

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT FIVE SUPERVISOR MICHAEL LEE, PRESIDING
July 05, 2022

A. CALL TO ORDER

The July 05, 2022 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Major Steve Palmer 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
Major Steve Palmer	Sheriff's Department (1 st part)
Chief Deputy Justin Smith	Sheriff's Department (2 nd part)
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Ray Denison offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF JUNE MINUTES – MS Code 19-3-27

As required by MS Code of 1972, Section 19-3-27, option (b) the minutes of each day's proceedings shall be adopted and approved by the Board of Supervisors as the first order of business on the first day of the next monthly meeting of the board. Supervisor Lee asked if everyone had read over the June minutes.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the minutes of the Board of Supervisors for June, 2022 as presented, 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 Lee 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. Finance – New Mileage Reimbursement (New, I.4.c.)
- b. Human Resources – Jet Dental Service Agreement (New I.8.d.)
- c. ARPA – Approval of Additional Eligibility Form (New, I.15.a.)
- d. Justice Court Building – Appoint Committee to Inspect (New, I.21.)

2. **Supervisor Mark Gardner requested to add the following:**
 - a. 911 Commission Resignation (New, I.22.)
3. **Supervisor Jessie Medlin requested to add the following:**
 - a. Consideration for Executive – Potential Litigation – Standard Construction – (Executive, K.5.)
4. **Road Manager Robert Jarman requested to add the following:**
 - a. MOU With Lake Cormorant Drainage District (New, I.23.)
5. **Supervisor Lee Caldwell requested to add the following:**
 - a. Transportation Update (New, I.24.)
6. **Human Resources Director Carla Crockett requested to add the following:**
 - a. Road Department Job Descriptions (2) (New, I.8.e.)

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin 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 Lee 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. Monthly Health Claims Report

The following is a recap of all insurance claims funded and paid to Meritain, Aetna, RxNGo and Humana during June:

Funding Request	Date Paid	Amount	Claim Type	
6/1/2022	6/1/2022	\$77,452.86	Meritain Medical Claims	
6/1/2022	6/1/2022	\$72.26	Meritain Pharmacy Claims	
6/1/2022	6/2/2022	\$77,452.86	Meritain Medical Claims	
6/1/2022	6/2/2022	\$72.26	Meritain Pharmacy Claims	
6/1/2022	6/2/2022	\$3,615.28	RxNGo Claims	
6/2/2022	6/2/2022	\$25,835.91	Aetna Dental Claims	
6/3/2022	6/3/2022	\$125.20	Aetna Dental Claims	
6/1/2022	6/3/2022	\$88,180.76	Meritain Admin Fees & Stop Loss	
6/1/2022	6/3/2022	\$7,950.38	Aetna Dental Admin and Vision Premiums	
6/7/2022	6/8/2022	\$6,896.53	Meritain Medical Claims	True medical total was \$84,249.39. Pharmacy was \$54,549.64. Overpayment on the 2nd was credited to this bill.
6/7/2022	6/8/2022	\$54,477.38	Meritain Pharmacy Claims	
6/8/2022	6/8/2022	\$0.00	Humana Run-Out Medical Claims	No activity
06/014/2022	6/14/2022	\$89,166.66	Meritain Medical Claims	
08/014/2022	6/14/2022	\$51,302.17	Meritain Pharmacy Claims	
6/14/2022	6/14/2022	\$0.00	Humana Run-Out Medical Claims	No activity
6/16/2022	6/16/2022	\$2,075.00	RxNGo Claims	
6/21/2022	6/21/2022	(\$317.52)	Humana Run-Out Medical Claims	Balance Forward
6/21/2022	6/26/2022	\$53,413.60	Meritain Medical Claims	No Pharmacy Claims sent this week
6/24/2022	6/24/2022	\$20,143.34	Aetna Dental Claims	
6/27/2022	6/27/22	(\$36,581.77)	Caremark Pharmacy Rebate Check	Deposited into our Health fund acct.
6/28/2022	6/28/2022	\$12,994.74	Humana Run-out Medical Claims	Claims totaled \$13,312.26, balance forward credit of \$317.52 deducted
6/28/2022	6/28/2022	\$28,879.62	Meritain Medical Claims	
6/28/2022	6/28/2022	\$65,674.99	Meritain Pharmacy Claims	
Total Admin Fees, Vision Premium and Stop Loss		\$96,131.14		
Total for RXnGo		\$5,690.28		
Total Humana		\$12,994.74		
Total Meritain/Aetna Claims		\$514,383.87		
Total Cost		\$629,200.03		

2. Office of Finance & Accounting

a. Budget Amendments – MS Code 19-11-19 – Animal Services, Insurance Proceeds, Sheriff’s Department/Ending Cash, Tax Assessor, Circuit Clerk, Human Resources/Ending Cash, Justice Court, Coroner, Circuit Court Reporters, Adult Drug Court, Garbage & Solid Waste/Ending Cash, Bond Projects Fund

(1)	Fund/Department #	001 / 445				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 5,968.00	\$ 5,553	\$ 290		\$ 5,843
	EXPENSE					
001-445-588	Veterinarian Fees - Spay/Neuter	\$ 11,603.75	\$ 16,864	\$ 100		\$ 16,964
001-445-697	Animal Testing & Vaccinations	\$ 2,546.97	\$ 16,144	\$ 100		\$ 16,244
001-445-698	Canine Supplies - Food	\$ 12,328.81	\$ 18,390	\$ 90		\$ 18,480
	TOTALS			OVERALL INCREASE	\$290	
Reason for Request:	Increase revenue and increase expenses to account for recent restricted donations given to the animal shelter.					
(2)	Fund/Department #	001 / 106				
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-376	Insurance Proceeds	\$ 67,279.37	\$ 65,280	\$ 2,000		\$ 67,280
	EXPENSE					
001-106-581	Property / Auto Deductibles	\$ 9,000.00	\$ 9,000	\$ 2,000		\$ 11,000
	TOTALS			OVERALL INCREASE	\$2,000	
Reason for Request:	Increase revenue and increase expense to account for insurance reimbursement for deductible.					

Fund/Department #		001 / 200				
(3)	Sheriff's Department / Ending Cash					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
REVENUE						
001-000-244	Sheriff Grant Revenue	\$ 301,315.17	\$ 212,155	\$ 88,700		\$ 300,855
EXPENSE						
001-202-587	Training & Registration - OD2A Grant	\$ 32,821.00	\$ 41,107	\$ 47,250		\$ 88,357
001-202-921	Other Capital Outlay Under \$5,000 - Taser Grant	\$ 139,426.85	\$ 216,069	\$ 4,900		\$ 220,969
001-999-999	Ending Cash - Reimb for Prior Year Grant Exp	\$ -	\$ 40,746,042	\$ 36,550		\$ 40,782,592
TOTALS				OVERALL INCREASE	\$88,700	
Reason for Request:	Increase revenue and increase expense to account for additional grant revenue for OD2A grant and reimb from last fiscal year.					
Fund/Department #		001 / 103				
(4)	Tax Assessor					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-103-456	Reappraisal Update	\$ 16,250.97	\$ 57,537		\$ 4,000	\$ 53,537
001-103-475	Mileage & Other Travel Costs	\$ 725.31	\$ 1,500	\$ 2,000		\$ 3,500
001-103-476	Meals & Lodging	\$ 3,559.32	\$ 5,000	\$ 2,000		\$ 7,000
TOTALS			\$ 64,037	\$ 4,000	\$ 4,000	\$ 64,037
Reason for Request:	To account for increase in training.					
Fund/Department #		001 / 102				
(5)	Circuit Clerk					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-102-523	Contractual Printing	\$ 3,629.81	\$ 3,000	\$ 630		\$ 3,630
001-102-603	Office Supplies	\$ 1,313.92	\$ 3,500		\$ 630	\$ 2,870
TOTALS			\$ 6,500	\$ 630	\$ 630	\$ 6,500
Reason for Request:	To account for increase in contractual printing.					
Fund/Department #		001 / 140 & 999				
(6)	Human Resources / Ending Cash					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-140-401	Administrative/Manager	\$ 61,815.64	\$ 80,745	\$ 7,281		\$ 88,026
001-140-465	State Retirement	\$ 27,816.71	\$ 38,942	\$ 127		\$ 39,069
001-140-466	FICA	\$ 11,828.26	\$ 17,122	\$ 557		\$ 17,679
001-140-468	Group Insurance	\$ 15,612.09	\$ 19,389	\$ 2,239		\$ 21,628
001-999-999	Ending Cash	\$ -	\$ 40,782,592		\$ 10,204	\$ 40,772,388
TOTALS			\$ 40,938,790	\$ 10,204	\$ 10,204	\$ 40,938,790
Reason for Request:	To account for the transition in the Human Resources Department.					
Fund/Department #		001 / 166				
(7)	Justice Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-166-610	Professional Supplies	\$ -	\$ 200		\$ 11	\$ 189
001-166-919	Furn/Office Equipment	\$ 110.98	\$ 100	\$ 11		\$ 111
TOTALS			\$ 300	\$ 11	\$ 11	\$ 300
Reason for Request:	Reallocate to account for purchase of new chair.					
Fund/Department #		001 / 167				
(8)	Coroner					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-167-594	Other Contractual Services	\$ -	\$ 22,000		\$ 1,000	\$ 21,000
001-167-919	Furn/Office Equipment	\$ 3,969.80	\$ 3,000	\$ 1,000		\$ 4,000
TOTALS			\$ 25,000	\$ 1,000	\$ 1,000	\$ 25,000
Reason for Request:	To account for two mortuary cots.					
Fund/Department #		024 / 161				
(9)	Circuit Court Reporters					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
024-161-594	Other Contractual Services	\$ -	\$ -	\$ 3,000		\$ 3,000
024-999-999	Ending Cash	\$ -	\$ 47,000		\$ 3,000	\$ 44,000
TOTALS			\$ 47,000	\$ 3,000	\$ 3,000	\$ 47,000
Reason for Request:	To account for contract court reporter services as needed.					
Fund/Department #		026 / 244				
(10)	Adult Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
026-244-475	Mileage and Other Travel Costs	\$ 951.76	\$ 56,048		\$ 3,500	\$ 52,548
026-244-587	Training and Registration	\$ 7,760.00	\$ 6,440	\$ 3,000		\$ 9,440
026-244-700	Assistance to Individuals	\$ 2,000.00	\$ 2,000	\$ 500		\$ 2,500
TOTALS			\$ 64,488	\$ 3,500	\$ 3,500	\$ 64,488
Reason for Request:	Reallocate funds where necessary to cover services provided by Jeffrey Padgett and additional drug court NADCP conference registration.					

		Fund/Department #	105 / 341 & 999			
(11)	Garbage and Solid Waste / Ending Cash					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-341-582	Garbage/Rubbish Disposal	\$ 756,086.04	\$ 830,000	\$ 185,000		\$ 1,015,000
105-999-999	Ending Cash	\$ -	\$ 2,715,086		\$ 185,000	\$ 2,530,086
TOTALS			\$ 3,545,086	\$ 185,000	\$ 185,000	\$ 3,545,086
Reason for Request:		Dues to recent storms, the disposal amounts have taken a huge hit over the past few months and the line item needs to be adjusted.				
		Fund/Department #	330 / 395			
(12)	Bond Projects Fund					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	Polk Lane Extension					
330-395-555	Engineering Fees	\$ 32,876.61	\$ 36,658		\$ 100	\$ 36,558
330-395-914	Property Easements/ROW	\$ 993.00	\$ 923	\$ 100		\$ 1,023
TOTALS			\$ 37,581	\$ 100	\$ 100	\$ 37,581
Reason for Request:		Reallocate to cover final easement/row expenses.				

b. Authorized Credit Card Uses – MS Code 19-3-68

c. Final Inventory Dispositions – EMS

DEPT NAME		EMERGENCY SERVICES										DEPT #:	240
ASSET #	GRANTEE	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C D	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL		
453777		CARDIAC MONITOR	AR15H014521	TRADE FOR NEW MONITORS			EMS1	06/20/22	MARK DAVIS	TRADE IN			
45397		CARDIAC MONITOR	AR15H014517	TRADE FOR NEW MONITORS			MEDIC 7	06/20/22	MARK DAVIS	TRADE IN			
45376		CARDIAC MONITOR	AR15C013034	TRADE FOR NEW MONITORS			MEDIC 2	06/20/22	MARK DAVIS	TRADE IN			
75396		CARDIAC MONITOR	AR15H014525	TRADE FOR NEW MONITORS			MEDIC 6	06/20/22	MARK DAVIS	TRADE IN			
45395		CARDIAC MONITOR	AR15G014197	TRADE FOR NEW MONITORS			MEDIC 9	06/20/22	MARK DAVIS	TRADE IN			
							Inventory Clerk Information						
Signature: <u>Mark Davis</u>				06/20/22		Preliminary Present to BOS							
Print Name: <u>MARK DAVIS</u>				Date Preliminary Signed		06.20.22							
Signature: <u>Mark Davis</u>				06/24/22		Final Present to BOS							
Print Name: <u>MARK DAVIS</u>				Date Final Signed		07.05.22							
Signature: _____				_____		Date Inventory Disposed in AS400							
Print Name: _____				Date Signed		Date BOS Final Minutes Attached							
Inventory Clerk													

3. Road Department

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

4. Office of Procurement

- a. Request to Approve Bid Specifications & Solicit Bids for Purchase of one or More Mid-Size SUBs for Sheriff’s Department: Bid File #22-200-001

5. Business Investment Incentives – Final Resolutions

- a. Milwaukee Electric Tool Corp.: 12385 Crossroad Drive
5-Yr. Personal Property (Expanded) \$ 8,363,050.00
(Effective: 01/01/2022 through 12/31/2026)
- b. Milwaukee Electric Tool Corp.: 12386 Crossroad Drive
10-Yr. Real Property (New) \$ 7,559,350.00
(Effective: 01/01/2022 through 12/31/2031)
- c. Tegra Medical (MS), LLC 5-Yr. Personal Property (Expanded)
\$ 789,828.00 (Effective: 01/01/2022 through 12/31/2026)
- d. Tegra Medical (MS), LLC 9-Yr. Real Property (Expanded)
\$ 712,111.00 (Effective: 01/01/2022 through 12/31/2030)

6. Contract Administration – Auto Renewal

- a. Chancery Clerk - Simplifile
- b. IT – Purschill LLC

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

- a. Veteran Report from State of Mississippi

8. Meal Log Affidavit (1) – MS Code 19-25-74

9. Chancery Clerk

- a. Land Redemption Report (May)
- b. Chancery Clerk Allowances MS Code 25-7-9

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

Supervisor Medlin asked Mrs. Crockett why the insurance cash balance dropped about \$400,000. Mrs. Crockett stated there were six weeks of claims showing this month, about \$13,000 in Humana medical claims, and more activity in pharmacy this month.

See Exhibit G.

H. OLD BUSINESS

1. 9:30 a.m. - Project Updates

- a. **Broadband Systems & Implementation Connectivity in Rural DeSoto County – Approval of General Service Agreement and Task Order #BB1 – Signature Required**

Mr. Tracy Huffman of Waggoner Engineering stated the last page of Exhibit H.1.a. is the summary of his proposal and the total for Task Order #BB1 is \$155,000. Supervisor Gardner asked if Mr. Nowak had talked with Mr. Huffman about his concerns with some of the wording. Mr. Huffman said he has not. Supervisor Caldwell asked if Mr. Huffman and Mr. Nowak could get together and come back this afternoon with their revisions.

Supervisor Medlin asked if the vendor that the County chooses would be required to hook up every home they pass by with their line. Supervisor Caldwell said that is correct and the lines will run in underserved or unserved areas.

Supervisor Denison asked how DeSoto’s project compared to Madison’s in scope. Mr. Huffman stated Madison had about 3,000 identified and DeSoto had about 5,000. Supervisor Caldwell said the big difference is DeSoto’s areas are scattered around in pockets and Madison’s was an area that was together.

Mr. Nowak asked if Madison’s was a county or city project. Mr. Huffman stated it was a county project. Mr. Nowak asked if Madison went through a grant process or undertook the project as a County project. Mr. Huffman stated it was a grant process. Supervisor Caldwell stated a supervisor in that area said they were counting on Waggoner to write the grant. Mr. Nowak stated that, essentially, Waggoner is writing the bare minimum parameters for a provider to apply for a grant from the County. He noted if the provider meets the County’s guidelines; then the

Board will decide to give a grant or not. He stated the Board has a lot of flexibility in preparing the specifications, but the federal government has set minimal standards.

See Exhibit H.1.a.

Later in the meeting:

H.1.a.1. – Mr. Huffman stated most of the questions were explaining or clarifying intent on specific terms. He handed out a sheet noting Mr. Nowak’s concerns and his responses. (See Exhibit H.1.a.1.)

Regarding travel: Supervisor Gardner asked if a local team would be doing the work or a team from elsewhere. Mr. Huffman stated most of the travel would be at the kick-off meeting and then they would have virtual meetings mostly. He stated the Jackson team and Birmingham team will be working on the project, but most of the Birmingham team’s work is data driven. Supervisor Caldwell asked if that was included in the \$155,000. Mr. Huffman affirmed.

Mr. Nowak noted that Mr. Huffman will set minimum engineering standards for any grant application; and, if they don’t perform, there will be a clawback that they have to repay the County.

Supervisor Denison asked how the provider would be paid. Mr. Huffman stated he sees is as a reimbursable type process where they complete a certain amount of work, the County inspects, and they are paid in incremental payments. Mr. Nowak stated the County is a pass through entity because of the Federal money.

Mr. Nowak stated the County attaches an impermissible addendum to all contracts and they will attach that as well to the Waggoner agreement.

Mr. Huffman stated if there is a grant that the County wanted to apply for; that would be an additional task order. He stated all grants have some type of application process.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to proceed with the Broadband implementation process with Waggoner Engineering, approve the contract in substantial form with the adjustments made today, include the County’s impermissible addendum, and authorize the Board President to sign the related documents.

The motion passed by a vote as follows:

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

See Exhibit H.1.a.1.

b. LSBP-17(8) – Craft Rd Box Culvert – Approval of Subcontracts – Signature Required

Mr. Jason Allen stated this is a request for approval of three subcontractors: American Field Service, Kelly Road Builders, and MS Paving & Construction. Supervisor Medlin asked if American Field Service would build the sidewalks. Mr. Allen stated they will build the sidewalks and the curb & gutter.

Supervisor Medlin asked if they would be finished by the start of school. Mr. Allen stated that is the goal.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President to sign the subcontractor forms 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.1.b.

c. Lewisburg Sidewalk STP-0017-00(044) LPA/107800-701000 – Approval of Subcontract – Signature Required

Mr. Allen stated this is a request to approve M&A Land Management as a sub-contractor.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve M&A Land Management as a subcontractor for the Lewisburg Sidewalk 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 H.1.c.

Supervisor Caldwell asked how the Star Landing Project was coming on. Mr. Huffman stated they are in right of way. Mr. Nowak stated they got title updates two weeks ago, Mr. Scott has ordered appraisals and they reached out to the appraiser last week to tell them this was very important and they needed the appraisal updates.

2. Commerce Street

Mr. Nowak proposed a service contract for a relocation consultant, Mr. Mark Sides. He stated one person will be displaced by the Commerce Street Project. Mr. Nowak stated he is working to get the agreement in form to send to MDOT for concurrence.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the relocation consultant services contract in substantial form and send to MDOT for concurrence.

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.

I. NEW BUSINESS

1. 9:10 a.m. – Presentation of Real & Personal Property Rolls – MS Code 27-35-81

Mrs. Lynchard stated this is the day that sets the stage for what will go in the budget. Supervisor Caldwell said the Board appreciates Mr. Fitch and all that he does.

Tax Assessor Jeff Fitch stated this was another great year with a 6.08% increase on assessed value. He stated the appraisal values were a little over \$2 billion. Supervisor Gardner thanked Mr. Fitch and his department for their hard work.

Supervisor Caldwell asked if Mr. Fitch had hired the two additional people he planned to hire. Mr. Fitch stated he hired Preston Boatwright from the County’s GIS department and a new young man will be starting next week to train under Piet Zee to learn commercial appraisals.

Mrs. Lynchard asked where the increases came from. Mr. Fitch stated a lot of it was commercial; and they did a huge update on apartment complexes with real property. Mrs. Lynchard stated that was important because most of the apartments are no longer Section 42. Mr. Fitch stated they sent a letter to all the owners to explain the assessments.

Supervisor Caldwell asked if people could get homestead on mobile homes. Mr. Fitch stated if they own the property they can.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the real and personal tax rolls and the Tax Assessor's affidavit.

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 Medlin said the Board used to get estimated taxes on industries coming for abatement; and found they were not accurate. He asked if there was any way to get a ballpark figure to find what the taxes will be; as it would be helpful in giving Fee in Lieu abatements. Mr. Fitch stated they are working very hard to try and fix those problems. He stated the real cost and what they can appraise are very different. Mr. Fitch said he is meeting with Mr. Nowak to try and address that issue.

See Exhibit I.1.

2. 9:15 a.m. – Approval of Order to Equalize the Tax Rolls & Publish Public Notice – MS Code 27-35-83

Chancery Clerk Misty Heffner requested the Board approve the Order to Equalize the Tax Rolls and publish the public notice that the rolls are available for public review.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Order to Equalize the Tax Rolls, as presented without change, & publish the public notice 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.2.

3. 10:00 a.m. – Vicksburg Corps of Engineers – Coldwater River Project

Mr. Cory Winders, Chief of the Hydraulic Branch for the Vicksburg District reminded the Board that the last time he was here he mentioned the Vicksburg District was going to get some money for work on the Coldwater River. He stated they got money to collect survey data on the lower Coldwater River about three months ago, the survey is complete, and they are in process of compiling that data. Mr. Winders stated they were able to scan the entire lower end of the river; but they did cross sections every 100 feet in the upper end because it was so shallow. He stated it will take several weeks to process the data into a form they can use.

Supervisor Denison asked what information the Corps got from the cross sections. Mr. Winders stated they get the depth of the channel and a sounding gives the depth of the sediment; which in some sections was 8 to 15 feet of sediment. He stated they also get the shape of the channel and the water elevation.

Mr. Winders stated they have information on 13 creeks that flow to the Coldwater River Watershed, very detailed information; but it was last done in 2010. He said they will update with the new information.

Mr. Winders stated the first thing they will need if to get right of entry requests. He noted the work in the river will be done by a contractor, Garber Engineering, who has a contract with the Memphis District; and he has a lot of confidence in them. Mr. Winders also pointed out that this money came from Work Plan Funding; not the President's budget. He stated they will be doing or looking at the following:

- Collecting Thalweg profiles
- 44 miles of channel bottom
- 2920 survey points
- 232 channel cross sections
- Structures
- 61 photos and sketches

Mr. Winders stated a 1984 study determined the Coldwater River had the 2nd most erodible soil in the country. He stated it will take a lot of rock to stabilize these sites. He said a big goal is to see how many new structures are needed to go with the 40-50 currently in the County. He said when all the structures are built, the watershed will be stable and they will come up with proposals. Mr. Winders stated Garber will do their field investigation and complete a hydraulic report with proposed structures. He explained the structures act as mini dams in the river to create a mini lake to slow down the velocity and erosion. He noted the study will update information on channels, any new structures, channel characteristics, new land use, and give updated flow data to make a new hydraulic model. Mr. Winders stated they will share all the data with the Memphis District as it might help with their flood study.

Supervisor Gardner asked if the County should talk with the Corps when they replace a box culvert or bridge. Mr. Winders said they probably should if it falls within the Coldwater River Watershed. He stated when he was walking some of the creeks he found what was essentially a waterfall from a box culvert south of Wedgewood. He stated that creates an eddy that will eventually eat out under the road.

Mr. Winders stated he developed a work plan for Garber and he hopes they will follow the schedule as he worked around certain areas during hunting season. He noted Garber will have multiple crews out working and he stressed that this is a large job and it will take a year to complete.

Mr. Winders stated he hopes they will have a Chief's report to the Vicksburg office in November from the Memphis Flood Study. He said he feels like their end goal is to have a study like this one.

Mr. Winders stated while all the survey data is being collected and hydraulic model made and report being written; they have gotten money to do an analysis of Coldwater River. He stated they will look at how much sediment they can remove right now to give landowners some relief and it not become more unstable and cause them to lose more land. He stated they are looking at relief and getting water to Arkabutla. Mr. Winders stated one option is to dig a whole new river from Hwy 305 to Arkabutla, channelize it, and let the present river be for overflow.

Supervisor Caldwell asked if sending sediment to Arkabutla would cause a problem there. Mr. Winders stated he is talking about creating flow. He stated if some sediment inadvertently flushes out, it will be okay. He said he thinks they will have to clean out the channel completely. Supervisor Caldwell asked if that would impact Tate County. Mr. Winders stated they will keep a watch on the river response.

Supervisor Gardner stated the County took sediment out at Holly Springs Road about 5 years ago and it filled right back in. He asked if rechanneling the river would be hundreds of millions. Mr. Winders affirmed and said dredging the entire river would also be hundreds of millions. Supervisor Gardner asked if they dredged the river if they would have to do it every 5 years. Mr. Winders said they would not because the structure they build in the river will change the velocity.

Supervisor Gardner asked at what point is Arkabutla flooded. Mr. Winders said 264.3 is the top of the dam and the water level has never reached that high. He stated the emergency spillway is 238.3 and the lake level today is at 225. He said a 10 to 12 inch rain would put Arkabutla over the emergency spillway.

Mr. Winders stated the contract should be awarded in August; and he thinks the head engineer at Garber will want to meet with the Board. He stated this time next year they will request funds to build the proposed grade control structures and to do some dredging. He stated the biggest questions is when the money will come down. Supervisor Caldwell said as the Board goes to Washington and asks for funding, they will want some help and guidance from the Corps as to what the request should be. She said Memphis is also looking at some of the grade controls and she thanked Mr. Winders for working with the Memphis District.

Supervisor Denison asked the expectation of how long the structures will last. Mr. Winders stated they design all the structures for a 50-year life expectancy. He noted they have 16 watersheds with over 470 structures and they have replaced three. He said they are pretty sturdy structures.

Mr. Barry Bridgforth was present and thanked Mr. Winders for the amount of work he has put into this project. He said Mr. Winders is from the Olive Branch area and he knows the Camp Creek Canal. He also noted that the Corps had approved Nolehole Creek for a good stretch; but a landowner would not give them entry rights. He stated it is a mess and it could have been prevented some years ago. Mr. Bridgforth stated farmers take care of structures.

Mr. Drew DePriest asked Mr. Winders if he was surprised at how deep some of the sediment was. Mr. Winders stated he was not because he has seen sediment go across the road and the Corps had to wade through sediment to get to one of their gauges.

Supervisor Caldwell stated they need to learn from history and past experiences to keep a good record of where the structures are so that supervisors in the future will know as they approve development. She stated it is important to know and address some of these issues.

Mrs. Lynchard asked if the Vicksburg District got two programs for funding. Mr. Winders affirmed and stated funding for surveys and analysis is through RSM and funding to walk the creeks and identify structures is under Delta Headwater. He stated they went five years without funding; but they got good funding this year. He stated when the structures are complete, they are turned over to the landowners. He agreed that the farmers to take care of them; but many times in the city they are not taken care of.

Supervisor Caldwell said the Senators and Congressmen's ears have been open to the Corps of Engineers and the needs of the people; and that has helped with funding.

Mr. Winders stated originally the Vicksburg District originally was not going to survey some of the area the Memphis District is looking at as they felt like some of that area is stable; but they got enough money they are going to go on and survey it and share the data with the Memphis District. He said he wondered if Nolehole and Lick Creek are terrible; did they want to put structures in the worst areas or put them downstream. Mrs. Lynchard asked if there were any areas where Memphis and Vicksburg are working. She said if the County could save program dollars; that would be good. Mr. Winders stated there is no duplication. He said Memphis has not received money for H&H and that is why Vicksburg is providing them with that information. He said he would like to meet with the Board and the Memphis District in a year or two to share information.

Supervisor Medlin thanked Mr. Winders for coming. Mr. Barry Bridgforth stated this type of cooperation is amazing; and it seems that everyone is on the same page.

4. Office of Finance & Accounting

a. 10:30 a.m. - Claims Docket – MS Code 19-13-31

Financial Director Andrea Freeze presented a page-by-page declaration of the Claims Docket and Admin Assistant Sissie Ferguson had invoice documentation to address any questions.

Supervisor Jessie Medlin asked about the following claims:

Who is Fast Stop Petroleum? Mr. Jarman stated they won the bid for fuel.

Supervisor Mark Gardner asked about the following claims:

Page 10 – Bridgers – interim payment – Ms. Freeze stated they are invoicing in 3 installments. She stated they finished last Wednesday on the 2021 audit and got everything they needed in a week and a half. Supervisor Caldwell asked if the 2020 audit was completed. Ms. Freeze stated the compliance portion is not and they are waiting for one piece from CLA. She stated she was excited that the Bridgers firm is about 1/3 through the 2021 audit.

Page 12 – Right of way annexation – Mr. Nowak stated the Board asked him to check into the law regarding right of way status after annexation. Supervisor Gardner asked why the County was still doing inspections in the annexed area. Mr. Hopkins stated if the County started a permit, they try to finish them. Mrs. Lynchard stated it makes sense because the building code processes are different.

Page 22 – Cameras for Justice Court – Ms. Freeze stated he absorbed some of the Justice Court in his budget. She stated it is on the IT inventory.

Page 38 – HEROS – Chief Smith stated that is the annual inspection on the helicopter. EMA Chief Olson stated the time component has to have things done to it for the inspection.

Page 42 – 48, 50-53 – Lot of items from EEP – Chief Smith stated the Sheriff’s Department switched over to them for uniforms. Supervisor Caldwell asked if they were getting new uniforms. Chief Smith stated they are just swapping vendors. He stated Mid South had a lot of backorders and EEP has an immediate turnaround.

Page 84 – Tim McFarland – Emergency purchase – Mr. Laughter stated that was for dirt related to the rubbish pit fire. He stated McFarland and the Road Department hauled dirt. Mrs. Lynchard stated the emergency purchase has to be finalized today. Mr. Laughter stated he will bring the final numbers to the Board today.

Supervisor Ray Denison asked about the following claims:

Page 114 – \$50,000 for J&M – Ms. Freeze stated that was for the purchase of defibrillators.

Page 113 – Software Projects – Kiosks, Birdsong – Ms. Freeze stated that is for the new kiosks for the Tax Collector. She stated the people that do Finance’s credit card services are working to tie the kiosk into the credit card services.

Page 88 – A-1 Fire Protection – separate contract for Road. Mr. Houston stated his covers the buildings and Mr. Jarman’s covers the trucks. He stated they also check the vent hood at the jail and suppression system in IT’s computer room.

Page 77 – wristbands – The invoice showed 7 cases

Page 74 – Siemens – The invoice showed test kits.

Page 51 – Point Blank Guardian Carrier – Chief Smith stated it is the outer component for their vests that carries the armor.

Page 39 – Mobile software license – Chief Smith stated that is the annual license fee for their Mobile Cop software.

Supervisor Lee Caldwell asked about the following claims:

Page 20 – Compressor and \$25,000 package from Voyager. Mr. Houston stated that was for two units the Board approved for the Hernando Library that were installed last week and a 10-ton compressor for the Olive Branch Library.

Page 21 – CSpire Fiber - \$1900 – Mr. Alberson stated that is the normal monthly bill.

Page 25 – Dale Thompson – Mrs. Lynchard stated those are statutory fees.

Page 96 – Star Landing Right of Way – Mr. Nowak stated that is the fee from May when they had the kick off meetings.

Supervisor Michael Lee had no questions.

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

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

See Exhibit I.4.a.

b. Preliminary Inventory Dispositions – IT

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

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

DEPT NAME		IT									DEPT #:	152
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL		
39429	FUJITSU FI 6130 SCANNER		will not feed paper	08	888	IT Storage						
42047	HP PROCURVE SWITCH 24 PORT		will not power on	12	1868	IT Storage						
42240	SAMSUNG PRINTER		will not connect	12	80	IT Storage						
42605	HP LJ PRO PRINTER		will not connect	12	171	IT Storage						
46342	LG 34" LED MONITOR		will not power on	16	678	IT Storage						
47355	DELL WYSE UNIT		bad USB	17	260	IT Storage						
48137	AXIS SURVEILLANCE CAMERA		will not connect	17	171	IT Storage						
48437	AXIS CAMERA		will not connect	18	325	IT Storage						
49003	APPLE IPHONE 7		End of life/not compatible	19	549	IT Storage						
AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION			NOTES					
SIGNED BY:	<u>Felicia Hopper</u>		DATE:	06/28/22		PRESENTED TO BOS						
PRINT NAME:	Felicia Hopper					7/5/2022						
						PRESENTED TO BOS						

See Exhibit I.4.b.

c. New Mileage Reimbursement Rates

Ms. Freeze stated the mileage reimbursement rates went into effect on July 1st. She stated the rates are .62 ½ per mile for an individual if no county vehicle is available and .22 per mile if an individual uses their vehicle when a county vehicle is available.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to include the new mileage reimbursement rates in the Board minutes.

The motion passed by a vote as follows:

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

See Exhibit I.4.c.

5. 10:45 a.m. – Corps of Engineers Flood Study

Mr. Simmerman was unable to attend so this item was held over.

6. 1:15 p.m. - Stormwater

a. Stormwater Week Proclamation – Signature Required

Road Manager Robert Jarman stated September 26-30 is Stormwater Awareness Week and he asked the Board to adopt a Proclamation naming September 26-30 Stormwater Awareness Week in DeSoto County.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to name September 26-30 as Stormwater Awareness Week in DeSoto County and authorize the Board President to sign the proclamation.

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.

b. MDEQ Audit

Director of Environmental Services & Parks Ray Laughter stated they met with Ruth Racinos from MDEQ and she said the county would not have any violations. Mr. Laughter said Ms. Racinos said she would make some suggestions; but there would not be a write-up. He said they will get a full report in 60 days. Mr. Laughter said she was very pleased with hiring out facility inspections to Neel Schaffer. Mr. Coby Ayers stated Ms. Racino was very impressed with the software and technology the County uses. Mr. Laughter said she also gave some good compliments on the County's record keeping. He stated the County is on a 5-year cycle for audits.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to include this information in 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>

7. Solid Waste – Covered Loads

Supervisor Denison stated he gets calls all the time about uncovered trucks. He stated there is an agreement with Waste Pro that they are to police Star Landing between 301 and Wilson Mill once a week. He stated they don't always do that; and there are too many trucks without their loads covered. He suggested making covers mandatory or not accept the loads. He asked the Board how long the County should allow this without fines or citations.

Supervisor Medlin stated the garbage contract used to note that garbage should be in a bag. Supervisor Gardner asked if the recycling should be in a bag. Mr. Laughter stated there are mixed opinions about that. Supervisor Caldwell stated the County has been told by Waste Pro not to put recycling in a bag.

Supervisor Caldwell stated the County should not pick up things in the rubbish pick-ups if it is not bagged up.

Supervisor Gardner asked if the County could make a concerted effort to ask people to bag their trash, ticket some trucks and get people's attention. Supervisor Denison agreed and said citations or warnings might help. He said we have to start somewhere to curtail the problem or it will just get worse.

Mr. Laughter stated the litter patrol is still struggling for trustees. He said this time of year, many do not want to get out in the heat and work. He noted that the Parks Department is using their seasonal employee so that trustee is working litter patrol.

Mrs. Lynchard said she and Mr. Laughter have met and they are going to bring back some options in the budget. She stated the trustee labor is great when they are available, but it not consistent.

Supervisor Denison suggested the County come up with some suggested practices of bagging, covered loads, writing citations, and strongly getting the word out to the community. He stated they have to phase in some practices and act on this. He said the County should look at some of the cleanest cities and figure out what they are doing to see what we can do.

Supervisor Caldwell suggested the DeSoto County Beautiful Committee and the Solid Waste Committee could come up with a plan. She stated the people need to be educated to bag their rubbish or it won't be picked up. Mr. Jarman said that Mr. Wright said that sometimes they pick up the rubbish that is not bagged so it won't blow around and make a bigger mess.

Supervisor Medlin said the Solid Waste Committee could ask Waste Pro to put on their bill to ask people to bag their garbage before they put it in their can. Supervisor Gardner suggested asking the cities to do the same.

See Exhibit I.7.

8. Human Resources

a. Jet Dental – Indemnification Agreement – Signature Required

Human Resources Director Carla Crockett stated after Mr. Barber looked at the agreement they made a change that provided security against all claims resulting from Jet Dental activities. She stated they have delayed the event from August to October in order to give the new HR director time to settle in. Mrs. Lynchard said she questioned why they were not doing this at the Road Department and it was because they did not meet the required square footage.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Jet Dental Indemnification Agreement as presented and authorize the Board President to sign the agreement.

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. Judge's Order – Appointing Drug Court Field Officer – Raymond Winkler, III

Mrs. Lynchard stated the district is hiring Mr. Winkler for Adult Drug Court.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the Judge's Order to hire Raymond Winkler, III as a Drug Court Field 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.8.b.

c. Judge's Order – Youth Drug Court Salary Increases

Mrs. Lynchard stated Youth Drug court applied for salary increases for their Director (Erica Banks) and Coordinator (Carrie Adams) when they applied for their grant funds. She stated they got notification this morning that the grant for up to \$150,000 was approved.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to Approve the salary increases for Youth Drug Court 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.8.c.

d. Jet Dental Service Agreement – Signature Required

Mrs. Crockett stated Mr. Barber looked at and approved the agreement.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Jet Dental Service Agreement 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. Road Department – Job Descriptions

Mr. Jarman stated he reworked the job descriptions for the Fleet Manager/Shop Foreman Assistant and Parts Room Clerk to better fit the needs of the Road Department. He stated he is going through all the job descriptions and cleaning them up.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the job descriptions for Fleet Manager/Shop Foreman Assistant and Parts Room Clerk 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.8.e.

9. Grant Administration

a. Request to Apply for Paul Coverdell Forensic Science Improvement Grant – Signature Required

Grant Administrator Sheila Garrett stated this is a grant for the crime lab to be able to upgrade computers, purchase an employee vehicle, and upgrade storage service. She stated there is no match and the grant amount is \$186,300.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to apply for the Paul Coverdell Forensic Science Improvement Grant 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.9.a.

10. Road Department

a. Request Variance for Pipe in Forest Hill Subdivision

County Engineer Jason Youngblood stated the developer is requesting to put in HV storm pipe rather than concrete pipe. He stated this is the same type pipe the County is using under County roads. Mr. Jarman stated they will have traditional concrete headways.

Supervisor Caldwell asked how the pipe is mended together. Mr. Youngblood stated it is bell and picket. Mr. Jarman stated it joins together with a plastic joint.

Supervisor Gardner asked if this type pipe lasted longer than galvanized. Mr. Jarman affirmed. He said they have looked at the specs and think it is as durable as concrete. He said it is not a good option for property lines; but it is good across roads. Mr. Youngblood stated it has been approved for MDOT maintenance as well. Mr. Jarman stated the Road Department inspectors have gone through training to inspect the installation; and that includes superintendents and foremen.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the variance to allow the HV storm pipe in Forest Hill Subdivision as requested.

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.a.

11. Office of Procurement

a. Sheriff's Department – Discussion on Purchase of Vehicles

Mrs. Lynchard reminded the Board that they limited purchases to \$25,000 without consent of the Board. She stated Mrs. Irving was asking to relax that rule on vehicles for the remainder of this budget year so if the Sheriff's Department in particular finds vehicles to purchase; they can get them. Mrs. Lynchard stated the dealers will not hold vehicles at this point in time. Mr. Nowak stated the Board can allow purchases up to the maximum allowed by law.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to allow Procurement to purchase vehicles, without sealed competitive bids or reverse auction, for the County at the maximum allowed by law until the end of this budget year.

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

b. Sheriff’s Department – Purchase of \$25,000 for Training

Chief Smith stated this is for grant funded training on opioid and other drug education. He stated this training will be for the entire department.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the purchase of \$25,000 for training on drug education as presented.

The motion passed by a vote as follows:

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

See Exhibit I.11.b.

12. Contract Administration

a. NRCS Lease Extension

Mrs. Lynchard stated NRCS sent a letter saying they would extend their lease until May 2025.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to extend the lease with NRCS until May 2025.

The motion passed by a vote as follows:

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

See Exhibit I.12.a.

13. Justice Court – Prosecutor Appointments

a. Hiten Patel (1 day) June 27th

See motion and vote below

See Exhibit I.13.a.

b. Ryan Evans (1/2 day) June 27th

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to pay Hiten Patel \$400.00 and Ryan Evans \$200.00 as presented.

The motion passed by a vote as follows:

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

See Exhibit I.13.b.

14. Justice Court – Approval of Emergency Appointment of Public Defender

a. D. Gill Baker – June 21st

Mrs. Lynchard stated Mr. Walker had a conflict and the Judge appointed Mr. Baker as the Public Defender.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the clerk to pay D. Gill Baker \$500.00 as Public Defender on June 21st.

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.14.a.

15. ARPA Justification for Broadband

Mrs. Lynchard stated the main thing to take care of was the General Service Contract and Task Order; but she requested the Board authorize using the new eligibility form.

Supervisor Gardner noted that ATT & Comcast do not have fiber to the home and asked if the wording could be changed to Broadband.

Supervisor Caldwell stated they certainly did not want to exclude any provider. Mrs. Lynchard suggested high speed internet/broadband as an option. Supervisor Caldwell stated this action will allow using ARPA money to fund the first cost of \$155,000.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to use the ARPA eligibility worksheet for applying and change the wording “fiber to the home” to be “high speed internet/broadband”, and authorize procuring a third party vendor through a grant.

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>

a. Approval of Additional Eligibility Form

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to make the new eligibility form a part of the eligibility requirements.

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.a.

16. Delegating Some Personnel Authority to the County Administrator

Mrs. Lynchard presented the job descriptions for the County Administrator and Road Manager that are in the MS Code 19-4-7. She stated the code allows for the County Administrator to have some personnel authority.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the job descriptions for the County Administrator and Road Manager as noted in MS Code 19-4-7 and to delegate some personnel authority to the County Administrator.

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. Legislative Salary Increase – Board Attorney

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the salary increase for the Board Attorney to match the legislative salary increase for the board of supervisors.

The motion passed by a vote as follows:

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

See Exhibit I.17.

18. Circuit Court – Request for Translator

Mrs. Lynchard stated the Circuit Clerk has found out she can cover this expense.

19. Constables – Authority to Seek AG Opinion on Whether SB2357 Applies to Constables

Mr. Nowak stated SB2357 changed some things on how constables get paid. He stated the discrepancy is if they can be considered a Riding Bailiff and be paid for it. He stated everything he has found says a Riding Bailiff can only be a Deputy Sheriff; so the only way to know for sure is to get an AG opinion.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board Attorney to write for an AG opinion as discussed.

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>

20. Juvenile Court Assessments Update

Supervisor Caldwell stated she spoke with Judge Treadway and he said assessments are not the hold up in detaining juveniles. She stated he does not always do assessments. Supervisor Caldwell stated that Judge Treadway said the problem at this time is drugs and weapons in the

possession of juveniles when they are arrested. She stated he is also looking at ankle bracelets; but drugs and weapons mean the juveniles have to be detained.

Mrs. Lynchard stated the Facilities Committee has Brian Bullard looking at options for renovating the juvenile facility. She stated they have pretty much decided on the east side of the courtroom as the most cost effective option.

21. Justice Court Building – Appoint Committee to Inspect

Mrs. Lynchard stated next year will be a good time to inspect the building.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to appoint Supervisor Gardner and Supervisor Ray Denison to inspect the Justice Court Building.

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>

22. 911 Commission Resignation

Supervisor Gardner stated Bill Dahl is retiring from the 911 Board on his 70th birthday, July 10th. He stated Mr. Dahl has served since the inception of the 911 Commission and he would like to honor him as the Board of Supervisor appointee.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the resignation of Mr. Dahl from the 911 Commission.

The motion passed by a vote as follows:

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

See Exhibit J.22.

23. MOU with Lake Cormorant Drainage District

This item was not discussed.

24. Transportation Update

Supervisor Caldwell stated ERBR and Getwell Road Bridge will be approved. She stated MDOT looked at Hwy 305 & Byhalia Rd. and said that would be about \$1.5 million. She stated that money will probably be lost unless it can be re-appropriated. Supervisor Caldwell stated she spoke with Speaker Gunn and Rep. Hale and the money will probably be re-appropriated to Hwy 305 and Bethel Rd.

25. Emergency Purchase

Mr. Laughter reported the final amount of the Emergency Purchase as \$16,575 to Tim McNaughton and \$28,611 to the Road Department for dirt and hauling.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the emergency purchase of dirt to put out a fire at the rubbish pit finding the hauling of dirt was necessary to protect or preserve county property or public health and safety, and the

delay to secure competitive bids would hinder the protection or preservation of county property or endanger public safety.

The motion passed by a vote as follows:

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

See Exhibit I.25.

26. Building Project Updates

a. Courthouse

Mr. Justin Zahner stated the window replacement bids were advertised and they will open those bids on July 26, 2022. He stated he got the assessment on the front entry of the Courthouse from WJE and they found the issue was water intrusion which caused the beam to rust and expand causing the plaster to fall out. He stated the best solution is to drill through the bottom of the beams with stainless steel anchors, and repair all the beams for a total estimated cost of \$210,000.

Supervisor Caldwell asked if that cost could come from the Courthouse renovation fund they currently have. Mrs. Lynchard affirmed, but noted this is an estimate and they will have to bid it out.

Mrs. Lynchard said the Board will need a contract for Mr. Zahner to prepare the bid documents. Mr. Zahner stated he will get that back to the Board with a 7% charge for his firm.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve proceeding with a contract with Shaffer, Zahner & Zahner at an estimated cost of \$210,000 construction and a fee of 7% of actual construction price, contingent on the Board attorney verifying the contract, approve amending the cost from the courthouse renovation fund, and approving the 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 I.26.a.

b. Justice Court/Region IV

Mr. Zahner presented the renovation of the old Justice Court space to create a Region IV Crisis Center. Mr. Zahner presented a two phase plan. He went over the plans for Phase 1 and noted the following:

- Judges' offices will be rooms for intakes
- Bathrooms removed and modified with showers
- Staff only restrooms
- Replace all flooring in Phase 1 with LVT
- Controlled entries with card reader access
- Generator backup\fire suppression system
- Take out ceilings and pipe for plumbing
- Hard ceilings in patient rooms and non-viewable areas

Mr. Zahner noted that when they took out walls; it created an area that you could put four more patient rooms without much cost. Supervisor Caldwell stated Region IV had talked about

manpower and how much they could handle at this time.

Supervisor Gardner asked if anyone had talked to the Council of Governments. Supervisor Caldwell said they did and the cities are interested in using their drug settlement money to participate. Mrs. Lynchard said Brad Buchanan is the CEO and he is going to attend COG on Monday.

Mr. Zahner stated in Phase 2, the courtroom will be 6-8 offices or meeting rooms and the rest will be painted as it is in good shape. He stated the estimates are:

- Phase 1 - \$2,181,243
- Phase 2 - \$1,240,707
- \$225 per square foot
- Fire suppressant – separate line item
- Generator – separate line item
- 25% contingency on both phases

Supervisor Medlin asked if the rent had been worked out with Region IV. Mrs. Lynchard stated it has not because they have not had a number to work with. Supervisor Medlin asked if they were prepared to pay back the full renovation cost. Mrs. Lynchard stated they are prepared to pay rent; but she did not know the amount to talk about specifics with them. She said her thought was that it needs to be paid back in 10 years; but the cost is more than she anticipated and it may be more like 20 years. Mrs. Lynchard stated, if approved, she will work with Steve Pittman to start working on a pay-back strategy.

Supervisor Medlin said he was all for the crisis center; but the money needs to be paid back. Supervisor Caldwell agreed and said no one dreamed it would have this price tag. Mr. Nowak stated the big three opioid settlement for the County will be \$628,000 total with different amounts from \$30,000 to \$50,000 per year. Supervisor Gardner asked Mrs. Lynchard to meet with Region IV and show them the plans. He stated he would like to see more than seven crisis rooms if they can staff them. The Board agreed.

Supervisor Caldwell asked about a youth component and if there needs to be a family meeting space. She suggested reaching out to the State for help as they received a lot of money for mental health. Mrs. Lynchard agreed since this will be a regional facility.

See Exhibit I.26.b.

c. Agri Ed Center

Mr. Zahner presented the working plans for the Agri Ed Center. He noted the following:

- Long hallway coming in off parking area
- 2 ballrooms for 100 each or can combine
- Sellers can set up in hallway during rodeos, good connection from parking
- Doorway to lock off community building
- Teaching kitchen
- 2 community meeting rooms
- Offices for 4-H, NRCS, Soil & Water
- Full size arena
- 850-900 concrete seating
- Big fans, roll up doors, lot of cross ventilation
- Manicuring existing pond
- Mix of brick, stone, wood-look siding - Coordinated with Armory to be sure buildings are similar
- Large plaza outside ballroom, east facing, nice view to pond, evening shade
- Compacted limestone between buildings
- Asphalt trailer parking
- Grass areas, depressed area for partial retention or possible future expansion
- Possible overflow parking on old landfill
- Public use areas, concessions, public restrooms

See Exhibit I.26.c.

J. PLANNING

1. Consent Minor Lot

- a. **Bobcat-Byhalia Minor Lot (SUB-007744-2022) Application is for approval of 6 lots on 21.75 acres. Identified as Parcel(s) # 306102000 0000400. Subject property is located on the west side of Byhalia Rd and north of Bobcat Ln in Section 2, Township 3, Range 6 and is zoned A (District 1)
Applicant: Bryant Cashion**
- b. **Dairy Barn Minor Lot (SUB-007746-2022) Application is for approval of 2 lots on 3.18 acres. Identified as Parcel(s) # 306930000 0000402. Subject property is located on the east side of Dairy Barn Rd and south of Holly Springs Rd in Section 30, Township 3, Range 6 and is zoned A (District 5)
Applicant: Gowen Property Group**

Mr. Hopkins presented the application for the Bobcat-Byhalia Minor Lot approval of 6 lots on 21.75 acres. Mr. Bryant Cashion of 811 Hwy 305 South was present to represent the application.

Supervisor Medlin asked about the line on the west side of the property. Mr. Cashion stated that it was the 100 year flood zone line.

Mr. Cashion stated the following:

- on the right side of the property the neighbor asked for a buffer. The neighbor requested a 20' buffer zone so they are giving them a 50' no disturb zone. The No Disturb Buffer will be listed on the deed as a covenant.
- There is no right-of-way along Bobcat Lane so they will donate 40' strip to the County

Supervisor Medlin asked what size houses will be built on these lots. Mr. Cashion stated they would be 2400 square feet and up.

Supervisor Medlin made a Motion to approve the application for Bobcat-Byhalia Minor Lot 6 lots on 21.75 acres with covenants discussed and Supervisor Denison seconded the Motion.

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

Mr. Hopkins presented the application for Dairy Barn Minor Lot for approval of 2 lots on 3.18 acres.

Supervisor Medlin asked about lots being in the flood zone and if they intended to fill to get to the required elevation. Mr. Hopkins said yes, they would fill to get above flood elevation.

Supervisor Lee asked if they were splitting the lot half. Ms. Hendricks responded that yes, 1 lot would be access from Dairy Barn Road and one would access from Holly Springs Road.

Supervisor Lee made a Motion and Supervisor Medlin seconded the Motion to approve the Dairy Barn Minor Lot application for 2 lots on 3.18 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

See Exhibit J.

K. EXECUTIVE

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

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Thursday, July 28, 2022 at 8:00 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 August, 2022, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors