

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT ONE JESSIE MEDLIN, PRESIDING

April 16, 2012

A. CALL TO ORDER

The April 16, 2012 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco of the DeSoto County Sheriff’s Department was present and 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 Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Harvey Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Michael Garriga	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS

Supervisor Jessie Medlin asked if anyone was present who wished to address the Board of Supervisors regarding an item not listed on the Agenda.

No one came forward.

E. APPROVAL OF AGENDA AND DELETIONS

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

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the additions to the Agenda as requested below.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

1.) Sheriff Bill Rasco requested to add an agreement between the DeSoto County Sheriff’s Department and the University of Mississippi.

At the recommendation of Sheriff Bill Rasco, Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve renewing the previous agreement between the Sheriff's Department and the University of Mississippi for the law enforcement training program and to authorize the Board Attorney to draft the agreement and authorize the Board President to sign the agreement.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

2.) Board Attorney Tony Nowak asked to add two items to the Agenda as follows:

a. Approval of an addendum to the agreement for Martin Marietta and Vulcan Materials in connection with a bond.

Board Attorney Tony Nowak said a few weeks ago Martin Marietta sold their business and sent notice to the County that they would pull their road bond. Since then, the businesses known as LaFarge and Vulcan have agreed to replace the bond previously posted by Vulcan and Martin Marietta under the former terms and conditions.

Supervisor Bill Russell asked if the bond is adequate to repair the road. Interim Road Manager Andy Swims said there was enough money for the repairs. Mr. Swims said, according to the terms of the agreement, the County will make necessary repairs to the road and bill the companies back for the work.

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve the addendum to the agreement, as well as the bond for Graves Road, Ciba Road, and that .6 mile portion of Old Highway 61 that connects Graves and Ciba Road in DeSoto County from LaFarge and Vulcan as recommended by the Interim Road Manager Andy Swims.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

b. City by Clay, AL Requests to purchase limb truck from the County.

Board Attorney Tony Nowak said that Chief Financial Officer Tom Arnold notified him that Clay, Alabama wanted to purchase a limb truck from the County. Mr. Nowak said the truck was previously declared surplus by the Board of Supervisors and the minimum requested bid was not received at auction. He said they are offering \$49,500.00 for the vehicle.

Supervisor Jessie Medlin asked Interim Road Manager Andy Swims if he was familiar with the issue. Mr. Swims said he was not familiar with it.

Later in the meeting, Mr. Swims said the Road Department advertised to sell two trucks and asked \$80,000.00 for both trucks. He said the limb truck was posted by govdeals.com four times at a minimum bid of \$54,000.00. The highest bid they received was \$40,100.00. Mr. Swims said the City of Clay is offering \$49,500.00 and he recommended accepting the offer.

Supervisor Medlin said he would like to see the County issuing a cashier's check for the transaction. It was discussed that a cashier's check is not any more assurance than a check from a checking account.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to

approve the offer of \$49,500.00, along with the purchase/sale agreement for the sale of the limb truck previously declared as surplus to the City of Clay, Alabama, and known as VIN # 1HTMMAAR97H395447.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

c. Audit for Litigation

Board Attorney Tony Nowak said it is time to prepare a list of litigation for the auditors.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm, to prepare a litigation audit report for the auditor, Williams, Pitts and Beard.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

3.) Supervisor Jessie Medlin requested adding an appointment on the District 1 seat on the Board of Adjustments.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to accept the resignation of Michael Hatcher as the District 1 appointee to the Board of Adjustments, and to appoint Mike Duncan as the District 1 appointee to the Board of Adjustments to fill the remaining term formerly held by Mr. Hatcher. Included in the motion is to authorize a resolution of appreciation for Mr. Hatcher's dedicated service to the Board of Adjustments.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E.3

4.) County Administrator Michael Garriga requested to add a JAG Grant item involving an agreement with the cities of Southaven and Olive Branch and DeSoto County.

County Administrator Michael Garriga explained that the City of Olive Branch and the City of Southaven have applied for JAG Grant funding through juvenile accountability grant funding (JAG). Mr. Garriga explained that the grant requires the money to be passed through the County, so it is necessary for the County to be a party to the grant.

At the recommendation of the County Administrator, Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve the paperwork in connection with the 2012 Mississippi JAG Grant application and to authorize the Board President to sign the grant with funding going to the City of Olive Branch and the City of Southaven, and to approve any agreements or paperwork necessary to accommodate this grant.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E.4

5.) Supervisor Lee Caldwell requested adding the matter regarding I-69 Coalition Funds.

Supervisor Lee Caldwell said, in the past, DeSoto County has contributed \$8,000.00 toward the I-69 Coalition. Supervisor Caldwell said the Board had elected to delay the contribution for 2012 to see if this is a good way to spend county money. Supervisor Caldwell said after a recent meeting with the I-69 representatives, it has been determined it is a good use of money. She said they use this money to lobby for completion of the roadway. She said the cities all pay a portion of the bill.

Supervisor Jessie Medlin said he wondered how many of the states would continue to fund the project if they had their part built. Supervisor Caldwell said many of the states do have their part built and they are continuing to fund the project.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve the payment of \$8,000.00 to the I-69 Coalition Fund and to bill the cities for their share of the expense.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

6.) Chancery Clerk Sluggo Davis asked to add advertising county resources for county advertising on a city and county map.

Mr. Davis said a representative came by his office selling ads for the Chamber of Commerce Maps for the City of Hernando and DeSoto County. He said there would be advertising for the Chamber on the map and ads costs from \$500.00 to \$2,700.00.

Supervisor Lee Caldwell asked to whom the maps are distributed. Mr. Davis said the maps are distributed to people who come into the Office of the Chamber of Commerce.

After having determined that the request to advertise county resources met the guidelines of the policy adopted by the Board of Supervisors, Supervisor Harvey Lee made the motion, and Supervisor Bill Russell seconded the motion to advertise DeSoto County Resources by contributing \$500.00 from Advertising County Resources for an advertisement to appear on the Chamber of Commerce map for the City of Hernando. In accordance with Section 17-3-3, of the Mississippi Code of 1972, 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.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

7.) Inventory Clerk Char McCool requested to add two preliminary inventory dispositions.

At the recommendation of the Inventory Clerk, Char McCool, Supervisor Lee Caldwell made the

motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary dispositions for Emergency Services as follows:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
4008	PROJECTOR	8221053	BROKEN	EMS/SAR STORAGE ROOM
4010	SLIDE PROJECTOR	2799720	BROKEN	EMA/TC OFFICE
12055	MERCURY 50 HP MOTOR	6587110	BROKEN	EMA/SAR AREA
16133	LOWRENCE SONAR	GC9401595	BROKEN	EMA/SAR STORAGE ROOM
19009	BOAT MOTOR	N/A	BROKEN	EMA/SAR AREA
30441	EVINRUDE BOAT MOTOR	G04523719	BROKEN	EMA/SAR AREA
30800	MITSUBISHI RADIO	M20005872	BROKEN	EMA/CIVIL DEFENSE
31033	HP PRINTER	USGZ259631	BROKEN	EMS/FIRE OFFICE
31198	KENWOOD MOBILE RADIO	20100544	BROKEN	EMA/SAR STORAGE ROOM
31382	GATEWAY LAPTOP	BQB02123449	BROKEN	EMA/CIVIL DEFENSE
31412	LIFEPAK 500	13659581	BROKEN	LEWISBURG EMS/FIRE DEPT
31925	TLR - 5X10 HOMEMADE	NONE	UNSAFE TRAILER	EMA/SAR AREA
32175	STRETCHER RED	L692152	BROKEN	EMA/CIVIL DEFENSE
32882	LIFEPAK 500	30784445	BROKEN	FAIRHAVEN VOL FIRE DEPT
33952	MOTOROLA H/H RADIO	921TEL0850	BROKEN	EMS/FIRE OFFICE

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
34253	KENWOOD H/H VHF	71001310	DOWN WELL SHAFT	UNKNOWN
34422	GARMIN GPS	73080851	BROKEN	TIM OFFICE
34426	GARMIN GPS	73080849	BROKEN	TIM OFFICE
35384	CHEMICAL AGENT DETECTOR	N/A	OUTDATED	TIM OFFICE

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E.7

8.) Procurement Director Vanessa Lynchard requested to add a contract for the Adult Drug Court for lab testing with Redwood Toxicology.

At the recommendation of the Adult Drug Court and based on prior approval by the Board Attorney, Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve a contract with Redwood Toxicology Laboratory for drug testing in the Adult Drug Court according to the terms and conditions listed in Exhibit E.8.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E.8

9.) Chief Financial Officer Tom Arnold requested adding a bill for to the claims docket for Starlanding Enterprises property taxes for tax years 2010 and 2011.

Mr. Arnold explained that the County has a lease on property from Starlanding Enterprises and according to the lease the County pays the taxes on the property. He said the taxes for 2010 and 2011 were not paid.

At the recommendation of the Chief Financial Officer, Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to authorize the clerk to write the check for taxes for two years in the amount for \$652.13 for each year for a total of \$1,304.26.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E.9

F. CONSENT AGENDA

The Board of Supervisors considered the items presented on the Consent Agenda as listed.

Supervisor Jessie Medlin asked if everything on the Allied Waste agreement is completed. Board Attorney Tony Nowak said yes.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the Consent Agenda items as follows:

1. Office of Finance & Accounting

a. Budget Amendments

b. Request for Transfer of Sheriff Seized Funds (2)

Case #	Defendant	Date Seized	Receipt #	Amount	Date of Forfeiture
2012-8549	Carl Scoggins	2/21/12	25997	\$122.00	3/30/12
2012-8549	Raymond Hudson	2/21/12	25997	\$923.00	3/30/12
			TOTAL	\$1,045.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$1,045.00
 Transfer to Sheriff-Forfeiture Fund (120-000-238) \$1,045.00

c. Inventory Dispositions – Final: Chancery Court Reporters

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
42005	HP NOTEBOOK	5CB12049GZ	BROKEN NONREPAIRABLE	INV CONTROL OFC	04/02/12	RAY LAUGHTER	CREATIVE RECYCLING

2. Establish as Part of the Formal Record and Enter into the Minutes

a. BFI/Allied Waste Agreement

b. Hazard Mitigation Plan (Walls)

3. Department of Road Management

a. School Bus Turn Around Maintenance

Location	Bus #	Owner	Phone
End of Box Corner Road (bus turn around only) Byhalia, MS			
13540 Bass Landing Lake Cormorant, MS	463	Multiple	901-496-4432

b. Safety Officer’s Report

c. Request to Make Part of Official Record and Enter into the Board’s Minutes: Changes to Official DeSoto County Road Map and Register – Detailed in Exhibit F.3

4. Chancery Clerk Allowance (2) \$1,400.00 \$1,866.66

5. Annual Financial Report: Constable Shirley J. Holmes

6. Board Appointments: Resignation of Michael Hatcher, District One Board of Adjustments

7. Authorization to Sign Purchase Requisitions: Planning Department – Gina Tynan

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit F

G. OLD BUSINESS

1. Board Attorney

a. Consideration of Resolution and Interlocal Agreement with Horn Lake Creek Interceptor Sewer District for Purchase of Materials

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve the interlocal agreement between DeSoto County and Horn Lake Creek Basin Interceptor Sewer District for the purchase of materials and authorize the Board President to sign the 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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit G.1.a

b. MOU between MS Dept. of Health, Office of Emergency Planning and DeSoto County Emergency Management for use of Non Ambulatory Evacuation Stretcher Kits

Board Attorney Tony Nowak presented a memorandum of understanding between the Mississippi Department of Health, Office of Emergency Planning and DeSoto County Emergency Management. Mr. Nowak said the mou is for the use of non-ambulatory evacuation stretcher kits on 12 County school buses. He said the original agreement did not include the Board of Education and needed to do so. Supervisor Caldwell explained that the kits would be used on special needs buses and would be available for emergency personnel or other trained responders to use in case of an emergency. Mr. Nowak said the School Board has approved the agreement and the DeSoto County Emergency Services is shown as the County signatory.

At the recommendation of the Board Attorney, Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to approve the Memorandum of Understanding between MS Dept. of Health, Office of Emergency Planning and DeSoto County Emergency Management for use of Non Ambulatory Evacuation Stretcher Kits on County school buses and to authorize Chief Bobby Storey in DeSoto County Emergency Services to be the signatory on an MOU.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit G.1.b

H. NEW BUSINESS

1. Justice Court: Semi-Annual Report

Justice Court Clerk Shirley Beshears presented the semi-annual Justice Court Report to the Board of Supervisors.

Supervisor Bill Russell said he would like to see more information on the breakdown on the monthly report of how the fees are spread out. Ms. Beshears said she would include the codes on the monthly report to help better explain the fees.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to accept the semi-annual Justice Court Report as follows and to make it part of the minutes:

DeSoto County Justice Court Report 2011-2012 Semi-Annual Report

<u>Month</u>	<u>Collected</u>	<u>County Money</u>
October, 2011	\$177,764.27	\$117,764.27
November, 2011	\$135,226.50	\$ 90,848.00
December, 2011	\$134,543.26	\$ 85,662.82
January, 2012	\$136,416.92	\$ 90,804.92
February, 2012	\$177,290.70	\$108,743.20
March, 2012	\$196,403.98	\$116,443.48
Totals	\$957,645.63	\$610,266.69
Criminal cases filed:	4,410	
Civil cases filed:	3,068	
Outstanding fines:	\$37,767.00	
Collection rate:	96%	

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.1

2. North Delta Planning and Development District: Executive Director's Report and Programs Update

Executive Director of North Delta Planning and Development District James Curcio appeared before the Board of Supervisors to update them on programs they provide in DeSoto County. Among the

programs discussed were:

- 1.) Area Agency on Aging Program - the meals program, opportunities to congregate meal sites depending on locations where seniors could travel to the meal site. Mr. Curcio also explained homemaker services in the County. He talked about the National Caregiver Program and the benefits it provides to people who care for the elderly in their homes.
- 2.) MSBA Loan Program for Mississippi small business assistance.
- 3.) Micro Loan Program for Minority Business Enterprise
- 4.) Home and Community Based Services Elderly and Disabled Waiver Program. This program is designed to keep the elderly out of nursing homes.
- 5.) Bridge Independence Program is designed to help elderly transition from nursing homes back into the community.
- 6.) Regarding the Transportation Program, Mr. Curcio explained the transportation program and how the scheduling works on the two buses they are currently using. Both buses are normally filled to capacity daily and some days there is a waiting list.

The Board of Supervisors acknowledged their appreciation for more information on this program and their desire to make sure that the County residents understand the opportunities available to them through North Delta Planning and Development District Programs. They discussed ways to inform the public of these opportunities.

See Exhibit H.2

3. State Aid Engineer

a. 10:30 a.m. Bid Opening-State Aid SAP 17(12)M

Shortly after 10:30 a.m., State Aid Engineer Tracy Huffman and Lowery Germany, District Engineer for the State Aid Program presented bids in connection with State Aid Project number SAP 17(12)M.

Mr. Germany said the State Aid estimate for this project was \$1,430,113.20. He opened the bids and read aloud the bid results as follows:

APAC Tennessee	\$1,373,474.42
Lehman Roberts	\$1,089,549.82

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to take the bids as presented under advisement from Lehman Roberts and APAC Tennessee.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Mr. Germany left the meeting to evaluate the bids and verify the tabulations were correct.

Later in the meeting, Mr. Germany and Mr. Huffman returned. Mr. Huffman explained that all information connected to the bids was in order and they recommended Lehman Roberts be awarded the bid as the lowest and best bid. Mr. Huffman said there is 45 working days to complete the project.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the bid from Lehman Roberts on State Aid Project number SAP 17(12)M at a bid price of

\$1,089,549.82 as the lowest and best bid and further detailed in Exhibit H.3.a.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.3.a

b. State-Aid Program Priority Summary

DeSoto County State Aid Engineer Tracy Huffman presented a state aid priority program summary to the Board of Supervisors. He said it is a list of programs that are ongoing and underway. The plan is to bring each project back to the Board for consideration on a case by case basis.

Supervisor Jessie Medlin asked if there were plans to widen any of the roads on the State Aid Program 2012-2015 list. Mr. Huffman said he did not know any plans on these roads at this time.

Supervisor Medlin said for months there has been a culvert in the City of Olive Branch on the work report. He said at one time the City said they would pay one half of the cost to replace the culvert. He asked if Mr. Huffman had looked to see what the project cost is. Mr. Huffman said they have looked at it to some degree. He said it looks like it would be between \$300,000.00 and \$400,000.00 for the project. He said based on the last list approved by this Board, we were looking at replacing that bridge. Mr. Huffman said the reason they did not take it up right away, is because it is in the City. He said he would look into the project.

Supervisor Bill Russell confirmed that the top of the State Aid List 2008-2011 was already approved. Mr. Huffman said that is correct.

County Administrator Michael Garriga verified that the Ingram’s Mill Bridge which is budgeted by allocation would not be needed until 2014. Mr. Huffman agreed.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve programming the State Aid Program 2012-2015 list as recommended and as follows:

State Aid Program (2012-2015)								
ID	Project	Terminii	Description	Miles	Funding Source	Funds Allocation	County Allocation	Status
A1	Centerhill Road Overlay	302 to Stateline	Overlay roadway	2.3	SA	\$ 410,000		Programming
A2	Getwell Road	College to Starlanding	Overlay roadway and partial rehab	1.1	SA	\$ 480,000		Programming
A3	Getwell Road	Starlanding to Byhalia	Overlay roadway	2.9	SA	\$ 540,000		Programming
A4	Red Banks Road	Hwy. 178 to Clark Rd	Overlay roadway	1.7	SA	\$ 310,000		Programming
						\$ 1,740,000		
B1	Ingrams Mill Road / Bridges	SAP17(62) - SA17(63)	Replace 2 bridges and approaches	0.5	SA STP	\$ 1,060,000 \$ 500,000	\$ 125,000	Programming
						\$ 1,560,000	\$ 125,000	
C1	Meadowbrook Road Bridge	Cowpen Creek	Replace bridge with box culvert	0.1	LSBP	\$ 350,000		Programming
					TOTAL	\$ 3,650,000	\$ 125,000	

Notes:

1. Funding allocations are for planning purposes only and are subject to change upon final design.
2. ID indicates projects by category based on funds availability and are subject to change upon Board review.
3. Selected projects are based on State Aid criteria and coordinated review with County Road Department.
4. Proposed program subject to State Aid review/approval.

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 Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Harvey Lee, Fifth District YES

See Exhibit H.3.b

4. Earth Day Proclamation

Vanessa Lynchard and Ray Laughter updated the Board of Supervisors on the plans for Earth Day and requested a proclamation from the Board of Supervisors for the Earth Day Event.

Vanessa said there have been a few changes made from last year's event and they hope to have more people in attendance. She said all of the municipalities are participating as well and this is a good opportunity for people to see what programs the County supports and the environmental resources within the County.

Mr. Laughter said there are a total of 49 vendors. He mentioned several events that would be taking place as listed on Exhibit H.4. He said that Environmental Services would talk about cardboard and paper collection and they have placed flyers in all of the DeSoto County Schools.

Supervisor Jessie Medlin asked to include information for people who use pesticides and herbicides on their yards and gardens and how to use them in an environmentally safe way.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve adopting the Proclamation for Earth Day on Saturday, April 21, in DeSoto County and add the proclamation to the minutes, and to authorize spending \$1,000.00 from Advertising County Resources for the Earth Day Event.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES
Supervisor Lee Caldwell, Fourth District YES
Supervisor Harvey Lee, Fifth District YES

See Exhibit H.4

5. Department of Environmental Services: DeSoto County's Annual Spring Clean Up: April 21 – 28

Environmental Services Manager, Ray Laughter announced that the DeSoto County Annual Spring Clean Up would be held April 21 – 28, 2012. Mr. Laughter said they gave out over 200 bags for the event.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the following Spring Clean Up sites for location of dumpsters in the County as follows and to approve the Spring Clean Up dates from April 21 – 28, 2012:

A.C.I. Fire Department
10145 Holly Springs Rd., Hernando
Eudora Ball Park
9341 Hwy 304 W., Hernando
Lewisburg Elementary
1717 Craft Rd. Olive Branch
Love Fire Department
7345 Hwy 51 S., Hernando
Nesbit Water Department
901 Pleasant Hill Rd., Nesbit
Summershill Fire Dept
7600 Pleasant Hill Rd., Olive Branch
Robertson-Donaldson Park

Hwy 301 Ball Park (N. of Goodman)
Hernando Middle School
805 Dillworth, Hernando
Horn Lake Middle School
6125 Hurt Rd., Horn Lake
Fairhaven Fire Department
13701 Centerhill Rd., Olive Branch
Bridgetown Fire Department
3980 Malone Rd., Nesbit
DeSoto Central High School
2911 Central Parkway, Southaven
Walls Fire Department
6085 Hwy 61 N., Walls

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.5

6. City of Walls Request Fire Marshal's Office to Acquire Plan Review and Building Inspections

Emergency Services Director Bobby Storey said his office was approached by Mayor Linda Austin of the Town of Walls. Director Storey said Walls has no Planning Officer or Code Enforcement Officer. He said they need someone to do plan review and building inspections for fire purposes in their city operation. Director Storey said they have asked the County to take on those responsibilities for the Town. He said this is to make sure they meet the fire code.

Supervisor Bill Russell asked if the County would charge them for this service. Director Storey said we have never charged for this service and it is for commercial businesses only. Supervisor Russell said he would like to help them for one year. He said Walls already pays the County to inspect roads and use animal services. He said he would like to do this service at no charge for one year if the Board agrees. Supervisor Russell suggested keeping up with the time the County puts into the service.

Supervisor Lee Caldwell said she likes the idea of keeping up with the time the County spends and reevaluate the offer in one year.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to allow the Emergency Management Department to inspect plan reviews and commercial building inspections for the Town of Walls for one year and to track time spent and reevaluate the service after the one year period. The motion included authorizing the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft any interlocal agreements or documents necessary for this service.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.6

7. Office of Finance & Accounting

a. Inventory Control Dispositions

(1.) Sheriff's Department – SID: Add Forfeitures to Inventory (3)

(2.) Facilities Management

At the recommendation of Inventory Clerk, Char McCool, Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve additions to inventory from forfeitures to SIDS in the Sheriff's Department as follows:

AGENCY	CASE #		DATE DECLARED	MANUFACTURER	DESCRIPTION	SERIAL #	VALUE
SID	2010-73167	LARRY WOODS JR.	03/19/12	SMITH & WESSON	PISTOL .40	DST2583	200.00
SID	2010-73167	LARRY WOODS JR.	03/19/12	MOSSBERG	SHOTGUN 12GA	MV3814A	200.00
SID	FOUND BY DC	SHERIFF DEPT	02/16/12	YAMAHA	4-WHEELER (GREEN)	5Y4AH06Y81A010644	500.00

AGENCY	CASE #		DATE DECLARED	MANUFACTURER	DESCRIPTION	SERIAL #	VALUE
SID	2011-24634	MISHAWNA NORMAN / DANIEL PEREZ	04/03/12	HONDA	2008 ACCORD (WHITE) MILEAGE (74624)	1HGCP26438A095126	15730.00

AGENCY	CASE #		DATE DECLARED	MANUFACTURER	DESCRIPTION	SERIAL #	VALUE
SID	2010-45195	KEVIN DAVIS	04/09/12	BUICK	1998 REGAL (GOLD)	2G4WB52K4 W1508626	1500.00

Included in the motion is to dispose of inventory from Facilities Management as follows:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
10030	CONVENTIONAL OVEN (07/1990)	305937	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10031	GARLAND GAS RANGE/GRIDDLE (07/1990)	305945	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10069	AMERICAN GAS DRYER (08/1990)	306545BQ	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10070	AMERICAN GAS DRYER (08/1990)	306546BQ	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10085	GARLAND GAS RANGE/GRIDDLE (08/1994)	405020	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10088	GARLAND GAS OVEN (08/1994)	403241	BROKEN/NON WORKING	TRI-COUNTY STORAGE
10062	ROTOROTOR RIGID KOLLMAN	VV22412	BROKEN/NON WORKING	FACILITY MGT SHOP
12277	STIHL WEEDEATER	29163776	BROKEN/NON WORKING	FACILITY MGT SHOP
16185	COUGAR BURNISHER FLR MACH	4242360	BROKEN/NON WORKING	UP-HILL STORAGE @ NEW JAIL COMPLEX
30513	TABLE BENCH GRINDER	9915	BROKEN/NON WORKING	FACILITY MGT SHOP
30514	GATEWAY E SERIES PC	NA	BROKEN/NON WORKING	DOWN-HILL STORAGE @ NEW JAIL COMPLEX
31343	DELL OPTIPLEX	8SSD711	BROKEN/NON WORKING	DOWN-HILL STORAGE @ NEW JAIL COMPLEX
32257	RCA TV /SHOP	XX1550948B	BROKEN/NON WORKING	UP-HILL STORAGE @ NEW JAIL COMPLEX
38392	PHILLIPS CAMERA /MED #2	UN003743	BROKEN/NON WORKING	FACILITY MGT SHOP
39689	MINI DOME CAMERA /TRUSTEE TR	C0809017	BROKEN/NON WORKING	FACILITY MGT SHOP
40381	LEXMARK ALL IN ONE PRINTER	000J0195082	BROKEN/NON WORKING	FACILITY MGT SHOP
40382	PELCO DOME CAMERA /MED DAY R	758294000137	BROKEN/NON WORKING	FACILITY MGT SHOP

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
33299	CCD CAMERA	M3080025	BROKEN/NON WORKING	FAC MGT SHOP
33609	HITACHI CAMERA	20205059	BROKEN/NON WORKING	FAC MGT SHOP
34132	FM SHOP - DISPOSE	031N010013	BROKEN/NON WORKING	FAC MGT SHOP
38057	PELCO COLOR CAMERA	114767Q	BROKEN/NON WORKING	FAC MGT SHOP
38366	PELCO CAMERA	5G0803T	BROKEN/NON WORKING	FAC MGT SHOP
38369	PELCO CAMERA /JUV SALLYPORT	N/A	BROKEN/NON WORKING	FAC MGT SHOP
38371	PELCO CAMERA /JUV SALLYPORT	R2093143	BROKEN/NON WORKING	FAC MGT SHOP
39183	VIEWSONIC 24" MONITOR	QY8075220015	BROKEN/NON WORKING	FAC MGT SHOP
39694	GANZ CAMERA	5N922732	BROKEN/NON WORKING	FAC MGT SHOP

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.7.a.(1.), (2.)

(3.) Road Department

At the recommendation of Inventory Clerk Char McCool, Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve the inventory dispositions pursuant to Section 31-7-107 of the Mississippi Code and did approve the dispositions on the report as noted on as follows:

ASSET #	UNIT #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
31843	639	NH TRACTOR	173005B	SURPLUS	ROAD DEPT
31844	640	NH TRACTOR	173013B	SURPLUS	ROAD DEPT
33787	668	JD 6420 BOOM MOWER	L06420H437936	SURPLUS	ROAD DEPT
35847	677	JD 6420 TRACTOR	L06420H479045	SURPLUS	ROAD DEPT
31709	81	GMC 2002 SIERRA 4X4	1GTEK14T42Z313660	SURPLUS	ROAD DEPT
31708	82	GMC 2002 SIERRA 4X4	1GTEK14T12Z315785	SURPLUS	ROAD DEPT
31707	84	GMC 2002 SIERRA 4X4	1GTEK14TX2Z312965	SURPLUS	ROAD DEPT
33673	89	GMC 2004 2500 4X4	1GTHK29U54E263785	SURPLUS	ROAD DEPT
33674	90	GMC 2004 2500 4X4	1GTHK29U24E264764	SURPLUS	ROAD DEPT
33678	91	GMC 2004 2500 4X4	1GTHC29N24E282260	SURPLUS	ROAD DEPT
33679	92	GMC 2004 2500 4X4	1GTHC29UX4R282846	SURPLUS	ROAD DEPT
33760	94	GMC 2005 2500 4X4	1GTHK29U25E239218	SURPLUS	ROAD DEPT
33761	95	GMC 2005 2500 4X4	1GTHK29U65E244177	SURPLUS	ROAD DEPT
33778	96	GMC 2005 2500 4X4	1GTHC29UX5E269550	SURPLUS	ROAD DEPT
20106	308	MACK 1979 TA TRACTOR TRUCK	R685ST73405	SURPLUS	ROAD DEPT
30564	72	FORD 2000 EXPLORER	1FMZU62X9YU85112	SURPLUS	ROAD DEPT
712155	616	ROSCO CHIP SPREADER	35741	SURPLUS	ROAD DEPT
30746	137	FORD 1984 DUMP TRUCK WITH DISTRIBUTOR	1FDNK7063EAA05498	SURPLUS	ROAD DEPT

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
--	-----------

Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.7.a.(3.)

b. Supplemental Claims Docket

Chief Financial Officer Tom Arnold, of the Office of Finance and Accounting, presented the claims docket to the Board. Mr. Arnold read the items on the claims docket individually and the Board discussed these items.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

8. Department of Human Resources: Review of Proposed Job Description for Road Manager Position and Authorization to Solicit Applicants

Director of Human Resources Janna Rogers presented a draft of the job Description for the position of Road Manager to the Board of Supervisors.

County Administrator Michael Garriga presented a comparison of salaries for Road Managers from other counties in Mississippi.

Supervisor Bill Russell said it is difficult to interpret the education requirement. He said he thought there should be a minimum requirement of a Bachelor’s Degree for the position. He said the responsibilities of the job are more than just working on roads.

Supervisor Mark Gardner recommended the position be open 21 days to receive applications.

Supervisor Lee Caldwell said she would like to see the position requirement of an engineering degree preferred.

Supervisor Jessie Medlin asked if anyone had issues with leaving the position open for 21 days. No one was opposed to that change.

Supervisor Medlin asked how many agreed with the Bachelor’s Degree. There were four Supervisors who agreed with a minimum of a Bachelor’s Degree.

Supervisor Medlin asked how many Board members wanted an Engineering Degree preferred. There were four Supervisors who agreed with adding Engineering Degree preferred to the requirements.

Supervisor Russell suggested making the salary requirement between \$58,000 and \$78,000. He said if we do not get a qualified applicant at that salary range, the position can be advertised again at a higher salary.

Supervisor Gardner suggested leaving the requirement to state salary commensurate with experience.

Supervisor Russell said he had no problem with Supervisor Gardner’s suggested.

Supervisor Medlin suggested a salary range of \$55,000 to \$75,000.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to define a salary range in the job description.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to make the salary range \$55,000 to \$75,000 for the Road Manager position.

The motion failed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>NO</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>NO</u>
Supervisor Harvey Lee, Fifth District	<u>NO</u>

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve a salary range of \$60,000 to \$85,000 annually.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>NO</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to advertise for the position of DeSoto County Road Manager using the job description with revisions discussed.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Ms. Rogers asked the Board how they would like to advertise for the position.

Mr. Garriga said the position should be advertised through the Road Manager's Association, MAS and other trade publications. The Board of Supervisors agreed.

See Exhibit H.8

9. Office of Procurement

a. Purchases Greater than \$25,000.00 – Sheriff's Department

Procurement Director Vanessa Lynchard said the Sheriff's Department is requesting to purchase 60 bullet proof vests for a total of \$33,000.00. Vanessa said this is being presented to the Board because the amount is greater than \$25,000. She said the vests are on state contract.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the purchase of 60 bullet proof vests for a total of 33,000.00 for the Sheriff's 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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.9.a

b. Bids under Advisement

(1.) DeSoto County Jail: Semi-annual Food Supplies

Procurement Director Vanessa Lynchard said the last time the jail food supplies were bid, only one response was received. She said the Sheriff is very accommodating and easy to work with to try and gain competition in the bid, which helps to get more bids and better pricing for the jail food. This time there are three vendors. Ms. Lynchard said it can be a little difficult in getting a true evaluation of some items because the vendors may not bid on every item.

Ms. Lynchard said that Sysco is the current low bidder and they are recommending Sysco on this bid as the lowest and best bid. She said they appreciate the other bidders and they would have the opportunity to bid again in six months. Vanessa said this recommendation is to renew the current bid with Sysco for six months. Vanessa said the overall budget impact if the same amount of food is consumed, would be an increase of 4.88%.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve renewing the lowest and best bid from Sysco for six months with the opportunity to renew the bid at the same price in six months as follows:

ITEM	SYSCO				PERFORMANCE FOOD GROUP				MERCHANTS			
	Firm 6 month term	6 month term w/add'l 6 mo extention	Firm 9 month term	Firm 12 month term	Firm 6 month term	6 month term w/add'l 6 mo extention	Firm 9 month term	Firm 12 month term	Firm 6 month term	6 month term w/add'l 6 mo extention	Firm 9 month term	Firm 12 month term
1	Chicken Breast Patties	\$ 462.15	\$ 462.15	\$ 485.55	\$ 501.15	\$ 502.96			\$ 563.16	\$ 563.16	\$ 563.16	\$ 563.16
2	Buffet Flat Ham	Market	Market	Market	Market	market			Market	Market	Market	Market
3	IQF Turkey Link Sausage	\$ 1,806.70	\$ 1,895.70	\$ 1,953.55	\$ 2,011.40	\$ 1,566.40			\$ 2,225.00	\$ 2,225.00	\$ 2,225.00	\$ 2,225.00
4	IQF Chicken Fried Beef Fritters	\$ 427.00	\$ 427.00	\$ 448.00	\$ 448.00	\$ 416.00			\$ 536.93	\$ 536.93	\$ 536.93	\$ 536.93
5	IQF Chicken Nuggets	\$ 47.80	\$ 47.80	\$ 50.20	\$ 51.60	\$ 64.00			\$ 22.78	\$ 22.78	\$ 22.78	\$ 22.78
6	Turkey - Rolled Bologna	Market	Market	Market	Market	market			Market	Market	Market	Market
7	IQF Turkey Franks	\$ 621.00	\$ 654.00	\$ 654.00	\$ 654.00	\$ 960.00			\$ 1,000.20	\$ 1,000.20	\$ 1,000.20	\$ 1,000.20
8	IQF Beef Franks	\$ 27.65	\$ 28.50	\$ 29.35	\$ 30.25	\$ 24.00			\$ 24.13	\$ 24.13	\$ 24.13	\$ 24.13
9	Ground Beef 81/19 +/-	Market	Market	Market	Market	market			Market	Market	Market	Market
10	Bacon, Smoked/Sliced Slab	Market	Market	Market	Market	market			Market	Market	Market	Market
11	Breaded Precooked Cod Fillets	Market	Market	Market	Market	market			Market	Market	Market	Market
12	Baking Hens	Market	Market	Market	Market	market			Market	Market	Market	Market
13	Chicken CVP Leg Quarter Fresh	Market	Market	Market	Market	market			Market	Market	Market	Market
		\$ 3,392.30	\$ 3,515.15	\$ 3,620.65	\$ 3,696.40	\$ 3,533.36			\$ 4,372.20	\$ 4,372.20	\$ 4,372.20	\$ 4,372.20
Category B: Frozen Foods												
14	French Fried Potato	\$ 1,683.00	\$ 1,734.00	\$ 1,785.00	\$ 1,836.00	\$ 1,836.00			\$ 2,003.28	\$ 2,003.28	\$ 2,003.28	\$ 2,003.28
15	Okra (Raw/Breaded)	\$ 679.00	\$ 679.00	\$ 712.60	\$ 712.60	\$ 756.00			\$ 683.76	\$ 683.76	\$ 683.76	\$ 683.76
16	Pizza 4 x 6 Cheese	\$ 572.60	\$ 572.60	\$ 590.10	\$ 590.10	\$ 613.48			\$ 625.52	\$ 625.52	\$ 625.52	\$ 625.52
17	Biscuit, Southern Style	\$ 2,433.20	\$ 2,433.20	\$ 2,508.00	\$ 2,508.00	\$ 2,360.15			\$ 2,251.58	\$ 2,251.58	\$ 2,251.58	\$ 2,251.58
18	Egg Scrambled Mix	\$ 597.80	\$ 597.80	\$ 627.20	\$ 627.20	\$ 588.00			\$ 609.56	\$ 609.56	\$ 609.56	\$ 609.56
19	Cookie Dough, Sugar	\$	\$	\$	\$	\$			\$	\$	\$	\$

		540.40	540.40	556.50	573.30	876.25	595.73	595.73	595.73	595.73
		\$	\$	\$	\$	\$	\$	\$	\$	\$
20	Chicken	474.60	474.60	474.60	474.60	475.20	458.64	458.64	458.64	458.64
21	Turkey, Ground/Frozen	Market	Market	Market	Market	market	Market	Market	Market	Market
		\$	\$	\$	\$	\$	\$	\$	\$	\$
		6,980.60	7,031.60	7,254.00	7,321.80	7,505.08	7,228.07	7,228.07	7,228.07	7,228.07

Category C: Dairy

22	American Cheese, sliced	Market	Market	Market	Market	market	Market	Market	Market	Market
23	Cheddar Cheese, shredded	Market	Market	Market	Market	market	Market	Market	Market	Market
24	Eggs	Market	Market	Market	Market	market	Market	Market	Market	Market
25	Margarine	Market	Market	Market	Market	market	Market	Market	Market	Market
		\$	\$	\$	\$	\$	\$	\$	\$	\$
		-	-	-	-	-	-	-	-	-

Category D: Baking

26	Corn Meal, Self-Rising	\$	\$	\$	\$	\$	\$	\$	\$	\$
		83.20	83.20	84.80	84.80	78.80	83.52	83.52	83.52	83.52
27	Flour, Plain	\$	\$	\$	\$	\$	\$	\$	\$	\$
		17.00	17.00	17.00	17.00	14.03	17.12	17.12	17.12	17.12
28	Flour, Self-rising	\$	\$	\$	\$	\$	\$	\$	\$	\$
		34.05	34.05	34.05	34.05	30.00	31.11	31.11	31.11	31.11
29	Sugar	Market	Market	Market	Market	Market	Market	Market	Market	Market
30	Brown Sugar	Market	Market	Market	Market	Market	Market	Market	Market	Market
31	Confectionary Sugar	Market	Market	Market	Market	Market	Market	Market	Market	Market
32	Cake Mix, Yellow	\$	\$	\$	\$	\$	\$	\$	\$	\$
		812.00	812.00	854.00	854.00	840.00	962.50	962.50	962.50	962.50
33	Chocolate Chips	\$	\$	\$	\$	\$	no usage			
		49.10	49.10	49.10	49.10	55.91				
		\$	\$	\$	\$	\$	\$	\$	\$	\$
		995.35	995.35	1,038.95	989.85	1,018.74	1,094.25	1,094.25	1,094.25	1,094.25

Category E: Packaged Foods

34	Chicken Gravy Mix	\$	\$	\$	\$	\$	\$	\$	\$	\$
		71.40	71.40	73.60	73.60	84.00	100.68	100.68	100.68	100.68
35	White Pepper Gravy Mix	\$	\$	\$	\$	\$	\$	\$	\$	\$
		717.20	717.20	739.20	739.20	612.25	635.58	635.58	635.58	635.58
36	Brown Gravy Mix	\$	\$	\$	\$	\$	\$	\$	\$	\$
		18.05	18.05	18.05	18.05	21.99	22.39	22.39	22.39	22.39
37	Chocolate Instant Pudding Mix	\$	\$	\$	\$	\$	\$	\$	\$	\$
		221.85	221.85	228.60	228.60	233.28	243.54	243.54	243.54	243.54
38	Banana Instant Pudding Mix	\$	\$	\$	\$	\$	\$	\$	\$	\$
		100.70	100.70	103.80	103.80	41.84	104.20	104.20	104.20	104.20
		\$	\$	\$	\$	\$	\$	\$	\$	\$
		1,129.20	1,129.20	1,163.25	1,163.25	993.36	1,106.39	1,106.39	1,106.39	1,106.39

Category F: Spices

39	Pepper, Black-Table Grind	\$	\$	\$	\$	\$	\$	\$	\$	\$
		65.80	65.80	67.80	67.80	100.95	4.74	4.74	4.74	4.74

40	Salt, Iodized Granulated	\$ 21.26	\$ 21.26	\$ 21.26	\$ 21.26	\$ 28.40	\$ 55.59	\$ 55.59	\$ 55.59	\$ 55.59
41	Lemon Pepper	\$ 6.50	\$ 6.50	\$ 6.50	\$ 6.50	\$ 20.06	\$ 18.74	\$ 18.74	\$ 18.74	\$ 18.74
42	Cinnamon	\$ 130.50	\$ 130.50	\$ 137.00	\$ 137.00	\$ 91.80	\$ 175.50	\$ 175.50	\$ 175.50	\$ 175.50
43	Season Salt	\$ 40.55	\$ 40.55	\$ 42.60	\$ 42.60	\$ 52.61	\$ 56.78	\$ 56.78	\$ 56.78	\$ 56.78
44	Italian Seasoning	\$ 39.04	\$ 39.04	\$ 40.96	\$ 40.96	\$ 14.00	\$ 30.28	\$ 30.28	\$ 30.28	\$ 30.28
45	Garlic Powder	\$ 9.24	\$ 9.24	\$ 9.72	\$ 9.72	\$ 20.64	\$ 18.62	\$ 18.62	\$ 18.62	\$ 18.62
46	Chili Seasoning Mix	\$ 65.80	\$ 65.80	\$ 67.80	\$ 67.80	\$ 72.61	\$ 39.54	\$ 39.54	\$ 39.54	\$ 39.54
47	Vanilla Flavoring	\$ 4.15	\$ 4.15	\$ 4.35	\$ 4.35	\$ 5.54	\$ 6.09	\$ 6.09	\$ 6.09	\$ 6.09
		\$ 382.84	\$ 382.84	\$ 397.99	\$ 397.99	\$ 406.61	\$ 405.88	\$ 405.88	\$ 405.88	\$ 405.88

Category G: Beverages

48	Ground Coffee, Regular	Market	Market	Market	Market	Market	Market	Market	Market	Market
49	Iced Tea Bags without tape	\$ 175.20	\$ 175.20	\$ 184.20	\$ 184.20	\$ 160.68	\$ 11.13	\$ 11.13	\$ 11.13	\$ 11.13
50	Gatorade/Melon Fierce	\$ 141.05	\$ 141.05	\$ 145.25	\$ 145.25	\$ 134.40	\$ 148.40	\$ 148.40	\$ 148.40	\$ 148.40
		\$ 316.25	\$ 316.25	\$ 329.45	\$ 329.45	\$ 295.08	\$ 159.53	\$ 159.53	\$ 159.53	\$ 159.53

Category H: Cereals

51	Frosted Flakes	\$ 672.00	\$ 672.00	\$ 692.16	\$ 692.16	\$ 672.00	\$ 770.88	\$ 770.88	\$ 770.88	\$ 770.88
52	Raisin Bran	\$ 694.20	\$ 694.20	\$ 728.00	\$ 728.00	\$ 728.00	\$ 875.16	\$ 875.16	\$ 875.16	\$ 875.16
		\$ 1,366.20	\$ 1,366.20	\$ 1,420.16	\$ 1,420.16	\$ 1,400.00	\$ 1,646.04	\$ 1,646.04	\$ 1,646.04	\$ 1,646.04

Category I: Condiments/Sauces/ Dressings/etc.

53	Creamer, Non-Dairy	\$ 96.00	\$ 96.00	\$ 98.88	\$ 98.88	\$ 78.15	\$ 37.36	\$ 37.36	\$ 37.36	\$ 37.36
54	Sugar Substitute, Packets	\$ 46.50	\$ 46.50	\$ 49.50	\$ 49.50	\$ 41.78	\$ 60.03	\$ 60.03	\$ 60.03	\$ 60.03
55	Jelly - Grape	\$ 357.30	\$ 357.30	\$ 375.30	\$ 375.30	\$ 443.34	\$ 520.74	\$ 520.74	\$ 520.74	\$ 520.74
56	Jelly - Apple	\$ 306.40	\$ 306.40	\$ 322.40	\$ 322.40	\$ 359.12	\$ 500.56	\$ 500.56	\$ 500.56	\$ 500.56
57	BBQ Sauce	\$ 98.30	\$ 98.30	\$ 103.20	\$ 103.20	\$ 97.04	\$ 101.54	\$ 101.54	\$ 101.54	\$ 101.54
58	Mayonnaise Packets	\$ 107.25	\$ 107.25	\$ 107.25	\$ 107.25	\$ 127.10	\$ 139.13	\$ 139.13	\$ 139.13	\$ 139.13

59	Mayonnaise	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market
60	Mustard Packets	\$ 107.55	\$ 107.55	\$ 107.55	\$ 107.55	\$ 203.13				\$ 179.64	\$ 179.64	\$ 179.64	\$ 179.64
61	Mustard	\$ 19.20	\$ 19.20	\$ 19.20	\$ 19.20	\$ 13.83				\$ 14.37	\$ 14.37	\$ 14.37	\$ 14.37
62	Ketchup, canned	\$ 339.30	\$ 350.10	\$ 360.90	\$ 371.70	\$ 354.24				\$ 378.36	\$ 378.36	\$ 378.36	\$ 378.36
63	Hot Sauce	\$ 14.35	\$ 14.35	\$ 14.35	\$ 14.35	\$ 12.20				\$ 13.37	\$ 13.37	\$ 13.37	\$ 13.37
64	Salad Dressing	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market
65	Worcestershire Sauce	\$ 6.20	\$ 6.20	\$ 6.20	\$ 6.20	\$ 7.35				no usage			
66	Jalapeno Peppers	\$ 35.70	\$ 35.70	\$ 37.48	\$ 37.48	\$ 21.67				\$ 23.28	\$ 23.28	\$ 23.28	\$ 23.28
67	Sliced Dill Pickles	\$ 62.10	\$ 63.96	\$ 65.88	\$ 67.83	\$ 51.36				\$ 55.77	\$ 55.77	\$ 55.77	\$ 55.77
68	Sweet Pickle Relish	\$ 79.35	\$ 79.35	\$ 83.40	\$ 83.40	\$ 66.84				\$ 71.67	\$ 71.67	\$ 71.67	\$ 71.67
69	Ranch Dressing	\$ 317.50	\$ 327.00	\$ 336.80	\$ 346.90	\$ 332.80				\$ 401.90	\$ 401.90	\$ 401.90	\$ 401.90
		\$ 1,993.00	\$ 2,015.16	\$ 2,088.29	\$ 2,111.14	\$ 2,209.95				\$ 2,497.72	\$ 2,497.72	\$ 2,497.72	\$ 2,460.36

Category J: Cookies, Crackers, Chips

70	Graham Crackers, Honey	\$ 1,122.90	\$ 1,156.53	\$ 1,191.30	\$ 1,227.21	\$ 1,145.56				\$ 1,267.68	\$ 1,267.68	\$ 1,267.68	\$ 1,267.68
71	Saltine Crackers	\$ 24.00	\$ 24.00	\$ 25.20	\$ 25.20	\$ 25.56				\$ 29.24	\$ 29.24	\$ 29.24	\$ 29.24
72	Corn Chips	\$ 38.55	\$ 38.55	\$ 38.55	\$ 38.55	\$ 39.87				\$ 42.24	\$ 42.24	\$ 42.24	\$ 42.24
73	Wavy Potato Chips	\$ 83.00	\$ 83.00	\$ 83.00	\$ 83.00	\$ 85.55				\$ 90.20	\$ 90.20	\$ 90.20	\$ 90.20
		\$ 1,268.45	\$ 1,302.08	\$ 1,338.05	\$ 1,373.96	\$ 1,296.54				\$ 1,429.36	\$ 1,429.36	\$ 1,429.36	\$ 1,429.36

Category K: Fish, Canned

74	Tuna, Chunk Light in Water	\$ 1,932.00	\$ 1,989.96	\$ 2,049.60	\$ 2,111.20	\$ 1,590.12				\$ 1,640.24	\$ 1,640.24	\$ 1,640.24	\$ 1,640.24
----	----------------------------	-------------	-------------	-------------	-------------	-------------	--	--	--	-------------	-------------	-------------	-------------

Category L: Noodles/Rice/Dried Beans

75	Elbow Macaroni Noodles, Large	\$ 408.00	\$ 408.00	\$ 408.00	\$ 408.00	\$ 335.80				\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
76	Rice	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 17.38				\$ 17.74	\$ 17.74	\$ 17.74	\$ 17.74
77	Dry Great Northern Beans	\$ 204.75	\$ 204.75	\$ 204.75	\$ 204.75	\$ 163.80				\$ 173.45	\$ 173.45	\$ 173.45	\$ 173.45
78	Dry Pinto Beans	\$	\$	\$	\$	\$				\$	\$	\$	\$

		276.90	276.90	276.90	276.90	262.60			240.34	240.34	240.34	240.34
		\$	\$	\$	\$	\$			\$	\$	\$	\$
79	Spaghetti Noodles	205.00	205.00	205.00	205.00	212.00			187.20	187.20	187.20	187.20
		\$	\$	\$	\$	\$			\$	\$	\$	\$
		1,114.65	1,114.65	1,114.65	1,114.65	991.58			998.73	998.73	998.73	998.73

Category M: Juice

		\$	\$	\$	\$	\$			\$	\$	\$	\$
80	Tomato Juice	45.15	45.15	47.40	47.40	49.68			49.59	49.59	49.59	49.59
		\$	\$	\$	\$	\$			\$	\$	\$	\$
81	Lemon Juice	26.25	26.25	26.25	26.25	23.42			no usage			
		\$	\$	\$	\$	\$			\$	\$	\$	\$
		71.40	71.40	73.65	73.65	73.10			49.59	49.59	49.59	49.59

Category N: Soups

		\$	\$	\$	\$	\$			\$	\$	\$	\$
82	Chicken Base	21.40	21.40	21.40	21.40	25.59			18.78	18.78	18.78	18.78
		\$	\$	\$	\$	\$			\$	\$	\$	\$
83	Beef Base	66.30	66.30	66.30	66.30	80.64			59.67	59.67	59.67	59.67
		\$	\$	\$	\$	\$			\$	\$	\$	\$
		87.70	87.70	87.70	87.70	106.23			78.45	78.45	78.45	78.45

Category O: Shortening

		Market	Market	Market	Market	Market	Market	Market	Market	Market	Market	Market
		\$	\$	\$	\$	\$			\$	\$	\$	\$
84	Liquid Vegetable Shortening											
		\$	\$	\$	\$	\$			\$	\$	\$	\$
85	Non-Stick Cooking Spray	66.80	66.80	68.80	68.80	55.80			70.00	70.00	70.00	70.00
		\$	\$	\$	\$	\$			\$	\$	\$	\$
		66.80	66.80	68.80	68.80	55.80			70.00	70.00	70.00	70.00

Category P: Canned Goods

		\$	\$	\$	\$	\$			\$	\$	\$	\$
86	3 in 1 Cheese Sauce	664.20	664.20	684.60	684.60	695.16			705.72	705.72	705.72	705.72
		\$	\$	\$	\$	\$			\$	\$	\$	\$
87	Pork and Beans	358.20	358.20	376.20	376.20	414.90			349.02	349.02	349.02	349.02
		\$	\$	\$	\$	\$			\$	\$	\$	\$
88	Cut Yams, Large Syrup Select	62.70	62.70	65.82	65.82	60.30			57.06	57.06	57.06	57.06
		\$	\$	\$	\$	\$			\$	\$	\$	\$
89	Mixed Vegetables, Fancy	165.90	165.90	174.30	174.30	174.00			170.82	170.82	170.82	170.82
		\$	\$	\$	\$	\$			\$	\$	\$	\$
90	June Peas	320.65	320.65	336.60	336.60	371.80			312.29	312.29	312.29	312.29
		\$	\$	\$	\$	\$			\$	\$	\$	\$
91	Whole Kernel Corn	546.94	546.94	563.27	563.27	593.63			622.84	622.84	622.84	622.84
		\$	\$	\$	\$	\$			\$	\$	\$	\$
92	Cut Green Beans, Grade 5	21.00	21.00	21.00	21.00	25.21			19.04	19.04	19.04	19.04
		\$	\$	\$	\$	\$			\$	\$	\$	\$
93	Lima Beans	293.40	293.40	307.80	307.80	325.20			329.04	329.04	329.04	329.04
		\$	\$	\$	\$	\$			\$	\$	\$	\$
94	Purplehull Peas	129.90	129.90	136.38	136.38	173.70			No Bid			
		\$	\$	\$	\$	\$			\$	\$	\$	\$
95	Peanut Butter	743.40	743.40	765.90	765.90	530.64			620.10	620.10	620.10	620.10

96	Tomato Sauce	\$ 105.90	\$ 105.90	\$ 111.18	\$ 111.18	\$ 104.28	\$ 113.28	\$ 113.28	\$ 113.28	\$ 113.28
97	Spaghetti Sauce	\$ 113.00	\$ 113.00	\$ 118.65	\$ 118.65	\$ 107.50	\$ 108.60	\$ 108.60	\$ 108.60	\$ 108.60
98	Jellied Cranberry Sauce	\$ 43.55	\$ 43.55	\$ 43.55	\$ 43.55	\$ 41.00	no usage			
99	Sloppy Joe (Manwich)	\$ 220.00	\$ 220.00	\$ 231.00	\$ 231.00	\$ 248.05	\$ 252.56	\$ 252.56	\$ 252.56	\$ 252.56
100	Instant Potatoes, Granulated	\$ 370.00	\$ 370.00	\$ 370.00	\$ 370.00	\$ 435.10	\$ 465.80	\$ 465.80	\$ 465.80	\$ 465.80
101	Ravioli Beef in Meat Sauce	\$ 276.00	\$ 276.00	\$ 289.80	\$ 289.80	\$ 419.50	\$ 339.80	\$ 339.80	\$ 339.80	\$ 339.80
		\$ 4,434.74	\$ 4,434.74	\$ 4,596.05	\$ 4,596.05	\$ 4,719.97	\$ 4,465.97	\$ 4,465.97	\$ 4,465.97	\$ 4,465.97

Category Q: Paper, Plastic, Etc.

102	Foam Cups, 16 oz	\$ 279.90	\$ 288.27	\$ 296.91	\$ 305.82	\$ 312.30	\$ 315.81	\$ 315.81	\$ 315.81	\$ 315.81
103	Foam Cups, 8 oz	\$ 15.20	\$ 15.66	\$ 16.15	\$ 16.63	\$ 16.95	\$ 0.03	\$ 0.03	\$ 0.03	\$ 0.03
104	Foam Bowls, 12 oz	\$ 53.50	\$ 53.50	\$ 53.50	\$ 53.50	\$ 41.90	\$ 37.42	\$ 37.42	\$ 37.42	\$ 37.42
105	Film Wrap, 2000' x 18" roll	\$ 27.60	\$ 28.42	\$ 29.28	\$ 30.16	\$ 32.32	\$ 31.74	\$ 31.74	\$ 31.74	\$ 31.74
106	Waxed Paper Wraps	\$ 105.45	\$ 105.45	\$ 105.45	\$ 105.45	\$ 65.10	\$ 32.80	\$ 32.80	\$ 32.80	\$ 32.80
107	Aluminum Foil, 500' x 18" roll	\$ 62.40	\$ 62.40	\$ 65.52	\$ 65.52	\$ 45.14	\$ 45.34	\$ 45.34	\$ 45.34	\$ 45.34
108	Foam Laminate Dinner Plate	\$ 320.00	\$ 329.60	\$ 339.50	\$ 349.50	\$ 320.70	\$ 333.80	\$ 333.80	\$ 333.80	\$ 333.80
109	Sporks, Medium Weight White	\$ 420.00	\$ 420.00	\$ 441.00	\$ 441.00	\$ 648.00	\$ 463.20	\$ 463.20	\$ 463.20	\$ 463.20
110	Coffee Filter, 12 cup Bunn	\$ 9.25	\$ 9.25	\$ 9.25	\$ 9.25	\$ 6.40	no usage			
111	Zip Lock Bags, 1 gallon size	\$ 26.70	\$ 26.70	\$ 28.03	\$ 28.03	\$ 13.99	\$ 23.94	\$ 23.94	\$ 23.94	\$ 23.94
		\$ 1,320.00	\$ 1,339.25	\$ 1,384.59	\$ 1,404.86	\$ 1,502.80	\$ 1,284.08	\$ 1,284.08	\$ 1,284.08	\$ 1,284.08

Category R: Chemical & Janitorial

112	Thin Black Hairnets	\$ 57.20	\$ 57.20	\$ 60.20	\$ 60.20	\$ 64.84	\$ 72.04	\$ 72.04	\$ 72.04	\$ 72.04
113	Oven Mitts, 17"	\$ 18.65	\$ 18.65	\$ 19.58	\$ 19.58	\$ 10.40	\$ 4.96	\$ 4.96	\$ 4.96	\$ 4.96
114	Oven Cleaner	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 121.25	\$ 169.11	\$ 169.11	\$ 169.11	\$ 169.11
115	Grill Bricks	\$ 23.60	\$ 23.60	\$ 23.60	\$ 23.60	\$ 15.37	no usage			
		\$ 234.45	\$ 234.45	\$ 238.38	\$ 238.38	\$ 211.86	\$ 246.11	\$ 246.11	\$ 246.11	\$ 246.11

Grand Total	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	27,085.93	27,392.78	28,264.21	28,499.29	27,910.18	-	-	-	28,772.61	28,772.61	28,772.61	28,735.25

RECOMMENDATION: Sysco of Memphis for six months with right to renew for an additional six months.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.9.b.(1)

(2.) Janitorial Supplies

Vanessa Lynchard presented a portion of the bid specifications for janitorial supplies in connection with bid file number 11-151-001 which was opened October 21, 2011 as follows:

SPECIFICATIONS AND OFFICIAL PROPOSAL FORM A.

Bid Name: Janitorial Supplies for Various Buildings	Bid File Number: 11-151-001
Bid Opening: 2:00 p.m.	Bid Date: October 21, 2011

It is agreed by the undersigned bidder that this signature submission of this bid represents the bidders acceptance and compliance of all terms, conditions, and requirements of all the contents of this bid proposal, and that this bid will remain valid for a period of six months, or until a new bid has been approved by the Board of Supervisors. DeSoto County reserves the right to extend this bid for an additional six months if agreed by both the county and the vendor.

Minutes from the 11/7/11 board meeting which includes approval for the six month bid. Pricing went into effect on 11/15/11 to 5/15/12.

Supervisor Jessie Medlin made the motion and Supervisor Eugene Thach seconded the motion to approve the recommendations for janitorial supplies for six months as fully described in Exhibit H.6.b. The motion passed by a vote as follows:

Supervisor Jessie Medlin-----	YES
Supervisor Eugene C. Thach-----	YES
Supervisor Bill Russell-----	YES
Supervisor Allen Latimer-----	YES
Supervisor Tommy Lewis-----	ABSENT

See Exhibit H.6.b

April, 2012 – Procurement received approval from the DeSoto County Sheriff and Facilities Management departments to extend the bid for an additional 6 months from 5/15/12 to 11/15/12.

April, 2012 – Procurement received approval from Panola Paper, American Paper and Twine and Action Chemical to lock in their current bid pricing for the additional six months.

RECOMMENDATION – Extend the Janitorial Bid award for an addition six months for Panola Paper, American Paper and Twine, and Action Chemical.

Ms. Lynchard said the bid specification reserved the right to extend the bid for an additional six months if agreed to by both the County and the vendors. She said the bid was awarded to three different vendors and they have agreed to extend the pricing for six months and Facilities Management Department recommends doing so.

At the recommendation of the Purchase Clerk, Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to extend the janitorial bid award for an additional six months to Panola Paper, American Paper, Twin and Action Chemical in connection with bid file number 11-151-001.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.9.b.(2)

c. Contracts Administration

(1.) Road Department: Considerations of Agreement with Acroprint for Time Clock

Procurement Director Vanessa Lynchard presented a short contract with Acroprint for time clock services at the DeSoto County Road Department. Vanessa said that despite its brevity, the contract has been approved by the Board Attorney.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve a contract between DeSoto County and Acroprint Time Recorder Company for time clock services at the DeSoto County Road 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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.9.c.(1.)

(2.) Department of Environmental Services: Ratification of Railroad Avenue Disposal LLC Host Agreement

Supervisor Bill Russell asked if this company has a trailer for tires at the Railroad Avenue location. If not, Supervisor Russell suggested adding one.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to ratify the host agreement with Railroad Avenue Disposal, LLC, as fully described in Exhibit H.9.c.(2.).

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.9.c.(2.)

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to recess the meeting until 1:15 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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

10. Board Attorney

a. Consideration of Interlocal Agreements with Olive Branch and Shelby County for Stateline Road Maintenance and Overlay

Board Attorney Tony Nowak said there is a section of Stateline Road where one half of the road is in Tennessee and the other half is in Mississippi. Mr. Nowak said the City of Olive Branch has worked out an agreement with Shelby County to share the cost of the repairs to the road. He said on an earlier project there was local and private legislation that authorized the County to share the cost of

road repairs for Stateline Road with Shelby County. He said the City of Olive Branch wants to give \$112,002.81 to the DeSoto County to be passed through to Shelby County for their share of the road repairs on the current project.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft two agreements, one with Shelby County for cost sharing work on Stateline Road and one with the City of Olive Branch, which gives authority for DeSoto County to receive the money from Olive Branch for the repairs and to pay the funds to Shelby County.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

b. Villages of Hawks Crossing Approval of Development Agreement

Board Attorney Tony Nowak said construction on The Villages of Hawks Crossing stopped when the developer filed bankruptcy. He said CB&S Bank took over the development. Mr. Nowak said the development agreement covered only one of the three phases of the development. He noted there was a separate agreement in place for site improvements to the area that the developer took County property in error.

Supervisor Medlin asked if all the work was completed according to the agreement for the detention pond/park area. Interim Road Manager Andy Swims said everything has been done according to the agreement. He said for the park itself, is a different bond for the remaining grading work.

Mr. Nowak said the development agreement has a four year effective date starting today.

Chancery Clerk Sluggo Davis asked if he is responsible only for the road bond. Planning Director Ted Garrod said there are different bonds for different sureties.

County Administrator Michael Garriga said he thought the Board approved the final plat and new phasing plan, but the plat has not yet been recorded.

The Board debated the approval of the agreement.

Supervisor Russell said he wanted to make sure the County has proper bonding in place.

Mr. Nowak said the development agreement is only for one particular phase of the project and bonding is included for that phase.

Mr. Garrod said there could be another document if it is being done in phases.

Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve the development agreement for Phase I West of The Villages of Hawks Crossing.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.10.b

11. Discussion on Landers Center Loan Repayment Plan (April 4th Meeting Follow-up)

Supervisor Jessie Medlin said he and County Administrator Michael Garriga, Chief Financial Officer Tom Arnold, Board Attorney Tony Nowak met with Todd Mastery and Charles Tackett with the Convention and Visitors Board (CVB) regarding the outstanding debt owed to the County of approximately \$7.5 Million. He said they discussed a payment plan, but they did not commit to a specific amount. Supervisor Medlin said he questioned their surplus funds and they talked about upcoming events that would bring in funds. He said they mentioned needing a new roof on the building as well as other improvements. Supervisor Medlin said they discussed setting up an annual payment plan and presenting it the Board at a later date.

Supervisor Mark Gardner discussed the history of the County's contributions to the Civic Center. Supervisor Gardner said the CVB receives a significant amount of revenue from the 2% sales tax. He said they average about \$500,000.00 per month and the debt service on the bonds is a little less than \$3 million per year.

The Board of Supervisors discussed authorizing County Administrator Michael Garriga to write a letter to the CVB informing them of the Board's concerns and asking them to begin working toward a debt repayment schedule.

Board Attorney Tony Nowak suggested setting a specific dollar amount. Mr. Nowak recommended meeting with Butler Snow since this may affect the bond issued by the County.

Supervisor Gardner said the CVB debt owed could adverse impact on the County debt. Mr. Arnold agreed with Supervisor Gardner. He said he did not know what it takes to remove it as a allowance for doubtful account on the County's financial statement. As long as they are making a good faith effort to repay the County, it could make some impact.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve sending a letter to the CVB regarding the County's concerns about the debt and reiterate a need to set up a payment plan with the County to repay the debt.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

12. District Five Parks: ACI Fire Department Walking Track Accessories and Amenities

Supervisor Harvey Lee said he has received several calls from people about the walking trail at the Cockrum Community Center. He said when they put in the walking trail they put in a place for picnic tables and barbecue grills. Supervisor Lee said Larry Jarrett said there may be a grant available.

Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to get prices on picnic tables and barbecue grills for the ACI Fire Department walking trail.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

13. Travel Authorization

**a. MAS Convention: June 17-June 21, Biloxi, MS
(Discussion of June 18 Possible Meeting Change)**

b. NACo Convention: July 12-17, Pittsburgh, PA

Supervisor Mark Gardner made them motion and Supervisor Harvey Lee seconded the motion to authorize travel for the Board of Supervisors and County employees, including but not limited to the County Administrator and Road Manager or Interim Road Manager and Board Attorney to the MAS Convention on June 17-21, 2012 in Biloxi, MS, and to the NACo Convention on July 12-17, 2012, in Pittsburgh, PA, and to authorize travel expenses including but not limited to hotels, transportation, food and other associated travel expenses.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

14. Department of Road Management

a. Proposed Slurry Seal and Overlay Lists and Change and Update to the Four-Year Road Plan

Supervisor Jessie Medlin asked the cost of reflectors and stripe roads. He asked is scrub seal was on the proposal.

Assistant County Engineer Scott Young said scrub seal is supposed to fill in cracks as well as cover the crack.

Supervisor Medlin said his opposition with scrub seal is that it does not last and the cracks reappear so quickly. Mr. Young said they need to use scrub seal only in the correct place.

Supervisor Mark Gardner said he and Supervisor Lee Caldwell recently met with MDOT they said they are creating a decision wheel to help decide whether to use overlay or scrub seal.

Supervisor Medlin said the contractors need to understand when applying any surface, they should avoid busy streets during peak times for traffic.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the list for slurry seal applications as detailed in Exhibit H.14.a

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Interim Road Manager Andy Swims said they removed Tulane and Clifton Roads from this list and added the jail road.

County Administrator Michael Garriga said that money is budgeted and the general fund would reimburse the road budget for the jail road.

Mr. Swims said this list represents 24 miles of asphalt and 22 miles of slurry seal.

Supervisor Medlin said it would be helpful to have a printout listing when roads are paved. Mr. Swims said he would provide that information.

b. Request to Advertise for Bids to Purchase Vehicles and Equipment

Interim Road Manager Andy Swims presented a list of vehicles and equipment needed by the Road Department. He said the vehicles included a guaranteed bonded buy back on each item.

Supervisor Jessie Medlin asked if other providers offer the guaranteed buy back. Road Department employee Jimmy Cox said some do not offer a buy back but all of the ones listed today do offer a buy back.

The Board of Supervisors discussed the process for replacing vehicles and equipment, guaranteed buy back and making purchases locally. Mr. Cox explained that the current procedure with govdeals.com is the most economical and efficient way to sell the equipment and vehicles.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve soliciting bids for equipment needs in the DeSoto County Road Department as detailed and listed in Exhibit H.14.b

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.14.a.b

c. Kaitlyn Ridge Subdivision (Town of Walls) – Installation of Pea Gravel at Public Park Playground

Upon hearing that Kaitlyn Ridge Subdivision in the Town of Walls needed gravel for a public park playground, Supervisor Bill Russell suggested treating it as a public park. Supervisor Russell said he did not believe the County does this for other cities.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to provide equipment and haul and spread pea gravel for the playground in Kaitlyn Ridge Subdivision, upon a finding of fact that the same is a public park, and to bill the Town of Walls for the pea gravel at an estimated cost of \$40.05.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.14.c

d. Finding of Fact

(1.) 6179 Sandbourne East; 6792 White Hawk Lane; 6172 Sandbourne West

Interim Road Manager Andy Swims there are three roads that need to be repaired for drainage issues.

Supervisor Jessie Medlin said it was his understanding that plastic pipes were not banded together correctly in Braybourne Subdivision. He said he hoped this is not the case in the entire subdivision. He said there are over 500 houses in this subdivision. Supervisor Medlin said he would like to see the amount the County has already spent on repairing drainage issues in Braybourne.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee to approve making improvements on the following properties at estimated costs in connection with authority under Mississippi Code section 19-5-92 associated with drainage and erosion affecting the health, safety and welfare of the public:

6179 Sandbourne East	\$1,696.21
6792 White Hawk Lane	\$1,097.19
6172 Sandbourne West	\$1,469.32

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.14.d.(1)

(2.) 7410 Vaiden Road

Interim Road Manager Andy Swims said a finding of fact is needed at 7410 Vaiden Road regarding drainage and erosion issues. Mr. Swims said the Attorney General’s opinion would allow the County to repair the issue. He said there are two 18 inch culverts that cross below two driveways. He said the eastern culvert is completely blocked and the western culvert is 90% blocked. Mr. Swims said the culvert needs to be replaced and other work associated with the repair needs to be done to correct the issue. The work is necessary to protect the County road.

Supervisor Bill Russell said he would like to have something that defined this type of work more clearly. He asked if it is ever the County’s responsibility to build the driveway.

Board Attorney Tony Nowak said the County is not required, but does have authority to replace the culvert if it affects the County road. Mr. Nowak said the County cannot replace the driveway asphalt. He said each situation must be considered individually. The County’s responsibility is to protect the road.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve repairs at 7410 Vaiden Road in accordance with Mississippi Code Section 19-5-92, after hearing the testimony of Interim Road Manager Andy Swims, that the conditions are likely to affect the health, safety and welfare of the public in the future, and such is required to protect the County road at an estimated cost of \$1,889.00.

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 Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

See Exhibit H.14.d.(2)

15. Proposed Jail Construction Tour: 3:00 p.m. on Monday, May 7

County Administrator Michael Garriga announced a tour of the county’s jail facility currently under construction at 3:00 p.m., May 7th at the conclusion of the next meeting of the Board of Supervisors.

Sheriff Bill Rasco invited the Board of Supervisors to visit the other law enforcement facilities at that time as well.

I. EXECUTIVE SESSION

The executive session portion of these minutes is recorded under the portion of the minutes called “Executive Session”.

THIS the 16TH day of April 2012, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors