

**DESOTO COUNTY BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**  
**DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding**  
**August 25, 2022**

**A. CALL TO ORDER**

The August 25, 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 – joined by phone
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.

**County Administrator Vanessa Lynchard requested to add the following:**

- a. Resolution to approve MOA and Engineer of Record for Getwell Rd Bridge – Old

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Agenda with the additions, deletions or corrections 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. CONSENT AGENDA**

**G. OLD BUSINESS**

- 1. Resolution to Approve MOA for ERBR-BR-0017(15)B Getwell Road Bridge and Resolution Approving Professional Engineer of Record**

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve both resolutions for Getwell Road Bridge as presented 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 G.1.**

## **H. NEW BUSINESS**

### **1. Office of Finance & Accounting**

#### **a. Approval of OP and DUI Grants**

Director of Finance & Accounting Andrea Freeze stated these grants need to be accepted and the paperwork signed & returned by August 31, 2022.

Supervisor Ray Denison made the motion and Supervisor Mark Gardner seconded the motion to accept the OP & DUI Grants and authorize the Board President to sign the required grant 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.**

### **2. Budget Discussion – FY2023**

Mrs. Lynchard handed out a sheet showing the changes made at the August 22<sup>nd</sup> meeting as well as a recap of the General Fund showing increases and decreases by line item. She noted on pages 26-27, Sheriff's Administration, Line 400 has a \$5,000 statutory increase and a discretionary increase for an additional \$5,000 if there is a Juvenile Detention Center.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to give the discretionary \$5,000 raise to the Sheriff for the Juvenile Detention Center.

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 Gardner asked if a Chaplain could be hired out of Canteen Funds. Mr. Nowak stated he checked the code and a Chaplain can be hired; but he is not certain if the salary can be paid from Canteen Funds.

Chief Smith noted there will be an additional headcount if the Board expands the juvenile facility. He stated the School Board will take care of the teacher units. He stated Commander Wicker said it would take an additional 8 personnel; but he would not have to staff it until the population requires additional personnel.

Supervisor Gardner stated the Sheriff said the jail population is 515 adults and asked if there is still a problem with MDOC picking up their inmates. Chief Smith stated the standard without state inmates is around 450. He stated there are currently 65 state prisoners housed at the detention center. Supervisor Gardner commented that this Board or the next will have to start looking at Phase 3 of the jail if that count keeps going up with the limit being 550.

Mrs. Lynchard noted the following updates:

Page 33 – Updates to decrease part-time and on-call at EMS. Ms. Walls found a formula issue in the HR spreadsheet that cut retirement & FICA for a decrease of \$167,115.

Page 42 – Animal Shelter - \$350 for software with a balance in the grant of \$8,950. They can only spend the grant on software and computer equipment. That has been moved to Line 924.

Page 43 – Library 001-500 – Supervisor Gardner said they were asking for almost \$2 per hour raises. He said he would not be opposed to \$1 per hour. Supervisor Medlin asked if they had enough in their rainy day fund to give raises themselves. Supervisor Denison asked the library’s sources of income. Mrs. Lynchard stated they get allocations from the county and cities as well as grants and possibly a state allocation. Supervisor Caldwell asked about their expenditures. Supervisor Denison said he would like to see the current salaries.

### **Page 46 – Interfund Transfers**

Mrs. Lynchard handed out a sheet showing the interfund transfers. She stated anything funded out of the general fund for certain other items has to have an interfund transfer.

- .54 mills is \$1,036,973 to move for future uses
- Circuit transfers will only be for one quarter
- Parks \$317,500 allocation to parks, funds 101 park program
- Volunteer Fire Fund \$63,000 for utility bills at fire stations, \$200,000 for Recruitment and Retention (\$25,000 each department), \$40,000 for building improvements submitted by request
- Election Support Fund – moved money to start their own fund, one time transfer
- Postage Increase
- General Fund – had to start settling motor vehicle license differently, now transfer to Bridge Fund
- Capital Projects – shortfall in Agri Ed Project – putting in \$4,425,000 and \$2 million from 002. Supervisor Denison asked the total cost. Mrs. Lynchard said \$20 million. Supervisor Caldwell said that includes the walking trails and everything. She noted there are federal grants; but they need the rest for build money. She said that is the architect’s estimate with the increase in supplies.  
Supervisor Medlin asked the balance of 002. Mrs. Freeze said year to date is \$6,606,884 in the bank with a proposed increase of \$1.2 million
- EOC Project – Been putting in \$500,000 yearly for a while. Propose to fund partially with local funds and partially with ARPA funds. No estimate at this time.
- Courthouse Porch – portion will not be covered with excess earnings, \$397,120 short. Suggest to fund with transfer from Ending Cash.
- One mill mandatory - \$500,000 to Parks for Lewisburg Park – Supervisor Gardner noted there is money from the sale of the Hawks Crossing property and money from the developer.

### **Road Department – Pages 96, 97, 102, 103, 108**

#### **Page 96 – Revenues**

Motor Vehicle went down a little

Star Landing Corridor reimbursement – waiting for verification of amount

Reimburse for County service is a pay back from another entity

\$7,630,130 Projected Revenue

#### **Page 97 -**

Mr. Jarman stated he tried to stay as close to flat as possible

- Raised the cost of pavement preservation to keep doing the same services the Board wants. Will try to use a new product to see how it works
- Fuel – Supervisor Denison said it seems low. Mr. Jarman said he projected after last budget amendment, most of diesel is out of 160

Supervisor Medlin asked about 156-300 Overtime – Year to date spent \$26,000 but no request. Mr. Jarman stated he left it the same.

Road Striping moved to other fund.

Supervisor Denison asked about stormwater. Mr. Jarman stated that is in Engineering.

Supervisor Medlin asked the ending cash balance. Mr. Jarman stated \$11 million.

Revenue:

- budget collections is 95%
- stormwater permits is a new revenue
- RDA revenue had no data to know how much to budget
- Lowered interest income based on bank bid
- Sales income requires a budget amendment
- Refund of prior year expenses inflates revenues
- Requested to be reimbursed from Jan 2022 tornado, might receive this fiscal year
- Use tax revenue – will be utilized for Getwell Rd improvements
- MPO reimbursements, they have a match and it will come from this fund
- Grant reimbursements
- Transfer in of \$105,000 from motor vehicle collections
- \$15,577,707 total projected revenue

#### **Page 103 – County Engineer**

- Total Change of \$395,000
- Biggest portion is new engineers
- Moved all stormwater inspectors to have them all in one spot
- Stormwater training, equipment (trying to survey some subdivision to check, inspecting differently)

#### **Page 108 - Bridge & Culvert**

\$1.7 million difference – lot of reductions in employees, moved to engineering

Line 593 – Contract Paving took up \$500,000 – Supervisor Gardner asked has it come down any since fuel came down. Mr. Youngblood stated the price index is dropping, but not as much as it went up.

Line 634 – increase in culverts \$75,000 – Trying to catch up on culverts that should have been fixed over the years. Supervisor Medlin said they need a system to change out culverts a couple of years before overlaying. Mr. Jarman stated this time they almost got them all done the year before they overlaid. He said they only missed a couple. Mr. Jarman noted they are fixing ditches, replacing signs and culverts on the roads they are overlaying.

Increase asphalt emulsion – the pothole patching crew is doing a really good job.

Diesel fuel went up \$25,000

Went up about \$10,000 on tire replacement.

Line 916 - \$490,000 increase – Heavy road equipment and vehicles

- 1 tractor trailer truck to pull low boy, 1 tandem dump truck, 1 chemical spray truck, chassie on pothole patcher, 4 boom tractors or 3 and 1 row cutting tractor.
- Would only surplus 2 tractors, as they need more on the road - Supervisor Lee asked how many tractors are cutting the roadsides. Mr. Rodney Prince stated 8. He said he has truck drivers on tractors trying to get the grass cut. Mr. Jarman stated it has been a rough year for grass cutting. Supervisor Caldwell said even if they had all the tractors, they don't have the manpower. She said this has been a tough year; and it is really bad in Central Mississippi. Mr. Jarman agreed and said all the cities are short drivers also.

Road Striping increased

Biggest decrease – There was \$3 million for bridges for emergency repairs. Mr. Jarman said he left \$1 million in the line for immediate costs of blocking and engineering. He stated that would give him time to get to the Board to ask for more if needed.

Supervisor Denison asked about the rainy day fund. Mr. Jarman said \$28 million.

Supervisor Denison said the Road Department has been doing a great job of cleaning out ditches. He said they have kept Nail Road from flooding in the recent heavy rains.

Supervisor Caldwell said the Board brags on the Road Department all the time and said they do a tremendous job. She said she is proud of and thankful for the men in the Road Department. She stated when she goes out in public, she hears compliments from the public as well. She asked Mr. Jarman, Mr. Prince, Mr. Ayers, and Mr. Youngblood to let the men and women in the Road Department know that.

Supervisor Gardner said people call him about potholes, but he has very seldom gotten a call about a pothole in a County road because the Road Dept. is out there looking and them every day and taking care of them. Mr. Jarman stated they have a good relationship with the cities and talk to them often.

Mrs. Irving stated there has been some talk about fleet and a gas monitoring system. She asked if that was in the budget. Mr. Jarman said a system will be around \$55,000 to \$60,000 and he would like to put it in the budget, but he was not sure where. Supervisor Gardner asked if should be a capital expense. Mrs. Irving stated Fleet is General Fund. Supervisor Gardner asked if this would be a system where you enter in mileage. Mr. Jarman affirmed. He stated there would be a miscellaneous code for mowers. He stated it is tied to the new software system Accounting is using. He stated the user would put in their vehicle id, driver id, and mileage.

**State Aid** – no changes

### **Parks & Greenways -**

#### **Page 72 -**

Revenue for Agri Ed

Lewisburg is almost finished

Transfer in from Gov Funds \$317,500 allocation; \$500,000 transfer from 002 for Lewisburg Park; Total revenue \$1,602,417

Line 410 – Technicians – Been paying Josh out of that fund, moved to general fund with rest of employees. Will be in Parks 530 from now on.

Increase in utilities – 2 new buildings, River Park lights, will have building in Lewisburg

Line 592 – Pay for mowing – will have more next year, added \$2,500

Line 639 – Signs at Ingram’s Mill, River Park and Lewisburg Park

Line 655 – Moved to pay Road Department instead of doing interdepartmental transfers

#### **Page 74 – Parks/Recreation Projects**

**Ingram’s Mill** - Had some trouble at Ingram’s Mill with people wanting to mess with neighbor’s cows. Want to put up safety fence there. Also install swing set, refrigerator, microwave, cabinet and countertop. \$17,750

**Robertson Donald** – Over 30 years old, needs repairs. Will have to sub out some

**Lake Cormorant** - needs repairs

**Fairview** - needs repairs

**Johnson Creek** - restroom, overlook gazebo at creek, electricity. Supervisor Caldwell said the parking there is very limited and asked if there was any chance or buying or using more land for parking. Supervisor Denison said he would speak with the neighbor about that.

**Eudora** – backstop & fencing repair, landscape improvement at tower

#### **Page 76-77**

**Lewisburg Park** – have drawings, Road Dept. will star laying out parking lot and clearing. Will go out to bid on all else. Supervisor Lee asked if there were provisions for privacy for neighbors. Mr. Laughter stated there is a natural landscaping buffer that will be left. Supervisor Denison asked what the gazebo will look like. Mr. Laughter stated it will be uniform with the neighborhood.

**Johnson Creek** – money set aside for engineering for next phase to try and go to Hwy 61  
**Lewisburg Sidewalk** - Will be finishing next month  
**Agri Ed** - grants for walking trails, money from pipeline \$125,000 is being used for matches on grants  
**Ending Cash** - \$785,759

Supervisor Medlin asked who will weed eat where the sidewalks are at the box culvert. Mr. Jarman stated the Road Department is mowing it until it is developed. Mr. Laughter stated the Parks Department will cut the park.

#### **Page 78 – Solid Waste**

Ms. Freeze stated the 1.47 millage rate is a slight increase with some restricted grant funding  
Line 326 - \$238,000 true up from Waste Pro at rubbish pit  
Line 336 - \$20,000 from sale of aluminum  
\$3,757,445 overall

#### **Page 79**

Garbage & recycle contract coming up – requires publishing, consultant fees – should be going out to bid January or February  
Line 582 – Increase \$61,000 for growth  
Line 671 – Decreased travel by \$3,500  
Line 341 – Rubbish  
Line 382 – Increase on disposal for growth  
Line 799 – Other allocations – Double tax to state, commercial rubbish at rubbish pit \$18,000  
Line 345 – Environmental Specialist is Brynn’s salary  
Line 391 – Money set aside to close rubbish pit  
Line 594 – Moved over to north slope to get away from fire, will cap it off  
Ending Cash - \$3,004,935 – MDEQ requires keeping \$1 million for closing, but will cost much more than that.

#### **Special Requests:**

Mrs. Lynchard stated Environmental Services also covers code enforcement, garbage, solid waste, litter and parks. She stated the department has grown. Mr. Laughter stated they are working a lot of overtime. Mrs. Lynchard said they want to know if the litter program is meeting the Board expectations, as they don’t get to work on litter all the time. She stated the big thing is the availability of trusties. Mr. Laughter stated another big item is the recycle dumpsters. He handed out pictures and said some of the problem is Waste Pro not servicing the dumpster and some is the amount of use. He stated Environmental Services has to service the recycle dumpsters twice a week or they start getting calls. He stated they have to restack tires and organize E-waste as well. Mr. Laughter said they are also getting a lot of illegal dumps. He stated they are working about 45 hours a week and 6 or 7 Saturdays per year. He said the employees usually choose to receive comp time and not overtime pay.

Mrs. Lynchard stated Environmental Services definitely needs more help as they are not achieving the litter program. She stated if Mr. Laughter got two General Service people it would be helpful. Supervisor Caldwell stated the problems are the dumpsters in the cities. She stated the cities, Board of Education, Food Pantry, and others who have the recycle dumpsters need to be contacted and told they need to help keep the areas clean. She stated it is just abuse for the ones that have the dumpsters to let them overflow and be such a mess; and maybe the Board should look at removing some of them. She said this Board wants people to recycle; but people are taking advantage and it is not fair to the taxpayers. Supervisor Caldwell stated this board cannot hire all this new personnel, give raises, and meet the County’s budget needs. Supervisor Gardner said he did not think 4-5 hours per week justifies additional personnel.

Supervisor Medlin said when the Board asked Mr. Laughter to take care of the parks, they knew one day there would be a Parks budget. He suggested giving him a couple of people to help take care of parks. Supervisor Gardner and Supervisor Caldwell agreed, and said the large increase in employees was concerning. Supervisor Medlin stated he has always said the County needs to hire someone to pick up trash. Supervisor Denison said he did not want trash to overwhelm the County; and it is. He stated litter is constant; and they need someone with a schedule that is dedicated to that. Mrs. Lynchard stated that is not a line item in the budget.

Supervisor Medlin asked if there was an officer picking up litter. Chief Smith said they might do it a couple of days a week. Supervisor Caldwell stated they are at Heartland Hands 2 or 3 days a week. Mr. Laughter handed out a list of current duties and a proposed structure for his department. Supervisor Gardner noted that the existing headcount is 6 and the proposed is 12. Mr. Laughter stated there are big projects coming up this year with the Agri Center Walking trails, closing the rubbish pit, and the garbage contract.

The Board discussed the use of trusties. Commander Chad Wicker came to address this. He stated they have 10 slots that go outside. He said Mr. Laughter has a crew of 4; the Sheriff's Department has a crew of 4 that pick up trash, work at Heartland Hands, and clean the shooting range; and they have a full time driver (officer). Commander Wicker said they are no longer getting the nonviolent people like they use to use. He said there is a process for choosing trusties and the first is they have to be willing, which takes out a large chunk of the population. He said they also have problems with them bringing back contraband. Commander Wickers stated they are considering not having trusties anymore. Supervisor Medlin stated the Board bought a truck and trailer and funded an employee to pick up trash. Commander Wicker stated they have that; but he does not pick up trash every day. He said the thought MDOT gave a vehicle and trailer once years ago as well. Supervisor Medlin asked if the Sheriff's Dept. crew could work with Mr. Laughter on some sort of schedule.

Supervisor Gardner asked if the trusties work for other non-profits. Commander Wicker said they will if asked. He stated Heartland donates food to the jail. Supervisor Gardner asked why the food costs have not gone down. Commander Wicker said a lot of the food they donate is extra. Supervisor Caldwell stated it might be a pallet of sweet cakes. Commander Wicker stated they once got a pallet of chocolate milk that was expiring in 3 days; but they could use it.

Supervisor Caldwell told Mr. Laughter the Board is trying to figure out how to meet the needs of the departments and other offices are also asking for more manpower. Mrs. Lynchard agreed.

**See Exhibit I.2.**

**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 31, 2022 at 5:00 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.

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Michael Lee, President  
DeSoto County Board of Supervisors