

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT THREE BILL RUSSELL, PRESIDING

August 3, 2015

A. CALL TO ORDER

The August 3, 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

Supervisor Lee Caldwell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. 9:00 a.m. Public Hearing for Tax Protests & Approval of Tax Roll

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to open 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

County Administrator Vanessa Lynchard stated that Piet Zee and Stephen Gullett are present today from the Tax Assessors Office regarding any tax protest. She said that no protest has been filed in the Administration Office, Chancery Clerks Office or the Tax Assessor’s Office this year.

Mr. Zee said they are bringing the updated rolls to the Board for final approval.

Ms. Lynchard asked if the numbers had changed from the July presentation. Mr. Zee said there were some minor changes but not a lot of dollars involved. Mr. Zee said that the Chancery Clerk will present the final roll to the Board.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to close the Public Hearing.

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 Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to state in the Board Minutes that no one appeared for a Tax Protest at the Board Meeting today and to approve the tax rolls as presented by the Tax Assessors Office.

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

See Exhibit D.1

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to adopt the tax roll as presented by the Tax Assessor and Chancery Clerk and authorize the Board president to sign any documents necessary for submission of the tax rolls to the State.

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

E. CITIZEN REMARKS & PRESENTATIONS

Supervisor Bill Russell asked if there was anyone present in the audience who wished to address the Board regarding an item. No one was present.

1. Resolution of Appreciation

Jordan Sanders of Lewisburg High School Power Lifting Team – State Champion

Supervisor Jessie Medlin recognized Jordan Sanders, his parents and Coach Jeremy Boler of Lewisburg High School. Mr. Medlin said that Jordan's grandfather used to work for the Road Department in the Olive Branch area. Mr. Medlin read the Resolution of Appreciation and stated that he was very proud of Jordan and Coach Boler and their representation for DeSoto County.

See Exhibit E.1

F. APPROVAL OF JULY MINUTES

The Board of Supervisors considered the minutes for July as presented.

The official minutes of the Board of Supervisors were read for the month of July, 2015.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the minutes of the Board of Supervisors for July, 2015, as presented this date with changes to the draft minutes previously submitted; pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

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. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

1. Sheriff Bill Rasco stated that he had received a request from the Nesbit Fire Department and the Walls Police Department for donation of any used vehicles.

Supervisor Jessie Medlin asked how the insurance coverage on the vehicles would be handled.

County Administrator Vanessa Lynchard said that when the title is transferred the vehicle would come off the insurance.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Sheriff Department donating a vehicle to the Nesbit Fire Department and a vehicle to the Walls Police Department and authorize Board Attorney to draw up the paperwork.

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>

2. Board Attorney Tony Nowak said he had three items.

- a. Delete agenda Executive Session item L.2 –Cases of Extraordinary Emergency: Gang Task Force**
- b. Add - Resolution for the Convention and Visitors Bureau (CVB)**

Mr. Nowak said he had prepared a resolution for the appointment of Mandi Abernathy to the CVB, as previously approved by the Board, and he is requesting the Board to approve the resolution..

Supervisor Mark Gardner said he would like to present a proclamation of appreciation to Lamar Rodman, as the outgoing District 2 appointee, at the next meeting and the entire CVB needed to be invited to the meeting.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the resolution for the appointment of Mandi Abernathy to the CVB, and to authorize the preparation of a Resolution of appreciation for Lamar Rodman.

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.b

c. Final Agreement on the Transfer of Car to Lewisburg Fire Department

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Final Agreement on the Transfer of Vehicle to the Lewisburg Fire Department.

The motion passed by a vote as follows:

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

See Exhibit G.2.c

3. Supervisor Bill Russell requested adding an item to the Agenda for the Reappointment of Harold Moore to the CVB.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to reappoint Harold Moore to the CVB.

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>

4. Supervisor Bill Russell requested adding item to the Agenda – MDOT Grass Cutting.

Supervisor Bill Russell said a meeting with MDOT was held at the Council of Governments (COG) meeting regarding mowing of grass on State maintained roads. They only mow the roads twice a year and they don't do a very good job. The roads look bad and it is a reflection on the Supervisors. The citizens think that the County is responsible for these roads and he has received several calls on Hwy. 301. This road has curbs and gutters on it and they don't cut this type of road very good. Some of the homeowners are cutting portions of the property up to the easements. There was a discussion about MDOT paying the County to mow the roads. Supervisor Russell asked for the Board to authorize Road Manager Andy Swims to work with MDOT on these roads to see if the County could get some reimbursement from MDOT to mow these roadways.

Supervisor Lee Caldwell said she also has received calls regarding road mowing in her district. The people are complaining because they think the County is doing the mowing. She said MDOT took on easements that they do not need and they would like to turn this back over to the landowners. Ms. Caldwell said she would like for the Board Attorney to look into the matter of returning these easements to the landowners.

County Administrator Vanessa Lynchard said the MDOT rates for mowing vary from \$28 to \$38 for mowing. If the property has litter pickup they charge \$10 for this, which is in the overall price.

Supervisor Jessie Medlin said that on Hacks Cross Road the grass was so high that people had trouble seeing how to get on the road. We don't want the roads to be penalized by MDOT not cutting the grass.

Board Attorney Tony Nowak said that the County Litter Ordinances do not apply to MDOT.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize Road Manager Andy Swims to research with MDOT the ability of the county mowing the grass on state highways and receiving reimbursement of cost from MDOT.

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>

5. Supervisor Mark Gardner added item – MS Department of Corrections and Criminal Justice Task Force Meeting.

Supervisor Mark Gardner presented copies of agenda and minutes of the recent meeting of the Corrections and Criminal Justice Oversight Task Force. He stated that Chad Wicker went to the meeting with him and was able to discuss situations regarding inmates. Supervisor Gardner said he was appointed by the Mississippi Association of Supervisors (MAS) to be the representative for Supervisors on the House Bill 585 implementation. This committee will recommend changes to the legislature on this bill. Supervisor Gardner said he would need for the Board Attorney to help to understand certain parts of this bill. He said that between Louisiana and Mississippi they have the highest cost on prisoner incarcerations and number of prisoners.

Board Attorney Tony Nowak said that Judge Chamberlin would be a great source of information on this House Bill 585. He has a lot of knowledge about court process and noted his Adult Drug Court is the most successful in the State.

Supervisor Gardner said the committee’s objective is to measure the effectiveness of this bill and to guard against any unfunded requirement that would require County funds.

Ms. Lynchard said the State moved claims that were in Circuit Court to Justice Court, and this will created more cases for Justice Court. The State pays for Circuit Court, but the County is responsible for this cost in Justice Court.

No motions were made on this item.

See Exhibit G.5

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

a. Budget Amendment – Circuit Court

Ms. Lynchard said that Judge Chatham had requested funds in the amount of \$3,000 be amended to his budget to cover for the expense of an expert witness in a case.

Transfer From:	001-999-999	Ending Cash	\$3,000
Transfer To:	001-161-594	Other Contractual Service	\$3,000

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the budget amendment of \$3,000.00 for the Circuit Court Judge Gerald Chatham regarding an expertise witness in a case.

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.6.a

b. Scheduling the BOS August Meetings

County Administrator Vanessa Lynchard presented the Board with a calendar sheet to allow them to make decision on the dates for meetings to discuss the FY16 Budget. She reminded the Board about the August 17th meeting with the Corp of Engineers to make a tour of DeSoto County for the flooding areas of concern. This will require the BOS Meeting for the 17th of August to be moved to another date.

The Board decided to meet on August 10, 2015 at 9:00 a.m. for the next board meeting and to schedule another meeting for August 24, 2015 at 9:00 a.m.

Board Attorney Tony Nowak said the final adopted budget has to be advertised by September 30, 2015.

Supervisor Bill Russell stated that he would be out starting August 14, 2015 and would not return until September 1, 2015.

No motions were made on this item.

7. Director of Administrative Services & Procurement, Pat McLeod requested to add items as follows:

a. Mid-South Fair Contract

Ms. McLeod presented the Contract for the Mid-South Fair Booth, maintained by the County at the Fair. The contract requires board approval and signature of the President of the Board. She said the Board Attorney had reviewed the contract.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the contract and authorize the Board President to sign the contract.

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.7.a

b. Bids Under Advisement – EMS Monitor/Defibrillator and Automated CPR System.

Procurement Clerk Shelia Morris and EMS Director Theodor Baraniuk presented bid file 16-240-001 to the Board. Ms. Morris stated that there were four vendors who sent in bids for this equipment. Only one vendor bid on both pieces of equipment and that was Zoll Medical Corp. Ms. Morris said they are requesting the Board to authorize purchasing five (5) defibrillators and three (3) CPR systems.

Ms. McLeod stated that the County is trading in their current equipment and will receive a credit of \$8,711.09 / per defibrillator.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the recommendation of the Procurement Clerk Shelia Morris and EMS Director Theodor Baraniuk and award the Bid 16-240-001 to Zoll Medical Corp for the purchase of 5 defibrillators and 3 CPR systems, with the authorized credit of \$8,711.09 / per defibrillator for existing County equipment, finding Zoll Medical Corp to be the lowest and best qualified bid.

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.7.b

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	<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. CONSENT AGENDA

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

Supervisor Bill Russell asked what could be done about the prescription claims.

County Administrator Vanessa Lynchard said she had read some articles that talk about prescription costs and the County needs to look at all pharmacy agencies. She said that Humana has brought in several agencies for the County to look at. There are two or three drugs that are driving up the cost and this is an industry issue. The Insurance Commissioner needs to look at these issues and address them.

Supervisor Jessie Medlin asked if the Board had a say in using cheaper drugs. Ms. Lynchard said that some doctors will only allow their patients to use the name brand drugs and not the generic drugs.

1. Department of Human Resources

a. Monthly Health Claims Report

The following is a recap of all insurance claims funded for the month of July and paid to Humana:

Funding Request	Date Paid	Amount	Claim Type
Date			
7/1/15	7/2/15	\$81,439.07	Administration Fees
7/6/15	7/6/15	\$39,239.38	Medical
7/6/15	7/6/15	\$7,810.15	Dental
7/6/15	7/6/15	\$37,821.11	Pharmacy
7/13/15	7/14/15	\$156,486.01	Medical
7/13/15	7/14/15	\$3,818.95	Dental
7/13/15	7/14/15	\$27,509.28	Pharmacy
7/20/15	7/22/15	\$33,416.35	Medical
7/20/15	7/22/15	\$5,804.75	Dental
7/20/15	7/22/15	\$28,605.96	Pharmacy
7/27/15	7/28/15	\$0.00	Medical
7/27/15	7/28/15	\$3,691.60	Dental
7/27/15	7/28/15	\$45,739.67	Pharmacy

	TOTAL	\$471,382.28
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** Health Claims are listed as \$0 because we received a stop loss reimbursement.

b. Humana Summary Plan Description & Authorization 2015 for Board President Signature

2. Publication of Board Proceedings

3. Office of Finance & Accounting

a. Budget Amendments

DeSoto County, Mississippi BUDGET AMENDMENT REQUEST August 3rd, 2015						
Fund/Department #		027 / 174				Updated 7/15
Date:		8/3/2015				
1	Chancery Court Reporters					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
027-174-476	MEALS & LODGING	\$ 2,839.52	\$ 2,500.00	\$ 500.00		\$ 3,000.00
027-174-919	FURN / OFFICE EQUIP - UNDER \$5000	\$ 6,114.33	\$ 5,300.00	\$ 850.00		\$ 6,150.00
027-174-475	MILEAGE & OTHER TRAVEL COSTS	\$ 10,731.50	\$ 15,000.00		\$ 500.00	\$ 14,500.00
027-174-523	CONTRACTUAL PRINTING	\$ -	\$ 1,200.00		\$ 850.00	\$ 350.00
TOTALS			\$ 24,000.00	\$ 1,350.00	\$ 1,350.00	\$ 24,000.00
Reason for Request: To adjust various line items for deficits						
(Show detailed justification)						
Requested by: Linda Stinson						
For Department: Chancery Court Reporters						

Fund/Department # 001 / 200-202-225						
Date:		8/3/2015				
2	Sheriff's Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-476	MEALS & LODGING	\$ 6,129.54	\$ 7,500.00	\$ 850.00		\$ 8,350.00
001-200-501	POSTAGE	\$ 2,179.00	\$ 3,630.00		\$ 470.00	\$ 3,160.00
001-200-523	CONTRACTUAL PRINTING	\$ 4,163.91	\$ 6,600.00		\$ 380.00	\$ 6,220.00
001-202-542	VEHICLE REPAIR	\$ 68,969.18	\$ 75,000.00	\$ 3,000.00		\$ 78,000.00
001-202-552	MEDICAL FEES	\$ 2,135.00	\$ 2,500.00	\$ 180.00		\$ 2,680.00
001-202-674	LUBRICATING OILS & GREASE	\$ 16,083.21	\$ 17,200.00	\$ 500.00		\$ 17,700.00
001-202-544	SERV/MAINT CONTRACT	\$ 21,457.80	\$ 66,752.00		\$ 3,680.00	\$ 63,072.00
001-225-617	RESCUE SUPPLIES	\$ 3,624.59	\$ 4,248.00	\$ 1,018.00		\$ 5,266.00
001-225-546	OTHER REPAIRS & MAINT	\$ 1,328.83	\$ 1,800.00		\$ 471.00	\$ 1,329.00
001-225-691	UNIFORMS	\$ 2,561.27	\$ 3,000.00		\$ 438.00	\$ 2,562.00
001-225-921	OTHER CAPITAL <5,000	\$ 7,049.06	\$ 7,200.00		\$ 109.00	\$ 7,091.00
TOTALS			\$ 195,430.00	\$ 5,548.00	\$ 5,548.00	\$ 195,430.00
Reason for Request: To adjust various line items for deficits						
(Show detailed justification)						
Requested by: Donna Ford						
For Department: Sheriff's Department						

Fund/Department # 120 / 227						
Date:		8/3/2015				
3	Sheriff's Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
120-227-533	RENTAL OF OTHER EQUIP	\$ 3,822.00	\$ 4,000.00	\$ 500.00		\$ 4,500.00
120-227-550	LEGAL FEES	\$ 14,076.57	\$ 20,000.00	\$ 3,000.00		\$ 23,000.00
120-227-921	OTHER CAPITAL <5,000	\$ -	\$ 36,200.00		\$ 3,500.00	\$ 32,700.00
TOTALS			\$ 60,200.00	\$ 3,500.00	\$ 3,500.00	\$ 60,200.00
Reason for Request: To adjust various line items for deficits						
Requested by: Donna Ford						
For Department: Sheriff's Department - Special Investigations Div						

Fund/Department #		315 / 200				
Date:		8/3/2015				
4	Sheriff's Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
315-200-594	OTHER CONTRACTUAL SERVICES	\$ 1,588,923.27	\$ 2,350,000.00	\$ 40,036.00		\$ 2,390,036.00
315-999-999	ENDING CASH	\$ -	\$ 190,145.00		\$ 40,036.00	\$ 150,109.00
TOTALS			\$ 2,540,145.00	\$ 40,036.00	\$ 40,036.00	\$ 2,540,145.00
Reason for Request: (Show detailed justification)	Change order approved by Board for Jail Administration Building roof.					
Requested by:	Vanessa Lynchard per Board Minutes					
For Department:	Sheriff's Administration Building					

Fund/Department #		001 / 151				
Date:		8/3/2015				
5	Facilities Management					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-151-468	GROUP INSURANCE	\$ 65,671.73	\$ 92,964.00		\$ 14,000.00	\$ 78,964.00
001-151-540	FACILITIES MGT SERVICE CALLS	\$ 153,446.99	\$ 161,079.00	\$ 24,000.00		\$ 185,079.00
001-151-510	UTILITIES	\$ 716,252.17	\$ 908,000.00		\$ 10,000.00	\$ 898,000.00
001-151-938	HEATING & AIR UNITS	\$ 9,633.88	\$ 50,000.00		\$ 15,000.00	\$ 35,000.00
001-151-641	BUILDING SUPPLIES	\$ 67,191.67	\$ 77,029.00	\$ 25,450.00		\$ 102,479.00
001-151-586	LAUNDRY / CLEANING SERVICES	\$ 141,276.91	\$ 174,000.00		\$ 10,000.00	\$ 164,000.00
001-151-673	LIQUIFIED GAS	\$ 408.09	\$ 2,000.00		\$ 1,591.00	\$ 409.00
001-151-917	OTHER MOBILE EQMT - LESS \$5,000	\$ 1,709.00	\$ 2,000.00	\$ 1,591.00		\$ 3,591.00
001-180-543	REPAIRS - OFFICE FURN & EQUIP	\$ -	\$ 1,365.00		\$ 450.00	\$ 915.00
TOTALS			\$ 1,468,437.00	\$ 51,041.00	\$ 51,041.00	\$ 1,468,437.00
Reason for Request: (Show detailed justification)	To adjust various line items for deficits To purchase a fork lift from DeSoto Civic Center To purchase surge protectors for election commissioners					
Requested by:	Robert Jarman					
For Department:	Facilities Management					

Fund/Department #		001 / 100				
Date:		8/3/2015				
6	Board of Supervisors					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-100-554	CONSULTANT/COUNSELING FEES	\$ 22,628.00	\$ 36,000.00		\$ 3,000.00	\$ 33,000.00
001-100-571	DUES AND SUBSCRIPTIONS	\$ 3,493.04	\$ 8,246.00		\$ 2,500.00	\$ 5,746.00
001-100-475	MILEAGE & OTHER TRAVEL COSTS	\$ 2,344.36	\$ 2,000.00	\$ 500.00		\$ 2,500.00
001-100-476	MEALS AND LODGING	\$ 6,524.04	\$ 5,000.00	\$ 4,000.00		\$ 9,000.00
001-100-587	TRAINING & REGISTRATION	\$ 3,350.00	\$ 4,000.00	\$ 1,000.00		\$ 5,000.00
TOTALS			\$ 55,246.00	\$ 5,500.00	\$ 5,500.00	\$ 55,246.00
Reason for Request: (Show detailed justification)	To adjust various line items for deficits					
Requested by:	Vanessa Lynchard / Pat McLeod					
For Department:	Board of Supervisors					

Fund/Department #		106 / 251				
Date:		8/3/2015				
7	Volunteer Fire Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
106-251-765	VOL FIRE DEPT ALLOCATIONS	\$ 164,873.10	\$ 600,000.00	\$ 65,000.00		\$ 665,000.00
106-999-999	ENDING CASH	\$ -	\$ 187,500.00		\$ 65,000.00	\$ 122,500.00
TOTALS			\$ 787,500.00	\$ 65,000.00	\$ 65,000.00	\$ 787,500.00
Reason for Request: (Show detailed justification)	To reclass prior year collections					
Requested by:	Andrea Freeze					
For Department:	Volunteer Fire Department					

	Fund/Department #	001 / 200-202				Updated 7/15
	Date:	8/3/2015				
1	Sheriff's Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-400	SALARY	\$ 82,500.00	\$ 99,000.00	\$ 10,000.00		\$ 109,000.00
001-200-465	RETIREMENT	\$ 101,448.63	\$ 104,599.00	\$ 1,575.00		\$ 106,174.00
001-200-466	SOCIAL SECURITY	\$ 47,875.09	\$ 52,753.00	\$ 765.00		\$ 53,518.00
001-202-544	SERV / MAINT CONTRACT	\$ 21,457.80	\$ 66,752.00		\$ 12,340.00	\$ 54,412.00
	TOTALS		\$ 323,104.00	\$ 12,340.00	\$ 12,340.00	\$ 323,104.00
Reason for Request:	To adjust line items to account for Sheriff's salary					
(Show detailed justification)						
Requested by:	Donna Ford					
For Department:	Sheriff's Department					

b. Spay & Neuter - MSU

July 28, 2015

MEMORANDUM

TO: Board of Supervisors

FROM: Andrea Freeze, Chief Financial Officer

SUBJ: Payment for Veterinarian Students

On August 20th and 21st, 2015, a group of veterinary students and instructors from Mississippi State University will be here to do spay and neuter procedures on animals at the animal shelter. As part of the agreement, the county agrees to pay for their lodging and reimburse the doctor in charge for their meals. We have reserved four hotel rooms at the Days Inn here in Hernando for the staff to stay in and the total cost is \$ 236.00. So we request that the board approve writing the check to pay for the rooms so they can take the check to the hotel at check-in time. The meals will be reimbursed after the stay when the doctor presents us itemized receipts of what was paid. There is no other charge to the county for their services. This is the same procedure that we used the last time the students were here earlier in the year.

It will be coded to 001-445-588.

Thank you for your consideration.

c. Request for Transfer of Sheriff Seized Funds

REQUEST FOR TRANSFER OF SHERIFF SEIZED FUNDS

August 3, 2015

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 #	Defendant	Date Seized	Receipt #	Amount	Date of Forfeiture
2015-26695	DeAngelo Williams	6/6/15	30671	\$1000.00	7/8/15
2015-25102	David Biggs	5/28/15	30614	\$701.00	7/14/15
2015-27529	Aaron Nichols	6/10/15	30689	\$235.00	7/14/15
2015-28656	Johnny McAfee	6/16/15	30707	\$498.00	7/27/15
			TOTAL	\$2434.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$2434.00
 Transfer to Sheriff-Forfeiture Fund (120-000-238) \$2434.00
 Thank you.

C: Commander Kyle Hodge

d. Inventory Dispositions

1) Sheriff's Dept. – SID Forfeiture

SHERIFF DEPARTMENT						TO BE PRESENTED AT BOARD MEETING:	08/03/15	
						AS RECEIVED FROM:	AMY HENLEY 07/15/15	
						COPY OF ORIGINAL PAPERWORK IS ATTACHED.		
DECLARATION OF FORFEITURES								
AGENCY	CASE #		DATE DECLARED	MFGR	YEAR	DESCRIPTION	SERIAL #	VALUE
SID	2015-50245	MARCUS POLLARD	06/30/15	INFINITI	1999	INFINITI Q45 (GOLD)	JNKBY31A0XM603042	1500.00
COUNTY ASSET #44707				T210-L227-F120-D200				
SID								FORFEITURE VALUE
								\$ 1,500.00
BOARD APPROVED:		INV ADDED:		BOS MINS ADDED:				
T	CAR - 210 TLR - 230 TRK - 250 HANDGUN - 330 SHOTGUN - 340 RIFLE - 350 TV'S - 653							
L	SPECIAL INVESTIGATION DEPT - SWAT							
F	SHERIFF - FORFEITURES							
D	SHERIFF DEPARTMENT							

2) Sheriff's Dept. – Search & Rescue - Final

DEPT	SEARCH & RESCUE		NRC = NON REPAIRABLE (COST)	K = THOUSANDS		DEPT	225			
NAME:			NR = NON REPAIRABLE	H = HUNDREDS						
			DAS = DECLARE AS SURPLUS	D = DOLLARS						
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
38076	K9 - BLOODHOUND (DIXIE)	N / A	RETIREMENT	06	4K	JOHN ECHOLS	07/06/15	DIR NICHOLS	RELEASED	
									TO J ECHOLS	

AUTHORIZATION TO DISPOSE			INVENTORY CLERK INFORMATION		NOTES
SIGNED BY: DIRECTOR WM NICHOLS	DATE: 06/15/15		PRELIMINARY PRESENT TO BOS		
PRINT NAME: SIGNATURE ON FILE			July 6, 2015		
DISPOSED BY: DIRECTOR WM NICHOLS	DATE: 07/13/15		FINAL PRESENT TO BOS		
PRINT NAME: SIGNATURE ON FILE			August 3, 2015		
INV CLERK: CHARMANE MCCOOL	DATE: 06/15/15		DATE INVENTORY DISPOSED IN AS400		
SIGNATURE ON FILE			DATE BOS FINAL MINS ATTACHED		

3) Sheriff's Dept. – Patrol 1 - Final

DEPT NAME:		SHERIFF DEPT										DEPT #:	200
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL		
39860		Motorola Mobile Modem	508SKS0217	SURPLUS	09	3K	WHITE HOUSE	03/04/13	AMY	SID			
39867		Motorola Mobile Modem	508SKS0251	SURPLUS	09	3K	"	"	HENLEY	DISPOSAL			
39878		Motorola Mobile Modem	508SKS0248	SURPLUS	09	3K	"	"					
39881		Motorola Mobile Modem	508SKS0235	SURPLUS	09	3K	"	"					
39884		Motorola Mobile Modem	508SKS0233	SURPLUS	09	3K	"	"					
39891		Motorola Mobile Modem	508SKS0248	SURPLUS	09	3K	"	"					
39892		Motorola Mobile Modem	508SKS0210	SURPLUS	09	3K	"	"					
39894		Motorola Mobile Modem	508SKS0247	SURPLUS	09	3K	"	"					
39895		Motorola Mobile Modem	508SKS0216	SURPLUS	09	3K	"	"					
39898		Motorola Mobile Modem	508SKS0219	SURPLUS	09	3K	"	"					
39902		Motorola Mobile Modem	508SKS0205	SURPLUS	09	3K	"	"					
39905		Motorola Mobile Modem	508SKS0253	SURPLUS	09	3K	"	"					
39906		Motorola Mobile Modem	508SKS0203	SURPLUS	09	3K	"	"					
39910		Motorola Mobile Modem	508SKS0201	SURPLUS	09	3K	"	"					
39912		Motorola Mobile Modem	508SKS0255	SURPLUS	09	3K	"	"					
ALL MOTOROLA MODEMS LISTED ABOVE WERE PURCHASED WITH COUNTY FUNDS													

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION		NOTES	
SIGNED BY:	<u>SHERRY HERNDON</u>	DATE:	<u>02/20/13</u>	LIST DATE	INVENTORY WAS DISPOSED IN AS400	SHERIFF DEPT STATES IT WILL AUCTION ITEMS ON GOVDEALS.COM	
PRINT NAME:	<u>SIGNATURE ON FILE</u>						
DISPOSED BY:	<u>AMY HENLEY</u>	DATE:	<u>07/27/15</u>	LIST DATE	FINAL BOS MINUTES WERE ATTACHED	UNITS WERE DESTROYED AND DISPOSED AT SID SITE	
PRINT NAME:	<u>SIGNATURE ON FILE</u>						
INV CLERK:	<u>CHARMAINE MCCOOL</u>	DATE:	<u>02/22/13</u>				
	<u>SIGNATURE ON FILE</u>						

4) Sheriff's Dept. – Patrol 2 - Final

DEPT NAME:		SHERIFF DEPT										DEPT #:	200
ASSET #	GRANT	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL		
39861		Motorola Mobile Modem	508SKS0208	SURPLUS	09	3K	WHITE HOUSE	03/04/13	AMY	SID			
39863		Motorola Mobile Modem	508SKS0211	SURPLUS	09	3K	"	"	HENLEY	DISPOSAL			
39864		Motorola Mobile Modem	508SKS0206	SURPLUS	09	3K	"	"					
39877		Motorola Mobile Modem	508SKS0234	SURPLUS	09	3K	"	"					
39883		Motorola Mobile Modem	508SKS0237	SURPLUS	09	3K	"	"					
39885		Motorola Mobile Modem	508SKS0207	SURPLUS	09	3K	"	"					
39886		Motorola Mobile Modem	508SKS0220	SURPLUS	09	3K	"	"					
39896		Motorola Mobile Modem	508SKS0225	SURPLUS	09	3K	"	"					
39897		Motorola Mobile Modem	508SKS0246	SURPLUS	09	3K	"	"					
39901		Motorola Mobile Modem	508SKS0198	SURPLUS	09	3K	"	"					
39907		Motorola Mobile Modem	508SKS0240	SURPLUS	09	3K	"	"					
39915		Motorola Mobile Modem	508SKS0223	SURPLUS	09	3K	"	"					
39916		Motorola Mobile Modem	508SKS0238	SURPLUS	09	3K	"	"					
39917		Motorola Mobile Modem	508SKS0221	SURPLUS	09	3K	"	"					
ALL MOTOROLA MODEMS LISTED ABOVE WERE PURCHASED WITH COUNTY FUNDS													

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION		NOTES	
SIGNED BY:	<u>SHERRY HERNDON</u>	DATE:	<u>02/20/13</u>	LIST DATE	INVENTORY WAS DISPOSED IN AS400	SHERIFF DEPT STATES IT WILL AUCTION ITEMS ON GOVDEALS.COM	
PRINT NAME:	<u>SIGNATURE ON FILE</u>						
DISPOSED BY:	<u>AMY HENLEY</u>	DATE:	<u>07/27/15</u>	LIST DATE	FINAL BOS MINUTES WERE ATTACHED	UNITS WERE DESTROYED AND DISPOSED AT SID SITE	
PRINT NAME:	<u>SIGNATURE ON FILE</u>						
INV CLERK:	<u>CHARMAINE MCCOOL</u>	DATE:	<u>02/22/13</u>				
	<u>SIGNATURE ON FILE</u>						

5) Sheriff's Dept. – Patrol 3 - Final

								FINAL	
200	DEPARTMENT:	SHERIFF DEPARTMENT			FISCAL YEAR:		2013		
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL	DATE OF FINAL APPROVAL	
39866	MOTOROLA MOBILE MODEM	508SKS0214	Surplus	Sheriff Dept.	11/05/12	AMY	SID		
39869	MOTOROLA MOBILE MODEM	508SKS0196	Surplus	"	"	HENLEY	DISPOSAL		
39870	MOTOROLA MOBILE MODEM	508SKS0227	Surplus	"	"				
39871	MOTOROLA MOBILE MODEM	508SKS0242	Surplus	"	"				
39880	MOTOROLA MOBILE MODEM	508SKS0230	Surplus	"	"				
39882	MOTOROLA MOBILE MODEM	508SKS0212	Surplus	"	"				
39887	MOTOROLA MOBILE MODEM	508SKS0234	Surplus	"	"				
39893	MOTOROLA MOBILE MODEM	508SKS0249	Surplus	"	"				
39908	MOTOROLA MOBILE MODEM	508SKS0239	Surplus	"	"				
39909	MOTOROLA MOBILE MODEM	508SKS0236	Surplus	"	"				
39911	MOTOROLA MOBILE MODEM	508SKS0245	Surplus	"	"				
39914	MOTOROLA MOBILE MODEM	508SKS0200	Surplus	"	"				
AUTHORIZATION TO DISPOSE						NOTES			
DEPARTMENT:		<u>CHERYL SCOTT</u>	DATE:		<u>10/24/12</u>	DECLARED SURPLUS UNIT WERE DESTROYED AND DISPOSED AT SID SITE			
PRINT NAME:		<u>SIGNATURE ON FILE</u>							
DISPOSED BY:		<u>AMY HENLEY</u>	DATE:		<u>07/27/15</u>				
PRINT NAME:		<u>SIGNATURE ON FILE</u>							
INVENTORY CLERK:		<u>CHARMAINE MCCOOL</u>	DATE:		<u>10/24/12</u>				
		<u>SIGNATURE ON FILE</u>							

6) Sheriff's Dept. – Patrol 4 - Final

								FINAL	
200	DEPARTMENT:	SHERIFF DEPARTMENT			FISCAL YEAR:		2013		
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL	DATE OF FINAL APPROVAL	
39862	MOTOROLA MOBILE MODEM	508SKS0218	SURPLUS	SHERIFF DEPT.	11/05/12	AMY	SID		
39865	MOTOROLA MOBILE MODEM	508SKS0226	SURPLUS	"	"	HENLEY	SITE		
39872	MOTOROLA MOBILE MODEM	508SKS0204	SURPLUS	"	"				
39874	MOTOROLA MOBILE MODEM	508SKS0197	SURPLUS	"	"				
39875	MOTOROLA MOBILE MODEM	508SKS0232	SURPLUS	"	"				
39879	MOTOROLA MOBILE MODEM	508SKS0244	SURPLUS	"	"				
39890	MOTOROLA MOBILE MODEM	508SKS0252	SURPLUS	"	"				
39903	MOTOROLA MOBILE MODEM	508SKS0202	SURPLUS	"	"				
39904	MOTOROLA MOBILE MODEM	508SKS0213	SURPLUS	"	"				
39913	MOTOROLA MOBILE MODEM	508SKS0250	SURPLUS	"	"				
AUTHORIZATION TO DISPOSE						NOTES			
DEPARTMENT:		<u>CHERYL SCOTT</u>	DATE:		<u>10/24/12</u>	DECLARED SURPLUS UNITS WERE DESTROYED AND DISPOSED AT SID SITE			
PRINT NAME:		<u>SIGNATURE ON FILE</u>							
DISPOSED BY:		<u>AMY HENLEY</u>	DATE:		<u>07/27/15</u>				
PRINT NAME:		<u>SIGNATURE ON FILE</u>							
INVENTORY CLERK:		<u>CHARMAINE MCCOOL</u>	DATE:		<u>10/24/12</u>				
		<u>SIGNATURE ON FILE</u>							

4. Establish as Part of the Formal Record and Enter into the Board's Minutes

a. Project Apollo

b. Olive Branch Municipal Fire District

c. MDOT Bike Trail STP-0017-00

5. Contract Administrator Yearly Renewals – For Board President Signature (No Changes)

a. NWCC Students to “Shadow” with Sheriff’s Department

b. RJ Young Co. – Printer Supply Maintenance Service Contract

c. Homeland Security Task Force Protection Coordinator Agreement – Fred Randle

6. Business Investment Incentives – Resolution Finally Granting Exemption from Ad Valorem Taxation

a. Cambium Business Group, Inc., d/b/a Fairmont Designs: 10-Yrs. Real Property, \$8,590,954.

b. Owens & Minor Distribution, Inc., d/b/a Owens & Minor: 10-Yrs. Real & Personal Property, \$8,978,977

c. Whitmor, Inc.: 5-Yrs. Personal Property, \$689,874

7. Road Department

a. July Monthly Road Report

b. Monthly Work Schedule

c. Bond Report

d. Change to DeSoto Co. Road Register & Map – County Line Rd. Revision

e. Request to Travel – Andy Swims

**8. Tax Assessor’s Office: Corrections for the 2014 Tax Roll
Certificate – Department of Revenue – Recapitulation of Real &
Personal Assessment Rolls**

9. Request to Accept and Approve Bid Specifications and Solicit Bids For:

a. Annual – Roadside Herbicides

b. Annual – Traffic Signs and Accessories

c. Annual – Traffic Striping

10. Chancery Clerk’s Office

a. 2014 Board Order Acceptance

b. 2014 Board Order Objections

11. Chancery Clerk Allowances (2) \$1,400.00 \$2,100.00

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the actions set forth in Consent Agenda and authorize each Supervisor to sign any documents in association therewith as necessary.

The motion to approve the Consent Agenda as listed 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

I. OLD BUSINESS

1. Animal Shelter – Inventory Disposition - Final

Charmaine McCool, Inventory Control Clerk, addressed the Board regarding the two pressure

washers that had been declared as broken inventory on July 6, 2014. She stated that the Facilities personnel had fixed the two pressure washers and they are now able to be used and need to go back on inventory.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to rescind the prior declaration of surplus property, made July 6, 2014, and return the following items to inventory at the animal shelter.

Asset No.	Description	Serial Number
39507	Briggs Stratton Gas Pressure Washer	1167520362
42254	Honda Gas Pressure Washer	N/A

The motion passed by a vote as follows:

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

See Exhibit I.1

J. NEW BUSINESS

1. 9:00 am - Cash Advancement for DUI Officers' Travel to STARS Conference

Grant Administrator Melissa Zizmann appeared before the Board requesting approval for a cash advance in the amount of \$164.00 per officer to attend the DUI Officers Stars Conference. There are three officers attending the conference. These funds will be reimbursed by the Grant.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to issue the cash advance in the total amount of \$492.00 for the three DUI officers to attend the Stars Conference in Biloxi, MS beginning August 3rd through August 6th, 2015, with the understanding that the DUI grant will reimburse the county.

The motion passed by a vote as follows:

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

See Exhibit J.1

2. 10:00 am - Business Investment Incentives – Belnick, Inc., dba/BizChair.com – 10 yr. Real and Personal Property - \$10,884,140

Jennifer Lowrie, Lawyer with Baker & Donaldson, and Dennis Roy, with Belnick Inc., appeared before the Board of Supervisors requesting a tax incentive for Belnick, Inc. The company facility is located in Olive Branch, Ms. Lowrie stated that the company has been somewhat operational in 2014, but they have made substantial equipment purchases toward the end of 2014.

Mr. Roy said they have been expanding their operations and that the fall of the year and Christmas is their peak season of operations. They have eight full time employees, but use temp agencies for the balance of employees during this time frame. The employees are paid \$14.00 per hour. The main office is in Canton, Georgia.

County Administrator Vanessa Lynchard said this company was started by Sean Belnick when he was only fourteen (14) years old; and his step-father, who worked in the furniture business, helped him get it started.

Supervisor Lee Caldwell asked if the company planned to have a show room. Mr. Roy said they were looking to have a discount store in DeSoto County.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the tax incentive for Belnick Inc., dba/ BisChair.com for a 10 year Real and Personal Property in the amount of \$10,884,140 to be effective January 1, 2015 through December 31, 2024.

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 J.2

3. Price Decrease for Garbage Collection, County Facility Collection, and Rubbish Pit Operation Services

County Administrator Vanessa Lynchard said because of a contract negotiated with Solid Waste Connections, which allowed CPI increases/decreases, the County avoided inflating price of garbage collection on the front end. The CPI went down and residents will see a decrease of \$.22 cents per month beginning October 1, 2015. The landfill cost will also decrease from \$2.54 to \$2.48.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make the letter from Environmental Director Ray Laughter regarding the Price Decrease on Garbage Collection and Rubbish Pit fees 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>



Environmental Services

July 27, 2015

MEMORANDUM

To: DeSoto County Board of Supervisors
County Administrator, Vanessa Lynchard

From:  Ray Laughter
Environmental Services Manager

Subject: Price Decrease for Residential Garbage Collection, County Facility Collection, and Rubbish Pit Operation Services.

Please find the attached correspondence from Waste Connections, Inc regarding the annual pricing schedule of collection services Fiscal Year 2016.

After fuel and CPI price adjustments per our contract and RFP, the Unincorporated County's 14,000 + (plus) residential units will see a price decrease of .22 cents per month on their garbage collection bill. The current rate of \$8.69 will decrease to \$8.47 per month.

This will equate to a total annual savings to the local economy of over \$37,000.00.

The County currently has 26 facilities which include Parks, County owned buildings, Central Maintenance Barns, and Jails. Based on current inventory, the price decrease will save the Solid Waste Budget over \$1300.00 for Fiscal Year 2016.

Rubbish Facility operations will also see a decrease. The current DeSoto County and County Municipality rate will decrease from \$2.54 per yard to \$2.48 per yard for operations generating a savings of over \$8,500.00 for Fiscal Year 2016.

These savings along with an approved price decrease from BFI on Garbage disposal in June of this year will equate to a total savings of over \$55, 000.00 to the citizens of DeSoto County.

After reviewing the proposal, in my opinion, it conforms to the terms of the current collection contract between DeSoto County and Waste Connections, Inc.

See Exhibit J.3

4. Road Department

a. Finding of Fact: Belmont Road, between 5670-5770

Scott Young, County Engineer, appeared before the Board to give the fact finding report on Belmont Road, between 5670 and 5770. The road crew found that no culvert was in place where the water was going over the road. The area that is flooding seems to be a ditch that has been filled in with dirt to allow access to a pasture area. To reduce the standing water, there needs to be a culvert placed in this area.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to carry this item over to allow the Board Attorney to look at the fact finding report.

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 J.4

b. Finding of Fact: 8774 Cameron Street (Estates of Southern Trails)

Scott Young, County Engineer, appeared before the Board to discuss the fact finding on 8774 Cameron Street, located in Southern Trails Subdivision. The photos show damages to private property associated with drainage and erosion at this address. The estimated cost for repair is \$1,362. Mr. Young said a detention pond is located on the private property to help catch drain off water. The County had put in a reducer on the culvert in the past to slow down the runoff of water downstream. Water is now going over the culvert and causing water to stand. The landowner has been working on repairs to the retention pond and they have asked the County to install a new culvert to handle the water and repair the area around the pipe.

Supervisor Bill Russell asked if the new culvert would cause water to flood area downstream again. Mr. Young said yes. Supervisor Russell asked to see engineering calculations on the effect of people downstream.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to hold this item over until Road Manager Andy Swims advised the Board regarding the engineering on this project and the effect of water downstream.

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 J.4

5. Office of Finance and Accounting

a. Approval of Fire Insurance Rebate & Tax Fund Allocations

County Administrator Vanessa Lynchard said that Walls Fire Department is providing service only outside the incorporated area and the number of unincorporated population is being used to calculate these funds for Walls.

**DESOTO COUNTY VOLUNTEER FIRE DEPARTMENTS
FIRST TAX DISTRIBUTION FY15**

\$ 500,000.00

District	Population Per District	Percent of Total	60% total (dist. Equal)	40% total (dist. pop.)	Total
----------	-------------------------------	---------------------	----------------------------	---------------------------	-------

			\$300,000.00	\$	200,000.00	
Alphaba, Cockrum,						
Ingram's Mill	2,516	6.51%	\$ 33,333.36	\$	13,026.15	\$ 46,359.51
Bridgetown	4,884	12.64%	\$ 33,333.33	\$	25,286.05	\$ 58,619.38
Eudora	4,910	12.71%	\$ 33,333.33	\$	25,420.66	\$ 58,753.99
Fairhaven	6,579	17.03%	\$ 33,333.33	\$	34,061.61	\$ 67,394.94
Lewisburg	5,060	13.10%	\$ 33,333.33	\$	26,197.26	\$ 59,530.59
Love	3,245	8.40%	\$ 33,333.33	\$	16,800.41	\$ 50,133.74
Nesbit	2,301	5.96%	\$ 33,333.33	\$	11,913.02	\$ 45,246.35
Olive Branch Municipal	1,685	4.36%	\$ 33,333.33	\$	8,723.79	\$ 42,057.12
Walls*	7,450	19.29%	\$ 33,333.33	\$	38,571.06	\$ 71,904.39
Total	38,630	100.00%	\$ 300,000.00	\$	200,000.00	\$ 500,000.00

* Excludes the area annexed by Horn lake and no longer paying the 2 mill fire levy.

DESOTO COUNTY VOLUNTEER FIRE DEPARTMENTS INSURANCE REBATE FUNDS DISTRIBUTION FY 15						
	Population					
District	Per District	Percent of Total	Overall Check	60% total (dist. Equal)	40% total (dist. pop.)	Overall Total Due
			\$ 200,301.41	\$ 120,180.85	\$ 80,120.56	
Alphaba, Cockrum,						
Ingram's Mill	2,516	6.51307%		\$13,353.43	\$5,218.31	\$ 18,576.74
Bridgetown	4,884	12.64302%		\$13,353.43	\$10,129.66	\$ 23,443.09
Eudora	4,910	12.71033%		\$13,353.43	\$10,183.59	\$ 23,542.02
Fairhaven	6,579	17.03081%		\$13,353.43	\$13,645.18	\$ 27,003.60
Lewisburg	5,060	13.09863%		\$13,353.43	\$10,494.69	\$ 23,853.12
Love	3,245	8.40021%		\$13,353.43	\$6,730.29	\$ 20,088.72
Nesbit	2,301	5.95651%		\$13,353.43	\$4,772.39	\$ 18,130.82
Olive Branch Municipal	1,685	4.36189%		\$13,353.43	\$3,494.77	\$ 16,853.20
Walls*	7,450	19.28553%		\$13,353.43	\$15,451.67	\$ 28,810.10
Total	38,630	100.00%				\$ 200,301.41

* Excludes the area annexed by Horn lake and no longer paying the 2 mill fire levy.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the insurance rebate and tax distribution to the Fire Departments as presented by the Comptroller.

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 J.5.a

b. Inventory Dispositions-Preliminary

Facility Management - Preliminary

Inventory Clerk Char McCool said that during the process of reviewing the facility management inventory, a trailer was found that was used for storage. There was a variety of inventory on the trailer that no longer was working.

County Administrator Vanessa Lynchard said this was possible broken inventory that was at the old Jail and the trailer was used for storage during the move to the new Jail.

DEPT	FACILITY MANAGEMENT			NRC = NON REPAIRABLE (COST)	K = THOUSANDS			DEPT #:	151	
NAME:				NR = NON REPAIRABLE	H = HUNDREDS					
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
33648	CELERA 20" TV	360120230740732	NRC = NON WORKING	03	1H	FAC MGT				
34707	DURBAND 24" TV	52241239	NRC = NON WORKING	06	1H	FAC MGT				
38035	SANYO 24" TV	V7010307728968	NRC = NON WORKING	07	2H	FAC MGT				
32306	EMERSON 19" TV	V33217962	NRC = NON WORKING	03	2H	FAC MGT				
6086	HEWLETT PACKARD PRINTER	USCNO18941	NRC = NON WORKING	95	8H	FAC MGT				
31717	RCA 25" TV	C157B106H	NRC = NON WORKING	02	2H	FAC MGT				
36617	RCA 21" TV	C155B117F	NRC = NON WORKING	05	1H	FAC MGT				
39540	EMERSON 32" TV	J15838159	NRC = NON WORKING	08	5H	FAC MGT				

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION			NOTES
SIGNED BY:	<u>ROBERT JARMAN</u>	DATE:	<u>07/15/15</u>	PRELIMINARY PRESENT TO BOS	UNITS WERE STACKED ON A TRAILER AT FACILITY MGT SITE		
PRINT NAME:	SIGNATURE ON FILE			<u>August 3, 2015</u>			
DISPOSED BY:		DATE:		FINAL PRESENT TO BOS			
PRINT NAME:				DATE INVENTORY DISPOSED IN AS400			
INV CLERK:	<u>CHARMAINE MCCOOL</u>	DATE:	<u>07/15/15</u>	DATE BOS FINAL MINS ATTACHED			
	SIGNATURE ON FILE						

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the Preliminary Inventory Disposition Report for Facility Management.

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 J.5.b

c. Finance & Accounting and DA's Office Inventory Disposition - Preliminary

Inventory Clerk Char McCool said she met with the IT Department to go through equipment to determine the disposition. They stated the computer equipment is no longer compatible with our system and should be disposed of.

DEPT	FINANCE & ACCT (INVCNTRL) - DA OFC			NRC = NON REPAIRABLE (COST)	K = THOUSANDS			DEPT #:	121	
NAME:				NR = NON REPAIRABLE	H = HUNDREDS					
				DAS = DECLARE AS SURPLUS	D = DOLLARS					
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C G	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
38233	DELL COMPUTER	8MX37C1	OUT DATED EQUIP - NO LONGER COMPATIBLE WITH OUR SYSTEMS	07	7H	FIN & ACCT				
38234	SAMSUNG MONITOR	ME19HMDP203106	OUT DATED EQUIP - NO LONGER COMPATIBLE WITH OUR SYSTEMS	07	2H	FIN & ACCT				
<i>PER IT DEPARTMENT - NO USE FOR EQUIPMENT - RECOMMENDATION, DISPOSE</i>										

AUTHORIZATION TO DISPOSE				INVENTORY CLERK INFORMATION			NOTES
SIGNED BY:	<u>ANDREAFREEZE</u>	DATE:	<u>07/22/15</u>	PRELIMINARY PRESENT TO BOS	PER DA'S IT PERSON, EQUIPMENT CAN NO LONGER BE UPDATED. IT DEPARTMENT RECOMMENDATION, DISPOSE EQUIPMENT.		
PRINT NAME:	SIGNATURE ON FILE			<u>August 3, 2015</u>			
DISPOSED BY:		DATE:		FINAL PRESENT TO BOS			
PRINT NAME:				DATE INVENTORY DISPOSED IN AS400			
INV CLERK:	<u>CHARMAINE MCCOOL</u>	DATE:	<u>07/22/15</u>	DATE BOS FINAL MINS ATTACHED			
	SIGNATURE ON FILE						

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the inventory clerk's preliminary disposition report for the Finance & Accounting Dept. and the DA's Office for disposal.

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

See Exhibit J.5.c

d. IT Dept. Preliminary Inventory Disposition

Inventory Control Clerk Char McCool presented the monthly disposal for the IT Department on their Inventory Dispositions.

DEPT NAME:		Information Technology						DEPT #:		152	
ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL	
33418	IBM THINKPAD LAPTOP PC	FX08861	will not boot	03	1468	IT Disposal					
33516	DELL 17" LCD	CN02Y31571618432AD2N	will not power on	04	450	IT Disposal					
35702	DELL 17" LCD FLAT PANEL	CN0F7170476064CDAFUA	will not power on	05	350	IT Disposal					
36292	HP COMPAQ	2UAS271002	will not boot	05	479	IT Disposal					
37097	ACER MINITOWER COMPUTER	PSP30060086370433B2703	Will not boot	06	600	IT Disposal					
38072	HP LASERJET	SCNB1922343	bad Fuser	07	100	IT Disposal					
38428	HP LASERJET PRINTER	VNBLL02548	will not feed paper	08	95	IT Disposal					
38955	DELL MONITOR	CN0D30717444594MCCOOL	can not adjust color	09	235	IT Disposal					
39191	CANON PIXMA PRINTER	AAXC74569	bad print head	08	180	IT Disposal					
40246	VIEWSONIC 19" MONITOR	Q85083260602	blurry display	10	200	IT Disposal					
40998	DELL OPTIPLEX	4B44WB1	Bad Motherboard	11	280	IT Disposal					
41082	DELL OPTIPLEX 760	JGCTQJ1	Bad Motherboard	10	400	IT Disposal					
41136	DELL 20"FP MONITOR	MX-0G324H-74262-OAB-1PC	lines across display	10	359	IT Disposal					
41176	SAMSUNG ML2851MD PRINTER	4F618KFZ800726	bad fuser	10	245	IT Disposal					
41269	DELL OPTIPLEX	DGGHHD1	Bad Motherboard	11	405	IT Disposal					
42018	DYMO LABELWRITER	2268983	bad usb port	11	93	IT Disposal					
43141	APPLE IPHONE 4	C8TK94L7DPOV	will not power on	13	470	IT Disposal					
43993	APPLE IPHONE 4	A1000033986659	Water damage	14	470	IT Disposal					

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Felicia Hopper</u>	DATE: <u>07/28/15</u>	PRESENTED TO BOS	
PRINT NAME: <u>Felicia Hopper</u>		August 3, 2015	
DISPOSED BY: _____	DATE: _____	PRESENTED TO BOS	
PRINT NAME: _____		DATE INVENTORY DISPOSED IN AS400	
INV CLERK: _____	DATE: _____	DATE BOS FINAL MINS ATTACHED	
CHARMAINE MCCOOL			

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the IT Department preliminary inventory disposition as fully detailed in Exhibit J.5.d.

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

See Exhibit J.5.d

e. CLAIMS DOCKET

Chief Financial Officer Andrea Freeze presented the claims docket to the Board. Ms. Freeze read the items on the claims docket individually and the Board discussed these items.

Supervisor Jessie Medlin asked about the following claims:

Page 14: How much is the limit for the Employee Handbook? County Attorney Tony Nowak stated that the Board approved an amount not to exceed \$12,000.00, plus any actual costs. This invoice represents apx. 75% of the total.

Supervisor Lee Caldwell asked about the following claims:

Page 11: What is Mail Finance? Chief Financial Officer Andrea Freeze stated this was one quarter's payment on postage machine.

Page 17: Quarles Fire Protection – Pump test? Chief Financial Officer Andrea Freeze and Stephanie Hanks presented the invoice that showed this was a pump test for the Adult Detention Center on Industrial Drive.

Page 46: Houston K-9. Supervisor asked Sheriff Bill Rasco if this was for a new dog. Sheriff Bill Rasco said that it was. Supervisor Caldwell asked if this was to replace "Dixie". Sheriff Rasco stated this was to replace a dog that died of heat stroke. Supervisor Mark Gardner asked if we had insurance on the dogs and if there was grant money available to purchase dogs. Sheriff Rasco said he did not think the dogs were insured and there was no grant money for sheriff's dogs, just EMA dogs.

Page 63: Motorola under Animal Control. Is this for new radios? Does every department need to change over to new radios? County Administrator Vanessa Lynchard stated that they had to get these to be compliant with the P25-E911 to get calls from dispatch. Supervisor Mark Gardner stated that he knew for emergency communication we had to be P25 compliant, but does that mean, for example, the Road Department and Animal Control need the same radios? Director of Administrative Services and Procurement Pat McLeod said she thought they were going to get all the new radios next budget year. County Administrator Vanessa Lynchard stated Animal Control was using them to get dispatch calls. Supervisor Mark Gardner wished to caution all department heads not to listen to everything sales people tell them. He also wanted someone to get with Assistant of EMA Chris Shelton, in the absence of Director Bobby Storey, and see specifically what radios we will be needed. County Administrator Vanessa Lynchard said EMS will have to switch over this year.

Supervisor Michael Lee asked about the following claims:

Page 46: Gall's – ProVision for \$3,294.99. The sheriff was asked what this item was. Sheriff Bill Rasco, with an invoice presented by accounting, stated this was a mounted video camera for the motorcycles. The money was donated and designated for this specific use. It is a hand held camera to mount on the motorcycle and can be moved from one to the other easily.

Page 56: Sportsman's Warehouse – 12' boat – Did we lose a boat? Sheriff Bill Rasco stated this was for a swift water rescue boat. An officer just got back from swift water rescue training and the boat will be used for that purpose. Supervisor Lee asked if it came with a motor. Sheriff Rasco said it did not.

Supervisor Mark Gardner asked about the following claims:

Page 23: Dell Computer. How many computers is this for and why do we need more at this Time? Accounting Manager Stephanie Hanks produced the invoice that showed this was for 50 licenses and it was an annual renewal.

Page 41: WalMart amount for Youth Court. Accounting produced the invoice that showed this was for paper products for youth court. This will be repaid from the youth court grant.

Page 42: Bahama House, Daytona Beach. Sheriff Rasco stated this is housing for two officers, Kenny Free and another officer, who will be attending a motorcycle rodeo. It is a competition between other departments to show skills and learn new techniques helpful to the motorcycle officers.

Page 42: Everett Beelman – Houston. Sheriff Rasco stated this was for an aviation class and was a reimbursement of meals to Officer Beelman.

Page 57: NWCC Paramedic Program. Are all these people still with us? County Administrator Vanessa Lynchard stated that Tate Harris left unexpectedly and he was already registered. The registration was non-refundable. Karen Kinard was here when she had the class and so was Kanicka Colby. Supervisor Gardner pointed out

the Golden Nuggett amount. Director Fiodor Baraniuk said this was actually from two months ago. The invoice was dated May 29. Supervisor Gardner said it is concerning that we have employees that are hired and get training that the county pays for and then they leave. Supervisor Lee Caldwell said perhaps we need to look at getting a policy in place that covers that.

Page 94: Craft Road Bridge. Why is that so much? Assistant County Engineer Scott Young said that we actually owe one more payment on this. It is part of a 2.5 million dollar total obligation. We agreed with MDOT to look forward and build a few bridges larger than we need right now to accommodate future road expansions and eliminate building over the finished I-69.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve paying the claims docket with the exception on page 17, Upchurch Services (due to conflict of interest).

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 Mark Gardner recused himself and Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Chancery Clerk to pay the claim to Upchurch Services, LLC as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>RECUSED</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>

6. Contract Administration

a. 2015 Application for Certification for the Ad Valorem Levy of One (1) Mill and Authorization to be signed by the Board President and Chancery Clerk.

Director of Administrative Services & Procurement Pat McLeod presented the request for the Tax Assessor and/or Collectors from the State Dept. of Revenue. These documents require the signature of the Board President and the Chancery Clerk for the Certification for the Ad Valorem Levy of One (1) Mill.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the Certification for the Ad Valorem Levy of One (1) Mill and authorize the Board President and Chancery Clerk to sign the documents.

The motion passed by a vote as follows:

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

See Exhibit J.6.a

b. Safran MorphoTrak Latent Station – Authorize Board President to Sign

Director of Administrative Services & Procurement Pat McLeod presented the contract for maintenance and support agreement on the Safran MorphoTrak Latent Station, which is the fingerprint equipment used by the Sheriff’s Department. This is a quarterly payment contract and there was a price increase this quarter. The contract has been reviewed by the Board Attorney and now the request from the Board for the Board President to sign the contract.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Board President to sign the Contract for Safran MorphoTrak Latent Station located at the Sheriff’s Department.

The motion passed by a vote as follows:

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

See Exhibit J.6.b

7. Bids Under Advisement: Inmate Supply Bid 15-200-004

Procurement Clerk Shelia Morris presented the bids for Inmate Supplies, Bid #15-200-004. She stated that the County received seven vendor bids, but they are only approving five vendors for award of bid. The budget will increase by 3% from these new bids.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve based on recommendations from the Procurement Department, awarding Bid#15-200-004 to the five vendors who have submitted the lowest and best bids per bid tabulation as presented in Exhibit J.7.

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 J.7

8. Corps of Engineers Letter

County Administrator Vanessa Lynchard said members of the Board had met with the Vicksburg Corp of Engineers to discuss options to reduce flooding in DeSoto County. They will be in DeSoto County on August 17, 2015 to do a precursor observation of the county and cities. There will be no cost involved until their recommendations are submitted for area of work.

Ms. Lynchard said there are several programs available; in-kind match, the cap program, and delta headwaters. They felt it was important to look at county as a whole instead of certain sections.

Supervisor Lee Caldwell said the Corp was very open to working together and that to look at the county as a whole and as a region would be more beneficial to them.

Supervisor Mark Gardner asked if a project manager had been assigned to DeSoto County.

Supervisor Caldwell said a letter has been sent to request a project manager for the county, but nothing has happened yet. Ms. Lynchard said the letter request had been made to the Corp.

Supervisor Jessie Medlin asked if Tracy Huffman, Consulting County Engineer, had written the letter.

Ms. Lynchard said that the County had sent three letters, which was the same as Tracy had done. The Corp was very impressed with the County’s GIS system and the created maps for flooding in the County.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to send a letter initiating the work in the county and requesting a project manager from both Corp of Engineers offices.

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 J.8

9. Homestead Chargeback Refund

Chancery Clerk Sluggo Davis said that an elderly lady came in the office stating that her husband had died several years ago and she had lost her homestead exemption. She was very emotional. He advised her to come back in January to sign up for Homestead. Mr. Davis said they send out notices, but the mail is not a certified mail. This property has been through two tax sales already and is slated to go through this year’s tax sale. Mr. Davis is requesting to refund to the tax buyers for \$607.48 for each year of 2012, 2013 and to inform Tax Collector Joey Treadway to void the 2014 invoice.

Supervisor Lee Caldwell said her husband did all of the business and she wasn’t aware of the taxes that had not been paid.

Mr. Davis said there is only one signature line on the homestead application and there should be two, one for each homeowner.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to issue a refund for excess taxes paid by the landowner, to set aside past tax sales and refund monies paid by the tax sale purchasers, and to remove the property from the 2014 tax sale.

The motion passed by a vote of 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 J.9

K. PLANNING COMMISSION AGENDA

K. Planning Commission Bennie Hopkins/ Austin Cardosi

- 1. Residential Development Agreement/Erosion Control Agreement – Red Banks Sub.

Supervisor Caldwell recused herself from this item.

Mr. Bennie Hopkins presented the Residential Development Agreement and Erosion Control Agreement for Red Banks Subdivision, Phase 1 for signature by the Board of Supervisors president.

Supervisor Medlin asked if the Board will see an agreement for each subdivision. Mr. Hopkins confirmed that the Board will see an agreement for each phase of the subdivision after it is approved

for final subdivision.

Supervisor Medlin stated Ray Laughter and Scott Young will monitor the stormwater for this subdivision. Mr. Scott Young stated the County Engineer will set the bond and Mr. Laughter's department will monitor the stormwater.

Supervisor Russell asked if a bond has been issued for this subdivision. Mr. Young stated a letter of credit has been received for the entire subdivision. Supervisor Russell asked how long the bond is for. Mr. Young stated it renews each year. Supervisor Russell asked if the erosion bond goes beyond completion of the subdivision. Mr. Young stated It ends when the subdivision is complete. Supervisor Medlin stated he would like to a bond report on erosion bonds like the Board currently receives for road bonds. Mr. Young stated his office is still working on the administrative side of the erosion control bond process.

Supervisor Russell stated he is concerned with blanks in the presented Residential Development Agreement/Erosion Control agreement. Ms. Hendricks stated the stated that all blanks in the document must be completed prior to recording the document in the Chancery Clerk's office.

Supervisor Caldwell returned to the meeting.

Supervisor Russell stated he feels there needs to be a meeting set to discuss re-evaluating the Residential Development Agreement document with Planning Staff and any Board members who would like to participate.

Ms. Hendricks stated that there is a standing Board of Supervisors order allowing the President of the Board or the Director of Planning to sign the Residential Development Agreement as they are completed for each phase.

Ms. Lynchard stated there was a committee in the past that drafted the Residential Development Agreement and that Supervisor Russell was on this committee.

It was discussed that Supervisor Russell, Supervisor Caldwell, Scott Young, Bennie Hopkins, Austin Cardosi and Tony Nowak would meet to discuss the Residential Development Agreement.

Mr. Nowak stated the original committee included members of the Homebuilders Association and other such interested parties, and the Committee should include these members before making changes to the Residential Development Agreement.

Supervisor Russell made a Motion to form a committee to include Supervisor Caldwell, Supervisor Russell, Scott Young, Bennie Hopkins, Austin Cardosi and Tony Nowak to review the Residential Development Agreement. Supervisor Caldwell seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	<u>NO</u>
SECOND DISTRICT SUPERVISOR, MARK GARDNER	<u>YES</u>
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	<u>YES</u>
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	<u>YES</u>
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	<u>YES</u>

The first meeting of the committee is scheduled to meet Friday August 7, 2015 at 11:30 a.m.

L. EXECUTIVE SESSION

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to recess the Board meeting until August 10, 2015 at 9:00 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

This the 3rd day of August, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Bill Russell, President
DeSoto County Board of Supervisors