

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

TOMMY LEWIS, PRESIDENT, PRESIDING

June 3, 1998

A. CALL TO ORDER

The June 3, 1998, meeting of the DeSoto County Board of Supervisors was called to order by Tommy Lewis, Board President.

James Albert Riley, the DeSoto County Sheriff was present and did open the DeSoto County Board of Supervisors meeting in a regular session to hear any and all business to come before the Board. The following were present:

- Jessie Medlin-----District 1
- Eugene C. Thach-----District 2
- James D. Pearson-----District 3 (Absent)
- John Caldwell-----District 4
- Tommy Lewis-----District 5
- W. E. ASluggo@ Davis-----Sheriff
- Clovis Reed-----County Administrator
- William H. Austin, Jr.-----Board Attorney

B. INVOCATION

The invocation was presented by Supervisor Eugene Thach.

C. PLANNING COMMISSION

This portion of the minutes are being submitted in the portion of the minutes submitted by the Planning Commission.

D. BID OPENING - State Aid Project 17 (3) M

Dan Tolar, of State Aid, and Daniel Murphy, DeSoto County Engineer, appeared before the Board in connection with the bid opening for State Aid Project 17(3)M. The bids were read as follows:

Lehman Roberts	\$579,109.68
APAC	\$761,142.32

The County Engineer and State Aid Representative excused themselves from the meeting to review the bids. After doing so, both representatives returned before the Board and recommended the low bidder of Lehman Roberts at \$579,109.68 in connection with this project. Bill Bayne of the Commercial Appeal, upon being recognized by the Board President, asked what the construction time for the project will be and when the construction will start. The County Engineer, Daniel Murphy, responded that the construction time for the project is 80 working days and the project should start within three (3) weeks.

Item D., continued,

At the recommendation of the County Engineer and State Aid Representative, Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to approve the low bid of Lehman Roberts in connection with State Aid Project 17(3)M at \$570,109.68. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

Supervisor Eugene Thach made the motion and Supervisor Tommy Lewis seconded the motion to establish advance credit on State Air Project 17(3)M, as recommended by the County Engineer. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit D.

E. OLD BUSINESS

1. Parks

Lauren Gerard, of Fisher & Arnold, appeared before the Board in connection with the Park Study. Supervisor John Caldwell said that the Board needs to give Fisher & Arnold guidance on whether the Board wants to continue with the Park Study.

Ms. Gerard reported that Fisher & Arnold is 85-90% complete with the Topographic Survey on the project.

Supervisor John Caldwell said if the County is going on with the Study the Board should give Fisher & Arnold the green light to continue with the project with some guide lines to clarify the Board's wishes.

Supervisor Eugene Thach said it was his understanding that Fisher & Arnold would come back to report on the safety issues regarding the landfill area. Supervisor Thach said he is in favor of a local park in that area.

Supervisor Tommy Lewis asked if that portion of the project is part of the total study. Lauren Gerard answered yes, this is part of the existing contract with Fisher & Arnold.

Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to continue with the design of the 40 acre park near the landfill area. The **motion passed** by a vote as follows:

Jessie Medlin-----No
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

Item E.1., continued,

Lauren Gerard said Fisher & Arnold will get with the Park Committee to further clarify the County's Park needs.

2. McIngvale House

Bob Barber, Hernando City Planner, appeared before the Board in representation of Mayor Ed Gale and read a letter from Mayor Gale concerning the McIngvale House. The City feels if the building could be moved and made functional that certain committees of community groups such as the Historic DeSoto Foundation, Kudzu Playhouse and others may be formed and they could develop a feasible plan for restoration, operation and maintenance

Supervisor Eugene Thach asked Mr. Barber if he had checked the possibility of any grants. Mr. Barber said that Archives and History are offering 50% match grants for museums, the Community Arts of Memphis will also fund grants for such projects.

Supervisor Eugene Thach said that the County does not need any more office space, but the County does need a museum. Supervisor Thach said that the County has never tapped Corporate Sponsors to get funding for community projects in the past and said perhaps someone with extensive knowledge of the County such as Mr. Bouchillon could be appointed to do so.

Bob Barber said that there are a number of artifacts floating around the County that would be ideal to place in such a museum.

Ellen Meacham of the DeSoto Times Today, said that Mr. David Dye has several items that would be ideal for placement in a County museum.

Supervisor Eugene Thach asked if there would be a lot of redesign involved in converting the McIngvale House into a museum. Dave Nicholson responded that it is a fairly expensive procedure to redesign the McIngvale House into a museum.

Bob Barber said that if the Board and the Mayor and Aldermen of the City of Hernando do not object, he would be happy to investigate funding sources for a museum.

Supervisor John Caldwell said if the County is interested in developing a museum, the Board needs to be willing to assume the financial responsibility of the operating expenses for the museum.

Supervisor Jessie Medlin said he supports the idea of a County museum, but he was hoping the City would consider developing and running the museum with the County donating the building/and or property.

Supervisor Tommy Lewis asked if the City could move the building at this time and possibly be reimbursed through the grant process. Bob Barber said that most grants do not allow for reimbursement.

Dave Nicholson cautioned the urgency of making a decision on this matter, for if the contractor is unable to go to work, his bid will not be good.

Supervisor Tommy Lewis clarified that the cost to move the building is \$75,000.00. Dave Nicholson responded that this is an estimate.

Item E.2., continued,

Supervisor Jessie Medlin asked what the delay to move the building would be. David Nicholson responded that it will delay the project in some way. Mr. Nicholson said he would speculate that there would be an increase in time to complete the project and possibly money associated with moving the building.

Supervisor Tommy Lewis said the Board needs to know the charge to convert the building to a museum. Supervisor John Caldwell speculated that to convert it to a museum may take more than \$150,000.00.

Supervisor Jessie Medlin asked if there would be room for a museum in the Courthouse. Dave Nicholson answered he is not sure, but he is not sure there would be enough room for a museum under the current Courthouse plans.

Supervisor Tommy Lewis made the motion and Supervisor Eugene Thach seconded the motion to get Dave Nicholson of Allen & Hoshall to get a firm price from the contractor to move the house and to ask the County Administrator, Clovis Reed, to determine a reasonable budget to operate a museum and both to report back to the Board on June 15th. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

The Board asked Bob Barber to research donors or funding or running a museum and asked Dave Nicholson to more closely estimate the cost associated with changing the house to a museum. **See Exhibit E.2.**

3. Jail Operation

Dave Nicholson of Allen & Hoshall, reported that their firm has walked through the DeSoto County Jail to perform the provision set out in the contract with the Board dated April 20th, 1998. Mr. Nicholson said that since that time the Board has asked Allen & Hoshall to expand their services in connection with this project to review the total jail facilities and identify any security deficiencies found in the jail. Mr. Nicholson said that a walk through is planned at the jail facility on Friday to formulate a list, if any, of such deficiencies. This list will be compared to guidelines set forth by the American Correctional Association for Physical Facilities. Mr. Nicholson said that this service can be provided by Allen & Hoshall for an additional \$4,000.00. Mr. Nicholson said that the Board should expect a full report on the project by the June 15th meeting.

Supervisor Jessie Medlin asked about the locks at the jail. Dave Nicholson responded that Darsy Mitchell, who is the jail locking expert, has reviewed the locks at the jail and said that the locks will likely be at the top of the list for needed jail improvement.

Supervisor Eugene Thach made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with Allen & Hoshall to identify security deficiencies in the DeSoto County Jail for \$4,000.00 and to accept the letter from Allen & Hoshall dated June 2nd offering these services at this price into the minutes. The **motion passed** by a vote as follows:

Item E.3., continued,

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent

John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit E.3.

4. 1999 Overlay Project

The Road Manager, Kenny Gunn, appeared before the Board and presented a list of roads for the 1999 Overlay Project.

Supervisor John Caldwell said that Wheeler Road should be on the list.

Supervisor Tommy Lewis asked if the Road Manger can fix McCracken Road without doing a complete overlay.

The Road Manager, Kenny Gunn, said he estimated Red Banks Road to cost \$36,000.00, Knottingham Road to cost \$23,000.00, Sweeney Road to cost \$28,000.00, McIngvale Road to cost \$92,000.00 plus 16% for patching. Bill Bayne, of the Commercial Appeal, asked when work will begin. The County Administrator, Clovis Reed, reported that according to the auditor's office, you can begin the work at any time if you set aside the money to pay for the work now. However, the work will probably begin in September to allow for the billing for the work after the budget year in October.

Supervisor Eugene Thach said he would like to add Rasco Road from Airways to Greenbrook to the list.

Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to advertise for bids for 1999 Overlay based on the Four (4) Year Road Plan with the additions of Rasco Road from Airways to Greenbrook and with subtracting McCracken Road from the list as requested by Supervisor Lewis. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit E.4.

5. Bids Under Advisement

- a. Boom Truck**
- b. Lube Truck**
- c. Dump Truck**

Vanessa Lynchard and the Road Manager, Kenny Gunn, presented a bid tabulation in connection with Bid File #98-156-008, #98-156-009 and #98-156-010 for one single axle truck and dump body, one (91) single axle truck and lube body and (1) one (1) single axle truck and boom body. Vanessa Lynchard notified the Board that several bids for these trucks were sent out with four (4) bidders responding for the dump trucks and three (3) bidders responding for the lube truck and boom truck. Vanessa Lynchard pointed out that certain exceptions had disqualified some of the bids as noted on the bid tabulation forms, but Mid

Item E.5.(a.,b.,c.),continued,

America International Trucks was proven to be the lowest and best bid in connection with the dump truck, lube truck and boom truck. Vanessa Lynchard said that the bids had been reviewed by the Road Manager and the Board Attorney, who both agree with the recommendations from Mid America Trucks.

Supervisor John Caldwell asked if the Road Manager had enough money in the budget for the purchase of these vehicles. Kenny Gunn responded that he plans to lease purchase the vehicles.

The Board discussed the need for a limb truck in the county.

Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to approve the low bids from Mid America International Trucks for the purchase or lease purchase for a dump truck, lube truck and boom truck in connection with bid files #98-156-008, #98-156-009 and #98-156-010. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit E.5.a., E.5.b., E.5.c.

d. Collections Justice Court and EMS

Vanessa Lynchard presented a bid tabulation in connection with Collection services for Justice Court and EMS. Vanessa explained that proposals were taken and interviews were held in connection with RFP File #98-1120-001 with each agency who sent in a proposal for collections by Vanessa Lynchard and Jim Bearden, Collections Administrator for the County. The pool was narrowed to four (4) companies after the interviews and references were checked. After checking references, the pool was narrowed to two (2) services and finally Franklin Collection Service was chosen as the most responsive bidder for Collections in DeSoto County. Franklin presented a proposal to perform collection services for a cost of 27%.

Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to accept the proposal from Franklin Collection Services to perform collections in DeSoto County Justice Court and EMS in connection with RFP #98-120-001.

The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

Vanessa Lynchard explained that the City of Southaven and City of Olive Branch has elected to contract their own collections and the City of Hernando is still considering this issue. The City of Horn Lake has not responded to this request for their plans for collections.

See Exhibit E.5.d.

Item E.5.d., continued

6. Census

The Board discussed the request for an appointment to the Census committee and requested to hold this item over until the June 15th meeting. **See Exhibit E.6.**

7. MDOT Hwy 304

This item was held over until June 15th.

F. NEW BUSINESS

1. Approval of Bills

a. Invoice from BFI

At the recommendation of the County Administrator, Supervisor Eugene Thach made the motion and Supervisor John Caldwell seconded the motion to approve payment of Invoice #980400-0010371 in the amount of \$48,208.76 and Invoice #980-400-0004556 in the amount of \$47,940.42, Invoice #971200 in the amount of \$2,270.94 and Invoice #980480 in the amount of \$116.16. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.1.a.

b. Travel to NACo - Circuit Clerk & Board Attorney

At the recommendation of the County Administrator, Supervisor John Caldwell made the motion and Supervisor Eugene Thach seconded the motion to approve payment of bills associated with the travel of the Circuit Clerk and Board Attorney to the NACo Convention. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.1.b.

2. Request to Contract Copying for Codification

Vanessa Lynchard reported to the Board problems associated with copying records to send to Mississippi Code who were approved to codify Board Orders for DeSoto County. Vanessa explained that the time associated with making copies of these orders as well as problems associated with the use of copy machines to make the copies have kept these records from being sent to initiate the codification process.

Vanessa Lynchard presented quotes from Clark's Quick Print to come into the Courthouse to make these 71,000 copies at a cost of \$6,468.00. Vanessa also presented a quote from Kinko's Copiers on Winchester in the amount of \$3,215.57, however the

Item F.2., continued,

documents must be carried to Kinko's who can copy and return the records in 24 hours. Vanessa reported that the Auditor's office had been consulted and said that a representative would have to be responsible for the records while they were out of the Courthouse if Kinko's was chosen as an option. The Board discussed requirements that records not be removed from the Courthouse.

Supervisor Tommy Lewis made the motion and Supervisor John Caldwell seconded the motion to approve Clark's Quick Print to copy these documents in connection with their quote dated June 2, 1998. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.2.

3.Approval to Execute Documents in Connection with Loan for AS400

Vanessa Lynchard presented documents in connection with the loan for the AS400 Computer Upgrade, which represents the work done to date and the major portion of the loan.

Supervisor John Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President, Tommy Lewis, to execute documents necessary for this loan and to make this same a part of the minutes. **The motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.3.

4. Approval to Execute Documents in Connection with Loan for Roller

Vanessa Lynchard presented documents in connection with the loan for a Roller, with the low bid from Contractor's Equipment Co. in the amount of \$45,500.00.

Supervisor John Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President, Tommy Lewis, to execute documents necessary for this loan and to make this same a part of the minutes. **The motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.4.

Item F., continued

5.Implementation Plan Update

The County Administrator, Clovis Reed, notified the Board that Joe Waggoner will be available Monday morning, June 8th, at 10:00am to discuss the Implementation Plan update in connection with the Countywide Sewer Study.

6.Request for Funding Assistance

The County Administrator, Clovis Reed, presented a letter from the Board requesting funding assistance for the Countywide Sewer Project. Mr. Reed explained that the letter was prepared by Waggoner Engineering and requested authorization for the Board President to sign the letter.

Supervisor Jessie Medlin made the motion and Supervisor John Caldwell seconded the motion to authorize Board President, Tommy Lewis, to sign the letter requesting funding assistance in connection with the Countywide Sewer Project. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.6.

7. Allied Enterprises - Approval To Bid Construction of Building Expansion

Architect, Marvin Johnson, appeared before the Board to present plans for the building expansion for the Allied Enterprises Building. Mr. Johnson explained the plans to bring the existing building up to handicap code requirements and explained the building expansion would basically be an enclosure of warehouse area with few other improvements to add 10,000 square feet to the building. Mr. Johnson reported that bids are expected to be closed to accomplish this goal.

Supervisor Tommy Lewis suggested putting an alternate in the bid to decrease square footage if bids were in excess of the grant amount. The County Administrator, Clovis Reed, explained to the Board that this construction project was being done with \$250,000.00 of grant funds and a \$100,000.00 County match.

Supervisor Eugene Thach made the motion and Supervisor Jessie Medlin seconded the motion to go out for bids for the Allied Building Expansion and to include an alternate in the bid to decrease the square footage as necessary to stay within the building budget. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.7.

Item F., continued,

8. \$6,000,000 Road & Bridge Bond Series Report and Approval to Pay Invoice

The County Administrator, Clovis Reed, presented a report on the \$6,000,000.00 Road & Bridge Bond Series Fund and an invoice for \$500.00 in connection with the report to Croswait-Turney, who are Bond Counsel for DeSoto County.

Supervisor Eugene Thach made the motion and Supervisor Tommy Lewis seconded the motion to accept the Bond Report and authorize payment of the invoice to

Croswait-Turney in the amount of \$500.00. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

See Exhibit F.8.

9. Request to Participate in Beaver Control Assistance Program

The County Administrator presented the Beaver Control Contract extension forms to continue beaver control in DeSoto County. The Chancery Clerk, W.E. “Sluggo” Davis, said a local resident had come to him and was interested in performing these services for the County. This item was held over until June 15th to allow the local resident to make this presentation to the Board. **See Exhibit F.9.**

G. EXECUTIVE SESSION

The executive session portion of these minutes are recorded under the portion of the minutes called "Executive Session".

H. OTHER ISSUES

1. July 4th

The County Administrator presented the Governor’s Proclamation that July 4th be observed on July 6th. This item was discussed. No motions were made or votes taken on this portion of the minutes. **See Exhibit H.1.**

2. Countywide Sewer Study

The County Administrator, Clovis Reed, notified the Board that Carl Ray Furr, of Waggoner Engineering, telephoned him and said it will be necessary to go back to Washington this month to follow up on the request for funding assistance for the Countywide Sewer Proposal. Supervisor John Caldwell made the motion and Supervisor Tommy Lewis seconded the motion to approve travel for the County Administrator, Carl Ray Furr and Supervisor Tommy Lewis, to go to Washington to request funding assistance for the Countywide Sewer Program. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Absent
John Caldwell-----Yes
Tommy Lewis-----Yes

Item H., continued,

2. Request for City Tax Collections

The Tax Collector, Joey Treadway, notified the Board that the Village of Memphis has asked the Tax Collector and Tax Assessor to begin tax collections for city taxes for the Village of Memphis.

Supervisor Eugene Thach made the motion and Supervisor John Caldwell seconded the motion to recess until June 15, 1998, at 9:00 a.m.

THIS the 3rd day of June, 1998, these minutes have been read and approved by the DeSoto County Board of Supervisors.

TOMMY LEWIS, President
DeSoto County Board of Supervisors