

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT TWO SUPERVISOR, MARK GARDNER, Presiding
August 09, 2021

A. CALL TO ORDER

The August 09, 2021 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Mark Gardner, Board President.

Sheriff Bill Rasco opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1 - ABSENT
Supervisor Mark Gardner	District 2
Supervisor Ray Denison	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Michael Lee offered the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

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

- a. Current COVID Guidelines
- b. Set Public Hearing for FY2022 Budget

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>ABSENT</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>

D.1.a. – Current COVID Guidelines

Mrs. Lynchard stated the County's current policy on the quarantine period is 14 days; but the CDC and MDH have determined that a 10-day quarantine is the current standard.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to change the quarantine policy to 10 days as approved by the CDC and MDH.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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>

D.1.b. – Set Public Hearing for FY2022 Budget

Mrs. Lynchard stated the public hearing needs to be advertised and they are recommending Tuesday, September 7th.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to set the public hearing for the matter of presenting the FY2022 Budget for Tuesday, September 07, 2021.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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>

Addition: Sheriff Rasco asked the Board about declaring the vehicle he told them about last week to be a sole source purchase. He stated the price has dropped since last week. Sheriff Rasco restated that he has the money in his seizure funds; but they have to be released by the court.

Supervisor Caldwell asked the Sheriff if he spent this \$300,000 if he would still have money to buy the other cars and equipment he usually buys from the forfeiture funds. Sheriff Rasco said he would have the money for cars for CID & SID as well as other training and equipment. He said the armored vehicle they have currently is not running and he is returning it to the military as there is no one to work on it.

Mr. Nowak stated there are two considerations:

- Is this the only company that makes the vehicle?
- Is this the only vehicle that can do the job that is necessary?

He stated he thinks Terradyne is a sole source for this vehicle; but there are several other types of vehicles to which the Board would have to determine that they are not capable of doing the job that is necessary. Mrs. Irving stated the packet the Sheriff provided Procurement on Friday showed that this vehicle was found to be better during multiple ballistics tests.

Supervisor Gardner asked how much would have to be moved from ending cash. Sheriff Rasco said he would need all of it until his funds are released.

Supervisor Lee asked Mr. Nowak if he was comfortable with the sole source determination. Mr. Nowak stated he could not make the determination this is the only armored mobile patrol vehicle able to fill the Sheriff’s Department requirements.

Supervisor Denison asked Sheriff Rasco what his justification was. Sheriff Rasco stated the MRAP is a much bigger, military type vehicle. He stated they cannot find anybody to work on it and it won’t start at this time. He said they have to have an armored vehicle to get the SWAT team to a scene. Supervisor Denison asked how often the armored vehicle is used. Sheriff Rasco stated it could be two or three times a month or months between call-outs.

Supervisor Caldwell asked how the armored vehicle works when the team spreads out. Sheriff Rasco stated they can pull up on a building and shoot tear gas into the building and an officer does not have to approach the building. Supervisor Caldwell asked how long it took to get the funds. Sheriff Rasco stated it is up to the Court, but can be several months. Supervisor Caldwell asked if the Board needed to put money in the Sheriff’s budget for cars since the seizure money has not been released. Sheriff Rasco said the money is in the bank; but the cases have not gone to court.

Supervisor Denison asked if the seizure funds could only be used for the Sheriff's Department. Sheriff Rasco stated they can be used for equipment for SWAT or equipment and training for CIS and SID.

Supervisor Lee said he was still questioning the sole source. Mrs. Irving stated she did not have time to research fully; but she could go out to bid and see who would bid on it. Sheriff Rasco stated there is not a company that builds the vehicles that would sell it for this amount of money. Mrs. Irving said she understood this is a great deal; but she has to follow Mississippi's purchasing laws.

Supervisor Gardner said he was not opposed to buying the vehicle; he just wants to be sure it qualifies for sole source.

Supervisor Caldwell asked Mrs. Irving if she could research and bring more information to the August 16th meeting. Mrs. Irving said she could and she would also get some bid specs ready.

Supervisor Gardner asked if the Sheriff's Department had an old armored vehicle to trade in. Sheriff Rasco said no.

Mrs. Lynchard stated this is one thing the State Auditor has been billing back to supervisors; and whoever votes for the sole source purchase gets charged.

Sheriff Rasco stated this vehicle is building on a Ford 550 chassis, it is still under warranty, and Ford will do all the repairs. He stated it is a 2020 model.

Mrs. Freeze asked if this would have to be an interfund transfer until the release of the seizure money. Supervisor Gardner asked Mr. Nowak if the Board could take from Ending Cash and the Sheriff reimburse the County from seizure Funds. Mr. Nowak stated he would have to research that. Supervisor Caldwell suggested calling the State Auditor's office to confirm.

Mrs. Lynchard stated the justification for a purchase without bids would have to be in the Board minutes. Supervisor Lee stated his concern was not the cost; it was the proof for the justification they need to show this is the only vehicle for the job. Mr. Nowak stated the ballistic tests Mrs. Irving referred to were done in 2018. Mrs. Lynchard stated another thing that might be asked is if the Sheriff's Department has encountered a threat to require those ballistic test results. Sheriff Rasco stated the world is not like it was 15 years ago and people do not respect law enforcement like they used to.

Supervisor Lee asked if the owners were willing to hold the vehicle. Sheriff Rasco said they were not.

E. CITIZEN REMARKS & PRESENTATIONS

Supervisor Gardner asked if there was anyone present who wished to address the Board on a matter not on the Agenda. No one came forward.

F. CONSENT AGENDA

G. OLD BUSINESS

H. PLANNING

I. NEW BUSINESS

1. Election Commissioner – District 3

Mrs. Lynchard stated Mrs. Cara Combes turned in her resignation as District 3 Election Commissioner stating she could not do that and her full-time job.

Supervisor Denison stated he has spoken with a couple of the other Election Commissioners and he has someone in mind to appoint. He said he will bring that name to the Board later.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to accept the resignation of Mrs. Cara Combes as District 3 Election Commissioner.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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.

2. Authorize Board Attorney to Work with Tax Assessor on Salvation Army Tax Issue

Mr. Nowak stated he and Mr. Zee were working to see if Salvation Army was eligible for a tax exemption. He stated Salvation Army has retained an attorney; so he needed authority to work with their attorney.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work with the Tax Assessor on the Salvation Army tax issue.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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>

3. Budget Discussion – FY2022

Mrs. Lynchard started off by reviewing the **Revenue Funds:**

- Millage figured on 95% collection
- 1 mill for General Fund projected to bring in \$1.8 million
- 1 mill for Solid Waste projected to bring in \$1,895,000
- 1 mill for Debt Service project to bring in \$2,050,000
- Loans Receivable from DCRUA, Civic Center, Fairhaven Fire Department and City of Horn Lake. This is Horn Lake's last payment year as it pays off in February 2022.
- Excess tax bids will come in after tax sale.
- Video visitation from Sheriff's Department brings in about \$18,000 per month with new contract.
- 260 - EMPG Funds will offset part.
- 216 - DUI Grant will offset expenses.
- 244 – COPS Grant – will ask for 5 month extension at the end of 3 years because did not hire officers until November and grant started in July
- Lessened amount for homestead reimbursement to not overestimate
- Ecitation – no refund until Sheriff applies, will amend budget at that time
- 269 – Partial reimbursement for Youth Court Administrator & Parent Attorney
- 287 – State is capping at \$300,000
- 297 – State gave a judicial pay raise. Circuit gave it in January when effective. Chancery waited until budget time. State is sending the portion of raise, not the entire salary.
- 332 – Rent collected – Ability Works, Southaven Community Center, DeSoto Sod Farm, North Delta PDD, USDA, Pinnacle Towers, Space Center, other parks & building rentals
- FY22 Revenue - \$67 million

Page 4 – Board of Supervisors

919 - \$8,500 for chairs for Board table and conference room. Mrs. Irving stated chairs that used to be \$150 - \$160 are now running around \$300.00. She stated she priced 22 chairs for the two rooms combined. Supervisor Caldwell suggested getting chairs for the Board room this year and keeping the 12 best of the older chairs for the conference room.

Page 5 – Chancery Land Records

Total increase of \$1,041 for record books/binders/dockets and some group insurance

Page 5 – Circuit Clerk

001-102-559 requested \$20,295 to complete the marriage collection previously scanned. Mrs. Lynchard recommended denying this request.

Supervisor Ray Denison made the motion and Supervisor Lee Caldwell seconded the motion to deny this request.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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>

Page 6 & 7 – Tax Assessor

\$5,602 increase – Travel for training and \$1,000 for special paper required to print certain documents

Page 7 – Tax Collector

\$378 increase for contract and insurance.

Page 8 – County Property & Liability

Renewal was \$1,047,860 could potentially increase in May 22, put in \$1,150,000. Mrs. Freeze stated they will lower the \$40,000 for helicopters to \$24,000 per Steve Palmer.

Page 8 & 9 – Planning

Additional headcount & certification added \$27,581 for partial year
\$1,000 for Flood Plain Manager training
Total increase \$46,000

Page 9 – GIS

This was decreased without the aerial imagery. Supervisor Gardner said put it in. Mr. Mitchell stated the subscription was around \$39,000. Supervisor Gardner suggested putting in \$40,000.

Page 10 – Countywide Postage

Flat budget

Page 10 – Administrative Services & Procurement

Decrease \$47,000 – Partially for line items for tenured employees that left

Page 11 – Finance

Decrease of \$241

Page 11 – Board Attorney

Increase of \$4

Page 11 – Board Appointed Attorneys

Increase of \$4,450 - Year to date total was high because of annexation.

Page 12 – Human Resources

Decrease of \$2,900 – Unemployment claims are disputed and usually successful.

Page 12 & 13 – Facilities Management

Overall decrease of \$4,400
Less \$66,000 open PO from last year
Increase of \$63,000 for capital projects

Page 13 & 14 – IT

Increase to fully fund two raises that were given at anniversary dates

Page 14 – Veteran Services Office

Flat budget

Page 14 & 15 – Chancery Court

Increase for County part of insurance and head count increase

Increase for new copier contract

Special request for supplement for Nancy Hatcher – based on lunacy caseloads - \$1,000 per month

Same for attorney & public defender

Page 15 & 16 – Circuit Court

Decrease of \$1,131 for bailiff not paying state retirement

Expect 4 sequestered juries

Increase of \$5,000 for preparing minutes

Decrease of \$5,000 – Jurors & Witness Fees

Page 16 – County Court

Increase of \$58,935 because of increase for 2 Chancery Judges and Court Reporters approved by Board

Page 16 & 17 – Juvenile Court

Line 425 – reducing intake officer hours

Line 533 – reduction in rental of juvenile ankle monitors

Some funds moved to legal fees

Decrease of \$24,882

Page 17 - Youth Court Administrator

Increase of \$3 because of insurance

Page 18 – Lunacy Court

Increase of \$5,000 because of case load.

Page 18 & 19 – Justice Court

Increase of \$35,986

Board approved additional headcount 9/21/20 and additional insurance costs

Error on starting budget for group insurance

Heavier paper required for some documents

Page 19 – Coroner

Increase of \$98,803

Number of Bodies per month higher – Fees went up last year.

Line 567 - Toxicology testing – previously at no cost by state

Page 20 – County Prosecutor

Decreased

Page 20 – Public Defender

Decreased – Part-time employee hired at lower amount than originally budgeted

Page 21 – Victim Witness

Decreased by \$140

Partially funded by other counties

Page 21 – Justice Court Judges

Asking for increase of \$23,000 to attend National Conference in Reno, Nevada

Board wants all judges to sign off on budget

Page 22 – Circuit Court Reporters

Flat budget

Page 22 – Election Commissioners

Decrease of \$7,252

Two commissioners waived insurance
Registration fees increased

Page 22 & 23 – County Registrar

Increase of \$132,900
Line 493 - Increase of \$4,900 for potential elections
Line 523 - \$107,000 for redistricting – printing costs, change in polling locations, possible add of polling place
Line 554 - \$25,000 – Clerk redistricting contract

Page 23 - Election Support

Moving to separate Fund – Fund 109

Page 24 - Community Foundation Mentoring

Money is hard to use, they know it is there

Page 24 - Community Resources

Flat budget

Page 29 & 30 – Emergency Medical Services

Increase of \$277,914
EMS Committee has heard changes for payroll
Line 587 – Another EMT Class
Line 609 – Training materials & books for class
Reduction in tire replacement & Vehicle Repair – move to Fleet
Requested 5% raise for Dr. Thompson

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to take the 5% raise for Dr. Thompson under advisement.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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>

Page 30 & 31 – Juvenile Drug Court

Reduced \$5,992
Grant was reduced and they are cutting expenses to match.

Page 31 – Adult Drug Court

No change

Page 31 & 32 - Emergency Management Agency

Decrease \$5,012
They are requesting 2 vehicles through Fleet. Fleet will take their trucks and give to Planning.
Supervisor Caldwell said that request did not come to the Fire/EMA Committee.

Page 32 – 34 – Constables

No change

Page 35 – Environmental Services

Decrease of \$1,612 in part for salary adjustments and insurance/retirement

Page 36 – State Health Department

Request increase less than \$3,000. There was no justification.

Page 36 & 37 – Animal Control

Total Decrease \$2,498 – partly because a tenured employee left

Page 37 – Animal Shelter Operations

Decrease \$1,801

Took some lines out because they were not used.

Page 38 – Emergency Allocations

House of Grace – 10% decrease to \$17,415

Healing Hearts – 10% decrease to \$5,905

Page 39 – Soil Conservation

Decrease of \$217 because of workers comp

Page 39 – County Extension

Asked for \$3,000 increase for internet services. John Mitchell working with them.

Supervisor Ray Denison made the motion and Supervisor Michael Lee seconded the motion to recess the meeting.

Supervisor Lee withdrew his second.

Supervisor Mark Gardner seconded the motion.

The motion failed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Ray Denison, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>NO</u>
Supervisor Michael Lee, Fifth District	<u>NO</u>

Page 40 – Advertising County Resources

DeSoto Council asked for an increase – Board said \$10,000

10% decrease to The ARC and DeSoto Arts Council

Page 40 - Debt Service

CVB retired debt for next year – Will look at this again.

See Exhibit I.3.

J. PLANNING

K. EXECUTIVE

There was no executive session at this meeting.

Supervisor Lee Caldwell made the motion and Supervisor Ray Denison seconded the motion to recess the Board meeting until Monday, August 16, 2021 9:00 a.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>ABSENT</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 7th day of September, 2021, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Mark Gardner, President
DeSoto County Board of Supervisors