

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT ONE JESSIE MEDLIN, PRESIDING

August 8, 2012

A. CALL TO ORDER

The August 8, 2012 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Sheriff Bill Rasco of the DeSoto County Sheriff's Department was present and opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Harvey Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Michael Garriga	County Administrator
Jody Neyman	Board Attorney

B. INVOCATION

Deputy Carl Hurt presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS

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

No one came forward.

E. APPROVAL OF AGENDA AND DELETIONS

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

There were no additions or deletions to the Agenda.

F. CONSENT AGENDA

1. Environmental Services: Code Enforcement – Budget Amendment

County Administrator Michael Garriga said he met with Planning Director Ted Garrod and Chief Financial Officer Tom Arnold to set up an appropriate fund for cleaning of property in DeSoto County. He said the budget amendment presented is in the amount of \$10,000 and has been added to the new budget. Mr. Garriga said long term bids would need to be obtained for the work.

Mr. Arnold said the County provides the funding up front, but it would be collected through landowner taxes that will be assessed after the County cleans property.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to

approve a Budget Amendment for Environmental Services - Code Enforcement in the amount of \$10,000 for cleaning county property as detailed in Exhibit F.1.

The motion passed by a vote as follows:

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

See Exhibit F.1

G.NEW BUSINESS

1. FY 2013 Budget Work Session

Supervisor Mark Gardner said he would like to discuss the Siemens project. Supervisor Harvey Lee said the chiller unit installed by Siemens would spike for a while until it is completely installed, adjusted and normal. Supervisor Gardner said he would like to know when the County would see a decrease and see comparisons to utility bills. He said Siemens guaranteed a certain cost savings and he would like to track the numbers to make sure the County gets what was promised.

County Administrator Michael Garriga said Siemens guaranteed a savings of \$300,000 per year and he wanted to make sure the cost is trending downward. Mr. Garriga said it is divided between the courthouse, administration and the jail.

Supervisor Bill Russell asked if the cost of the chiller was included in the cost savings.

Supervisor Gardner said he would like to see the cost of running the chiller broken down per square foot.

Mr. Garriga said the plan was to get a third party audit to look at the utility consumption because there is no control over rate increases.

Supervisor Russell asked how much lower utilities would be with the cost of the chiller included. Mr. Garriga said the County should see a 34% decrease in consumption.

Supervisor Gardner said he would like to keep track of the savings with all of the energy changes including water consumption, light fixture replacements and the chiller. Supervisor Gardner said he wanted to make sure the Board is aware of the downward trend in consumption.

Supervisor Jessie Medlin said he wanted everything taken into consideration when determining the bottom-line.

County Administrator Michael Garriga presented the proposed budget for 2013 to the Board of Supervisors. Mr. Garriga said the budget is fluid and can be changed. He stated that the budget is the Board setting the policy and how it spends money throughout the year. Mr. Garriga said this budget includes operational costs for the new jail including utility costs, and it is also figured with and without 3% raises. Mr. Garriga said the millage fund was not shifted or taken and there was no millage increase. The millage levy is status quo. Mr. Garriga said the Department Heads did an excellent job to make cuts, and most did cut 5% as requested. He said some departments were unable to make the complete 5% cut.

Supervisor Gardner said with the new jail opening, we knew we would have to add employees in addition to operating costs and asked if the Sheriff was able to cut 5%.

Supervisor Gardner said some things are unpredictable like gasoline which is trending back up. Supervisor Bill Russell said he would like an explanation from the departments that could not make the 5% cut.

Mr. Garriga explained that some smaller offices do not have 5% to cut except in salaries.

Supervisor Jessie Medlin suggested a process to go through the budget. He said there is a retirement increase in July and he would like to take that into consideration when raises are discussed. Mr. Arnold and Supervisor Medlin discussed the amount of the retirement increase, which is over \$400,000. Mr. Garriga said when that is added back into the budget it could affect the 5% cut. Supervisor Gardner said that is also one of the things the County does not control. He said he asked Vanessa to look at uniforms and business cards and the prices are variable.

The Board discussed elected officials retirement and whether the cities pay a portion of it. Mr. Garriga said he would look at restructuring the contract with the cities to ensure the County receives their portion.

Supervisor Medlin said the line item for insurance with Brown and Haynes was increased and it was just renewed a few months ago. Mr. Garriga said the increase is to cover the new jail.

Dept. 107 - Planning – Mr. Garriga said Planning Director Ted Garrod cut 5.7% from the budget and cut all areas.

Dept. 121 – Office of Finance and Accounting – Mr. Arnold said there was a decrease when the former Grants Administrator left leaving Tom Haysley as the only administrator for a portion of the year and audit fees were down.

Dept. 151- Facilities Management – Although several cuts were made, utilities were added for the new jail.

Supervisor Medlin asked how many custodians are now employed. Mr. Garriga said there are three custodians currently out and they would be removed with the others if the service is outsourced. Mr. Garriga said that Facilities Management Director Tony Martin has been looking at other areas to outsource in order to maintain efficiency and life of certain equipment. He said that Mr. Martin has been doing a study for quite some time now and in the long term this could be a cost savings as well. Mr. Garriga said none of the personnel are certified and two more employees are retiring the first of 2013.

Dept. 152 – Information Technology – Mr. Arnold said this large increase is due to moving the Sheriff’s Dept. computer costs to the IT Department. Supervisor Medlin said he is concerned about so much equipment from other departments being turned over to one department.

Mr. Garriga said the amount of equipment in IT would continue to grow because of the nature of computers and associated equipment.

Supervisor Lee Caldwell said software and programs are constantly changing as well as security.

Mr. Garriga explained that systems are changing rapidly and even newer models may not be compatible to equipment only a few months or a year old.

Mr. Arnold said they also have to buy a lot of licenses to be legal.

Dept. 166 – Justice Court

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to add \$7,500.00 for eCitation software for traffic tickets into line item 001-166-559.

The motion passed by a vote as follows:

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

Supervisor Medlin asked if other counties pay the Sheriff’s Department when they help them. Sheriff

Bill Rasco said yes, they reimburse them for gasoline.

Supervisor Caldwell asked what Shelby County does. Sheriff Rasco said they have only assisted Shelby County one time since he has been in office.

Supervisor Medlin asked the Sheriff if he knew how many new employees would be at the new jail. Sheriff Rasco said he was not sure. He said some employees would still be needed at the old jail. He said the projection of employees is 22, but if they do not need that many, the money would go back to the Board.

Dept. 22 – Prisoners Medical Costs

Sheriff Rasco said that Dr. Thompson provides a lot of in-house care instead of inmates having to be treated at the hospital emergency room each time something happens. He said that is a great savings to the County instead of using the hospital every time.

Supervisor Medlin asked how many inmates Sheriff Rasco expected to house in the new jail when it opens. Sheriff Rasco said 60 females on the first day. He wants to make sure all personnel are completely trained on operation of the doors, security system and familiar with the facility. Sheriff Rasco said he expects that will take about two to three weeks. He said on January 1, all female inmates, city inmates and writs would be housed in the old jail. Sheriff Rasco said keeping the writs in the old jail will be helpful because currently, they transport them to Tupelo, Batesville or Corinth. He said they have to keep writs segregated from the inmate population. Mr. Garriga said in the last year or so there was a new standard requiring writs to be segregated. Mr. Garriga said there is no contract with Region IV, but there is a signed resolution to become a member of Region IV and it is sent to mental health. He said there is a statutory requirement regarding mental health patients. He said the County's minimum contribution is the cost of $\frac{3}{4}$ millage rate. Sheriff Rasco said Region IV does a very good job for DeSoto County.

Mr. Garriga said he made a decision to cut the State Health Department budget to \$200,000, but the County provides their facility. The County also provides office space for DHS. He said he does not know if they are getting more money from the state. The County built a new building in Southaven, expanded the facility in Olive Branch and provides all maintenance.

The budget for the Animal Shelter was cut.

Supervisor Medlin said he would like to cut the budget for Social Services, and he wants the money to be used in the right way. He said if they need the money, they should bring the information to the Board to justify the request.

The Board discussed Impact Missions and that they are asking for less money this year. Mr. Garriga said they always present a full audit to the Board. He said the County money is designated strictly for the emergency shelter and is a statutory requirement.

Supervisor Mark Gardner said since Impact Missions budget is down and he would like to see money go toward the House of Grace. Supervisor Medlin said that he supports Senior Citizen programs. Mr. Garriga said Ms. Nathan with the Library would appear on Sept. 4th to request an increase in funds. Supervisor Medlin said there is a Child Development Center in Olive Branch that does a good job and could use money as well. Mr. Arnold said he thought that was associated with the schools.

Supervisor Medlin noted that the DeSoto Council budget is down because Greenways would be moved to a different fund.

Mr. Garriga said DeSoto Council sponsors the Legislative weekend in June. He said that event is paid from Advertising County Resources and run from \$10,000 to \$20,000 for the weekend and it is held every four years in DeSoto County.

Mr. Garriga said there were cuts to the DeSoto County Arts Council, the Museum and Olive Branch Arts Council.

Supervisor Gardner discussed financing of the new Jail and operating both jails. He asked about starting Phase II of the new Jail. Mr. Garriga said, per Mike Childress, the Architect for the new Jail, Phase II

would cost approximately \$8-10 million. Supervisor Gardner asked if Phase II would bring the jail to 650 beds and that he wanted to get the old jail off of the books as soon as possible.

The Board discussed Phase II of the new jail. Supervisor Caldwell suggested forming a committee to study financing for Phase II of the jail.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to form a committee to study the feasibility of a jail expansion consisting of Supervisor Mark Gardner, Supervisor Bill Russell, Sheriff Bill Rasco, Architect Mike Childress, Tom Arnold Vanessa Lynchard and Tony Martin.

The motion passed by a vote as follows:

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

Dept. 399 – Bridge & Culvert

Supervisor Medlin said there is \$4.5 million in the bridge and culvert fund. He suggested taking ¾ mill and put it into the general fund to save.

Road Manager Andy Swims discussed various road projects with the Board of Supervisors. In addition, they discussed moving money from the Road and Bridge fund to the County general fund.

Supervisor Caldwell asked the status of LSBP programs. Mr. Garriga said there are no bond programs funded for 2013. He said DeSoto County has only two bridges and LSBP falls under State Aid.

Supervisor Caldwell asked which roads the Road Department would be working on in 2012. Mr. Swims said that is up to the Board. Supervisor Caldwell suggested revamping the infrastructure study.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to form a committee to make recommendations on projects consisting of Tom Haysley, Ted Garrod, Andy Swims, Supervisor Harvey Lee, Supervisor Lee Caldwell and Vanessa Lynchard.

The motion passed by a vote as follows:

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

Mr. Swims said he added \$1.8 million to the road maintenance fund for special projects and suggested using a portion of the money to overlay Hwy 304 or a portion of the road.

Supervisor Medlin said he did not want to commit to \$1.8 million today for the entire 12 miles of the road.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve adding two miles of Hwy 304, to the overlay 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>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to change the budget to show \$300,000 for Holly Springs Road Emergency repair.

The motion passed by a vote as follows:

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

Supervisor Lee Caldwell said it seems that DeSoto County carries a bulk of the financial support for North Delta Planning and Development District and asked if there is a system for checks and balances.

Vanessa Lynchard explained the various services that North Delta provides for the County. She said they provide the Medicaid Waiver Program, the Homemaker Program, meal delivery, transportation and congregate meals. Vanessa said DeSoto County is the biggest County and we are getting what we pay for but she said that she is not sure what part of the allocation goes to administration because it is vague.

Mr. Garriga said North Delta is doing a better job of oversight and that it might be a good idea to explore how involved the Board would like to be in providing supplemental services that are provided by agencies. He said there is \$1/2 million for various programs. That money could go into a basic administration service, park fund or other programs.

Supervisor Gardner asked about shifting millage from the bridges fund which would provide more flexibility and is neutral to the taxpayer.

Mr. Swims asked if the millage is shifted, can it be shifted back if there is a major road program that needed to be done. Mr. Garriga said yes.

See Exhibit G.1

H. 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 to recess the Board meeting until August 13, 2012 at 8:30 a.m. The motion was seconded by Supervisor Lee Caldwell.

The motion passed by a vote as follows:

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

THIS the 8th day of August, 2012, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors