

**DESOTO COUNTY BOARD OF SUPERVISORS**

**BOARD MEETING MINUTES**

**DISTRICT THREE BILL RUSSELL, PRESIDING**

**August 10, 2015**

**A. CALL TO ORDER**

The August 10, 2015 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Bill Russell, 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 Michael Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

**B. INVOCATION**

Reverend Warren Richardson presented the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. CITIZEN REMARKS & PRESENTATIONS**

Supervisor Bill Russell asked if there was anyone present in the audience who wished to address the Board regarding an item.

**1. Noah’s Law House Bill 507**

This item was deleted from the Agenda

**2. 1:30 p.m. - Resolution of Appreciation to Mr. Lamar Rodman: DeSoto County Convention and Visitors Bureau**

Supervisor Mark Gardner stated there are several unsung heroes in the County. Supervisor Gardner thanked all the DCCVB Board members for attending. He said the CVB is a place to be proud of. Supervisor Gardner thanked them for their hard work and the efforts for tourism in DeSoto County.

Supervisor Gardner read the Resolution of Appreciation for Mr. Lamar Rodman as follows:

*RESOLUTION OF APPRECIATION*

*IT IS WITH an abundance of admiration and appreciation that the DeSoto County Board of Supervisors presents this Resolution of Appreciation to Lamar Rodman for his selfless and dedicated service to the DeSoto County Convention and Visitors Bureau. Mr. Rodman was a founding member of the Convention and Visitors Bureau and has played a vital role in the decisions that created and developed the DeSoto County Civic Center, now known as The Landers Center, and the DeSoto County Tourism Office.*

*WHEREAS, Mr. Rodman spent countless hours working on behalf of the CVB operation, and his efforts will leave a firm foundation for others to build upon. Thanks to his efforts tourism is an active and effective economic driver for the county. His service is exemplary of his character.*

*NOW THEREFORE, we, the DeSoto County Board of Supervisors express our appreciation to Lamar Rodman for his loyal and dedicated service as the District 2 appointee to the DeSoto County Convention and Visitors Bureau.*

*BE IT FURTHER RESOLVED that this resolution be spread upon the permanent minutes of the Board and that copies be presented to Mr. Lamar Rodman to share with his family.*

\_\_\_\_\_  
Supervisor Jessie L. Medlin, District 1

\_\_\_\_\_  
Supervisor Mark Gardner, District 2

\_\_\_\_\_  
Supervisor Bill Russell, District 3

\_\_\_\_\_  
Supervisor Lee Caldwell, District 4

\_\_\_\_\_  
Supervisor Michael Lee, District 5

## **See Exhibit D.2**

### **3. Work on Highway 51 and Pleasant Hill**

Reverend Warren Richardson appeared before the Board of Supervisors to discuss the recent road closing notice on Highway 51 and Pleasant Hill beginning August 11, 2015 thru November 2015. Rev. Richardson asked if people will still have access to their homes, businesses and churches. He expressed concerns regarding heavy equipment that might block the driveway of his church and other businesses.

Supervisor Lee Caldwell said typically, MDOT sends out notices days and sometimes even weeks in advance. She said she received the email about the closure on Friday, August 7, 2015. She said the Board was a little surprised when the sign was put up. One thing MDOT didn't do was notify the public or the County's road manager. Supervisor Caldwell said MDOT has a new person over this project who failed to send out timely notices. She noted MDOT has since apologized for not notifying the public sooner.

Supervisor Caldwell said traffic specifically going to local businesses, homes and churches will be allowed to do so, but the highway could be torn up in places and motorists might be traveling on limestone or gravel, depending on the stage of construction.

County Road Manager Andy Swims said MDOT is trying to get motorists to travel down Church Road to I-55 as a detour during the closure period.

Supervisor Caldwell requested the information get released to the public via a press release and the County website.

## **E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS**

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

County Administrator Vanessa Lynchard requested deleting the following item from the Agenda.

### **D.1. Noah's Law House Bill 507**

1. County Administrator Vanessa Lynchard requested adding the following items to the Agenda.

#### **a. Animal Shelter - Accept a restricted donation**

Monica Mock, DeSoto County Animal Shelter Director said an anonymous Hernando couple has once again donated \$1,000, for the 10<sup>th</sup> straight year, to benefit the activities of the shelter.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to write a letter of appreciation to the donor.

Ms. Mock stated the couple wishes to remain anonymous. Supervisor Gardner and Supervisor Caldwell withdrew their motion.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve accepting a restricted donation of \$1,000 for the Animal Shelter and make necessary budget amendment to allocate the donated funds.

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 Michael Lee, Fifth District	<u>YES</u>

**b. Late Bill - Waggoner Engineering**

County Administrator Vanessa Lynchard presented a late bill from Waggoner Engineering for professional services related to the Nesbit Water, Delta View, and Hernando DeSoto River Park Overlook project.

Supervisor Mark Gardner requested to see the back-up information regarding the past due invoices.

Tracy Huffman presented the back-up information to the Board of Supervisors for the professional services performed by Waggoner Engineering.

The Board had discussion on how the TAP Grant project will reimburse the County for engineering services.

Supervisor Lee Caldwell asked Mr. Huffman to have the invoice changed to state work performed at Nesbit Water not Nesbit Fire Station.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve paying the late bill in the amount of \$3,224.93 from Waggoner Engineering for professional services related to the Nesbit Water, Delta View, and Hernando DeSoto River Park Overlook projects

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit E.1.b**

**c. Potential Litigation - James Bell**

This item was later determined to qualify for executive session.

Road Manager Andy Swims requested deleting the following item from the Agenda.

**G.1 Road Department: Finding of Fact Belmont Road, between 5670-5770**

2. Road Manager Andy Swims requested adding the following items to the Agenda.

**a. Hot Asphalt Overlay Work Bid Tab 16-156-014**

Road Manager Andy Swims stated they had to go back out for bid because of the additional added roads as presented in Exhibit E.2.a. Mr. Swims said the bids came back 17% higher than what they had anticipated. Mr. Swims asked if the Board wanted to approve the bid or wait and add the roads to the list next year.

Supervisor Bill Russell asked Mr. Swims if it would be better to wait until next year. Mr. Swims said there could be some cost savings to the County.

Supervisor Mark Gardner asked if there was urgency.

Supervisor Jessie Medlin stated if the cost of oil goes up the county wouldn't see a savings.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve Lehman-Roberts Company for hot mix asphalt, patching and milling work for the Hot Asphalt Overlay Bid Tab No 16-156-014 as the lowest and best bidders as detailed in Exhibit E.2.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>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit E.2.a

**b. Holly Springs Road / Jaybird Intersection**

Road Manager Andy Swims stated in order to get an actual quote to present to the Board regarding the flashing yellow beacon light he would need the assistance of the Board Attorney regarding acquiring a ROW at this intersection.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to work with the Road Department on right of way acquisition relating to the possible flashing beacon light at the intersection of Holly Springs Road and Jaybird Road.

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 Michael Lee, Fifth District	<u>YES</u>

3. Board Attorney Tony Nowak requesting adding the following item to the Agenda.

**a. Annual Agreement between DeSoto County Sheriff's Department and Board of Education for School Resource Officer.**

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the MOU with DeSoto County Board of Education and DeSoto County Sheriff's Department for the School Resource Officers (SRO), as presented.

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 YES  
Supervisor Michael Lee, Fifth District YES

**See Exhibit E.3.a**

4. Supervisor Bill Russell requesting adding the following item to the Agenda.

**a. Letter of Appreciation to Tate County Regarding the DBST Assistance**

Supervisor Bill Russell stated he would like a letter sent to Tate County for their assistance and partnership they provided to the DBST project.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to have Road Manager Andy Swims draft a letter to Tate County thanking them for their assistance and partnership regarding the DBST project; authorize Board President to sign.

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 Michael Lee, Fifth District YES

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Agenda with the additions and deletions set forth above.

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 Michael Lee, Fifth District YES

**F. CONSENT**

County Administrator Vanessa Lynchard stated F.1.c of the Consent Agenda should be "Reappointment of Harold Moore to DCCVB".

The Board of Supervisors considered the following items on the meeting's Consent Agenda.

**1. Establish as Part of the Formal Record and Enter into the Board's Minutes:**

**a. DeSoto County School District Combined Budget 2016 Fiscal Year (Requires Signature of Board President)**

**b. Order Setting Drainage Tax Levy for 2016 against Land in Horn Lake Creek for Land in DeSoto County, MS (Requires Signature of Board President)**

**c. Resolution for the Reappointment of Harold Moore to DeSoto County Convention & Visitors Bureau**

**2. Office of Finance & Accounting: Budget Amendments**

**DeSoto County, Mississippi  
BUDGET AMENDMENT REQUEST**

Fund/Department #		001 / 201 & 202		Updated 7/15		
Date:		8/10/2015				
Aviation / Patrol Law Enforcement						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-201-921	OTHER CAPITAL UNDER 5,000	\$ 149.95	\$ 2,000.00	\$ 7,000.00		\$ 9,000.00
001-201-677	AVIATION FUEL	\$ 3,564.47	\$ 8,396.00		\$ 2,000.00	\$ 6,396.00
001-201-546	OTHER REPAIRS & MAINT	\$ 5,961.21	\$ 33,060.00		\$ 5,000.00	\$ 28,060.00
001-201-613	LAW ENFORCEMENT SUPPLIES	\$ 209.59	\$ 500.00	\$ 600.00		\$ 1,100.00
001-201-681	REPAIR & REPLACEMENT PARTS	\$ 14,807.09	\$ 28,300.00		\$ 600.00	\$ 27,700.00
001-202-546	OTHER REPAIRS & MAINT	\$ 476.75	\$ 1,799.00		\$ 1,100.00	\$ 699.00
001-202-548	RADIO REPAIR & MAINT	\$ 1,278.94	\$ 2,300.00		\$ 520.00	\$ 1,780.00
001-202-622	PUBLIC OUTREACH	\$ 3,590.32	\$ 4,243.00		\$ 652.00	\$ 3,591.00
001-202-613	LAW ENFORCEMENT SUPPLIES	\$ 132,581.52	\$ 137,354.00	\$ 672.00		\$ 138,026.00
001-202-921	OTHER CAPITAL UNDER 5,000	\$ 186,246.36	\$ 186,825.00	\$ 1,600.00		\$ 188,425.00
<b>TOTALS</b>			<b>\$ 404,777.00</b>	<b>\$ 9,872.00</b>	<b>\$ 9,872.00</b>	<b>\$ 404,777.00</b>
Reason for Request:	To adjust various accounts for budget deficits					
(Show detailed justification)						
Requested by:	Donna Ford					
For Department:	Sheriff's Dept					

**DeSoto County, Mississippi  
BUDGET AMENDMENT REQUEST**

Fund/Department #		156 & 160		Updated 7/15		
Date:		8/10/2015				
Road Fund / Bridge & Culvert						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
156-300-594	OTHER CONTRACTUAL SERVICES	\$ 17,746.89	\$ 69,950.00		\$ 18,000.00	\$ 51,950.00
156-300-665	LIMESTONE	\$ 95,804.13	\$ 98,344.00	\$ 18,000.00		\$ 116,344.00
156-300-640	FENCING	\$ 110.20	\$ 3,000.00		\$ 1,000.00	\$ 2,000.00
156-300-660	HORTICULTURE SUPPLIES	\$ 10,480.76	\$ 10,523.00	\$ 1,000.00		\$ 11,523.00
156-300-916	HEAVY ROAD EQUIP 5000+	\$ 328,244.08	\$ 631,380.00		\$ 15,000.00	\$ 616,380.00
156-300-681	REPAIR & REPLACEMENT PARTS	\$ 167,578.05	\$ 169,830.00	\$ 15,000.00		\$ 184,830.00
160-399-916	HEAVY ROAD EQUIP 5000+	\$ 214,653.76	\$ 537,065.00		\$ 10,000.00	\$ 527,065.00
160-399-681	REPAIR & REPLACEMENT PARTS	\$ 51,122.59	\$ 57,083.00	\$ 10,000.00		\$ 67,083.00
160-399-640	FENCING	\$ -	\$ 1,500.00		\$ 500.00	\$ 1,000.00
160-399-660	HORTICULTURE SUPPLIES	\$ 4,820.95	\$ 5,016.00	\$ 500.00		\$ 5,516.00
160-399-633	CONCRETE	\$ 26,673.15	\$ 50,079.00		\$ 10,000.00	\$ 40,079.00
160-399-665	LIMESTONE	\$ 84,722.69	\$ 90,000.00	\$ 10,000.00		\$ 100,000.00
<b>TOTALS</b>			<b>\$ 1,723,770.00</b>	<b>\$ 54,500.00</b>	<b>\$ 54,500.00</b>	<b>\$ 1,723,770.00</b>
Reason for Request:	To adjust various line items					
(Show detailed justification)						
Requested by:	Andrea Black					
For Department:	Road / Bridge & Culvert					

**3. Office of Procurement:**

**Appointment of Receiving Clerk: The Extension Office Requests to Remove Leticia (Tish) Self as Receiving Clerk and Add Rebecca (Becky) Minter as Receiving Clerk for All Objectives in 001-631**

**4. Justice Court**

**a. Justice Court Report**

**July**

Criminal Cases Filed	149
Civil Cases Filed	641
Traffic Tickets Filed	944
Total Cases Filed	1,734
State Assessments	\$ 70,322.33
County General Fund	\$132,608.43
DPS	\$ 2,225.00
Total Collections	\$205,155.76

**b. Bailiff Pay**

Liz Medlin \$190.00  
Bobby Holloway \$205.00  
Brandon Hylander \$285.00

**5. EMS Report - July 2015**

**Desoto County  
EMS BILLING REPORT**

**July 2015**

Number of ambulance runs billed: 110  
Amount billed: \$40,351.00  
Amount collected: \$39,516.79  
Un-collectable amount: \$2,245.09

	Eudora	Lewisburg	Walls
Dispatched Calls:	56	114	78
Refusals:	29	43	24
Standby Only:	1	0	1
Billed:	24	59	41
Other:	2	12	12

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

**June 2015**

Number of ambulance runs billed: 126  
Amount billed: \$44,091.00  
Amount collected: \$38,729.57  
Un-collectable amount: \$5,692.14

Fiscal Year To Date Collections:  
Number of ambulance runs billed: 1313  
Amount billed: \$462,017.30  
Amount collected: \$312,653.74  
Un-collectable amount: \$33,877.39

**6. Chancery Clerk’s Office**

**a. Chancery Clerk Allowances (1)** \$1,500.00

**7. MS. Department of Revenue Approval of Recapitulation of the Real and Personal Assessment Rolls**

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the Consent Agenda; authorize the clerk to issue a check for the Constables pay and to include the Constables pay with the consent Agenda; authorize the Board President to sign any documents in association therewith as necessary.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit F**

**G. OLD BUSINESS**

**1. Road Department: Finding of Fact Belmont Road, between 5670-5770**

This item was deleted from the Agenda

## **2. MOU with MDOT for the Johnson Creek Greenway Project**

Board Attorney Tony Nowak stated the Board asked him to work with MDOT to amend the MOU for the Johnson Creek Greenway Project. Mr. Nowak said MDOT has agreed to change the scope of the project as requested by the Board of Supervisors.

Supervisor Lee Caldwell made the motion and Supervisor seconded the motion to approve the MOU between DeSoto County and MDOT for the Johnson Creek Greenway Project as further explained in Exhibit G.2 and authorize Board President to sign the contract and related documents as necessary.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.2**

## **3. Purchase of Microphones for Board Room**

IT Director John Mitchell discussed the one quote he received from Memphis Audio regarding the additional microphones for the Board room. Mr. Mitchell stated he was still waiting from two other companies. He said the estimated cost from Memphis Audio is \$7,300 without an Amp. He said add an additional \$800 to include a new Amp.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to table this matter until the additional quotes become available.

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 Michael Lee, Fifth District	<u>YES</u>

## **H. NEW BUSINESS**

### **1. Stream Mitigation Inspection Proposal**

Tracy Huffman of Waggoner Engineering presented the Stream Mitigation Inspection proposal report to the Board of Supervisors for approval. Mr. Huffman stated there are two more years left of the four year required reporting. Mr. Huffman noted if the Board of Supervisors approves the report they will submit the findings to the appropriate agency.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the 2<sup>nd</sup> annual Compensatory Stream Monitoring Inspection report as presented by State Aid Engineer Tracy Huffman as further explained in Exhibit H.1 and authorize Board President to sign documents as necessary.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.1**

**2. Animal Services: Adoption Event “Pets” ember, September 11th and 12th, 2015**

Animal Control Director Monica Monk appeared before the Board of Supervisors for approval to hold an (Pets)ember adoption event on September 11<sup>th</sup> and 12<sup>th</sup>, 2015. She said they would like to have an event that would help the public as well as help the shelter to get adoptions for the animals there. The plan is to have everything for a \$10 fee except the Feline Felk/Fiv test. The cost for the Feline Felk will be \$15.00.

The following flyer information will be disbursed:

**(Pets)ember Event**  
**DeSoto County Animal Services**

**Adoptions (includes testing, micro-chipping, 5:1 vacc)**

**For the public we will offer**

- Dog or Cat 5:1 Vaccine \$10
  - Micro-chipping \$10
- Canine Heartworm Test \$10
- Feline Felk/Fiv Test \$15

**Senior Early Bird Special**

We will offer these services to Seniors on Friday Sept 11, in addition to Saturday.

\*\*\*We can only accept check or cash\*\*\*

**Adoption Special**  
Sat Sept 12, 2014  
10am-2pm

**\$10.00**

**DeSoto County Animal Services**  
**1251 Humane Way**  
**2373 Gwynn Rd (navigational address)**  
**662-469-8004**

Supervisor Lee Caldwell asked if people will have to register with a company if they get their animal micro-chipped. Ms. Mock said yes people will need to register with Pet Link. She said Pet Link has a better system and is a more reputable company than who they have used in the past.

Supervisor Jessie Medlin inquired about how they handle the adoption of Pit-bull dogs. Ms. Mock stated full Pit-bull breeds are sent to animal rescues. Pitt-bull mixed puppies breeds are available for anyone to adopt.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Animal Shelter (Pets) ember Event for September 11<sup>th</sup> and 12<sup>th</sup>, 2015 and promote the event through the County website and Facebook page.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.2**

**3. Facilities Management: Request to Purchase a Lift**

Facilities Director Robert Jarman appeared before the Board of Supervisors for approval to purchase a fork lift from the DeSoto County Convention and Visitors Bureau (Civic Center) at a cost of \$1,250.00. He said the Civic Center has a fork lift they are declaring surplus. He stated the fork lift is

a 16 year old unit but with very low hours. Mr. Jarman said they currently use a small lift from EMA that has a light weight capacity and is very old. He said this unit can be loaded on a trailer and moved around the County to use on other jobs. Mr. Jarman said the funds are in the budget.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve Facilities Department to purchase a fork lift from the Civic Center in the amount of \$1,250.00.

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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3

#### 4. Unified Waste - Starlanding Rubbish Pit

Mr. Jim Becher owner of Unified Waste appeared before the Board of Supervisors to give an update on the items they had asked to have completed within one year, as part of his conditional use. Mr. Becher said all landscaping has been planted as required along Star Landing Road. He said the old office has been replaced with a trailer on the site. He presented a drawing of the east bound truck traffic route designed to divert the trucks traffic away from the schools. He said the County Road Department installed all of the “NO TRUCK TRAFFIC TO LANDFILL” signs eastbound from Hwy 61 prior to August 5, 2015. Mr. Becher asked if the Board of Supervisors would approve lowering the speed limit for trucks to 25. Mr. Becher said he had cut in the new drive to the site and, as of a couple months ago, it was capable of carrying truck traffic. However, as the traffic on that drive will now increase, due to the new truck routes, he is making further improvements to the drive. Mr. Becher believes everything that was asked of him by the Board of Supervisors has been completed.

Supervisor Bill Russell stated on the first day of school he personally witnessed all truck traffic to the landfill was being diverted from passing by the schools.

Supervisor Mark Gardner thanked Mr. Becher for his efforts and coming before the Board with the update.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the changing the speed limit sign to 25 for trucks and authorize the Road department to purchase signs and post.

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 Michael Lee, Fifth District	<u>YES</u>

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to find that Unified Waste has substantially complied with the all the terms and requirements the Board of Supervisors attached to the conditional use authorization both in work performed and timeline requirements.

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 Michael Lee, Fifth District YES

See Exhibit H.4

**5. Office of Procurement**

**a. Bids Under Advisement:**

**1) Inmate Food Service**

Procurement Clerk Karen McNeil said the County received five bids from companies to prepare meals for the inmates. Ms. McNeil said by contracting with a vendor to prepare the meals the County will see a savings of 27%. They are recommending contracting with ABL Management for food service, providing a 2800 calorie menu, beginning on September 8, 2015 and continuing for 12 months, with firm bid pricing as further explained in Exhibit H.5.a.1 of Inmate Food Service Bid file 16-200-001.

Supervisor Mark Gardner asked if background checks will be done on the employees who will work in the jail. Director of Detention Services Chad Wicker said yes background will be performed on all ABL staff.

Supervisor Michael Lee asked if the recommended vendor has previous experience with other jail facilities. Ms. McNeil said they currently provide services to Jail Facilities in Pike and Lafayette and several other Counties in the state.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve ABL Management as the lowest and best bid for inmate food service, providing a 2800 calorie menu, beginning on September 8, 2015 and continuing for 12 months, with firm bid pricing; the bid allows for the option to adjust pricing annually based on the Consumer Price Index for up to 24 additional months in 12 month intervals as further detailed in Exhibit H.5.a.1 of Inmate Food Service Bid File 16-200-001.

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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.5.a.1

**2) Hot Mix Asphalt Patching**

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve awarding the bid for hot mix asphalt patching to North Mississippi Driveways, as the lowest and best qualified bid, with Lehman Roberts as alternate for all categories of bid file 16-156-004 to begin October 1, 2015 for a period of 12 months as further detailed in Exhibit H.5.a.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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.5.a.2

**3) Mosquito Control Chemicals**

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve awarding the bid for mosquito control chemicals Kontrol 4-4 to Univar as the lowest and best qualified bid with Adapco as first alternate and Target Specialty as second alternate; award Mosquitomist Two to All Pro Vector for 12 months as noted in bid file number 16-156-002 of Exhibit H.5.a.3.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.5.a.3**

#### **4) Crushed Limestone**

Procurement Clerk Karen McNeil said they are recommending the bid from Vulcan Materials Company for the Crushed Limestone and Rip Rap. She said that APAC did not quote all items on the bid and that the cost of rip rap has increased 27% from last year bid.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve Vulcan Materials (various locations) as the lowest and best qualified bid as noted on bid tab number 16-156-001 for Crushed Limestone and Rip Rap as further detailed in Exhibit H.5.a.4.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.5.a.4**

#### **6. Advertising County Resources - Horn Lake Weather Simulation Trailer**

County Administrator asked if the Board would like to continue supporting the Horn Lake Weather Simulation Trailer.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to take this matter under consideration until after budget discussions.

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 Michael Lee, Fifth District	<u>YES</u>

#### **7. Fire Codes**

EMA Chief Deputy Director Chris Olson brought before the Board of Supervisors the 2012 Edition of the International Fire Code book to discuss the changes and consideration of adopting the 2012 code.

Supervisor Jessie Medlin noted they recently adopted the 2012 Building Codes. Mr. Olson responded the Fire codes are different than the building codes. He said in 2010 the Board adopted the 2006 Fire Codes. Mr. Olson noted to keep the same insurance rating you need to be current and cannot be more than three cycles back.

Supervisor Mark Gardner asked Mr. Olson if all the municipalities have adopted the 2012 Fire Codes. Mr. Olson confirmed that the municipalities have adopted the 2012 Fire Codes. He gave examples of some changes in Horn Lake and Hernando regarding sprinkler systems in commercial buildings. He said the code book states any commercial building 12,000 sq. feet or larger must have sprinkler systems and all educational facilities must have sprinkler systems regardless of their size. He said the Horn Lake and Hernando codes mandate sprinkler systems in any commercial building 8,000 sq. feet or larger. Mr. Olson stated the County has the right to be stricter or not with their code.

Board Attorney Tony Nowak stated that a Public Hearing would need to be held.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to schedule a Public Hearing for September 8, 2015 to consider adopting the 2012 Fire Codes for commercial buildings.

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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.7**

## **8. Budget FY2016**

County Administrator Vanessa Lynchard presented an overview of accomplishments by the Board of Supervisors for the citizens of DeSoto County. She distributed documents pertaining to these accomplishments among which were documents on the County Revenue and Expenses for the past seven years. Ms. Lynchard stated that working with the new County Comptroller, Andrea Freeze and Accounting Clerk Stephanie Hanks, on the general ledger breakdown had enabled her to learn a lot, regarding the County's financial status. She said that Libby Riley, from the Tax Collectors office, and Tax Assessor Parker Pickle had also been a great source of information on the flow of financials within the State and County.

Supervisor Jessie Medlin said when industry comes into the County and there is a need for infrastructure improvements this expense has to come out of the general fund. He said the Board also needs to look at a millage for parks in the county.

Ms. Lynchard said there are some areas of the County's business that need to be looked at for a resolution on some problem areas. One area especially is the solid waste fund. Some concerns can be discussed at the Council of Governments meeting where all cities are represented. She stated she had spoken with Mayor Mussellwhite of Southaven about solid waste and they are working to resolve some concerns.

Ms. Lynchard said another area of County Government that the Board needs to have a clearer understanding of is the Juvenile and County Court funding requests.

Supervisor Jessie Medlin asked about the revenue, and if there would be any more than the County received last year, if the millage was left the same.

Ms. Lynchard said there was \$652,000 in the general fund.

The Board began to go through the accounting report by department for budgets requested from each department. Ms. Lynchard went through revenue side first and then proceeded to the expense side of the department report.

Ms. Lynchard said that the Tax Assessor's office stated that the final numbers for realty and personal taxes that were presented in July meeting would only change marginally for the final numbers in August. We have not received these final numbers yet.

Chancery Clerk Sluggo Davis said that the banks have foreclosed on properties. Some people have been paying the two years taxes to keep the property out of the tax sale. The banks generally paid two years which could decrease the tax sale revenue. The county receives 5% of all properties that go through the tax sale.

Supervisor Medlin said the actual cash balance shows \$30,465,525.24 now. Ms. Lynchard said the county still has two months of bills to be paid out of these funds. It should end up at the beginning cash number.

The Board proceeded to go through department line items of the budget report. Items that were addressed by the Board are as follows:

1. Penalties/Interest on delinquent taxes
2. Local In-Lieu taxes
3. Look at changing Building Permit Fees
4. Departmental Raises
5. IT support for Fee Based Offices
6. Change account 001-100-571 – Dues and Subscriptions Budget to \$5,000
7. Change Account 001-100-594 – Other Contractual Serv. Budget to \$4,000

The salary survey was discussed.

The Board decided to recess until August 20, 2015 at 1:30 p.m. to finish discussing the budget.

Supervisor Jessie Medlin stated that the Board should have a night time budget meeting.

**See Exhibit H.8**

## **I. EXECUTIVE SESSION**

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

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to recess until August 20, 2015 at 1:30 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 Michael Lee, Fifth District	<u>YES</u>

This the 10<sup>th</sup> day of August, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

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Bill Russell, President  
DeSoto County Board of Supervisors