

**DESOTO COUNTY BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**  
**DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding**  
**August 22, 2022**

**A. CALL TO ORDER**

The August 22, 2022 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Chief Deputy Justin Smith 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
Chief Deputy Justin Smith	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

**B. INVOCATION**

Supervisor Mark Gardner 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>YES</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. Office of Finance & Accounting**

**a. Late Bill – Best of Time – Sr. Expo Registration – Authorize Clerk to Write Check**

Director of Finance & Accounting Andrea Freeze stated this is for the expo’s vendor sponsorship and is \$375.00.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to allocate \$375 from Advertising County Resources to have a table at the Senior Expo; after having determined that the request to advertise county resources met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3 of the MS Code of 1972; and the Board of supervisors did make a determination that the above request would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County; and authorize the clerk to write the check.

The motion passed by a vote as follows:

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

**See Exhibit H.1.a.**

**b. Claims Docket – Special Docket**

Mrs. Freeze stated this is an end of the year clean up. She noted the GreenServ bill is from May and they are stopping service at the old Justice Court building.

Supervisor Caldwell said the County needs to look at the cost of having a big shredder in the Admin Building and all the departments doing their own shredding. Chancery Clerk Misty Heffner stated when they have a large project; they take theirs in bulk to the Road Department’s burn pit.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell 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	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.1.b.**

**2. Budget Discussion – FY2023**

Supervisor Gardner asked how much a 1% raise would be. Mrs. Lynchard stated it would be \$365,892.

Supervisor Gardner said they also need to keep in mind what they planned to do with the ARPA money. Supervisor Caldwell said the Board may have to revisit that as there may not be some matches that the Board had originally thought they would be getting.

Supervisor Caldwell asked about the MPO funds and splitting them with the cities. Mrs. Lynchard stated she has figured that by population and will send it to them.

Mrs. Lynchard noted the following updates:

Human Resources made a few corrections to some personnel items after they found a flawed formula. Page 3 – Included Board of Education for SRO, Walls reimbursement, and received debris removal money. Supervisor Caldwell asked about Horn Lake’s reimbursement. Mrs. Lynchard said they will add that.

Page 6 – Add Linda White as part-time employee to Tax Assessor

Page 7 – Tax Collector had a change in group insurance

### **Fund 200 - Debt Service**

Mrs. Freeze went over the debt items.

- Debt Service 229 – 2012 refunding bond pays off 7/24 - .9 mills allocated – Some millage could be reallocated – Payment is \$1.6 million, Ending cash is \$2.9 million, Pay off is \$3.2 million
- Lot of extra millage in debt service and it is very strong
- Recommend moving some of it
- Value of mill for General fund is \$1,923,020, currently \$1,808,000
- Refunded bond in E911 debt service and created new fund 236
- Will leave some in 10.5 million bond not refunded and move rest to 236
- Fund 231 – recommend to collect .4 mills and transfer remainder of fund balance to 236 and allocate .1 mill to 236. There is enough to pay the debt.
- 2015 refunded July 01, 2024. Current 1.2 mills with ending cash of \$4,064,000. Need \$80,000 to make next year's payment. Final payment is 2024 will leave \$2 million unless reduced.
- Steve Pittman is not aware of anything that can be paid down or paid off at this time.
- Fund 233 – E911 fund – Does not hold a balance, paid by outside agency
- Recommend to close as it will be paid out of fund 236
- Fund 234 – 2016 GO refunding – part Civic Center and part County refunding - .5 millage will generate \$1.6 million. Debt payment is 936,000 and Civic Center pays \$550,000 of that.
- Cash balance of \$2,383,000 – owe \$1,065,000 pd off in 2026 for county and 2029 for Civic Center
- Fund 235 – Pay off 2040, .95 is current millage and recommend leaving there
- Fund 236 – 2021 GO refunding – Recommend allocating .1 mills

Mrs. Freeze stated the debt tells a great story. Mrs. Lynchard stated it is an amazing story with recession, Covid, and setbacks; it is amazing what the Board has done.

### **Millage -**

General County is pretty restricted as one mill mandatory is what it is.

Want to trim debt service. In 1991 was 11 mills, held at or below 6 mills since 1997.

Supervisor Gardner said there has been a significant increase in commercial construction costs. He stated he really would like to see the new EOC built. Supervisor Caldwell stated they are not 100% sure it will fit on the Star Landing property.

Supervisor Gardner noted the cost of a radio tower went from \$1 million to \$4 million.

### **Page 14 -**

Line 408 – In IT budget for special request

Line 544 – Service and Maintenance Contract – Tyler Software was okay to pay out of project money until implemented. That money needs to go back into General Fund.

Includes ICON at Justice Court. Recommended is \$543,000

### **Page 15 – IT**

Some recurring expenses. A lot incorporated into IT budget.

### **Page 15 – Chancery Clerk**

Increase for Special Master

### **Page 16 – Circuit Court**

Addition of \$1200 for overage in printing

Increase in juror summons

Increase in shredding

### **Page 17 - Circuit**

Anticipating 2 sequestered trials, had thought to have them this year and did not.

County Court – statutory increase for judge's pay

**Page 18 – Juvenile Court & Youth Court Administrator**

Juvenile cut by almost \$10,000

Youth Court Administrator salary is reimbursed \$51,000

Parent Attorney Salary reimbursed half, \$34,992

**Page 19 – Justice Court**

Decreased because tenured people gone

**Page 20 - Coroner**

One special request to add another Deputy Coroner - \$21,600 – Board okay with that  
Special request for Admin Asst – Sup Caldwell wants to look at that later.

Line 594 – Recent agreement between Coroner’s Association & State for State to pay lab fees

Line 490 – Statutory increase in fees

**Page 21 -**

District Attorney – Statutory increase

County prosecutor – Statutory increase

Public Defender – Possibility of creating Office of Public Defender when district splits – would be a big expense

**Page 22 – Victim Witness**

No order from judge so going with what we had

**Page 23 – Justice Court Judges**

Line 412 – Waiting for AG opinion on constables as riding bailiffs. If they do it will increase by \$15,311

Line 463 – statutory increase

**Star**

**Page 24 – Election Commissioners**

Line 412 - \$11,000 increase because of statutory July 2022 raise

Line 523 – cut contractual printing

Line 530 – Requesting increase for church rentals for precincts from \$100 to \$200

**Star**

**Page 25 – County Registrar**

Line 459 - Statutory Increase

Line 462 – Increase in 2024

Line 473 – Additional \$200 for training

Line 493 - \$27,000 increase – could be a reimbursement from Hernando if they request to add Pennies for Parks to ballot

Line 523 – Contractual printing allowed for redistricting last year so did not spend the money

**Star**

**Page 26 – Community Foundation**

Money very hard to spend, many restrictions on mentoring program

**Page 26 – Community Resources**

Lines 475, 476 - Increase in mileage and other travel for training & conference

Line 523 – Contractual Printing – Trifold brochure for each supervisor

Reduction of \$15,000 from Civic Plus project

**Star**

**Page 33 - EMS**

Line 434 – Increase because new employees have more experience

Line 441 – Increase in OT – will not be using as many part-time

Line 594 – Decrease of \$21,000 – warranties paid this year and good for 3 years

Supervisor Gardner asked about an ambulance. Ms. Freeze said it is in another budget.

Supervisor Lee said they need numbers from EMS on number of calls. He said Hernando wants an ambulance at Love and possibly help pay for it. Supervisor Caldwell stated the problem is getting personnel.

**Page 34 – Juvenile Drug Court**

Funded through 2 grants

**Page 35 – Adult Drug Court**

Offset by revenue from AOC

**Page 35 – EMA**

Line 402 – Increase because grant funding Sanko’s salary went away. Will have to absorb the balance into the budget.

**Page 36-38 – Constables**

Holloway’s travel went up as he was elected an officer in their association.

Salary increase by statute

Line 578 – District 5 is a retiree now and his increased \$2,501

**Page 38 – Environmental Services**

Lowered \$71,000 mainly from personnel moving from 355 to new department – Parks 530

**Page 39 – Fleet**

Waiting for bigger trucks for Planning, but considering running big trucks in Environmental and look at smaller for Planning.

Tax Assessor wants one more ½ ton truck

Ms. Freeze stated the Road Dept. has done a very good job with keeping track of the vehicles and how much fuel each department uses.

Jarman will be presenting a system that will monitor fuel to the Board.

If vehicles are not built by end of year, they will cancel and sell 2023 models with more cost

Gas increase of \$35,000 recently and included that in projected budget.

**Page 40 –**

Line 410 Disease Control Cares Act – will probably go to ending cash after clarification.

Line 413 will go away

**Page 40 – Region 4 – requested \$200,000**

**Page 40 – Vital Statistics**

Continues to increase due to births & deaths

**Page 40 – Health Department**

Requesting usual \$342,000

Supervisor Denison asked for the justification. Health Dept sent a budget request summary.

Cities do not help with this expense, but they do benefit.

Supervisor Gardner asked for list of state agencies the County funds and does not have oversight of. Mrs. Lynchard provided the following:

- Child Protective Services
- Economic Assistance
- First Regional Library
- Health Department
- Soil & Water Conservation
- NRCS
- Extension Service
- Region IV (great benefit with jail)
- DeSoto Council
- North Delta for program operation
- Drivers License – provide building in OB and pay utilities

**Page 40 & 41 – Animal Control**

Special Request – want to raise everyone to \$15 per hour and up

Increase of \$399 for Enforcement Officer

**Page 42 – DHS, Economic Assistance**

No budget submitted

No longer have a copier (reduce by \$600 and add to Environmental Services)

Decreased by \$1,000

**Page 42 – Paupers Budget – no change**

**Page 52 – Social Services**

North Delta PDD – so change

CPS – No increase

**Page 43 – Emergency Allocation**

Lowered House of Grace and Healing Hearts by 10% from last year as agreed upon a few years ago

House of Grace gets a percentage of the thrift store sales, but they are no longer running it.

Other counties that benefit are helping with the costs of House of Grace.

**Page 43 – Workers Comp**

Different rates for different jobs – Road 7.87%, EMS 7.47%, Law Enforcement 3.32%

**Page 43 – Library**

Asked for \$90,000 increase – Board did not increase based on library budget

**Sheriff’s Department**

Sheriff Rasco thanked the Board for approving the hiring of SROs. Supervisor Caldwell asked the Sheriff’s opinion of all the SROs being under one umbrella. Sheriff Rasco said he thought it would be better so they would all be trained the same. He said if anything happened; all the agencies would show up and different agencies train differently. Supervisor Caldwell stated they are trying to think of different funding mechanisms to work toward that. Supervisor Gardner said the SRO program showed true partnerships in government.

**Page 4 –**

\$111,568 increase is a little misleading. Raises took affect in January and that is part of the \$4 million. She stated \$1,523,000 was approved in January and is has to be there to fund payroll.

Supervisor Gardner said of the \$365,000 needed for a 1% raise, about \$200,000 would be the Sheriff’s Department.

Mrs. Lynchard said the increase so far in today’s meeting are \$747,000 and the increase in the General Fund from taxes is about \$2.1 million.

Donna Ford stated the \$1,058,000 includes 12 School Resource Officers. Supervisor Gardner said that is offset by the revenue from the School Board and City of Horn Lake and MCOP grant. Supervisor Caldwell stated they need a spreadsheet to show that along with competitive raises and SRO equipment.

**Page 28**

Line 443 – SROs - \$2,989,046

Supervisor Caldwell said they probably won’t be able to get 12 Dodge Chargers. Chief Smith stated if they get a commitment from St. John’s Parish; they will be able to reduce the number of vehicles.

Mrs. Lynchard stated the reimbursement from Horn Lake is not on the sheet which would make about \$1,250,000 cost to the County. Overall salary and benefit cost after reimbursements \$524,741. Cost much more than revenue.

Mrs. Lynchard asked the total raises for the year. Ms. Ford said \$1,523,000.

Page 27 – Office Clerical 404- Increase of \$45,000. Includes a training officer, major, Sgt. at range, search & rescue director.

Increase of \$86,975 in administration

- \$40,000 salary
- Computer equipment (4 computers in Dispatch are failing)
- Upgrading CAD

**201 – Aviation** - \$11,000 increase (\$9,000 is fuel)

**202 – Patrol Law Enforcement**

\$93,000 increase in salary (Part of 1.5 million) – Rank changes, statutory increases. Chief Smith stated everyone that carries a gun got an increase.

Line 433 - \$495,000 – Rank changes, moved some headcount

Line 444 – Headcount increase by 2 – one from patrol, one additional to budget

Line 468 – Group Insurance – 12 additional for SROs at \$8,954 each and 1 new, 13 total  
Supervisor Gardner asked how many new officers. Ms. Ford said 3 or 4 new.

Line 499 – Attrition Factor – Large employee pool reduces budget for open positions

**Page 29 – Dues & Subscriptions** - \$11,000 increase

**Page 30 – Law Enforcement Supplies** - \$18,000 increase. Ammo was ordered early so that \$100,000 was not on here.

Line 671 – May put some back if prices stay where they are

Line 915 – Vehicles \$364,000 – 28 total (12 for SRO) May reduce depending on availability.

Line 921 - \$70,910 – JS for SWAT rifle suppressors that are at end of life.

Line 924 – Reducing by \$20,000. Chief Smith said everyone has a computer now, they just have to maintain them.

**Page 31**

Overall impact \$3,241,000 increase

Biggest part is SROs and previous raises

DUI grant going up by \$27,000

**Page 31 – 220 Custody of Prisoners**

Line 432 – Jailers and Guards – Increase of 3 and raises in January

Line 691 – Uniforms - \$15,000 – Carrier that pulls equipment to chest line instead of belt line

Line 694 – Food Service – Projected 6% increase

Extra Cameras for Jail for back ups.

Other capital outlay decrease \$115,000

**Page 32 – Medical**

\$32,492 increase

Line 552 - \$30,000 increase for Dr. Thompson

Line 921 - \$10,000 for ultrasound machine

**Page 32 – Juvenile Detention**

Increase of \$201,802

Additional headcount of 2

Mrs. Lynchard asked if the Board approved the renovations to Juvenile if that would increase the headcount. Chief Smith said they have to have a certain number of officers per population count. Supervisor Caldwell asked about cameras and teacher units. Chief Smith said those would increase.

**Page 32 & 33 – Rescue Unit** - no change

**Page 62 – Sheriff Canteen**

\$613,000 can only be used for prisoners. Sheriff said blankets, towels, mats, anything to do with security of prisoners

1 full time and 1 part time chaplain

RFID is funded

Co-op training is funded

Canteen fund put about \$200,000 back into the system, budgeting \$241,500 to bring in

**Page 64 – Sheriff Equitable Sharing**

\$131,000 – added \$20,720 this year

No expenses YTD – This is the seizure fund

**Page 92 – Sheriff Forfeiture**

Waiting to go to court – this year added \$419,000

Using this money to fund ICAC – will go out to more subcontractors and try to get that building done.

**Page 94 – Seized Funds**

Cannot touch until courts release. Interest on this fund is going toward ICAC.

Supervisor Gardner said the Sheriff’s budget was scary at first; but when you look at the raises given mid year and the revenue coming in it was better.

Supervisor Caldwell said she would like to break out the jail expenses and take them to the cities. She said they have no idea of the cost of prisoners.

Sheriff Rasco said crime is coming this way and they have to stay on top of it. Supervisor Denison said people want to come to DeSoto County because it is safe. Supervisor Gardner asked the Sheriff and Chief Smith to please tell the officers that the Board is proud of them and feels we have the best Sheriff’s Department in the state, if not the country. He said the Board appreciates the officers. Sheriff Rasco said his officers are well known throughout the State.

Supervisor Medlin said the only way they can fund this budget and give raises is to get into ending cash. Supervisor Gardner said with what they have looked at so far, they have exceeded the growth revenue. He also said the Board wanted to address lower scale employees.

**Projects:**

**Holly Springs Road – Project 351 – Segment 1**

\$3,677,000 left

\$1 million funded out of State Aid, \$1.547 million in ERBR, \$852,000 in Bond money

\$3.4 million left and do not need \$277,000 of that

Agreement to combine Segment 1 & Segment 2 is approved from MDOT so can take \$330,000 from the bond money or State Aid.

Mr. Huffman said you need to spend ERBR, and State Aid can be used on anything but engineering. He said you don’t lose State Aid money, it goes back into project money.

Mrs. Lynchard stated that could free up about \$580,000 in bond money. Mr. Huffman stated it would be about \$510,000.

**Holly Springs Road – Segment 2**

Budget \$5,835,000

Overage of \$831,447 being moved to Swinnea

Supervisor Caldwell said that will be \$1,108,090 for Swinnea

**Nail – Polk to Center Hill**

Remaining balance moved to Armory Road because Nail was full funded and had extra

**Star Landing – Tulane to Getwell**

Total remaining \$377,844 - \$233,229 left over but no construction

**Star Landing – Railroad to Hwy 51**

\$14,815 budgeted

Shortfall \$2,623,000

\$11 million funded

**Star Landing Road – Phase 3**

\$5 million to be budgeted for Hwy 51 to Swinnea

Will apply for grant for interchange

**Commerce – Della to Jaybird**

Shortfall of \$166,000

Will revisit in 2024 to be sure there is 20%

This is preconstruction dollars.

**Getwell – Lester to Pleasant Hill**

Use Tax - \$56,000 short



Supervisor Caldwell said they will be getting that.

**Getwell Road Bridge**

ERBR – Just got MOU for money for engineering, not total project  
Mr. Huffman will check to see if can reapply for State Aid for shortfall.

**Armory Road**

Projected \$1 million. \$49,000 shortfall, moving from feasibility study

**Swinnea – Star Landing to Bankston**

\$4 million left, projected \$6.5 million  
Preliminary alignment done, doing design now  
\$2.5 million short, funded from 160 fund

**Safety Improvements**

Had \$1.9 million, needed 1.4 million. Will take leftover and reallocate

**Fogg Road**

Jarman said looking at subdivisions coming in and trying to project those numbers to warrant a light

**Wilson Mill Road**

Funded with reallocated funds from safety improvements

**Craft Road Box Bridge**

Completed  
About \$9,000 left to pay, funded from Ending Cash 160

**Nail Road - Polk to Center Hill**

\$9 million in budget, \$15.8 million to fund  
Planning on ARPA money to fully fund  
5 lane grading, 2 lane roadway, 3 lane intersections

**Craft Road – Phase 2**

Complete - \$277,000 left over

**Austin Road Bridge Overlay**

\$330,000 in there for everything but construction

**Getwell to Robertson Gin – State Aid Overlay**

Programmed, waiting for prices to drop, maybe next year  
Taking out curbs

**Nail Road to Polk Lane**

Little left there

**Hwy 51**

\$1.4 in budget, \$78,000 left  
Move to Star Landing Road

**Amazon**

\$188,000 to be reallocated

**Signal at Getwell & Pleasant Hill**

\$100,000 reimbursement from MPO

Mrs. Lynchard asked if there was anything not on the list to fund for roads. Supervisor Lee said when they get through with these projects, they will shift money to Bethel.

**Page 43 – Parks & Recreation**

No FY22 budget  
Put employee in Parks to keep funds together. Parks program is grown, suggest moving employee portion into General fund 001-530 would have 2 employees.

**Soil Conservation** – no change

Board wants to know about their events and have some communication.

**Extension Service** – no change

**4-H Livestock**

Requesting \$8,950 additional. Supervisor Caldwell said she wants to see some real activity and improvement and they can revisit this.

**DeSoto Economic Council**

\$10,000 for career expo

Supervisor Caldwell said this is very beneficial. Money not used last year.

**Advertising County Resources**

Put in \$25,000 – did not spend that much last year

DeSoto Museum, The ARC, and DeSoto Arts Council stayed the same.

**See Exhibit I.2.**

**3. Late Bill for Holly Springs Road**

Road Manager Robert Jarman stated Talbot Brothers was held up on getting paid until the two projects were combined. He requested the Board approve the bill and authorize the clerk to write the check for \$285,608.51.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the late bill for Talbot Brothers in the amount of \$285,608.51 and authorize the clerk to write the check.

The motion passed by a vote as follows:

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

**See Exhibit I.3.**

**J. PLANNING**

**K. EXECUTIVE**

There was no executive session at this meeting.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until Thursday, August 25, 2022 at 1:00 p.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