities in DeSoto County including Palmer Home, American Red Cross and the Jr. Auxiliary of DeSoto County. She also noted that she has reached out to PFS to see how many PFS Web employees work to get the Kendra Scott Design products out, but she has not received that information. Mr. Henley stated Kendra Scott Design owns the products and PFS Web distributes the products. He noted that when PFS Web came in for an exemption, they had 103 employees; but getting the number of how many of those employees work with the Kendra Scott Design products has been a challenge.

Supervisor Caldwell thanked Ms. Charles for their charitable support of the community.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Free Port Warehouse tax exemption for Kendra Scott Design, Inc. 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>

some historical research and orders more than is required. He noted that, as commissioners, they have had to move some ballots; but they have never run out.

Supervisor Caldwell asked if there would still be a need for ballots for the original machines. Mr. Klein said they would have them available for people not comfortable using the express vote. Supervisor Caldwell asked if the express vote could be used if the electricity went out. Mr. Klein stated they have a 4-hour battery back-up. Supervisor Caldwell asked if these would replace the existing machine. Mr. Klein stated they would be in addition to the current machines.

Supervisor Caldwell asked about future costs. Mr. Klein stated when they purchase the equipment the costs will be locked in for 4 years. Supervisor Caldwell said, by looking at the proposal, it looked like 120 machines, cases and a printer. She asked if the \$43,500 for installation was a one-time fee. Mr. Klein affirmed and said the total cost is \$462,900. Supervisor Caldwell asked if the initial cost was \$231,450 and the HAVA money coming was \$284,000 where the additional funding would come from. Mr. Klein said it would have to come from the County. Supervisor Caldwell asked why the election commission didn't just buy with what they had budgeted for this year and get more next year. Mr. Klein said that was Plan B; to buy 50 now which would be around \$240,000 and that amount would be covered.

Supervisor Caldwell asked about the shields the election commission was asking for and what other expenses would be incurred because of COVID. Mr. Klein said he spoke with an assistant at the Secretary of State's office who said they would provide hand sanitizer, masks and gloves out of the COVID money the state received.

Supervisor Caldwell said she was concerned about additional costs such as memory cards, phones, etc. Mr. Klein said the election commission would cover all that in the budget. He said the presented cost covers equipment installation and training. He noted that DeSoto County is one of the few, if not only, counties that does their own programming. He said that has kept them from having additional costs. Supervisor Caldwell said she spoke to the Secretary of State about the shields and asked if the state could get a bulk price. She said that Secretary Watson said a lot of counties are not using the shields and there might be reimbursement, but there was no guarantee. She asked Mr. Klein if the Board could table this and get some better numbers on future expenses and get a true cost of this coming election. Mr. Klein agreed and said they should have a better idea after the legislature meets next week.

Supervisor Caldwell also stated that Supervisor Denison has a contact for someone who makes shields and the Board will be able to look at them next week. Supervisor Gardner said he was taken aback by the cost presented for shields and asked if there were other alternatives. Mrs. Lynchard said that Mr. Houston has looked; but the best alternative seems to be Supervisor Denison's contact. Supervisor Denison said this man and his father have worked with plastics for years.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to table the purchase of the express voting machines and shields so Mr. Klein can get more information regarding the cost of the next election.

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.3.

4. Road Grant Opportunities

a. Holly Springs Road – BUILD Grant – Signature Required

This item was removed from the agenda.

b. Star Landing Road – DCIP (Defense Community Infrastructure Program)

Supervisor Caldwell said when the Board goes to Washington they have been talking with the Congressional delegation on how DeSoto County can move forward with Star Landing Road and potentially the interchange on I-55. She stated the DCIP is one mechanism for the road that just became available and there is a cost to apply. She stated the DCIP is similar to the BUILD grant that cost a lot, but the return was great. Supervisor Caldwell said every time the Board goes to Washington, it helps to have information to hand them and show what the County has done in the past. She stated applying for this program would be good to show them. She also pointed out that if a project is shovel ready, and grants are available; it helps with the opportunity to get funding. Supervisor Caldwell said the problem is, many times you don't hear about these opportunities until the last minute and this one has a June 26, 2020 deadline. She requested authority to spend up to \$20,000 for Waggoner Engineering to compile the application data and submit. Supervisor Caldwell said they are also working and in constant communication with MDOT to find other mechanisms and funding.

Supervisor Medlin said it sounds like the money could be used for different types of infrastructure and wondered if it could be used to help with the Armory road. Supervisor Caldwell said that was a possibility.

Supervisor Gardner said it came up in the COG meeting that the Star Landing interchange was not on the Washington briefing; and the delegation asked Mr. Flanagan to add it.

Mr. Huffman stated the DCIP will only have \$50 million available nationwide and it is a 50/50 cost share. He said if one were to ask for too much, they would most likely not get it. He suggested this time to just ask for the road portion as the project has to be ready in 12 months and he was not sure MDOT would be ready in that time frame for the interchange. He said the County might use this grant to help drive the other parts.

Supervisor Gardner said with Medline's construction moving along so rapidly, everything together should help.

Supervisor Caldwell agreed and said the County has received some funding for widening Star Landing; and they should just keep pursuing options. Mr. Huffman agreed that every opportunity and every vehicle offered should be pursued. He said the DCIP is a pilot program and there may be more funding next year.

Supervisor Caldwell informed the Board that the Economic Council has been putting together a cost benefit ratio for what is there and what is proposed to help move things along. Mr. Huffman stated this would be an hourly task order.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to hire Waggoner Engineering to work on the DCIP grant, authorize up to \$20,000 for the work out of the Road Department's ending cash, authorize the Board President to sign, and authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to work on the project.

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.4.b.

5. Office of Procurement

a. EMS – Request to Purchase Stretcher for New Ambulance

Emergency Services Director Mark Davis stated that 2 years ago the State mandated that stretchers be center mount; and it is cost effective to buy a new one rather than modify an old one. He stated, in the past, they have ordered the stretcher with the ambulance; but he found it was cheaper to buy it separately. He noted there was a savings of about \$4,000.

Supervisor Gardner asked if this was a State contract purchase. Mr. Davis said it was not and they got 2 quotes:

- Stryker Medical - \$19,094.96
- Southwest Ambulance Sales - \$23,459.22

He said the last stretcher they bought was about \$18,000 and this one is \$19,094.96 with Stryker Medical. He said they will look at trading one off the old truck. Mr. Davis said the money is Delta Trauma funds and is in the budget.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to accept the low quote from Stryker Medical in the amount of \$19,094.96.

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 Mr. Davis came back and said he looked and found the funds were not in the right budget line for the stretcher and asked for a budget amendment.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve a budget amendment to move funds in order to buy the stretcher.

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.5.a.

b. Request Authority to Bid – Partial Roof at Old Jail

Facilities Director Shawn Houston said the Board had approved \$77,000 to reroof the old jail portion that Facilities calls Central Filing. He said they got a price of \$67,726 and are requesting approval to go out to bid for the work. Mrs. Lynchard stated Facilities is actually doing some of the work. Mr. Houston said Facilities will be moving some duct work for the roofing company to lay the roof and they will reinstall the duct work.

Supervisor Denison asked what kind of roof it would be. Mr. Houston said it will be built up with insulation and PPO membrane.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize going out for bids for the partial roof replacement at the old jail 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 I.5.b.

6. Office of Finance and Accounting

a. 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 about the following claims:

Page 6 – Millennium - \$11,000 and \$7,000 – The invoice showed repairs for 2 different cars.

Supervisor Mark Gardner asked about the following claims:

Page 7 – Coop – Rocky boots – He asked if the boot policy allowed for boots for everyone who works in the field. Mr. Laughter stated it is different department by department.

Page 13 - \$2,300 on Olive Branch annexation – Mr. Nowak stated it is still in discovery; the County raised objections and the city of Olive Branch is asking for supplemental discoveries.

Page 24 – Panola Paper – Juvenile Court furniture – The invoice showed a conference table.

Page 31 – Brite Computers - \$6,000 – The invoice showed laptops for SID.

Page 32 – Aviation Aviall Services – The invoice showed 2 tension bore straps.

Page 74 – Principal Retirement 2015 refunding bond – Mrs. Freeze stated they refunded the bond and invoiced the Civic Center for \$48,000.

Page 79 – Tyler Technology – Mr. Mitchell stated this is another piece of the bill – He stated some of the items are implementation for them installing the software and \$166,000 is the annual expense for support

Supervisor Ray Denison asked about the following claims:

Page 41 – Gall’s Rescue Randy – \$1,225 - The invoice showed a rescue dummy.

Page 39 – Funderburk’s Pharmacy \$7,444 – Mrs. Hanks stated the invoice is tallied by prisoner.

Page 36 – Dana Safety Supply – The invoice showed equipment for multiple cars. Mrs. McLeod stated they did a bid for furnishing the new Sheriff’s cars that Dana Safety Supply won.

Page 8 – MPO Dues – Supervisor Caldwell stated they pay every year to be a part of the MPO. She said that is the program the County goes through to get federal projects.

Supervisor Lee Caldwell had no questions.

Supervisor Michael Lee had no questions.

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 Jessie Medlin seconded the motion to approve the claims docket and 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.6.a.

7. Grant Administration

a. Acceptance of Grant Award from MDEQ for Household Hazardous Waste Day

Environmental Services Director Ray Laughter stated they asked for \$75,000 for Household Hazardous Waste Day and there is a 25% match for the County. He stated that, once the grant is accepted, they will pick a date.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the acceptance of the grant award from MDEQ for Household Hazardous Waste Day in the amount of \$75,000 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 YES

See Exhibit I.7.a.

b. JAG Grant Application for Youth Drug Court – Signature Required

Mrs. Freeze stated that Youth Drug Court supplements the AOC money with this \$81,000 and it is used mainly for salaries with approximately \$21,000 for testing supplies. She stated they seek this grant yearly and request a waiver of the 25% match of \$20,395. Mrs. Freeze stated the match has been waived in the past and she is hopeful it will continue to be waived. Mrs. Lynchard stated this department starts out in October using the JAG money which typically runs out in July; and then the AOC picks up and funds July through October.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize applying for the Justice Assistance Grant for Youth Drug Court, request a match waiver, 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 I.7.b.

8. Contract Administration

a. IT – Zohno, Inc – Finding of Fact for Prepayment

Mrs. McLeod stated this is a renewal for a networking tool and is a 1-year contract for \$750.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the prepayment of the contract with Zohno, Inc, as presented finding they provide an immediate and necessary service to the County with the proven ability to provide the services.

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.8.a.

b. IT – HiComp – Finding of Fact for Prepayment

Mrs. McLeod stated this is for the hardware and software for the AS400 and the cost is \$3,941.24.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the contract with HiComp, and authorize the prepayment finding that Hi-Comp provides an immediate and necessary benefit to the County with the proven ability to provide the services.

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.8.b.

c. Justice Court – Cummins Allison – Finding of Fact for Prepayment – Signature Required

Mrs. McLeod stated this contract is for preventative maintenance on Justice Court’s money counter and it is a yearly auto renew. She stated the cost is \$471.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the prepayment to Cummins Allison, finding them to provide an immediate and necessary service to the County with the proven ability to provide the services 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 I.8.c.

d. IT – ESRI – Finding of Fact for Prepayment – Signature Required

Mrs. McLeod stated this company provides the maintenance, service and support for the GIS software at a cost of \$12,403. She stated this is off the state contract.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the prepayment to ESRI finding they provide an immediate and necessary service to the County and have demonstrated they have the ability to provide the services 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 I.8.d.

e. IT – BMC Software – Finding of Fact for Prepayment – Signature Required

Mrs. McLeod stated this is for the license renewal of IT’s work order software at a cost of \$4,706.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the prepayment to BMC Software finding they provide an immediate and necessary service to the County and have demonstrated they have the ability to provide the services 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 I.8.e.

f. Administration – AAA Vending Services

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract with AAA Vending 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 I.8.f.

g. MAS Inmate Medical Contract Renewal

Mrs. Lynchard stated this contract is going up to charge 7.5% of the savings rather than 5%. She said it is still a great deal. Mrs. Lynchard said they get 15% on pharmacy. Mr. Nowak stated he identified something that MAS had meant to take out and didn't. He said they would take out that part and everything else is permissible.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve the MAS inmate medical contract, with the amendment 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 I.8.g.

9. Legislation – 2020 Session

a. HB494 – Purchases up to \$2,000 Without a Purchase Order

Mrs. Lynchard stated the limit is going from \$1,500 to \$2,000; but DeSoto County has a limit of \$100 without a purchase order. She said they may come back at some point to ask for a slight increase; but never that much.

See Exhibit I.9.a.

b. HB1490 – Judicial Expansion Bill

Mrs. Lynchard said Senator Blackwell said this bill will go to committee and possibly could pass out of Judiciary A, but hopefully it would not get out of Appropriations.

10. 2:00 p.m. – Justice Court – Supreme Court Rules of Court

Mrs. Lynchard stated this order changes the way constables serve papers by saying if the constable posts the summons on the door or leaves it with a family member; they have to come back to the office and mail letters to every affected party. Mr. Pat Sanford said they have to mail the whole packet, not just the summons. Constable Bobby Holloway said he thought they just mailed it to the defendant. Mrs. Lynchard stated the constables are not set up to operate this way and she asked Mr. Sanford for estimates on how many papers this will affect. She said Mr. Sanford and the constables agree that about 90% of their paperwork is posted and not personally served. Constable Holloway stated many people think as long as they are not getting served personally they don't have to pay their fines or money they owe.

Mrs. Lynchard stated in looking at the numbers it will take an estimated 4.5 hours clerical time per day with the copying and mailing process. She stated in addition it will increase postage in Justice Court about \$10,000 per year and increase supplies about \$1,000. She expressed concern that the constables are fee based and it is their responsibility to do the clerical work.

Mrs. Lynchard said the Board wants to find a solution and they are looking at whether or not the County can choose to pay for postage and supplies or if the constables have to pay. Mr. Sanford

stated regardless of who does the work; it will be more for Justice Court. He stated the constables have to sign a form that says they mailed the papers, the form has to go before the judge, go in the court file, and a default judgment cannot be done without that form. He stated it will also push back court dates another 30 days, even on an eviction. Constable Holloway said the constables will have to go to the deputy clerks at Justice Court for the information they will need.

Supervisor Gardner asked how the backlog from COVID 19 was looking. Mr. Sanford said they are pretty current on civil and about 30 days out for court dates. Supervisor Gardner asked if Justice Court could help with this paperwork. Constable Holloway said they are waiting for an answer on that. Supervisor Gardner asked when this order would take effect. Mr. Sanford stated July 1, 2020.

Supervisor Medlin asked if the Justice Court Judges Association asked for this or the Constable Association. Constable Holloway stated the president of the Constables Association supported it, but the board of the association did not agree on it as they have not met.

Supervisor Caldwell said this will also affect the public. Constable Holloway agreed. Mrs. Lynchard stated it will in many ways as the constables have one office at Justice Court that they share; but no computer and no printer. She said there are some hurdles. Mrs. Lynchard further noted that she thought about the senior program at North Delta that will allow someone up to 25 hours per week to work. She said the people are often unskilled and will need training; but you are talking about copying, filing and mailing. Mrs. Lynchard said she spoke with Roderick at North Delta and DeSoto County has a slot in that program; and they have a person ready to work. She stated people can stay in the program for up to 3 years and Mrs. McLeod manages the people in the program at the County.

Constable Larry Vaughn stated the clerks already mail out notices to apartment complexes; but ultimately the constables are responsible. He said they have to have someone in Justice Court as a liaison for the constable to pull the files. Constable Holloway stated it is good to have that liaison during criminal days to pull files because if too many people get into the files; things tend to get misplaced.

Supervisor Lee said the only solution to help trim the cost is to personally serve the summons. Constable Holloway said the apartment complexes are difficult. He said many times, if someone comes to the door, they are not related.

Supervisor Caldwell asked if there could be a reconsideration as this is a huge unfunded mandate. Mr. Nowak stated he could reach out to the AOC for reconsideration as this is a ruling of the Supreme Court. Mrs. Lynchard said she spoke with Justice Chamberlin and he thought the best option would be for the Rules Committee to ask for reconsideration and he thought that would be the best, most positive avenue.

Supervisor Gardner asked Constable Holloway if the Constables Association Board could have a Zoom meeting and get the association's stand on this. Constable Holloway said they preferred to have an in-person meeting and that they could call a special meeting. Supervisor Caldwell asked if it would help for the Board to send a letter requesting a meeting. Constable Holloway said anything would help. He noted that he understood there were 4 counties in the state with the most evictions.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to write a letter in support of the constables asking for a reconsideration and authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to work on 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>

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the North Delta Senior Program person to work with the constables if it can be done legally.

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>

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board Attorney to write for an AG opinion on the matter.

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.10.

11. Road Department

a. Finding of Fact – 7662 McElroy Road

Mr. Jarman stated this is at a dead end where the tornado came through and this driveway became a turnaround for all the working trucks from the County's clean-up. He requested to replace the driveway culvert, fix the end of the driveway and stated the Road Department will be re-ditching the whole area.

Supervisor Caldwell asked if this would be reimbursable. Mr. Jarman stated he did add this cost to the FEMA report.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the work associated with replacing driveway culvert and repairing the driveway at 7662 McElroy Road finding the damage was done by the County trucks and contractors hired by the County after the tornado event, the cost represents a fair cost of the damages, and this will cure any claim for damages against the County.

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.11.a.

12. DeSoto County Grievance Committee

Mrs. McLeod stated Karen McNeil is no longer with the County and they would like to move Scott Sanko from alternate to an active member of the committee.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to move Scott Sanko from alternate to an active member of the Grievance Committee.

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 I.12.

13. Liability Insurance Small Claims

Mrs. Lynchard stated she and Mrs. Sarah Edmiston met with the Sheriff and Deputy Lance Shephard and they are going to start getting the small claims to Ms. Edmiston. She said Deputy Shephard had just been doing what he was told to do in sending the claims to Travelers. She stated the amount of the current insurance premium that is related to accidents is \$60,000; and that number needs to come down. She also stated that Ms. Edmiston recommended increasing the threshold to \$4,000 for small claims to help get it down; while keeping the official deductible at \$2,000. Mrs. Lynchard said the Sheriff was supportive and Deputy Shephard was eager to do what needs to be done.

Supervisor Gardner said what they were doing was basically changing the reporting threshold to Travelers. Mrs. Lynchard agreed and said they would be reporting everything to SouthGroup for Ms. Edmiston to manage.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to change the reporting threshold to Travelers to \$4,000 and send all claims to SouthGroup.

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

14. Request for Recessed Board Meeting on Tuesday, June 2nd at 8:00 a.m.

Mrs. Lynchard stated the CEO related to Project 2023 wanted to come thank the Board and make an announcement.

15. CVB Appointments

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to reappoint Jackie Bostick as the 4th District representative on the CVB.

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

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to reappoint Tom Williams as the 5th District representative on the CVB.

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to reappoint Tony Jones as the At-Large representative on the CVB.

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.15.

16. Solid Waste – Disposal Contract with BFI (Republic) – CPI Adjustment

Mr. Ray Laughter stated he got a letter regarding the residential garbage disposal. He said the budget this year was \$1.3 million and the CPI was negative 0.2%. Mr. Laughter stated BFI (Republic) is requesting to not adjust and decrease the price and leave it alone at \$21.57.

Supervisor Medlin said he would like to talk to them about extending the disposal contract another 10 years.

Supervisor Jessie Medlin made the motion and Supervisor Ray Denison seconded the motion to accept the request to leave the price for disposal at \$21.57.

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.16.

17. Correction of March 23 Minutes

Mrs. Lynchard stated when she was researching the minutes regarding the Sheriff's radios, it was noticed that the motion was not complete and needed to be corrected. She stated both minute takers had the same motion; it was just not in the minutes the Board approved.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the correction to the March 23, 2020 minutes 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 I.17.

18. Agri Education – Contract for Geotechnical Testing

Supervisor Caldwell stated Schaeffer, Zahner & Zahner want to do some additional boring because of the landfill and surrounding areas where the Agri Ed Center will be built. She stated the cost of \$18,600 for 13 borings will come out of their contract. Supervisor Caldwell said the Road Department will clear up to the site and Mr. Zahner will give them the coordinates where they will bore. She said this is part of the architect's fee; but Mr. Zahner wanted the Board to know what was happening.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the additional borings at the Agri Ed Center site as requested.

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

See Exhibit I.18.

19. COG Update

Mrs. Lynchard stated in addition to what Supervisor Gardner said this morning; the other officials suggested hiring a lobbyist at a pro rata share. She said the cost would be \$6,000 split between the cities and county. Supervisor Caldwell said she thought a couple of other counties might want to go in on it.

20. Health Department Request for Screens

Mrs. Lynchard stated the Health Department asked for plexiglass screens; and when Mr. Houston went to talk to them about it, he found they wanted screens for each individual desk. She said it might be best to let the State take care of that as it would be a lot of screens. Mrs. Lynchard also noted that the Health Department is only serving a limited number of people and doing a lot from the people’s vehicles. Supervisor Caldwell agreed they need to reach out to the State.

J. PLANNING

1. Consent

- a. Blake Tarrance Minor Lot (7469) – Application is for Approval of 3 lot(s) on 14.00 acres. Identified as Parcel # 3-06-6-23-00-0-00011-01. Subject property is located on the north side of Holly Springs Road and east of Hwy 305 in Section 23, Township 3, Range 6 (District 5)
Applicant: Blake Tarrance**
- b. Jones Place Minor Lot (7470) – Application is for Approval of 2 lot(s) on 5.00 acres. Identified as Parcel # 2-08-8-28-00-0-00004-00. Subject property is located on the south side of Nesbit Road and east of Horn Lake Road in Section 28, Township 2, Range 8 (District 4)
Applicant: Kashana Jones**
- c. Sporty Acres Minor Lot (7472) – Application is for Approval of 5 lot(s) on 5.00 acres. Identified as Parcel # #3-06-1-01-00-0-00015-00. Subject property is located on the south side of McBride Road and west of Lee Road in Section 1, Township 3, Range 6 (District 1)
Applicant: Randy Gaddy**

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

Supervisor Caldwell asked if the Jones Place Minor Lot will be accessed from Nesbit Road. Mr. Cardosi stated that the lot being currently built on will be accessed from Nesbit Road.

Supervisor Lee made the Motion and Supervisor Medlin seconded the Motion to approve 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

2. Other

a. **930 Cedar Ridge**

Supervisor Gardner recused himself from this item.

Mr. Hopkins stated Ms. Ann Jackson is requesting the Board of Supervisors waive the requirement that Mother-in-law wings be connected to the primary structure.

Mr. Jody Neyman came forward and stated he is representing Ms. Jackson. He stated the building was on the property as a storage building when his client purchased the property. He then stated the building is approximately 114 feet from the house. He stated that Ms. Jackson fired her contractor who hired a plumber who did not pull permits to install the toilet which made it a mother in law wing. Mr. Neyman stated the accessory building is not visible from two sides of the property. He stated there is a 15 foot slope between the home and the building.

Ms. Andrea Vinson – 1181 White Oak Dr. – came forward and stated that she is on the Board for the Oakdale Estates Homeowners Association. She stated that 4 out of 5 members of the HOA Board are in favor of this application.

Mr. Neyman passed out signed letters from neighbors who are in agreement of allowing the building to be a detached mother in law wing.

Supervisor Medlin asked who will be living in the mother in law wing. Mr. Neyman stated Ms. Jackson’s Aunt will be living in the mother in law wing.

Mr. Neyman stated that the applicant is asking that, due to the distance between the buildings and the amount of slope, she not be required to connect the building to the home. He then stated that Ms. Jackson is willing to state the waiver will only be for the aunt’s use.

Supervisor Denison asked if Mr. Bill Stinson is in favor of this request. Mr. Neyman stated that Mr. Stinson is in favor of the request. He then stated that 22 out of the 28 lot owners in the subdivision signed letters in agreement to the request. Supervisor Lee stated he received many calls in support of this item.

Supervisor Lee made a Motion and Supervisor Caldwell seconded the Motion to approve the request by Ann Jackson to waive the requirements of the mother in law wing being connected to the home, having the same utility meters, having the same address and being of similar construction as the home based on the information presented and his knowledge of the area; and that use of the structure as an in-law unit be limited to use by Ms. Jackson’s aunt and immediate family only, not to be used as a rental property; and to make the letters of support from neighbors be made a part of the minutes.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

b. Project Engineer Selection – Pleasant Hill and Getwell Signal

c. **Zoning Ordinance Update meeting**

Mr. Hopkins presented a request for the Board to schedule a Public Hearing to discuss the Zoning Ordinance. He then presented each Supervisor with a map of their district to review and decide which parcels should be changed from AR to RE to coincide with the new Zoning Ordinance. He also asked that the Board let Planning Staff know of any questions or changes they have of the Zoning Ordinance update. Mr. Cardosi sated it may help if each Supervisor sat down with Planning staff one on one to discuss the zoning changes in their district.

Mr. Hopkins suggested July 6, 2020 for the Public Hearing to discuss the Zoning Ordinance update.

Mr. Cardosi stated staff still has two questions concerning the update: What minimum lot size would be appropriate for the "A" Agricultural zone and Should Dirt mining be a Conditional Use.

Supervisor Medlin stated that he would like to see the minimum lot size in the Agricultural zone be 2 to 2 ½ acres. He then stated that if a family member wants to give their child a 1 ½ acres of land they can bring it before the Board for a Variance. He then stated he feels that in areas without access to sewer larger lots are needed to allow for septic remain on property. Supervisor Lee stated that he is concerned with well and septic on 1 ½ acre lots.

Supervisor Lee stated he is also concerned with developers submitting minor lots in the front of a planned subdivision and then coming back and throwing a development behind them.

Supervisor Denison stated he feels smaller lots for a family division is fine but is not ok with a developer doing the same thing. He then stated he feels the developer should be doing some improvements. He then stated he is concerned with how the subdivision looks from the road and the entrance with fences facing the road.

There was discussion that minor lots will be limited to 4 lots. There was discussion of the minimum lot size in the "A" zone.

Supervisor Denison stated that he feels there is a need to make safer bike/pedestrian routes within and around subdivisions. He then stated there needs to be more walkability and bike ability in DeSoto County. He stated he feels like the developers need to make an investment in the community such as 3 ft. bike/walk lanes. Supervisor Denison stated a narrower road would slow down traffic.

Supervisor Medlin stated they need to remember that when the road is wider the cost of maintaining the road by the County increases.

Supervisor Gardner made a Motion and Supervisor Lee seconded the Motion to form a Committee to go over the Zoning Ordinance update to include Supervisor Denison, Supervisor Caldwell, Mr. Bennie Hopkins, Mr. Austin Cardosi and Mr. Ray Laughter.

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

There was discussion of whether a lot could be 1 acre or 1 ½ acre if they have access to community water.

Mr. Hopkins stated staff is requesting a public hearing to discuss the Zoning Ordinance update adoption.

Supervisor Medlin made a Motion and Supervisor Caldwell seconded the Motion to make dirt mining a Conditional Use and for the above Committee to determine what defines a dirt mine.

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 stated he feels storage buildings on larger lots should be more than 5 ft. from the side property line in the A and A-R zoning districts. Supervisor Caldwell agreed.

There was discussion of what R-E Zoning is.

d. Request for signatures on approved Ordinances

Mr. Hopkins presented a request for the board president to the Floodplain Ordinance and the Zoning Ordinance.

Supervisor Caldwell made a Motion and Supervisor Lee seconded the Motion to authorize the board president to the Floodplain Ordinance and the Zoning Ordinance.

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 J.

K. 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 recess the Board meeting until Monday, June 02, 2020 at 8 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 6th day of July, 2020, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors