

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT ONE JESSIE MEDLIN, PRESIDING

August 15, 2016

A. CALL TO ORDER

The August 15, 2016 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Chief Deputy Macon Moore 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 - ABSENT
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Chief Deputy Macon Moore	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Environmental Services Manager Ray Laughter gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

1. 9:00 a.m. – Julie Mims – Court Reporters

Ms. Mims stated she brought new figures for the Board to see and stated the increase is because of insurance amounts. The new figure is \$2,199 per reporter.

Supervisor Caldwell said she met with several Supervisors at MAS and none of them are giving the requested raises to court reporters. She said the Supervisors suggested joining together and lobbying to allow the court reporters to have a side business.

Ms. Mims stated the court reporters would like to be paid by the state, and they would like to have the option to freelance. She also gave some figures she compiled showing pay raises from other counties.

Supervisor Caldwell asked Ms. Mims if she would be willing to meet to discuss. She said she will set up a meeting with Derek Surrette (MAS) and the Court Reporters Association to see what can be done to help.

See Exhibit D.1.

2. John Brady – Candidate for Supreme Court

Mr. John Brady, candidate for Supreme Court, spoke to the Board regarding his qualifications and background.

Exhibit D.2.

3. 3:30 p.m. – Dylan Williams - 4-H National Competitor

Dylan Williams, informed the Board he will be representing DeSoto County and the State of Mississippi in Nebraska at the National 4-H Shooting Competition in the Archery Division. Dylan told the Board that a young person is only allowed to compete at Nationals once in their lifetime, so he is very honored to have this opportunity.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve an allocation from Advertising County Resources of \$250.00 to Dylan Williams; after having determined that the request to advertise County resources met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the 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 Board acknowledged the advertisement of County Resources by presenting him with a DeSoto County pin to wear at his competition.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit D.3.

E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

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

- a. County Administrator Vanessa Lynchard requested to add the following:**
 - House of Grace budget request (New, H.1.d.)
 - Engineer Selection – Commerce Street (New, H.17.)
 - Development Cost Update (New. H.18.)
- b. Supervisor Michael Lee requested to add the following:**
 - Youth Court Attorney – (Old, G.5.)
- c. County Administrator Vanessa Lynchard requested to delete the following:**
 - Office of Procurement – Purchase Exceeding \$25,000 (New, H.7.b.)
- d. Environmental Services Manager Ray Laughter request to delete the following:**
 - 11305 Cypress Drive, Woodland Lakes Subd. (Executive, J.1.a.)

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth above.

The motion passed by a vote as follows:

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

F. CONSENT AGENDA

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

1. Publication of Board Proceedings

2. Office of Finance & Accounting

- a. Budget Amendments – Animal Shelter, Tax Collector, Chancery Court Admin, County Extension Service, Circuit Court, EMS, General Fund Revenue, IT, Chancery Court**

Admin Revenue, Chancery Court Admin, Sheriff's Department

DeSoto County, Mississippi BUDGET AMENDMENT REQUEST						
Fund/Department #		001-445				Updated 7/15
Date:		8/15/2016				
(1)	Animal Shelter Operations					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-445-691	Uniforms	\$ 1,239.69	\$ 1,500.00	\$ 470.00		\$ 1,970.00
001-445-698	Canine Supplies	\$ 11,169.67	\$ 20,000.00		\$ 470.00	\$ 19,530.00
TOTALS			\$ 21,500.00	\$ 470.00	\$ 470.00	\$ 21,500.00
Reason for Request: To purchase uniform pants for new employee Dalinda and a new size for Nicole.						

Fund/Department #		001-104				Updated 7/15
Date:		8/15/2016				
(2)	Tax Collector					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-104-544	Service/Maintenance Contract	\$ 5,208.70	\$ 4,000.00	\$ 1,630.00		\$ 5,630.00
001-104-574	On-Line Service	\$ -	\$ 3,300.00		\$ 1,630.00	\$ 1,670.00
TOTALS			\$ 7,300.00	\$ 1,630.00	\$ 1,630.00	\$ 7,300.00
Reason for Request: To account for increase in service and maintenance contract.						

Fund/Department #		028-172				Updated 7/15
Date:		8/15/2016				
(3)	Chancery Court Administrator					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
028-172-606	Computer Supplies	\$ 495.29	\$ 500.00	\$ 265.00		\$ 765.00
028-172-924	Computer Hardware & Software	\$ -	\$ 1,300.00		\$ 265.00	\$ 1,035.00
TOTALS			\$ 1,800.00	\$ 265.00	\$ 265.00	\$ 1,800.00
Reason for Request: To account for necessary computer supplies.						

Fund/Department #		001-631				Updated 7/15
Date:		8/15/2016				
(4)	County Extension					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-631-574	On-Line Service	\$ 4,377.47	\$ 5,250.00		\$ 400.00	\$ 4,850.00
001-631-603	Office Supplies and Materials	\$ 1,315.85	\$ 3,500.00		\$ 2,100.00	\$ 1,400.00
001-631-615	Other Professional Supplies	\$ 750.63	\$ 2,000.00		\$ 800.00	\$ 1,200.00
001-631-919	Furn/Office Equip - Under \$5000	\$ 1,597.42	\$ 1,500.00	\$ 3,300.00		\$ 4,800.00
TOTALS			\$ 12,250.00	\$ 3,300.00	\$ 3,300.00	\$ 12,250.00
Reason for Request: To account for the purchase of two more agent desks to continue with their goal to improve the professionalism of their office. Purchased two last year.						

Fund/Department #		001-161				Updated 7/15
Date:		8/15/2016				
(5)	Circuit Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-161-414	Attending Court	\$ 82,400.00	\$ 140,000.00		\$ 20,000.00	\$ 120,000.00
001-161-419	Other Court Fees	\$ 80,129.00	\$ 80,000.00	\$ 20,000.00		\$ 100,000.00
TOTALS			\$ 220,000.00	\$ 20,000.00	\$ 20,000.00	\$ 220,000.00

Reason for Request: To account for increase in copy cost for commitments, indictments to Sheriff, probation, MDOC, INS and DA and Jury list Judge, Court Reporter, Clerk and Attorney.

Requested by: Dale Thompson

Fund/Department #		001-240				Updated 7/15
Date:		8/15/2016				
(6)	Emergency Medical Services					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-240-610	Professional Supplies	\$ 59,596.80	\$ 65,000.00	\$ 6,000.00		\$ 71,000.00
001-240-922	Other Cap Outlay Over \$5,000	\$ -	\$ 6,000.00		\$ 6,000.00	\$ -
TOTALS			\$ 71,000.00	\$ 6,000.00	\$ 6,000.00	\$ 71,000.00

Reason for Request: To account for increase in supplies needed.

Fund/Department #		001-revenue				Updated 7/15
Date:		8/15/2016				
(7a)	General Fund Revenue					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-000-264	E-Citation Reimbursement	\$ 33,742.00	\$ 30,238.00	\$65,542.00		\$ 95,780.00
						\$ -
TOTALS			\$ 30,238.00	\$65,542.00	\$ -	\$ 95,780.00
Fund/Department #		001-152 & 901				Updated 7/15
Date:		8/15/2016				
(7b)	Information Technology / Other					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-152-503	Cellular Telephone Service	\$ 99,184.78	\$ 110,372.00	\$33,742.00		\$ 144,114.00
001-901-925	Radios - E-Citation Purchase	\$ 30,237.90	\$ 30,238.00	\$31,800.00		\$ 62,038.00
TOTALS			\$ 140,610.00	\$65,542.00	\$ -	\$ 206,152.00
Reason for Request: To account for e-citation reimbursement request and expenses associated with such request that include Sheriff department radio upgrades and cellular phone bill expenses.						

Fund/Department #		028-revenue				Updated 7/15
Date:		8/15/2016				
(8a)	Chancery Court Administrators Revenue					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
028-000-364	Counties' Share- Chan Ct Admin	\$ 45,456.83	\$ 29,997.00	\$21,300.00		\$ 51,297.00
028-000-387	Transfers in from Gov't Funds	\$ 29,195.56	\$ 25,003.00	\$29,200.00		\$ 54,203.00
						\$ -
TOTALS			\$ 55,000.00	\$50,500.00	\$ -	\$ 105,500.00
Fund/Department #		028-172				Updated 7/15
Date:		8/15/2016				
(8b)	Chancery Court Administrator					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-172-401	Administrative/Manager/Foreman	\$ 83,506.99	\$ 50,000.00	\$50,500.00		\$ 100,500.00
TOTALS			\$ 50,000.00	\$50,500.00	\$ -	\$ 100,500.00
Reason for Request: To correct budget salary line item that was not budgeted appropriately. This is one of the funds that other counties are invoiced for their portion of the monthly cost.						

Fund/Department #		001-200,202&220				Updated 7/15
Date:		8/15/2016				
(9)	Sheriff's Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-475	Mileage & Other Travel Costs	\$ 1,918.89	\$ 1,800.00	\$ 300.00		\$ 2,100.00
001-200-919	Furn / Office Equip - Under \$5000	\$ 16,264.97	\$ 17,145.00	\$ 500.00		\$ 17,645.00
001-200-606	Computer Supplies	\$ 590.00	\$ 3,000.00		\$ 800.00	\$ 2,200.00
001-202-571	Dues and Subscriptions	\$ 13,314.00	\$ 12,664.00	\$ 650.00		\$ 13,314.00
001-202-588	Veterinarian Fees	\$ 4,766.37	\$ 4,500.00	\$ 800.00		\$ 5,300.00
001-202-613	Law Enforcement Supplies	\$ 147,063.30	\$ 149,500.00	\$ 1,000.00		\$ 150,500.00
001-202-921	Other Cap Outlay Under \$5000	\$ 161,823.95	\$ 163,002.00	\$ 5,000.00		\$ 168,002.00
001-202-915	Vehicles - above \$5,000	\$ 307,350.13	\$ 308,294.00		\$ 943.00	\$ 307,351.00
001-202-925	Radios	\$ 105,233.39	\$ 105,425.00		\$ 191.00	\$ 105,234.00
001-202-548	Radio Repair & Maintenance	\$ 250.00	\$ 5,000.00		\$ 2,000.00	\$ 3,000.00
001-220-544	Service/Maintenance Contract	\$ -	\$ 400.00		\$ 400.00	\$ -
001-220-645	Custodial Supp/Cleaning Agents	\$ 61,248.94	\$ 75,000.00		\$ 3,916.00	\$ 71,084.00
TOTALS			\$ 845,730.00	\$ 8,250.00	\$ 8,250.00	\$ 845,730.00
Reason for Request: Adjust various accounts for budget deficits.						

b. SID Forfeitures

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account. Please approve the transfer of the funds.

Case #	Date Seized	Receipt #	Amount	Date of Forfeiture
2016-29704	06/15/2016	32260	573.00	07/25/2016
		TOTAL	\$ 573.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$ 573.00

Transfer to Sheriff-Forfeiture Fund
Thank you.
Commander Hutchins

(120-000-238)

\$ 573.00

c. Final Inventory Dispositions – Search & Rescue, Circuit Clerk, IT, Sheriff, Animal Shelter, Facilities

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 225
NAME:

MRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #:
LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
3197	Murphy 50 HP motor	A131622	unoperable	3200	1000 ⁰	225	8-1-16	Wm. Nichols E-waste	

AUTHORIZATION TO DISPOSE	INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Director W. Nichols</u> PRINT NAME: <u>Wm. Nichols</u>	PRELIMINARY PRESENT TO BOS: <u>8-1-16</u>	
DISPOSED BY: <u>E-waste</u> PRINT NAME: <u>Director W. Nichols</u>	FINAL PRESENT TO BOS: <u>8-15-16</u>	
INV. CLERK: <u>A. Topley</u> Angie Topley	DATE INVENTORY DISPOSED IN AS400: <u>8-1-16</u>	
	DATE BOS FINAL MINS ATTACHED:	

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 240
NAME:

MRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #:
LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
40978 70933	APC UPS System Doric Wall NSA 2400	A311114239 0017C598682	unoperable unoperable	8111	12047 0000 ⁰	225 225	8-1-16 8-1-16	Wm. Nichols E-waste ↓	

AUTHORIZATION TO DISPOSE	INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Director W. Nichols</u> PRINT NAME: <u>Wm. Nichols Vanessa</u>	PRELIMINARY PRESENT TO BOS: <u>8-1-16</u>	
DISPOSED BY: <u>E-waste</u> PRINT NAME: <u>Wm. Nichols</u>	FINAL PRESENT TO BOS: <u>8-15-16</u>	
INV. CLERK: <u>A. Topley</u> Angie Topley	DATE INVENTORY DISPOSED IN AS400: <u>8-9-16</u>	
	DATE BOS FINAL MINS ATTACHED:	

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION 1 OF 1

DEPT NAME: 860

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #: _____
LOC #: _____

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
30958	Intel Pentium Proc	D023450990	Inoperable	80011386	225	8-1-16	Wm Nicholas	E-waste	
31605	HP PSC 1210 Printer	CN440030W8	Inoperable	200591	225				
31822	Gateway 4000 PC	D029494867	Inoperable	20031394	225				
31289	Gateway 500 Monitor	D025407021	Inoperable	20071328	225				
34525	Jelco Dispatch Sys	21373	Inoperable	20069041	225				

AUTHORIZATION TO DISPOSE APPROVED BY: <u>Dieter W. Nickel</u> PRINT NAME: <u>Wm Nicholas / Vanessa</u> DATE: <u>8-1-16</u> DISPOSED BY: <u>E-waste</u> PRINT NAME: <u>Dieter Nickel</u> DATE: _____ INV CLERK: <u>A. Japley</u> DATE: <u>8-9-16</u> <small>CHAMBERLAIN WOODS</small>		INVENTORY CLERK INFORMATION PRELIMINARY PRESENT TO BOB: <u>8-1-16</u> FINAL PRESENT TO BOB: <u>8-15-16</u> DATE INVENTORY DISPOSED IN APRR: _____ DATE BOB FINAL MFG ATTACHED: _____		NOTES
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FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION 1 OF 1

DEPT NAME: 203

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #: _____
LOC #: _____

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
30733	Hard Compaq Laptop	6885764	Old and H/O No Vehicle - 75%	800	225	8-1-16	Wm Nicholas	E-waste	

AUTHORIZATION TO DISPOSE APPROVED BY: <u>Dieter W. Nickel</u> PRINT NAME: <u>Wm Nicholas / Vanessa</u> DATE: <u>8-1-16</u> DISPOSED BY: <u>E-waste</u> PRINT NAME: <u>Dieter Nickel</u> DATE: _____ INV CLERK: <u>A. Japley</u> DATE: <u>8-9-16</u> <small>AMAZON</small>		INVENTORY CLERK INFORMATION PRELIMINARY PRESENT TO BOB: <u>8-1-16</u> FINAL PRESENT TO BOB: <u>8-15-16</u> DATE INVENTORY DISPOSED IN APRR: _____ DATE BOB FINAL MFG ATTACHED: _____		NOTES
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FISCAL YEAR: 2014

PRELIMINARY

INVENTORY DISPOSITION

DEPT NAME: IT DEPARTMENT

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #: 152

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
35386	X ANSI LUMENS PROJECTOR	AALN42390066	UNIT DOES NOT LIGHT UP / NON-REPAIRABLE - COST EXCEEDS UNIT VALUE	0417H	INV CLERK OFC	05-05-14	A. Japley	E-waste	

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION 1 OF 1

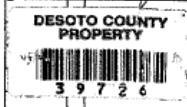
DEPT NAME: Animal Services
NAME: Monica Stock

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #: 444
LOC #: 444

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
39726	Whisperl Fuzzer	EWV3327854	not working, not profitable to fix	08	68070 Animal Services	6-20-16	Facilities	Recycle Tel	



Inventory Control Disposition

PRELIMINARY

Department: Circuit Clerk Office

Fiscal Year: 2016

Asset #	Serial #	Description	Reason for Disposal	Location at Preliminary	Preliminary Approval Date	Disposed Of By	Location of Final Disposal	Date of Final Approval
38095	AF71001389 60	Printer	not used Cost more to maintain obsolete recommended by IT	Circuit Clerk				

Authorization to Dispose

Department Head: Walter K. Stopson Date: 7.5.16

Disposed By: _____ Date: _____

Inventory Clerk: A. Tapley Date: 7-10-16

Notes:
Printer can be picked up at Circuit Clerk's Office

FISCAL YEAR: 2014/2015

PRELIMINARY

INVENTORY DISPOSITION 1 OF 1

FORM REVISED IN DEPT NAME

SHERIFF DEPT

NRC - NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

FINAL

DEPT #: 200
LOC #: 210

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF CORRECTION
36479	MOTOROLA DATA MODEM	6089FUC03	NO LONGER USED - OBSOLETE	05 25H FIN & ACCT	02-09-16	Kyle Hodge		

ORIGINAL
02-01-2016 NBOY

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>[Signature]</u>	DATE: <u>07-05-2016</u>	PRELIMINARY PRESENT TO BOS February / 2016	A MODEM OMITTED WHEN THE OTHERS WENT THROUGH FOR DISPOSAL REFERRING TO FY04 HOMELAND GRANT FUNDS FY 04 HOMELAND GRANT FUNDS
PRINT NAME: KYLE HODGE		FINAL PRESENT TO BOS	
DISPOSED BY: _____	DATE: _____	DATE INVENTORY DISPOSED IN FBOG	
PRINT NAME: _____		DATE BOS FINAL PRESENT ATTACHED	
INV CLERK: <u>Charmaine McCoole</u>	DATE: <u>01-26-2016</u>		
	<u>Angie Tapley</u>		

REVISED NOV 2014
REVISED SEP 2015

DEPT: Facilities
 NAME: Robert Jaman

NRC = NON REPAIRABLE (COST) K = THOUSANDS
 NR = NON REPAIRABLE H = HUNDREDS
 DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 151
 LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
10089	Ice Machine		not working or repairable	Court House	8-1-16	Facilities	Recycle	

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: _____	DATE: 8-1-16	PRELIMINARY PRESENT TO BDR: 8-1-16	
PRINT NAME: Robert Jamman		FINAL PRESENT TO EDS: _____	
DISPOSED BY: _____	DATE: _____	DATE INVENTORY DISPOSED IN ASWU: _____	
PRINT NAME: _____		DATE EDS FINAL MINN ATTACHED: _____	
INV CLERK: A. Japley	DATE: 8-1-16		
CHARMAYNE MCCOOL			

3. Establish as Part of the Formal Record and Enter into the Board's Minutes
 - Notice of Continuation – NFusion DeSoto
4. Road Department – Safety Report
5. Office of Procurement –
 - a. July 2016 Procurement Card Purchase for Extension Service
 - b. Request to Approve Bid Specifications and Solicit Bids for the Purchase of One Used Modular Classroom: Bid File #16-106-001

6. EMS Monthly Report: July 2016

July 2016
 Number of ambulance runs billed: 146
 Amount billed: \$52,989.00
 Amount collected: \$33,783.42
 Un-collectable amount: \$1,859.73

	Eudora	Lewisburg	Walls
Dispatched Calls:	93	84	72
Refusals:	27	31	23
Standby Only:	2	4	0
Billed:	60	43	43
Other:	4	6	6

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

June 2016
 Number of ambulance runs billed: 131

Amount billed: \$48,174.00
 Amount collected: \$37,517.72
 Un-collectable amount: \$1,711.27

Fiscal Year To Date Collections:
 Number of ambulance runs billed: 1311
 Amount billed: \$472,740.35
 Amount collected: \$334,356.57
 Un-collectable amount: \$25,716.21

7. Business Investment Incentives

- a. FINAL RESOLUTION: Five Below, Inc.: 5-Yr. Personal Property (Expanded): \$2,182,278.00
- b. FINAL RESOLUTION: Five Below, Inc.: 5-Yr. Personal Property (Expanded): \$706,891.00
- c. FINAL RESOLUTION: North American Electric, Inc.: 10-Yr. Real Property (Expanded): \$1,683,065.00

8. Justice Court Monthly Report – July 2016

July 2016

Criminal Cases Filed	158
Civil Cases Filed	753
Traffic Tickets Filed	848
Total Cases Filed	1,759
State Assessments	\$84,367.06
County General Fund	\$136,477.95
DPS	\$3,300.00
Total Collections	\$224,145.01

Submitted by Pat Sanford
 Date 31-Jul-16

9. Chancery Clerk Allowances

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the actions and matters presented in the Consent Agenda.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Medlin asked about the increase in cellular telephone service from the IT budget amendment. Mrs. Freeze stated that money came from e-citation funds and will take care of the Sheriff’s Office for about 6-8 months. Mrs. Lynchard stated if this money does not get allocated, it will come out of the IT budget. Supervisor Medlin stated he felt this was too much for cell phones.

Supervisor Medlin asked Mr. Jarman about the bid for the modular classroom and what it was for. Mr. Jarman stated that is for a modular classroom for the shooting range to replace the one that was destroyed last year by a tornado.

See Exhibit F

G. OLD BUSINESS

1. Donation of Rescue Truck to Tippah County

Supervisor Lee Caldwell stated she and Director Storey had spoken and she asked him to share the information regarding the donations to Tippah County to the Board.

EMA Director Bobby Storey stated he was approached by the Chief in Tippah County and expressed interest in 2 trucks that are sitting on the EMA lot and not used. He said the F350 is a 1999 model with apx. 100,000 miles on it. He stated the truck has no rescue bed, no pump, and the engine is going bad. Director Storey also stated the Durango has 220,000 miles, needs a transmission and a transfer case. The Chief from Tippah County has the parts needed to get both trucks running in salvage, and someone to donate the time to fix them. Director Storey stated he would be able to get the vehicles off the EMA insurance and inventory, and someone else will be able to use them.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to take Director Storey's recommendation and approve the transfer of the above mention vehicles to Tippah County, approve the inventory disposition of the vehicles, and authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to draw up the necessary documents for the transfer.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Caldwell asked Director Storey to transfer any other unused vehicles he has to Fleet Management for inventory control purposes. Director Storey stated he would do that.

Addendum:

Director Storey informed the Board that he needs to request authorization for the Board Attorney to get the petition ready to form the ACI Fire Protection Graded District so they can get that process started to lower insurance ratings in that fire district.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to draw up the necessary documents and petitions to form the ACI Fire Protection Graded District.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

2. Public Hearing – Environmental Services - Enforcement

**9046 Green River Rd Lake Cormorant, MS 38641 Parcel # 2 09 8 33 00 0 Lot # 0013 00
Mississippi Code Section 19-5-105 Property Tax Assessment Hearing**

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to open the public hearing 9046 Green River Rd Lake Cormorant, MS 38641 Parcel # 2 09 8 33 00 0 Lot # 0013 00 Mississippi Code Section 19-5-105 Property Tax Assessment Hearing.

The motion passed by a vote as follows:

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

Environmental Services Manager Ray Laughter stated the property has been cleaned and presented before and after pictures to the Board. He requested Board approval to pay the \$650 bill for clean-up to the contractor, assess the cost as a lien against the property as provided for by MS Code 19-5-105, and approve the Board Order as presented.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve to pay the \$650 bill for clean-up to the contractor, assess the cost as a lien against the property as provided for by MS Code 19-5-105, and approve the Board Order 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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to close the public hearing.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.2.

3. Discussion of Legislative Requests

Director of Administrative Services Pat McLeod stated she has asked the Board to review the list of requests and she is looking for their input.

Supervisor Caldwell stated she would like to prioritize the list and leave everything on there, while pointing out which items are top priority.

Supervisor Medlin stated the Homestead issue they have discussed needs to be on the priority list.

Mrs. McLeod will work on the list and send it to the Board for further review.

See Exhibit G.3.

4. Approval of Homestead Code 5 – Request Board Signature

Chancery Clerk Misty Heffner asked the Board to try and come up with some guidelines for how to handle the Code 5 chargebacks. There was a good bit of discussion regarding the problem and possible solutions. Mrs. Heffner stated she will get with Mr. Nowak and bring a policy back to the Board for their review.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to object to the 2015 chargebacks as presented by Mrs. Heffner and authorize the Board President to sign the form.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>

Supervisor Michael Lee, Fifth District YES

See Exhibit G.4.

5. Youth Court Attorney

Supervisor Michael Lee stated, after he and Supervisor Caldwell did some research, they feel the numbers justify hiring a full-time court appointed attorney for Youth Court and using the Casey Foundation Grant funds that will pay half the salary.

Mrs. Lynchard informed the Board that Judge Wilson had written into the grant that this attorney would also be the fill-in for the current attorney if he was not available.

Supervisor Lee Caldwell informed the Board they have expressed to Judge Wilson if the grant money does not come through, they will look at this again. She said they told Judge Wilson to be sure and let the interviewees know this will be a year-to-year job, depending on the grant.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to take this item off hold and authorize the judges to interview and hire for the Youth Court attorney position.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

H. NEW BUSINESS

1. Requests for Funding

a. DeSoto County Museum

Mr. Brian Hicks, Curator, thanked the Board for their continued support and introduced Dr. Thorne, Chairman of the Board of Directors for the Desoto County Museum. Mr. Hicks stated they asked for \$35,000 thirteen years ago and that is the amount they are still asking for; noting the \$35,000 received from the County represents about 30% of their operating budget. He said the Museum has himself as the only full-time employee and they have 1 part-time employee. Mr. Hicks stated the Museum partners with many organizations and has many volunteers. He stated two notable donations this year were from Mr. Jim McWilley, who is a highly decorated WWII veteran and donated all his medals and artifacts; and from Chucalissa Indian Village, C.H. Nash Museum, who returned artifacts to home states; and DeSoto County was awarded all the artifacts from this area. He also noted that the County calls when cleaning out old maps and things, and he was thrilled to obtain a 1937 map of Olive Branch owners to have for a display.

Dr. Thorne complimented Mr. Hicks and his work. He stated Mr. Hicks could get a big job somewhere else, but he loves his work and DeSoto County and chooses to stay here. Dr. Thorne also expressed appreciation for the County’s support and assured the Board that Mr. Hicks puts the money to good use.

b. DeSoto Arts Council

Ms. Cindy Gordon and Mrs. Margaret Yates came to address the Board. Ms. Gordon stated they received \$16,245 last year, and they are asking for that support as well as a one-time grant of \$10,000 to help with moving expenses to their new location. Ms. Gordon said they have a 5-year lease with the City of Hernando for the old City Hall building on Highway 51. Both ladies said they are excited about the move and the possibility of having art classes and shows at different venues around the County.

Supervisor Gardner asked Ms. Gordon and Mrs. Yates if they would think of someone to paint some drop boxes for flags with some sort of flag design. They said they would love to be a part of that.

Supervisor Gardner asked if the cities helped with funds. Ms. Gordon said they do not. Supervisor Caldwell said she liked the idea of taking art to other areas, and suggested they approach the cities for support to help sponsor shows in their area.

See Exhibit H.1.b.

c. First Regional Library

Director of First Regional Libraries, Ed Hughes thanked the Board for their support in the past, and stated they are asking for a \$60,000 increase to the County’s generous contribution of \$1,307,475.00 last year. He said the additional money will be for two purposes: \$50,000 for laptop computers, and \$10,000 for a new position of Youth Services/Bookmobile Driver. Mr. Hughes informed the Board that they are doing away with an administrative position that was vacated and was a relatively high salary.

Supervisor Medlin asked Mr. Hughes if they were asking all the counties in the library system for money for computers. Mr. Hughes stated Lafayette is buying their own; and 3 other counties, that are relatively poor counties, will be receiving some of the older computers if this request is approved.

See Exhibit H.1.c.

d. House of Grace

Melissa DeBar stated she is a Board member for House of Grace. She stated her appreciation of the Board’s financial support of \$28,500 in the past and asked they consider House of Grace again. She stated they serve 9 counties at this time and they are at or very close to capacity most of the time. Ms. DeBar stated they are very conscious of being good stewards of the money given them and put every penny to work. She also said they need a larger shelter and a transitional program to help the ladies get jobs.

Mrs. Lorine Cady, Director of House of Grace, said the thrift store is doing very well since their move to Highway 51 by Justice Court. She said they are in need of more space for victims of domestic violence and are looking at options for growth.

Supervisor Mark Gardner asked if the cities helped support House of Grace. Mrs. Cady stated Clarksdale is the only city that offers support. She said none of the cities in DeSoto County are helping to fund them. She further stated Tate County and Tunica County helped for a while, but they don’t any longer.

2. Facilities Management

a. Juvenile Painting

Facilities Director Robert Jarman presented two quotes for labor to paint the boy’s section of the Juvenile Detention Center: one from Veliz Painting for \$9,430.00 and one from Burks Painting for \$9,440.00. He said some of the areas are in very bad shape. Mr. Jarman stated he cannot use trusty labor in the juvenile section, so he is contracting the painting. He stated they are matching the current color and Facilities is purchasing the paint. Mr. Jarman recommends Veliz Painting at a cost of \$9,430.00 as the lowest and best qualified.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the lowest and best qualified quote for painting the Juvenile Detention Center from Veliz Painting.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.2.a.

b. Aviation Slab

Facilities Director Robert Jarman presented two quotes to complete the foundation and slab at the new Aviation Building. One was from TomCo at \$14,200.00, and one was from Progressive at \$17,883.00. He said the building is supposed to be delivered next month. Mr. Jarman said Facilities will be building the office and bathroom in the hangar. Mr. Jarman recommends TomCo at a cost of \$14,200.00 as the lowest and best qualified.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the lowest and best qualified quote for completing the foundation and slab at the new Aviation Building at \$14,200.00.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.2.b.

3. “Petseember” – September Adoption Month

Animal Services Director Monica Mock stated they are requesting to make “Petseember” an all month event and offering the \$10 adoption special for the whole month.

Supervisor Medlin asked how much the adoptions normally are. Mrs. Mock said they are \$25.

Supervisor Caldwell asked how much the County invests in a dog when it comes in. Mrs. Mock said the adoption fee covers the County’s cost, and that is why they set the fee at \$25. Supervisor Caldwell said citizens are getting a great deal with all that has been done.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept Mrs. Mock’s recommendation of having “Petseember” the whole month of September, offering \$10 adoptions all month, and putting the event on the County website.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.3.

4. Environmental Services

a. Annual Price Adjustment (Decrease) from Waste Connections

Environmental Services Manager Ray Laughter informed the Board that the CPI in June was up so the citizens of DeSoto County will see a decrease from \$8.47 to \$8.26 per month. He stated things at Waste Connections are running more smoothly and going better.

Supervisor Caldwell said Waste Connections stepped up and handled some problems well.

Supervisor Michael Lee asked if Mr. Laughter could be sure the Supervisors were notified when trucks break down, and garbage pickups will be delayed. Mr. Laughter stated they are now sending him an

email and he will text the Supervisors with information.

On the County side, \$2.48 per yd will go to \$2.42 per yd for the rubbish pit and the County will save over \$8,000. Mr. Laughter stated he reviewed the numbers and Mr. Jim McNaughton confirmed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the contract price amendment with Waste Connections and record the decrease in rates in the Board minutes.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.4.a.

b. Annual Renewal of MOU with Mid-State Opportunity

Mr. Laughter said Mid-State Opportunity provides screening for citizens who are economically challenged to pay their garbage bill. He stated there are currently 94 on the waiver list. Mr. Laughter said most people who are on poverty waiver were already in Mid-State’s system.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the MOU with Mid-State Opportunity and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit H.4.b.

5. Establish as Part of the Formal Record and Enter into the Board’s Minutes: DeSoto County School District Combined Budget 2017 Fiscal Year and Authorize Board President Signature

Mrs. Lynchard stated the School Board has presented their millage request and budget as required every year. She pointed out the Board of Education funding request will require an estimated millage increase of 1.5 mills for the Board of Education’s general fund this year. Mrs. Lynchard said since receiving this order, she has received an e-mail stating the school board will authorize an amended order with different wording at the end.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to table this request to the August 22nd meeting to allow the Board time to receive the amended order from the School Board.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Mrs. Lynchard noted that the Board of Education had to present their budget to the Board of Supervisors before August 20th and each member has a copy.

See Exhibit H.5.

6. Office of Procurement – Request to Approve Recommendation for Award

a. Annual Cement Treated Base: 17-300-001

Procurement Coordinator Karen McNeil stated they got one bid in from APAC-Tennessee and it did not meet specs. She stated the Office of Procurement will reject the bids and the Road Department will work off quotes, as this is not a highly used item anymore.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to reject the bid for cement treated base from APAC-Tennessee as it did not meet the bid specs.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.6.a.

b. Annual Crushed Limestone: 17-300-002

Mrs. McNeil stated the Procurement Department awarded this bid based on proximity, cost of hauling, and price per ton. Bids were received from Vulcan Materials Harbor, Vulcan Materials Graves, Fullen Dock, and APAC-Tennessee. The recommendation is to award to the lowest bid per item per vendor, after consideration of item price and cost of delivery, as shown in Exhibit H.6.b. The others would be listed as alternates. Mrs. McNeil stated there was a slight increase in the price of limestone, and a decrease in the price of rip rap.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve awarding the annual crushed limestone bids based on the lowest and best qualified bids per item 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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

BIDDERS	Vulcan Materials		Vulcan Materials		Fullen Dock		APAC-Tennessee	
	1074 Harbor Ave., Memphis		15581 Graves Rd, Tunica		382 Klinkle Ave., Memphis		1210 Harbor Ave., Memphis	
Mileage from Dept. of Road Mgmt. Round-trip	40.4		30.4		50.2		40.4	
Alternate	Yes		Yes		Yes		Yes	
Budget Impact is determined by bid price per ton multiplied by 15 (tons per truck) plus mileage multiplied by \$2.17 per mile (covers gas/equipment cost/driver cost)								
BID ITEM	PRCE/TON	PRODUCT + HAULING	PRCE/TON	PRODUCT + HAULING	PRCE/TON	PRODUCT + HAULING	PRCE/TON	PRODUCT + HAULING
CR610 Limestone Base	\$ 17.35	\$ 347.92	\$ 18.25	\$ 339.72	\$ 16.93	\$ 362.88	\$ 17.75	\$ 353.92
#57 Limestone	\$ 19.60	\$ 381.67	\$ 21.25	\$ 384.72	\$ 19.66	\$ 403.83	No Bid	No Bid
#7 Limestone	\$ 20.55	\$ 395.92	No Bid	No Bid	\$ 19.66	\$ 403.83	No Bid	No Bid
#8 Limestone	\$ 20.55	\$ 395.92	No Bid	No Bid	\$ 19.66	\$ 403.83	No Bid	No Bid
#4 Stone (2"-1")	\$ 20.55	\$ 395.92	No Bid	No Bid	\$ 19.66	\$ 403.83	No Bid	No Bid
4IN Fines (#1 stone 4"-3")	\$ 20.60	\$ 396.67	\$ 21.25	\$ 384.72	\$ 19.66	\$ 403.83	No Bid	No Bid
49# Rip Rap (Gabion)	\$ 24.90	\$ 461.17	No Bid	No Bid	\$ 27.31	\$ 518.58	\$ 20.50	\$ 395.17
Rip Rap 90#	\$ 24.90	\$ 461.17	\$ 26.25	\$ 459.72	\$ 24.36	\$ 474.33	\$ 22.50	\$ 425.17
Rip Rap 125#	\$ 24.90	\$ 461.17	\$ 26.25	\$ 459.72	\$ 24.36	\$ 474.33	\$ 22.50	\$ 425.17
Rip Rap 200#	\$ 24.90	\$ 461.17	\$ 26.25	\$ 459.72	\$ 24.36	\$ 474.33	\$ 22.50	\$ 425.17
Rip Rap 300#	\$ 24.90	\$ 461.17	\$ 26.25	\$ 459.72	\$ 27.31	\$ 518.58	\$ 22.50	\$ 425.17
#11 Black #10-1/4 x 10	\$ 19.50	\$ 380.17	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Arkalite Chip Seal (#7 Clay Aggregate)	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Arkalite Course Medium	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
24 hr notice required								
Mileage Impact	\$ 87.67		\$ 65.97		\$ 108.93		\$ 87.67	

RECOMMENDATION: Award as follows for each product for 12 month bid period beginning on October 1, 2016.							
ITEM	AWARD		1st Alternate		2nd Alternate		
CR610 Limestone Base	Vulcan Graves	\$ 18.25	Vulcan Harbor	\$ 17.35	APAC	\$ 17.75	
#57 Limestone	Vulcan Harbor	\$ 19.60	Vulcan Graves	\$ 21.25	Fullen Dock	\$ 19.66	
#7 Limestone	Vulcan Harbor	\$ 20.55	Fullen Dock	\$ 19.66	No Award		
#8 Limestone	Vulcan Harbor	\$ 20.55	Fullen Dock	\$ 19.66	No Award		
#4 Stone (2"-1")	Vulcan Harbor	\$ 20.55	Fullen Dock	\$ 19.66	No Award		
4IN Fines (#1 stone 4"-3")	Vulcan Graves	\$ 21.25	Vulcan Harbor	\$ 20.60	Fullen Dock	\$ 19.66	
49# Rip Rap (Gabion)	APAC	\$ 20.50	Vulcan Harbor	\$ 24.90	Fullen Dock	\$ 19.66	
Rip Rap 90#	APAC	\$ 22.50	Vulcan Harbor	\$ 26.25	Vulcan Harbor	\$ 24.96	
Rip Rap 125#	APAC	\$ 22.50	Vulcan Graves	\$ 26.25	Vulcan Harbor	\$ 24.90	
Rip Rap 200#	APAC	\$ 22.50	Vulcan Graves	\$ 26.25	Vulcan Harbor	\$ 24.90	
Rip Rap 300#	APAC	\$ 22.50	Vulcan Graves	\$ 26.25	Vulcan Harbor	\$ 24.90	
#11 Black #10-1/4 x 10	Vulcan Harbor	\$ 19.50	No Award		No Award		
Arkalite Chip Seal (#7 Clay Aggregate)	No Award						
Arkalite Course Medium	No Award						

USAGE COMPARISON BASED ON 12 MONTHS						
PRODUCT	USAGE (Tons)	FY16 Pricing	Actual FY16 Budget Impact Based on Usage	FY17 Proposed Pricing	FY17 Budget Impact Based on FY16 Usage	Percentage of Change per Item
CR610 Limestone Base	4700	\$ 17.85	\$ 83,895.00	\$ 18.25	\$ 85,775.00	2%
#57 Limestone		\$ 19.25		\$ 19.60		2%
#7 Limestone		\$ 20.25		\$ 20.55		1%
#8 Limestone	200	\$ 20.25	\$ 4,050.00	\$ 20.55	\$ 4,110.00	1%
#4 Stone (2"-1")		\$ 20.25		\$ 20.55		1%
4IN Fines (#1 stone 4"-3")	950	\$ 20.50	\$ 19,475.00	\$ 21.25	\$ 20,187.50	4%
49# Rip Rap (Gabion)	1000	\$ 24.75	\$ 24,750.00	\$ 20.50	\$ 20,500.00	-17%
Rip Rap 90#		\$ 26.00		\$ 22.50		-13%
Rip Rap 125#	1500	\$ 26.00	\$ 39,000.00	\$ 22.50	\$ 33,750.00	-13%
Rip Rap 200#	605	\$ 26.00	\$ 15,730.00	\$ 22.50	\$ 13,612.50	-13%
Rip Rap 300#	1000	\$ 26.00	\$ 26,000.00	\$ 19.50	\$ 19,500.00	-25%
#11 Black #10-1/4 x 10	250	new product				
Arkalite Chip Seal (#7 Clay Aggregate)						
Arkalite Course Medium						

See Exhibit H.6.b.

c. Annual Galvanized and Aluminum Culverts: 17-300-003

Mrs. McNeil stated there were two bidders, G&O Supply and Coburn Supply. The Procurement Office is recommending G&O Supply as the lowest and best qualified bid based on price and proximity with Coburn as the first alternate.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve awarding the annual galvanized and aluminum culvert bid to G & O Supply based on the lowest and best qualified bid and list Coburn Supply as the first alternate.

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 ABSENT
 Supervisor Lee Caldwell, Fourth District YES
 Supervisor Michael Lee, Fifth District YES

Galvanized Culverts - DELIVERED							
Diameter	Corrugated	Round/Gauge	G & O	COBURN	Arch/Gauge	G & O	COBURN
8"	1 1/2 x 1/4	16	\$ 6.71	\$ 6.71	14	No Bid	No Bid
10"	1 1/2 x 1/4	16	\$ 8.39	\$ 8.39	14	No Bid	No Bid
12"	2 2/3 x 1/2	16	\$ 8.74	\$ 8.74	14	No Bid	No Bid
15"	2 2/3 x 1/2	16	\$ 10.48	\$ 10.48	16	\$ 11.54	\$ 11.54
18"	2 2/3 x 1/2	16	\$ 13.10	\$ 13.10	16	\$ 14.41	\$ 14.41
24"	2 2/3 x 1/2	16	\$ 16.60	\$ 16.60	16	\$ 18.26	\$ 18.26
30"	2 2/3 x 1/2	14	\$ 26.21	\$ 26.21	14	\$ 28.83	\$ 28.83
36"	2 2/3 x 1/2	14	\$ 31.45	\$ 31.45	14	\$ 34.60	\$ 34.60
42"	2 2/3 x 1/2	14	\$ 38.53	\$ 38.53	14	\$ 42.38	\$ 42.38
48"	2 2/3 x 1/2	14	\$ 44.03	\$ 44.03	12	\$ 65.59	\$ 54.49
54"	2 2/3 x 1/2	14	\$ 49.54	\$ 49.54	14	No Bid	\$ 61.54
60"	2 2/3 x 1/2	12	\$ 77.84	\$ 88.41	12	No Bid	\$ 97.25
72"	2 2/3 x 1/2	10	\$ 122.49	\$ 139.43	10	No Bid	\$ 153.37
Aluminum Culverts - DELIVERED							
Diameter	Corrugated	Round/Gauge	G & O	COBURN	Arch/Gauge	G & O	COBURN
8"	1 1/2 x 1/4	16	No Bid	No Bid	14	No Bid	No Bid
10"	1 1/2 x 1/4	16	No Bid	n/a	14	No Bid	No Bid
12"	2 2/3 x 1/2	16	\$ 9.18	\$ 9.18	14	No Bid	No Bid
15"	2 2/3 x 1/2	16	\$ 11.02	\$ 11.02	16	\$ 12.12	\$ 12.12
18"	2 2/3 x 1/2	16	\$ 13.78	\$ 13.78	16	\$ 15.15	\$ 15.15
24"	2 2/3 x 1/2	16	\$ 17.45	\$ 17.45	16	\$ 19.20	\$ 19.20
30"	2 2/3 x 1/2	14	\$ 27.55	\$ 27.55	14	\$ 30.31	\$ 30.31
36"	2 2/3 x 1/2	14	\$ 33.06	\$ 33.06	14	\$ 36.37	\$ 36.37
42"	2 2/3 x 1/2	14	\$ 40.50	\$ 40.50	14	\$ 44.55	\$ 44.55
48"	2 2/3 x 1/2	14	\$ 46.29	\$ 46.29	12	\$ 60.46	\$ 60.46
54"	2 2/3 x 1/2	14	\$ 52.07	\$ 52.07	14	No Bid	No Bid
60"	2 2/3 x 1/2	12	\$ 81.83	n/a	12	No Bid	No Bid
72"	2 2/3 x 1/2	10	\$ 124.99	n/a	10	No Bid	No Bid
54"	3X1	14	\$ 58.82	\$ 58.82	14	\$ 64.70	\$ 64.70
60"	3X1	12	\$ 92.94	\$ 92.94	12	\$ 102.23	\$ 102.23
72"	3X1	12	\$ 115.17	\$ 146.57	12	\$ 161.24	\$ 161.24
84"	3X1	12	\$ 134.01	\$ 134.01	12	\$ 147.41	\$ 147.41
96"	3X1	12	\$ 153.91	\$ 153.91	16	\$ 169.30	\$ 169.30
Delivery within (# days)			2	2		4	4

Galvanized Culverts - PICKED-UP BY COUNTY							
Diameter	Corrugated	Round/Gauge	G & O (20 mi)	COBURN (32 mi)	Arch/Gauge	G & O	COBURN
8"	1 1/2 x 1/4	16	\$ 6.71	\$ 6.71	14	No Bid	No Bid
10"	1 1/2 x 1/4	16	\$ 8.39	\$ 8.39	14	No Bid	No Bid
12"	2 2/3 x 1/2	16	\$ 8.74	\$ 8.74	14	No Bid	No Bid
15"	2 2/3 x 1/2	16	\$ 10.48	\$ 10.48	16	\$ 11.54	\$ 11.54
18"	2 2/3 x 1/2	16	\$ 13.10	\$ 13.10	16	\$ 14.41	\$ 14.41
24"	2 2/3 x 1/2	16	\$ 16.60	\$ 16.60	16	\$ 18.26	\$ 18.26
30"	2 2/3 x 1/2	14	\$ 26.21	\$ 26.21	14	\$ 28.83	\$ 28.83
36"	2 2/3 x 1/2	14	\$ 31.45	\$ 31.45	14	\$ 34.60	\$ 34.60
42"	2 2/3 x 1/2	14	\$ 38.53	\$ 38.53	14	\$ 42.38	\$ 42.38
48"	2 2/3 x 1/2	14	\$ 44.03	\$ 44.03	12	\$ 65.59	\$ 65.59
54"	2 2/3 x 1/2	14	\$ 49.54	\$ 49.54	14	No Bid	No Bid
54"	3X1	14	\$ 55.96	\$ 55.96	14	\$ 61.54	\$ 61.54
60"	2 2/3 x 1/2	12	\$ 77.84	\$ 77.84	12	No Bid	No Bid
60"	3X1	12	\$ 88.41	\$ 88.41	12	\$ 97.25	\$ 97.25
72"	2 2/3 x 1/2	10	\$ 122.49	\$ 122.49	10	No Bid	No Bid
72"	3X1	12	\$ 109.55	\$ 109.55	10	\$ 153.37	\$ 153.37
84"	3X1	12	\$ 127.48	\$ 127.48	12	\$ 140.22	\$ 140.22
96"	3X1	12	\$ 146.40	\$ 146.40	12	\$ 161.03	\$ 161.03

Aluminum Culverts - PICKED-UP BY COUNTY							
Diameter	Corrugated	Round/Gauge	G & O (20 mi)	COBURN (32 mi)	Arch/Gauge	G & O	COBURN
8"	1 1/2 x 1/4	16	No Bid	No Bid	14	No Bid	No Bid
10"	1 1/2 x 1/4	16	No Bid	No Bid	14	No Bid	No Bid
12"	2 2/3 x 1/2	16	\$ 9.18	\$ 9.18	14	No Bid	No Bid
15"	2 2/3 x 1/2	16	\$ 11.02	\$ 11.02	16	\$ 12.12	\$ 12.12
18"	2 2/3 x 1/2	16	\$ 13.78	\$ 13.78	16	\$ 15.15	\$ 15.15
24"	2 2/3 x 1/2	16	\$ 17.45	\$ 17.45	16	\$ 19.20	\$ 19.20
30"	2 2/3 x 1/2	14	\$ 27.55	\$ 27.55	14	\$ 30.31	\$ 30.31
36"	2 2/3 x 1/2	14	\$ 33.06	\$ 33.06	14	\$ 36.37	\$ 36.37
42"	2 2/3 x 1/2	14	\$ 40.50	\$ 40.50	14	\$ 44.55	\$ 44.55
48"	2 2/3 x 1/2	14	\$ 46.29	\$ 46.29	12	\$ 60.46	\$ 60.46
54"	2 2/3 x 1/2	14	\$ 52.07	\$ 52.07	14	No Bid	No Bid
54"	3X1	14	\$ 58.82	\$ 58.82	14	\$ 64.70	\$ 64.70
60"	2 2/3 x 1/2	12	\$ 81.83	\$ 81.83	12	No Bid	No Bid
60"	3X1	10	\$ 92.94	\$ 92.94	12	\$ 102.23	\$ 102.23
72"	2 2/3 x 1/2	12	\$ 124.99	\$ 124.99	10	No Bid	No Bid
72"	3X1	12	\$ 115.17	\$ 115.17	10	\$ 161.24	\$ 161.24
84"	3X1	12	\$ 134.01	\$ 134.01	12	\$ 147.41	\$ 147.41

96"	3X1	12	\$ 153.91	\$ 153.91	12	\$ 169.30	\$ 169.30
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Galvanized Bands							
Diameter	Corrugated	Round/Gauge	G & O	COBURN	Arch/Gauge	G & O	COBURN
8"	2'	16	\$ 13.42	\$ 13.42	16	No Bid	No Bid
10"	2'	16	\$ 16.78	\$ 16.78	16	No Bid	No Bid
12"	2'	16	\$ 17.47	\$ 17.47	16	No Bid	No Bid
15"	2'	16	\$ 20.97	\$ 20.97	16	\$ 23.07	\$ 23.07
18"	2'	16	\$ 26.21	\$ 26.21	16	\$ 28.83	\$ 28.83
21"	2'	16	\$ 29.70	\$ 29.70	16	\$ 32.68	\$ 32.68
24"	2'	16	\$ 33.20	\$ 33.20	14	\$ 36.51	\$ 36.51
30"	2'	14	\$ 52.42	\$ 52.42	16	\$ 57.66	\$ 57.66
36"	2'	14	\$ 62.90	\$ 62.90	12	\$ 69.19	\$ 69.19
42"	2'	14	\$ 77.06	\$ 77.06	12	\$ 84.76	\$ 84.76
48"	2'	14	\$ 88.05	\$ 88.05	12	\$ 131.17	\$ 131.17
54"	2'	14	\$ 111.91	\$ 111.91	12	\$ 123.09	\$ 123.09
60"	2'	14	\$ 176.83	\$ 176.83	12	\$ 194.50	\$ 194.50
72"	2'	12	\$ 219.09	\$ 219.09	12	\$ 241.00	\$ 241.00
84"	2'	12	\$ 254.96	\$ 254.96	12	\$ 280.45	\$ 280.45
96"	2'	12	\$ 292.79	\$ 292.79	12	\$ 322.07	\$ 322.07

Aluminum Bands							
Diameter	Corrugated	Round/Gauge	G & O	COBURN	Arch/Gauge	G & O	COBURN
8"	2'	16	No Bid	No Bid	16	No Bid	No Bid
10"	2'	16	No Bid	No Bid	16	No Bid	No Bid
12"	2'	16	\$ 18.37	\$ 18.37	16	No Bid	No Bid
15"	2'	16	\$ 22.04	\$ 22.04	16	\$ 24.24	\$ 24.24
18"	2'	16	\$ 27.55	\$ 27.55	16	\$ 30.31	\$ 30.31
21"	2'	16	\$ 31.22	\$ 31.22	16	\$ 34.34	\$ 34.34
24"	2'	16	\$ 34.90	\$ 34.90	14	\$ 38.39	\$ 38.39
30"	2'	14	\$ 55.10	\$ 55.10	16	\$ 60.61	\$ 60.61
36"	2'	14	\$ 66.12	\$ 66.12	12	\$ 72.73	\$ 72.73
42"	2'	14	\$ 81.00	\$ 81.00	12	\$ 89.11	\$ 89.11
48"	2'	14	\$ 92.58	\$ 92.58	12	\$ 120.92	\$ 120.92
54"	2'	14	\$ 117.64	\$ 117.64	12	\$ 129.40	\$ 129.40
60"	2'	14	\$ 185.88	\$ 185.88	12	\$ 204.47	\$ 204.47
72"	2'	12	\$ 230.34	\$ 230.34	12	\$ 253.36	\$ 253.36
84"	2'	12	\$ 268.02	\$ 268.02	12	\$ 294.83	\$ 294.83
96"	2'	12	\$ 307.82	\$ 307.82	12	\$ 338.60	\$ 338.60

RECOMMENDATION: Award all items to G & O Supply with Coburn Supply as first alternate. Award based on price per pipe and location proximity to Dept. of Road Management. Bid period begins on October 1, 2016, and continues for 12 months.

7. Office of Procurement

a. Request to Purchase Additional Radios for Sheriff – Insurance Claim

The Sheriff had to leave the meeting and Supervisor Medlin requested to hold this item to discuss when he returned. This item was not discussed again.

See Exhibit H.7.a.

b. Purchase Exceeding \$25,000 for Sheriff Radios

This item was brought before the Board on August 11th as an addition and voted on then.

See Exhibit H.7.b.

8. Office of Finance and Accounting

a. Inventory Dispositions Preliminary/Final – County Administrator, Tax Assessor

Mrs. Lynchard stated they found a note saying this was Mr. Garriga’s monitor and in a call to him, he stated he never had a monitor at his home. IT Director John Mitchell stated the monitor would be of no use because of its age. Mrs. Tapley stated the Princeton Monitor was also not found at the Tax Assessor’s office and it was very old as well.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the preliminary/final inventory disposition of two monitors as recommended.

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 ABSENT
- Supervisor Lee Caldwell, Fourth District YES
- Supervisor Michael Lee, Fifth District YES

FISCAL YEAR: 2015/2016		PRELIMINARY / FINAL				INVENTORY DISPOSITION 1 OF 2			
ASSET #	DESCRIPTION	SERIALS	REMARKS FOR DISPOSITION	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSABLE BY	FINAL DISPOSITION LOCATION	DATE OF FINAL APPROVAL	
33534	Princeton Graphics LED Monitor	WCCF1100DR6	Best / 12 yrs. old. Not comp. good	Best	8/15/16	Lost			

Exhibit N.A.-1

LOST OR STOLEN PROPERTY AFFIDAVIT

DeSoto
 COUNTY
365 Hester Street
 ADDRESS
Hernando, MS 38632
 ADDRESS

Location of Property: Best Date: 8/8/16

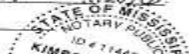
Description	Inventory Number	Report Date Number	Cost or Purchased	Value
Princeton Graphics LED Monitor	33534	N/A	585.00	0

Detailed Explanation of Loss: (In case of theft, robbery or mysterious disappearance, show the name of the Sheriff's Office notified and the date the loss was discovered. If such loss was not reported to a Sheriff's Office at the time of the discovery, give a complete explanation of such failure.)
 While conducting inventory for the County Administrator's office, we came across an asset number (Princeton Graphics LED Monitor) that couldn't be found. I followed any/all leads to its whereabouts with no luck. Contacted Felicia in IT and Vanelle is said to be because it is no longer compatible and very old (12 yrs).
 WE HEREBY STATE UNDER OATH THAT THE ABOVE FACTS ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

Board President Angela C. Tapley Date
 Inventory Control Clerk Vanessa Lynchard Date 8/10/16
 Employee Responsible for Property

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for DeSoto County, in the State of Mississippi, the above named individuals, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, the the 10 day of August, 2016
Kimberly D. Coy
 Notary Public



FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY / FINAL

INVENTORY DISPOSITION
1 OF 1

DEPT: 103 Tax Assessor
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 103
LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
37046	Samsung 21" LCD Monitor PMA/HCHL205297		Unfound	166500	8/15/16	LIST		

Exhibit N.A.-1

LOST OR STOLEN PROPERTY AFFIDAVIT

Desoto
COUNTY
365 Jester St
ADDRESS
Herrando, ms 38632
ADDRESS

Location of Property: unfound Date: 8/8/16

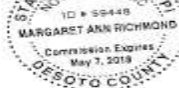
Description: Samsung 21" LCD Monitor. Inventory Number: 37046. Report Date: D/A. Cost or Purchased: 630.00 (2006). Value: 169.99.
This monitor was in question the last time inventory was taken to part of December 2015 because De Arma could not locate it & failed to get help in finding it w/ no success.
Detailed Explanation of Loss: (In case of theft, robbery or mysterious disappearance, show the name of the Sheriff's Office notified and the date the loss was discovered. If such loss was not reported to a Sheriff's Office at the time of the discovery, give a complete explanation of such failure.)
I researched what a Samsung 21" LCD monitor would cost @ the present time and come up w/ \$169.99

WE HEREBY STATE UNDER OATH THAT THE ABOVE FACTS ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

Board President: Clayton Jolley Date: _____
Inventory Control Clerk: Deanne Jolley Date: _____
Employee Responsible for Property: _____ Date: 8/13/16

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for Desoto County, in the State of Mississippi, the above named individuals, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the 8 day of Aug, 2016
Margaret Ann Richmond
Notary Public



See Exhibit H.8.a.

b. Inventory Dispositions – Preliminary – Sheriff SID, EMA, Sheriff

Mrs. Lynchard stated they found a lot of inoperable things during the physical inventory. These lists were found at Search & Rescue during the physical inventory.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the preliminary/final inventory disposition of inoperable items as listed.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 200
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: _____
LOC #: _____

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
8117	Spectra Mobile /cmo	609ATW0177	Inoperable	49 2565	Two way	8/15/16	Two way	Mark

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 2

DEPT: 260
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #:
LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
8273	MGM148 Motorola Mobile	Installed	Inoperable	1994 279 th	2/25			
8198	Motorola HD	751AUC0334X	"	1996 220 th	2/25			
31215	Motorola mobile/Hd Emg	20816414	Inoperable	2002 300 th	2/25			
31219	Motorola Mobile Radio	30832599	"	2002 300 th	2/25			
32550	Phone System	3H1K011447	Inoperable	2003 1994 th	2/25			
31190	Kenwood Mobile Rad	10300882	"	2002 300 th	2/25			
31194	Kenwood Mobile Radio	10500926	"	2002 300 th	2/25			

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 260
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 260
LOC #: 225

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
86885	Hard Shell Motorola Laptop	3433EY0139 Model L850	Inoperable	3800	2/25			8-5-16

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: SHERIFF'S DEPARTMENT
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 200
LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL - VEHICLE AND/OR HEAVY EQUIPMENT - MILEAGE OR HOURS MUST BE INCLUDED	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
34139	FORD 2004 F250	1FTNW21P34ED75914	DECLARE AS SURPLUS / AUCTION MILEAGE: 200,835-High Miles	04 25k	Central Maint			
34488	Truck Canopy	200604280020228	Attached to Asset# 34139 / Auction	6 6k	Central Maint			
40910	FORD 2008 CV	2FAHP71V88X153004	DECLARE AS SURPLUS / AUCTION MILEAGE: 187,705 -High Miles	11 13k	Central Maint			
41706	FORD 2007 CV	2FAHP71W87X157299	DECLARE AS SURPLUS / AUCTION MILEAGE: 179,274 -High Miles	11 11k	Central Maint			
40770	FORD 2007 CV	2FAHP71W07X157295	DECLARE AS SURPLUS / AUCTION MILEAGE: 173,855 -High Miles	10 12k	Central Maint			
39842	FORD 2005 CV	2FAHP71W05X144382	DECLARE AS SURPLUS / AUCTION Engine Blown - MILEAGE: 138,000	9 10K	Central Maint			
45560	2004 Ford Mustang	1FAFP40644F203984	SURPLUS FORFEITURE / AUCTION	16 1k	SID Lot			
44743	2005 Pontiac Sunfire	3G2JB12F25S117637	SURPLUS FORFEITURE / AUCTION	15 1k	SID Lot			
45489	2002 Ford Ranger	1FTYR10L52PA77619	SURPLUS FORFEITURE / AUCTION	16 1k	SID Lot			
45630	1996 Toyota 4 Runner	JT3HN87R2T0025241	SURPLUS FORFEITURE / AUCTION	16 1k	SID Lot			
45631	2004 Hyundai Sonata	KMHWF25SXA056991	SURPLUS FORFEITURE / AUCTION	16 1k	SID Lot			
42094	YAMAHA 4-WHEELER	5Y4AH08Y81AD10644	SURPLUS Found Property / AUCTION	12 5H	SID Lot			
45638	1998 BMW 323i (red)	WBABJ8329WEM21447	SURPLUS FORFEITURE / AUCTION	16 6H	SID Lot			

AUTHORIZATION TO DISPOSE SIGNED BY: <u>Roger Hultins</u> PRINT NAME: Roger Hultins		DATE: _____	INVENTORY CLERK INFORMATION PRELIMINARY PRESENT TO BOS	NOTES
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FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 2

DEPT: 260 EMA
NAME:

NRC = NON REPAIRABLE (COST) K = THOUSANDS
NR = NON REPAIRABLE H = HUNDREDS
DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #: 260
LOC #: 260

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
82444	03' Dodge Durango	1D4HS38NR3F345768	Donation to Tippah Co	03 230 th	3/6			8-15-16
80045	94' Ford Super Duty	1FDLF47M8BA94502	Donation to Tippah Co	94 35472 nd	3/4			

See Exhibit H.8.b.

c. Claims Docket

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks brought invoice documentation to address any questions.

Supervisor Jessie Medlin asked about the following claims:

Page 16 – TomCo – Mrs. Lynchard stated this was for concrete behind the courthouse to expand the

circle drive.

Supervisor Mark Gardner asked about the following claims:

Page 11 – Fortenberry/Ballard – Mrs. Freeze stated this is the 3rd installment for the audit. She said there will be one more.

Page 15 – Carrier Mid-South – Mr. Jarman stated this was for motors purchased for the Juvenile Detention Center on a weekend. His department purchased the motor and they opened the store after hours for the purchase.

Page 16 – United Refrigeration – Mr. Jarman stated he was not sure which building this particular motor was for. His department has replaced several.

Page 17 – Southern Computer Systems – Mr. Mitchell said this was for 2, 4-way cameras. They are hoping these will save money by not having to buy and cable 4 cameras. He said they are still under review.

Page 45 – Hunter Paper for DHS – He asked Mrs. Lynchard if she had spoken to Mrs. Greer. Mrs. Lynchard said Mrs. Greer was trying to keep a sufficient stock in their office to prevent running out of necessities. She stated she would never stockpile just to spend money that was in the budget. He also asked about them buying toner. Mrs. Lynchard said the State manages their supplies and IT has no control over their toner usage.

Page 46 – Lawrence Printing – The invoice showed this was for a form that DHS uses.

Page 57 – Smith, Phillips – Jeremy Davis et al – Mr. Nowak stated this list was forfeitures. He said if they go to trial, they charge by the hour and if they don't it's a contingency fee.

Page 58 – Turner Repair – Mr. Swims stated this was a lot of investigation trying to make repairs to a limb truck.

Page 64 - \$750,000 Bond payment – Mrs. Freeze stated this is an annual payment. Supervisor Gardner asked if this was one of the bonds being refinanced. Mrs. Freeze said a portion of it is.

Page 65 – Urban Arch - Supervisor Gardner wanted to know the total. Mr. Jarman stated the total for juvenile and ADA compliance was \$7500.

Page 67 – Granicus – Mr. Mitchell stated this is the 1st payment for the Chancery software upgrade.

Supervisor Bill Russell was absent.

Supervisor Lee Caldwell asked about the following claims:

Page 30 – Thoroughbred Aviation – Aviation Strap – John Mitchell looked this item up and found it is the strap that makes the blade rotors turn.

Page 30 – Helmet – The Sheriff stated that was turned in and will be for the next person that needs it.

Page 31 – State Treasurer Fund – Consultant/Counseling – Donna Ford said this is crime lab testing.

Page 31 – Black Bag Technology – Dues and Subscriptions – John Mitchell said this is forensic software.

Page 38 – Bytesurgery – Dues and Subscription – John Mitchell said this is incident software for accident reconstruction

Page 38 – Sportsman's Warehouse – \$2,310 – Sheriff Rasco said this was a generator for Search and Rescue.

Page 39 – Zoll Medical – Mrs. Lynchard said this is for the 3-year warranty contract that the Board approved last meeting.

Supervisor Michael Lee asked about the following claims:

Page 13 – Upchurch - \$713 – Mr. Jarman stated they don't usually do after hours calls, but this particular case made toilets in a large area malfunction. He stated there are no cleanouts in the cell areas, so they had to take apart pipes and do a good bit of work. Mr. Jarman said he checked with Upchurch and they are going to pull the bill to see why the cost was high.

Page 14 – UrbanArch Assoc. – The invoice showed this was for the Courthouse ADA. Mrs. Lynchard stated MS Dept. of Archives and History required an architect's rendering of the project. Mr. Nowak also pointed out that ADA has very specific requirements that have to be followed.

Page 38 – Sportsman's Warehouse – The invoice showed Garmin GPS with radios for search & rescue.

Page 38 – Rescue Supplies - \$61.98 – The invoice showed a retrieval magnet & motor repair supplies.

Page 53 – Ford Interceptor – Mrs. Freeze stated that was Adult Drug Court's new vehicle that was approved and was in their budget.

Sheriff Rasco asked about the following claim:

Page 37 – Select Administrative Service – Weekly Medical Fees – Sheriff Rasco said this company used to come to the Sheriff and show them the savings, but he feels this needs to be looked at. He said

the company is charging per inmate at the jail, but they are not sending many inmates to the hospital anymore. He thinks this charge is excessive. Mrs. Lynchard stated she can look at other options. Sheriff Rasco said he thinks that would be a good idea.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve the claims docket and authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer, with the exception of Upchurch Plumbing for \$713.00 on page 13.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

d. Late Bills

Mrs. Hanks brought late bills that were overlooked on the docket. Michelle Haberstroh, \$2,418.30 for transcription fees, MS Dept. of Revenue for 3 tags for Adult Drug Court and Sheriff's Office.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the payment of the late bills to Michelle Haberstroh and MS Dept of Revenue as presented by Mrs. Hanks.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.8.d.

9. Request for Travel

Mrs. Lynchard stated the MAS fall workshop is October 24-26 in Starkville. She stated the County Administrator's Meeting is in conjunction with this meeting.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize any Board members or staff to attend the MAS Fall Workshop.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

10. Contract Administration – Shred-It – Youth Court

Director of Procurement and Administrative Services Pat McLeod stated Judge Wilson wants to a one-time purge and have Shred-It come on-site for shredding. She said Mrs. Cox got several quotes and this was the cheapest one. This is a one-time agreement for \$480.00.

Supervisor Medlin asked if the departments try to get together and have several departments share a time. Mrs. Lynchard said they try, but it is very hard to know and plan when each department needs the service.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the one-time contract with Shred-It.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.10.

11. Refund from Siemens Industry

Mrs. Lynchard stated the County fell short of anticipated savings. She said they have been working with Siemens for 3 years and Siemens has submitted a check for \$122,632.00 to reimburse the County for savings shortfalls. Mrs. Lynchard said she feels Siemens is doing their best to help the County get what they set out for. She said they have recently re-engineered the system to help it be more efficient.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the check from Siemens Industry for \$122,632.00 and make it a part of the minutes.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.11.

12. General Electric Credit Corporation – Refund of 2015 Taxes

Mrs. McLeod stated she received a letter from the Tax Assessor stating they taxed a piece of property as personal property that was not supposed to be taxed in the amount of \$2,878.32.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to refund the taxes in the amount of \$2,878.32 as recommended by the Tax Assessor.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.12.

13. Bond Payments DeSoto County Convention & Visitors Board

Board Attorney Tony Nowak stated he talked with Sam Keys and Mr. Keys advised there were no problems with the CVB making these bond payments. He said the Local & Private Legislation says on the first line they have to pay their debt. Mr. Nowak suggested the CVB send a receipt when payment is made to give the County documentation of payment.

Mrs. Lynchard stated Mr. Grubbs was just concerned because the bond is in the County's name. Mr. Nowak stated he will work with Mr. Grubbs and Mr. Keys in regards to the current efforts to refund a

portion of the CVB bonds, to determine if there will be any changes in payment methods.

See Exhibit H.13.

14. Budget FY17

Mrs. Lynchard stated she wanted to be sure about a bill from North Central MS Resource Council and Development for \$100.00. Mrs. Lynchard said there is an appointee from DeSoto County Soil and Water Conservation District on the council and the letter says they provide support in community projects. The Board agreed to have Mrs. Lynchard find out who the appointee is and what they have done.

Page 3 – Board of Supervisors

Line 919 – Mrs. McLeod stated she would like to keep the \$500 for furniture, and stated it will not be used unless needed. She said this is to be able to fix or replace something that breaks without waiting for Board approval.

Page 6 – Tax Assessor

Mrs. Lynchard stated she met with Mr. Pickle and he said his employees qualify for the \$1,000 - \$3,500 salary increases for recent certifications. Mr. Nowak stated he does not interpret the code to require these increases be given every year. Mrs. Lynchard stated she had HR pull payroll from 2011 and she does not see where these employees have gotten this bonus every year. She said he is requesting to take the money out of his appraisal fees.

Supervisor Medlin said he would like for Mr. Nowak and Mrs. Lynchard to meet with Mr. Pickle and try to get this straightened out.

Sheriff’s Department

Sheriff Rasco stated the Board asked them to see what they could reduce so they came up with the following reductions:

Line 200 – Administrative -	\$26,451
Line 201 – Aviation	\$62,204
Line 220 – Jail	\$179,432
Line 222 – Medical	\$7,663

Increases of:

Line 202 – Patrol/Law Enforcement	\$639,450
Line 223 – Juvenile	\$15,436

For a total increase of: \$207,135 and a Grand Total Budget Request of \$20,469,709.00
This amount does not include any raises.

There was some discussion regarding the holiday pay. Sheriff Rasco suggested breaking the holiday pay into quarters, put in for the 1st quarter and look at it from there. Supervisor Gardner suggested allowing the officers to take an alternate holiday within a certain period of time.

Sheriff Rasco suggested taking money from the insurance refund to buy cars and that would leave money in the budget for raises and/or holiday pay.

Mrs. Donna Ford also said they will have excess money in several funds to use for the back holiday pay. Mrs. Lynchard said if the AG opinion Mr. Nowak is requesting regarding holiday pay for shift workers does not come back before fiscal year end, the funds can be carried over and put in a new line called holiday pay so it will all be in one place.

The Board stated they are in favor of approving the Sheriff’s budget as proposed with the \$207,135 increase as of now. There was no vote as the entire budget has not been looked at yet.

15. Part-time Prosecutor

Mrs. Lynchard stated that Justice Court has recommended Mark Sorrell as the part-time prosecutor. The Board added \$26,268 to the budget for a yearly salary to cover this item, and this is who Mr. Craig Treadway recommends, along with the Justice Court Judges. Supervisor Medlin stated this should

make the conflict dates go away. Mrs. Lynchard agreed.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the hiring recommendation of Mark Sorrell for Justice Court part-time prosecutor.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.15.

16. Justice Court Appreciation Letter

Mrs. Lynchard stated the Board had received a letter signed by all the Justice Court Judges and Justice Court Clerk Pat Sanford expressing their appreciation for all the County's work on their building.

Supervisor Medlin asked what security enhancements had been put in place. Mr. Jarman stated they made a doorway so the prisoners would no longer cross behind the court clerks entering the courtroom.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to make the letter a part of the Board minutes.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.16.

17. Engineer Selection – Commerce Street

Mr. Austin Cardosi said MDOT had sent back the qualification proposal, he did the internal review, and the Transportation Committee recommends Waggoner Engineering.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the recommendation of Waggoner Engineering as engineers on the Commerce Street project.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

18. Development Cost Update

Mrs. Lynchard stated she and others had met with four developers and had a very good meeting. They asked the developers to write down what their questions were and Mr. Laughter reported he had just received those questions back. He stated as development is picking back up, it is time to look at the process involving Environmental Services, Engineering, and Planning. Mr. Laughter said the County is being reactive by not knowing about issues until someone goes out and finds them.

Mr. Laughter said his department is looking for a good construction drive, silt fence that is properly

installed, and hay or seed for erosion control.

Mr. Hopkins said the Planning Department is looking at the house; foundation, framing, set back, etc. He said someone has to go back out for follow up after big rains. He also stated Planning does not go back to sites to check silt fences.

Randy Williams said he found 2 lots by just driving down the road. One had a silt fence, and had worked the lot, but had not pulled any permits. The other was doing major dirt work with no silt fence, but a call to the dirt man resulted in a silt fence going up over the weekend. He said there are numerous cases of work being started and no permits in place.

Mrs. Lynchard stated these enforcement agencies need direction from the Board on how much they want them to do. She asked if the Board wanted them to start patrolling or rely on citizen calls. She said they are really trying to see what the Board expects and wants.

Supervisor Gardner stated he did not expect these small departments to patrol 650 miles of county roads every week. He suggested training the Road Superintendents to call in on sites that they see. Mr. Laughter said Joel Neal and Steven Bolin do call in to his department a good bit.

Supervisor Caldwell stated the road crews need to know the Board is inviting them to let Planning and Environmental Services know where problems are. She said the Board also needs to be educated on what to look for as they are getting around their districts.

Supervisor Medlin asked if everyone knows what their responsibilities are. Mr. Laughter said they have had some meetings. Environmental Services is the enforcement side to put a stop work order if a builder or developer is not in compliance with stormwater regulations. He said when he does that, the builder is probably going to call the Supervisor. Mr. Laughter wanted to be sure the Board knew that the County ordinance allows a letter to be a stop work order; but they have to go to court to assess fines.

Mr. Hopkins pointed out that the builders sign that they are responsible for stormwater measures. He said sometimes they do not realize what they are signing off on. He further stated that the complaints are coming from neighbors, not MDEQ. Mr. Hopkins stated just because a silt fence is up, it does not mean it is right. He stated it is an involved process to be sure all the builders are in compliance.

Supervisor Medlin stated he would like the County to be more strict on the concrete lined ditches. Mr. Swims stated concrete lined works well on very steep or very flat grades if it is done correctly.

There was some discussion about erosion bonds, releasing phases from bonds as completed, and SWPP fines. No Board action was taken.

I. PLANNING COMMISSION

1. PUBLIC HEARING

a. Rezoning

Supervisor Caldwell recused herself from this item.

Supervisor Medlin made the motion and Supervisor Gardner seconded the motion to open the Crosswinds PUD Revision Appeal Public Hearing advertised for this day.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	ABSENT
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	ABSENT
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

- i. Crosswinds PUD (747) - Application is for approval of revision of Rezoning of property from R-30 to PUD and a revision to the text,**

identified as Parcel #306-3-05-00-0-00015-01 and 3-06-3-05-00-0-00014-00, located on the east side of Craft Road and south of Byhalia Road in Section 5, Township 3, Range 6 and is zoned PUD and R-30 (District 5) Applicant: Short Creek, LLC

Mr. Hopkins stated the applicant for this item has requested this application be tabled. There was discussion of when the item should be tabled to.

Supervisor Medlin asked if there was anyone to speak for or against this item. There was no one.

Supervisor Lee made the motion and Supervisor Gardner seconded the motion to table Crosswinds PUD Revision until the October 3, 2016 meeting at 11:00 a.m.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	ABSENT
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	ABSENT
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

2. CONSENT

a. Minor Lot

- i. Kashana McClatchey Minor Lot (7078) – Application is for final subdivision approval of one (1) lot on 2.0 acre(s) and three (2) lots on 1.45 acre(s) each. Subject property is identified as Parcel(s) #2-08-8-28-00-0-00004-00. Subject property is located on the south side of Nesbit Road and east side of Horn Lake Road in Section 28, Township 2, Range 8 and is zoned Agricultural-Residential (A-R). (District 4) Applicant: Bobbie J. Young/Kashana McClatchey**
- ii. Riffe-Hunt Place Minor Lot (7079) – Application is for final subdivision approval of one (1) lot on 8.835 acre(s) and one (1) lot on 3.29 acre(s). Subject property is identified as Parcel(s) #2-08-9-30-00-0-00022-01. Subject property is located on the north side of Dean Road and west of Fogg Road in Section 30, Township 2, Range 8 and is zoned Agricultural-Residential (A-R). (District 4) Applicant: Theresa Riffe**
- iii. Drumwright Minor Lot (7080) – Application is for final subdivision approval of one (1) lot on 2.15 acre(s). Subject property is identified as Parcel(s) #3-06-3-05-00-0-00016-00. Subject property is located on the west side of Craft Road and south of Byhalia Road in Section 5, Township 3, Range 5 and is zoned Agricultural-Residential (A-R). (District 5) Applicant: Meredith Drumwright**
- iv. Larry Leake 2 Lot Minor Lot (7081) – Application is for final subdivision approval of one (1) lot on 3.57 acre(s) and one (1) lot on 1.50 acre(s). Subject property is identified as Parcel(s) #2-07-4-19-00-0-00009-03. Subject property is located on the north side of Bankston Road and west of Bankston Road N in Section 19, Township 2, Range 7 and is zoned Agricultural-Residential (A-R). (District 5) Applicant: Everett West/ Larry Leake**
- v. Harmon Gardens Minor Lot (7082) – Application is for final subdivision approval of one (1) lot on 3.99 acre(s) and one (1) lot on 1.00 acre(s) . Subject property is identified as Parcel(s) #2-06-4-17-00-0-00002-02. Subject property is located on the south side of**

**College Road and east of Craft Road in Section 17, Township 2, Range 6 and is zoned Agricultural-Residential (A-R). (District 5)
Applicant: Tony Phillip Harmon**

Mr. Hopkins presented the Consent Agenda. He then stated the applications meet all Subdivision Ordinance requirements.

Supervisor Caldwell made the motion and Supervisor Lee seconded the motion to approve the Consent Agenda items as presented.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	ABSENT
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

3. FINAL

- a. Kyle’s Creek Subdivision Section “D” (7074) - Application is for final subdivision approval of thirty one (31) lots on 16.96 acre(s). Subject property is located on the south side of Hwy 302 and east of Center Hill Rd. in Section 33, Township 1, Range 5 and is zoned R-20. (District 1)
Applicant: Hollingsworth Properties, LLC**

Mr. Hopkins presented the application for Kyle’s Creek Subdivision Section “D” for final subdivision approval of thirty one (31) lots on 16.96 acre(s). Mr. Henry Porter is present to represent the application.

Supervisor Medlin asked how many more phases are left in this subdivision. Mr. Porter stated there are approximately 2-3 more phases.

Supervisor Caldwell asked what the average house size is in this subdivision. Mr. Porter stated the average house is approximately 2,200 sqf.

Supervisor Medlin made the motion and Supervisor Gardner seconded the motion to approve the Kyle’s Creek Subdivision Section “D” final application.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	ABSENT
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

- b. Barton Ridge Subdivision Section “C” (7075) - Application is for final subdivision approval of twenty four (24) lots on 13.93 acre(s). Subject property is located on the south side of Hwy 302 and east of Center Hill Rd. in Section 33, Township 1, Range 5 and is zoned R-20. (District 1)
Applicant: Payne Lane Development, LLC.**

Mr. Hopkins presented the application for Barton Ridge Subdivision Section “C” for final subdivision approval of twenty four (24) lots on 13.93 acre(s). Mr. Henry Porter is present to represent the application.

Supervisor Medlin made the motion and Supervisor Gardner seconded the motion to approve the Barton Ridge Subdivision Section “C” final application.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	ABSENT
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

J. EXECUTIVE SESSION

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

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to recess the Board meeting until Monday, August 22, 2016, at 8:00 a.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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

THIS the 15th day of August, 2016, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors