

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding
August 08, 2022

A. CALL TO ORDER

The August 08, 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 (came in late)
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Major Steve Palmer	Sheriff's Department (at beginning)
Chief Deputy Justin Smith	Sheriff's Department (came in later)
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

County Administrator Vanessa Lynchard offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS & PRESENTATIONS

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Supervisor Lee asked if there was anyone who wished to add or delete items to the Agenda. There were no additions or corrections to the Agenda.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Agenda with no additions, deletions or corrections.

The motion passed by a vote as follows:

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

F. CONSENT AGENDA

G. OLD BUSINESS

H. NEW BUSINESS

1. Budget Discussion – FY2023

Supervisor Gardner stated they usually wait until the end of budget discussions to talk about raises. Human Resources Director Charlotte Walls was asked to get the figures for 1%, 2% and 3% raises. Mrs. Lynchard noted employees will get a raise from the State of MS because of the new tax table for MS.

Mrs. Lynchard started off by looking at millage and debt service.

- Debt service is down to 4.05 from 11.05
- Money managed well, benefits taxpayers

Mrs. Freeze stated the Tax Assessor's percentage of 6% increase assumes 100% collection. She stated for the budget they do not assume that and they are working off a 4.34% increase which is an overall increase of \$3.284 million. Mrs. Freeze stated this percentage is what the budget relies on as a foundation. She stated all other revenues are fluid. Supervisor Gardner said the Sheriff has asked for a \$3 million increase and asked about the other anticipated increases. Mrs. Lynchard stated the changes are listed in the far right column.

Page 1 & 2– General Fund 001

Line 200 – Collections estimated at 95%, increase of \$2,087,676

Line 201 – Motor Vehicle – more vehicles, increase of \$96,987

Line 202 – Mobile Home – Estimate \$23,000 – YTD collected \$19,431

Line 207 – Fee In Lieu – Increase because some have been approved this year

Extra collections in General Fund, including FIL, is around \$2,350,000

Building Permits, Stormwater and Residential Agreements moved to Road Department which resulted in \$100,000 this year in General Fund.

Line 244 – Sheriff Grant Revenue – Justice Assistance Grant & COPS hiring grant for ICAC. OP & DUI reported separately. COPS grant will go a few months into 2024

Line 261 – DHS Reimbursement – Mr. Nowak worked with DHS to get the leases set up

Line 264 – Ecitation – Wireless funds from Dept. of Public Safety, have to request from them and Accounting has taken that over.

Line 283 – Motor Vehicle License – Used to settle a portion to Road Department, transferring to keep from losing.

Line 332 – Rental Income – Another example of good stewardship by Board

Page 4 – General Fund –

Line 346 – Other Counties Victim Witness – Will change next year with DeSoto becoming its own district.

Line 348 – Franchise Fees – Mr. Nowak stated franchise fees come from Comcast & AT&T. Supervisor Gardner said he felt like all the companies should pay the franchise fee.

Star General Fund pages 1-4

Page 5 - BOS

Increases for stream monitoring and lobbyists. Trying to find chairs for Board room that are suitable and not too costly.

Page 5 – Chancery Clerk Land Records

Line 533 – Added copy machine to rental

Line 556 – Recording fees increased

Line 465 – State retirement matching increased, estimated

Page 6 – Circuit Clerk

Line 465 – State retirement matching increased

Line 475 – Travel increased

Line 523 – Contractual printing

Star Page 5 & 6

Page 6 & 7– Tax Assessor

Personnel is biggest increase. Mr. Fitch said 2 new employees were not budgeted for a full year this past year. Also group insurance went up by adding employees. **Star Page 6**

Line 544 - Mr. Gullett stated the new auditors requested a reclassification of farmland and forestry. Mrs. Lynchard said this will be a \$22,476 increase in the Assessor's budget based on a quote from a contractor. Mr. Gullett stated they work with AS400 provider currently.

Line 476, 587 - Additional Travel and certifications for new employees

Line 603, 691 - Increase in office supplies and uniforms

Supervisor Gardner asked if Mr. Fitch planned on giving raises in addition to anything the Board gives. Mr. Fitch stated he does not and will give across the board equally what the Board gives.

Page 7 & 8 – Tax Collector

Line 402 – Increased for certifications

Line 594 – Reduced \$7,000 – Diversified had been overstated, so reduced.

Line 919 – Reduced by \$3,000

Star Page 7 & top of Page 8

Page 8 – Insurance Fund

Increase of \$165,000 mainly because of increase in policies. Cyber policy \$25,000

Star middle of Page 8

Page 8 - Planning

One special request for an employee

Line 402 – Decrease because of Austin Cardosi leaving

Line 437 – Do not expect to hire next person at same rate of pay

Line 476 – Anticipate more training and certification classes.

Overall increase of \$22,286

Open position is budgeted

Star Planning

Transportation Planning

MPO Dues – Have talked about asking cities to help. Need to send letter now so they can budget. Sup. Gardner will bring up in COG to split 5 ways, \$17,000 each.

Page 9 - GIS

Decreased other contractual services

Page 10 – Administrative Services

Copier Lease – Don't anticipate using full amount. Guarantee a certain number and reconcile at end of year. Start high to cover for increase or overages.

Procurement Chairs – cylinders broke in both

Star

Page 11 - Accounting

Increase of \$83,000 – mostly from new employee that Board approved

Dues & Subscriptions – ARPA calculators

Star

Page 11 - Board Attorney

Statutory Increase

Training & Registration allows Nowak & Barber to go to conference. Beneficial for Barber to go some, but not both all the time

Star

Page 12 – Court Appointed Attorneys

Not budgeted, done by judicial order, result of Supreme Court ruling

Page 12 – Human Resources

Only pay for 2 of 4 employee's insurance

Lowered unemployment claims by challenging

Potentially 2 interested in tuition reimbursement

Drug testing fees increased

Do not need new file cabinet

Need new chair & cart

Star

Page 13 - Facilities

Utilities – suggest adding \$100,000
Flooring in Olive Branch Tax Office
More office separation in Planning
Carry over driver for chiller \$76,000

Star

Pages 22, 23, 49, 51

Have always budgeted for transfers from other counties. Sharing will go away in January and will be DeSoto County only. Budgeted revenue from outside for one quarter.
Moved 9 months to 171 and 179
Judge Chatham –
Will save money on mileage, waste in past, prepared to cut some unnecessary charges
In January will have 3 Court Reporters, have 2 now
All court reporters will have DeSoto as home base and can only claim mileage from Hernando to wherever they go.
2 Court Administrators, \$1,000 for mileage
Transcript fees will cut \$20,000 per year
Part-time law clerk, hope to share staff attorney with Judge Wilson
Will need as needed staff attorney to help with conflicts

Victim Witness

Was \$673,000 and DC paid 50%. Will be \$459,000 for 9 months and \$612,000 for a whole year after January 1st.
Judge Chatham stated the AOC set law clerks at \$39,000

See Exhibit I.1.

J. PLANNING

K. EXECUTIVE

There was no executive session at this meeting.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to set the Public Hearing for the FY23 Budget at 9:00 a.m. on September 06, 2022.

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 Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to recess the Board meeting until Monday, August 15, 2021 at 9:00 a.m.

The motion passed by a vote as follows:

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

THIS the 6th day of September, 2022, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors