

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

MARK GARDNER, PRESIDENT PRESIDING

December 2, 2013

A. CALL TO ORDER

The December 2, 2013 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Mark Gardner, 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
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner presented the Invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

1. Mr. Fred Ashwell – United Way

Mr. Fred Ashwell with United Way appeared before the Board of Supervisors and thanked the Board for their support with United Way. Mr. Ashwell said he is a long time resident of DeSoto County and that United Way supports many agencies which provides help for hundreds of recipients.

Mr. Ashwell presented a plaque to the Board of Supervisors in appreciation of their support.

E. APPROVAL OF NOVEMBER MINUTES

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

The official minutes of the Board of Supervisors were read for the month of November 2013.

The Board of Supervisors discussed item numbers E.4, G.7.b and G.7.c for travel expenses to various governmental events in the November 18, 2013 draft minutes. They requested clarifications on who would be traveling to the meetings and requested the wording of the minutes be amended to properly reflect the action preciously taken by the Board.

The motion for item number E.4, to read, Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve travel and related expenses to attend the Home Grant Workshop in Jackson on December 17, 2013; for Supervisor Bill Russell and any other Supervisors, the County Administrator and Board Attorney and Grants Administrator, and others who may have an interest in the attending the workshop.

The motion for item numbers G.7.b and c, to read, Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve travel and related travel expenses for any members of the Board of Supervisors, County Administrator Vanessa Lynchard, Road Manager Andy Swims, Board Attorney Tony Nowak and others who have an interest to attend the MAS Mid-Winter Conference, January 6-8, 2014 and the Washington Legislative Briefing, March 5-7, 2014.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to accept the minutes of the Board of Supervisors for November 2013, as presented this date with changes previously submitted, and to include revisions as submitted 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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit E

F. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

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

The following requests were made to add to the Agenda:

1. County Administrator Vanessa Lynchard requested adding the following for County Insurance:

a. Health Insurance

Rex Haynes with SouthGroup introduced Barbara Reed and Blake Brickly with SouthGroup. Mr. Haynes said they met with the DeSoto County Insurance Committee to discuss a few changes that are being required by the Affordable Care Act effective January 1, 2014. Mr. Haynes presented the following Insurance Committee recommendations for Health Insurance for 2014:

Current	Proposed	Comment
<p>Affordable Care Act requires 1/1/2014 implementation:</p> <ul style="list-style-type: none"> • Reinsurance Fee: \$5.25 per covered individual per month • Patient-Centered Outcomes Research Institute (PCORI) Fee: \$2.00 per member per month • Elimination of pre-existing condition • Full time definition of employment required to be no more than 30 hours per week (current is 35 hours per week) 	<ul style="list-style-type: none"> • County pays all reinsurance fees and PCORI fees on behalf of plan (estimated \$ 72,670 annually) • Implement all required changes effective 1/1/2014 • Authorize legal to develop Policy and Procedure language accordingly 	<ul style="list-style-type: none"> • Ensures compliance with ACA requirements • Humana estimates up to 3% impact on claims cost per year (estimated \$120,000)
<p>Health plan</p>		<ul style="list-style-type: none"> • Elimination of spousal surcharge would result in

<ul style="list-style-type: none"> • Spousal surcharge of \$100 per month if spouse is eligible for insurance through own employer (39 employees). Currently, 39 employees pay a spousal surcharge for health insurance. • Individual out of pocket maximum in-network=\$1,000, individual out of pocket maximum out of network=\$2,000 • Family out of pocket maximum in-network=\$3,000, family out of pocket maximum out of network=\$6,000 • Specific deductible=\$100,00 for stop loss insurance 	<ul style="list-style-type: none"> • Review spousal surcharge • Increase individual out of pocket maximum in-network to \$1,250, increase individual maximum out of network to \$3,000 • Change family out of pocket maximum in-network to \$2,500 (2x individual in-network out of pocket recommended by ACA), family out of pocket maximum out of network = \$6,000 • Increase specific deductible to \$110,000 for stop loss insurance 	<p>projected loss=\$47,066 annually as well as increased exposure on claims liability. Reduction of the spousal surcharge by 50% (\$25 deduction per check) would result in a projected loss = \$23,533).</p> <ul style="list-style-type: none"> • Reinsurance cost increased \$46,000 based on experience • Administrative fees increase \$3,000 (as agreed in contract) • Change in specific deductible results in savings = \$54,786 • Specific deductible=\$110,000 (Risk limit increases by only \$10,000 per claim over \$100,000)
<p>Plan open enrollment for 3/1/2014 coverage date</p>	<ul style="list-style-type: none"> • Employee information sessions in mid-January • Passive enrollment scheduled January 22-24, 2014 (changes only) • Benefits booklet provided by SouthGroup • Distribution of communication regarding Affordable Care Act 	<ul style="list-style-type: none"> • Cost of booklet to be covered by SouthGroup • Cost of copies on health care reform communications assumed by County • Cost of plan information assumed by Humana, Cigna

Supervisor Bill Russell asked for clarification on how the new federal insurance plan caused additional taxes.

Mr. Haynes said the transitional reinsurance fee of \$5.25 is per covered individual per month.

County Administrator Vanessa Lynchard said last year a new tax was \$3.00 per employee. Mr. Haynes said that fee goes to the State of Mississippi.

Supervisor Jessie Medlin asked if this is a penalty for not being on the plan.

Mr. Nowak said the fee of \$5.25 under the ACA to stabilize the market.

Mr. Haynes said the Patient-Centered Outcomes Research Institute (PCORI) fees were \$2.00 per member per year. The county pays all reinsurance fees and PCORI fees on behalf of the plan which is estimated at \$72,670 annually. This ensures compliance with ACA requirements. Mr. Haynes said Humana estimates up to 3% impact on claims cost per year (estimated \$120,000).

Supervisor Mark Gardner asked if the money was in the budget. Ms. Lynchard said there is money built into the pool and there is a generous reserve. She said we could have a year of bad claims and that could change the reserve.

Supervisor Russell asked if this could be passed on to the employee. Mr. Nowak said the Act says “it shall be paid by the plan”. Mr. Nowak said different groups are looking into getting opinions but right now it is just not clear. The safe bet is to pay the fees out of the plan and not pass them on to the employees.

Mr. Haynes said we think they are just being cautious. However, Humana offered a suggestion to offset the cost which is detailed in the current and proposed section as listed above. Mr. Haynes said the county plan is in very good shape at this time.

Ms. Lynchard said last year the committee recommended adding a \$100 per month fee for spousal coverage if the spouse has other insurance that was available. She said not many employees are using it.

Supervisor Medlin said some employees make \$10-\$12 per hour and have to pay an additional \$100 per month to have their spouse covered. Ms. Lynchard said 39 employees are using the spousal coverage and recommended cutting the amount to \$50.00.

Supervisor Bill Russell said he trusted that all the numbers were ran and that increases were considered. He said what happens if we stumble next year and the money is not there.

Ms. Lynchard said that is a point well taken; it is a gamble when dealing with claims.

Supervisor Medlin said there are a lot of good people on the Insurance Committee and everyone has learned a lot.

Supervisor Russell said he did not think the surcharge for spouses should be reduced when we don't know what is ahead with healthcare.

Ms. Lynchard said part of the healthcare reform requires that we eliminate the prohibition of coverage for pre-existing conditions until after one year of work and decrease the hours required for part time from 35 hours to 30 hours per week.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve changing the monthly spousal surcharge from \$100 to \$50.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>RECUSED</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 suggested we change eligibility from 35 to 30 hours for health plans only. All other plans could be 35 hours.

Human Resources Director Janna Rogers clarified that currently an employee who does not work 35 hours has no medical, vision or dental benefits.

Human Resources Manager Vickie Richmann said it would be difficult to track employees who do not work 35 hours and who would not receive dental and vision benefits. There is no system that tracks that information. Supervisor Russell asked for additional information on how it could be administered and tracked.

Ms. Rogers said the benefits booklet and educational meetings will be available to employees before prior to the enrollment period.

Mr. Nowak said, under the new Act, some preventive dental and vision had to be separated out, especially for children. The 30 hour work week may be mandated in regards to determining eligibility for dental and vision coverage for juvenile dependents.

Ms. Lynchard said many years ago, a part time employee was required to work 32 hours for benefits eligibility and then it was raised to 35 hours. She said that going back to 30 hours could cause a problem with PERS.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve changing the DeSoto County Personnel Manual to state that a county employee must work 30 hours for healthcare benefits and 35 hours per week for all other benefits.

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>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

Supervisor Bill Russell made the motion to rescind the previous motion and to gather more facts on the impact and legal compliance.

Supervisor Harvey Lee seconded the motion.

The motion passed by a vote as follows:

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to develop revised language for the personnel manual.

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.a

b. Workers Compensation

Rick Stallings of Harris, Madden & Powell, Inc. appeared before the Board of Supervisors to discuss the county worker's compensation package. Mr. Stallings said the Experience Modification Factor is down from the 2013 renewal rate of \$507,984 to \$491,088 for 2014, as described in Exhibit F.1.b on page 3.

Mr. Stallings reminded the Board that the experience mod is a rolling three years. The oldest year rolls off of the experience mod and the new year will roll on to the mod. Mr. Stallings said you can expect a certain amount of claims but the claims history for 2013 was better and went down 10%.

Mr. Stallings referred to page 6 regarding payroll. Ms. Lynchard said this year's payroll increased due to filling vacant positions in the Road Department.

Road Manager Andy Swims said they hired folks in the eastern shop, added a few employees and this also included salary increases.

Mr. Stallings said page 8 is an apples to apples comparison based on the payroll for 2014. He said there is a 10% decrease and the experience mod played a big part in that.

Mr. Stallings said page 9 listed companies that Harris Madden and Powell approached on behalf of the county. He said page 10 is a comparison of quotes between MPE and Travelers.

Mr. Stallings said page 11 is the claims comparison summary. He said claims are trending down from 54 in 2009 and 28 in 2013.

Ms. Lynchard said we need to increase risk management in-house to help reduce claims.

Mr. Stallings pointed out a change which requires changing the Personnel Policy and Procedure Manual and requires communication to the employees. Currently an employee on Worker's Compensation leave continues to accrue vacation and sick time if paid for greater than 15 days per month. He said the proposal is for employees on Workers Compensation leave not to accrue vacation and sick time while on leave. The legal department needs to be authorized to develop Policy and Procedure language accordingly effective date 1/1/2014.

Mr. Stallings said if an employee is doing something unrelated to county business or violating county policy, they do not qualify for worker's compensation. It must be directly related to county business and comply with the county policy.

Mr. Stallings referred to page 12 and 13 for the DC Worker's Comp Comparison Ten Year Trend Analysis. He said premiums stayed fairly level.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve adopting the Worker' Compensation Proposal submitted by Harrison, Madden & Powell as detailed in Exhibit F.1.b and the recommendations proposed as follows:

Current	Proposed	Comment
Workers Compensation fully insured with MPE Contract expires 12/31/2013	<ul style="list-style-type: none"> • Continue with MPE as insurer • Accept 1/1/2014 bid proposal 	<ul style="list-style-type: none"> • Renewal date 1/1/2014 • Cost down 3% with 9% increase in payroll • No change in administrative procedures for claims reporting
Benefits cease upon exhaustion of accrued sick/vacation time on work-related injuries	<ul style="list-style-type: none"> • Workers Compensation leave does not change full time or part time status • Benefits continue as full time employee if on Workers Compensation leave • Authorize legal to develop Policy and Procedure language accordingly • Effective date 1/1/2014 	<ul style="list-style-type: none"> • Requires change to Personnel Policy and Procedure Manual • Requires communication to employees
Employee on Workers Compensation leave continues to accrue vacation and sick time while on leave if paid for greater than 15 days per month	<ul style="list-style-type: none"> • Employee on Workers Compensation leave will not accrue vacation and sick time while on leave • Authorize legal to develop Policy and Procedure language accordingly • Effective date 1/1/2014 	<ul style="list-style-type: none"> • Requires change to Personnel Policy and Procedure Manual • Requires communication to employees

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District

YES

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.b

c. Add two possible executive session discussion items to property acquisitions in executive session as follows: 1) Swinnea Road 2) New Jail Site

These two items were later determined to qualify for executive session.

2. Board Attorney Tony Nowak requested adding the following:

a. Training for Environmental Services, Code Enforcement and Animal Services

Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve hiring the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to provide training for Environmental Services, Code Enforcement and Animal Services.

The motion passed by a vote as follows:

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

b. Authorization to work with the Board of Education for access to the Lewisburg School Park

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve hiring the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to work with the School District and DCRUA regarding acquisition of an easement through the Lewisburg School property to access the park at the Villages of Hawks Crossing for maintenance.

The motion passed by a vote as follows:

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

c. Old Business - Approval of Inmate Housing Contracts with Municipalities

Board Attorney Tony Nowak said this is an item of old business regarding inmate housing fees at the jail.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve contracts with the cities of Olive Branch, Horn Lake, Hernando, Walls and Southaven for inmate housing, which includes a rate increase set at \$25 per day per inmate for the year 2014 and \$35 per day per inmate for the year 2015; and set to expire December 31, 2015 but will automatically renew for one year terms thereafter until the agreement is terminated:

The motion passed by a vote as follows:

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

See Exhibit E.2.c

3. Environmental Services – Update on Water Bills from Lewisburg Water for Fairview Ball Park

Environmental Services Manager Ray Laughter said the amount of the water bill from Lewisburg Water for Fairview Ball Park in September was \$64.88 and October was \$66.88. Mr. Laughter said he is still talking to the Facilities Management Director to see if there is a reason for the higher amounts.

Supervisor Jessie Medlin said it used to be about \$20.00 per month. Mr. Laughter said he would continue to monitor and see if there is a reason for the increase.

Supervisor Lee Caldwell made the motion and Supervisor Harvey 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 Harvey Lee, Fifth District	<u>YES</u>

G. CONSENT AGENDA

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

1. Dept. of Human Resources: Monthly Health Claims

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

Funding Request	Date Paid	Amount	Claim Type
Date			
11/1/13	11/1/13	\$79,606.94	Administration Fees
11/4/13	11/5/13	\$33,920.59	Medical
11/4/13	11/5/13	\$7,435.30	Dental
11/4/13	11/5/13	\$15,424.98	Pharmacy
11/11/13	11/13/13	\$27,937.99	Medical
11/11/13	11/13/13	\$5,704.04	Dental
11/11/13	11/13/13	\$26,921.40	Pharmacy
11/18/13	11/18/13	\$47,997.21	Medical
11/18/13	11/18/13	\$4,194.12	Dental
11/18/13	11/18/13	\$12,790.20	Pharmacy
11/28/13	11/25/13	\$41,369.98	Medical
11/28/13	11/25/13	\$6,438.30	Dental
11/28/13	11/25/12	\$7,620.32	Pharmacy
	TOTAL	\$317,361.37	

2. Justice Court Report

Monthly Report

Criminal Cases Filed	105
Civil Cases Filed	634
Traffic Tickets Filed	1,389
Total Cases Filed	2,128
State Assessments	\$ 91,904.50
County General Fund	\$135,712.47

Total Collections \$227,616.97

3. Bailiff Pay

Liz Medlin \$245.00
 Bobby Holloway \$460.00

4. Publication of Board Proceedings

5. Office of Finance & Accounting

a. Budget Amendments

b. Approval for Interfund Loan – Johnson Creek Greenway

From: General County Fund 001-000-054 \$25,000.00
 To: Johnson Creek Greenway Project 316-000-149 \$25,000.00

c. Request for Transfer of Sheriff Seized Funds

REQUEST FOR TRANSFER OF SHERIFF SEIZED FUNDS

December 2, 2013

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
2013-35049	Christopher Adams	7/27/13	28040	\$1,970.00	11/18/13
2013-46948	Crystal Chacon	10/13/13	28363	\$ 940.00	11/18/13
2013-47309	Torrence Hardaway	10/16/13	28368	\$1,073.00	11/18/13
			TOTAL	\$3,983.00	

Transfer from: Sheriff-Seized Fund (123-000-139) \$3,983.00
 Transfer to: Sheriff-Forfeiture Fund (120-000-238) \$3,983.00

d. Inventory Dispositions: Final

1) Sheriff's Dept. – Sid Forfeiture

AGENCY	CASE #		DATE DECLARED	MFGR	YEAR	DESCRIPTION	SERIAL #	VALUE
SID	2013-45453	BOBBY JOE SMITH	11/12/13	FORD	1998	F150 (TAN)	1FTPX27LOWNA13137	1977.00
COUNTY ASSET #43390						T250-L227-F120-D200		

2) Sheriff's Dept. - Surplus

ASSET #	GRANT	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
36910	G	MID TIER DOCKING STATION	20377	Surplus	Sheriff Dept.	08/06/12	AMY HENLEY	GOVDEALS.COM
36911	G	MID TIER DOCKING STATION	20376	Surplus	"	"	"	"

36908	G	MID TIER DOCKING STATION	20388	Surplus	"	"	"	"
36914	G	MID TIER DOCKING STATION	20368	Surplus	"	"	"	"
36473	G	MID TIER DOCKING STATION	17338	Surplus	"	"	"	"
36472	G	MID TIER DOCKING STATION	17378	Surplus	"	"	"	"
36909	G	MID TIER DOCKING STATION	20389	Surplus	"	"	"	"
36470	G	MID TIER DOCKING STATION	17392	Surplus	"	"	"	"
36471	G	MID TIER DOCKING STATION	17344	Surplus	"	"	"	"
36469	G	MID TIER DOCKING STATION	14746	Surplus	"	"	"	"
36476	G	MID TIER DOCKING STATION	17330	Surplus	"	"	"	"
36913	G	MID TIER DOCKING STATION	20373	Surplus	"	"	"	"
36907	G	MID TIER DOCKING STATION	20383	Surplus	"	"	"	"
36467	G	MID TIER DOCKING STATION	17368	Surplus	"	"	"	"
36906	G	MID TIER DOCKING STATION	20381	Surplus	"	"	"	"
36474	G	MID TIER DOCKING STATION	17355	Surplus	"	"	"	"
36468	G	MID TIER DOCKING STATION	17341	Surplus	"	"	"	"
36912	G	MID TIER DOCKING STATION	20372	Surplus	"	"	"	"
36475	G	MID TIER DOCKING STATION	17328	Surplus	"	"	"	"
36915	G	MID TIER DOCKING STATION	20371	Surplus	"	"	"	"

ASSET #	GRANT	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
36487	X	Trimble GPS 450	550123747	Surplus	Sheriff Dept.	08/06/12	AMY HENLEY	GOVDEALS.COM
36488	X	Trimble GPS 450	550123601	Surplus	"	"	"	"
36489	X	Trimble GPS 450	550123563	Surplus	"	"	"	"
36490	X	Trimble GPS 450	550123507	Surplus	"	"	"	"
36491	X	Trimble GPS 450	550123567	Surplus	"	"	"	"
36492	X	Trimble GPS 450	550123721	Surplus	"	"	"	"
36493	X	Trimble GPS 450	550123652	Surplus	"	"	"	"
36495	X	Trimble GPS 450	550123380	Surplus	"	"	"	"
36496	X	Trimble GPS 450	550123398	Surplus	"	"	"	"
36896	X	Trimble GPS 450	220385627	Surplus	"	"	"	"
36897	X	Trimble GPS 450	220385564	Surplus	"	"	"	"
36898	X	Trimble GPS 450	220385595	Surplus	"	"	"	"
36900	X	Trimble GPS 450	220385593	Surplus	"	"	"	"
36901	X	Trimble GPS 450	220385599	Surplus	"	"	"	"
36902	X	Trimble GPS 450	220385611	Surplus	"	"	"	"
36903	X	Trimble GPS 450	220385587	Surplus	"	"	"	"
36904	X	Trimble GPS 450	220385650	Surplus	"	"	"	"
36905	X	Trimble GPS 450	220385690	Surplus	"	"	"	"
36494	X	Trimble GPS 450	550123393	Surplus	"	"	"	"

ASSET #	GRANT	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
36457	X	MOTOROLA ML850 LAPTOP	343CFA0621	SURPLUS	SHERIFF DEPT.	11/05/12	AMY HENLEY	GOVDEALS.COM
36458	X	MOTOROLA ML850 LAPTOP	343CFA0399	SURPLUS	"	"	"	"
36459	X	MOTOROLA ML850 LAPTOP	343CFC0530	SURPLUS	"	"	"	"
36460	X	MOTOROLA ML850 LAPTOP	343CEY0426	SURPLUS	"	"	"	"
36461	X	MOTOROLA ML850 LAPTOP	343CFA0384	SURPLUS	"	"	"	"
36462	X	MOTOROLA ML850 LAPTOP	343CFA0278	SURPLUS	"	"	"	"
36463	X	MOTOROLA ML850 LAPTOP	343CFA0623	SURPLUS	"	"	"	"
36464	X	MOTOROLA ML850 LAPTOP	343CFC0562	SURPLUS	"	"	"	"
36465	X	MOTOROLA ML850 LAPTOP	343CFA0375	SURPLUS	"	"	"	"
36466	X	MOTOROLA ML850 LAPTOP	343CFC0539	SURPLUS	"	"	"	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
33907	VIDEX LASERLITE BARCODER	372768	Surplus	Sheriff Dept.	11/05/12	AMY HENLEY	GOVDEALS.COM
33908	VIDEX LASERLITE BARCODER	298612	Surplus	"	"	"	"
33909	VIDEX LASERLITE BARCODER	299088	Surplus	"	"	"	"
33910	VIDEX LASERLITE BARCODER	298605	Surplus	"	"	"	"
33911	VIDEX LASERLITE BARCODER	333362	Surplus	"	"	"	"
33912	VIDEX LASERLITE BARCODER	333382	Surplus	"	"	"	"
33913	VIDEX LASERLITE BARCODER	333385	Surplus	"	"	"	"
33914	VIDEX LASERLITE BARCODER	371235	Surplus	"	"	"	"
33915	VIDEX LASERLITE BARCODER	333370	Surplus	"	"	"	"
33916	VIDEX LASERLITE BARCODER	368014	Surplus	"	"	"	"
33917	VIDEX LASERLITE BARCODER	333387	Surplus	"	"	"	"
33918	VIDEX LASERLITE BARCODER	333346	Surplus	"	"	"	"
33919	VIDEX LASERLITE BARCODER	333344	Surplus	"	"	"	"
33920	VIDEX LASERLITE BARCODER	333348	Surplus	"	"	"	"
36863	VIDEX LASERLITE BARCODER	296840	Surplus	"	"	"	"
36864	VIDEX LASERLITE BARCODER	296869	Surplus	"	"	"	"
36866	VIDEX LASERLITE BARCODER	386887	Surplus	"	"	"	"
36867	VIDEX LASERLITE BARCODER	316993	Surplus	"	"	"	"
36868	VIDEX LASERLITE BARCODER	298679	Surplus	"	"	"	"

e. Appointments – Sheriff’s Office: Remove Sherry Herndon as Assistant Inventory Clerk and Appoint Lesley Lofton as Assistant Inventory Clerk

6. Sheriff: Appointment of Robert Storey, Jr. Deputy of DeSoto County, as County Fire Investigator

7. Road Department

a. Road Report

b. Work Schedule

c. Road Bond Report

8. Chancery Clerk Allowance (2) \$1,550.00 \$1,550.00

Supervisor Mark Gardner asked about the budget amendment for contractual printing.

Chief Financial Officer Tom Arnold explained that the budget amendment is for training according to exhibit as presented. They are moving it from one line item to another and it is for the entire year.

Supervisor Gardner asked about capital supplies. Mr. Arnold said that is the forfeiture fund and does not require county funds.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve the actions set forth in Consent Agenda.

The motion passed by a vote as follows:

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

See Exhibit G

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to

approve recessing the meeting at 9:30 a.m. to allow the Board of Supervisors to attend a special meeting at Horn Lake at 10:00 a.m. for an important announcement.

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>

H. OLD BUSINESS

1. Board Attorney: Approval of Interlocal Agreement with the City of Horn Lake -Cowpen Creek

Board Attorney Tony Nowak said this is an Interlocal Agreement with the City of Horn Lake regarding drainage issues at Cowpen Creek which Mayor Allen Latimer recently presented to the Board. Mr. Nowak said some of the County's obligation can be made "in kind" in the form of work by the Road Department. The city will advertise for bids and let all contracts.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve the Interlocal Agreement with the City of Horn Lake for the Drainage Construction Project at Cowpen Creek as presented.

The motion passed by a vote as follows:

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

See Exhibit H.1

2. Financial Statement Services or Audit Services Bid

Chief Financial Officer Tom Arnold said there was a misunderstanding by Watkins Uiberall, PLLC on the recent bid proposal so they are withdrawing their bid. Mr. Arnold said their intent was to combine both services and that does not meet the bid specification.

Mr. Arnold presented the new bid proposals for the financial statement services or audit services and recommended the lowest and best bid, Williams, Pitts and Beard for the financial statement services; and Fortenberry Ballard, PC as the lowest and best bid for audit services as follows:

File: 14-121-001	DeSoto County Board of Supervisors						Proposal Opening: November 12, 2013		
Financial Statement Services or Audit Services	Office of Procurement						Time: 10:00 A.M.		
	365 Loshier St., Suite 340								
	Hernando, MS 38632								
BID TAB									
FIRM	FINANCIAL STATEMENTS FY13	FINANCIAL STATEMENTS FY14	TOTAL FOR TWO YEARS	HOURLY RATE	AUDIT SERVICES FY13	AUDIT SERVICES FY14	TOTAL FOR TWO YEARS	HOURLY RATE	TOTAL PROPOSAL
WILLIAMS, PITTS, AND BEARD, PLLC 2042 McIngvale Road, Suite A Hernando, MS 38632	\$ 15,500.00	\$ 15,500.00	\$ 31,000.00	\$ 100.00	\$ 43,500.00	\$ 43,500.00	\$ 87,000.00	\$ 100.00	\$ 118,000.00
FORTENBERRY & BALLARD, PC 1929 Spillway Road Brandon, MS	No Bid	No Bid	No Bid	\$ 70.00	\$ 32,900.00	\$ 32,900.00	\$ 65,800.00	\$ 70.00	\$ 65,800.00
WATKINS UIBERALL, PLLC # 1661 Aaron Brenner Dr., Suite 300 Memphis, TN	\$ 4,000.00	\$ 4,500.00	\$ 8,500.00	\$ 107.00	\$ 44,000.00	\$ 45,000.00	\$ 89,000.00	\$ 110.00	\$ 97,500.00
RECOMMENDATIONS:									
FINANCIAL STATEMENTS: WILLIAMS, PITTS AND BEARD, PLLC									
AUDIT SERVICES: FORTENBERRY & BALLARD, PC									
#NOTE: When Watkins Uiberall submitted their bid, their intention was to do the financial statements and the audit, not just one or the other. The proposal advertisement was for one or the other, not both. Jeff Thomason with Watkins Uiberall advised me that they were not interested in doing just the financial statements, and that they could not do the statements only for the amount quoted. Therefore, the recommendation for the financial statements is for the firm of Williams, Pitts and Beard.									

Supervisor Mark Gardner asked if references were checked on the companies. Mr. Arnold said no, but he knows that Mr. Ballard has worked for the schools for many years in addition to knowing him and his work during his tenure as auditor with the state.

Supervisor Gardner asked if they have done work for other counties. Mr. Arnold said yes, they have worked with Lauderdale County which is close to the size of DeSoto County. Supervisor Gardner said their bid is considerably lower and he wanted to make sure they knew how much it would entail working with DeSoto County.

Mr. Arnold said he talked to them personally when they came by his office and explained what all it would entail.

County Administrator Vanessa Lynchard said almost all counties outsource their financial services.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to accept the recommendations as presented and to approve the lowest and best bid for financial statement services to Williams, Pitts and Beard and Fortenberry Ballard, PC as the lowest and best bid for audit services.

The motion passed by a vote as follows:

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

See Exhibit H.2

The Board of Supervisors returned from the special meeting at Horn Lake. He said that Wal-Mart is building a 186,000 square foot facility which will create 300-500 jobs. It will be located at the intersection of Horn Lake Road and Goodman Road. Supervisor Bill Russell said this is a very good economic development for the City of Horn Lake.

I. NEW BUSINESS

1. 10:00 a.m. Tax Exemptions

a. GENCO I, Inc.: Personal Property-10 years; IDI/Crossroads G, LLC

Real Property; Nortek, Free Port

Jim Flanagan, President and CEO of the DeSoto County Economic Development Council said there are three requests for tax exemptions and introduced Tim Moore of IDI. Mr. Moore said the building at 8735 Crossroads in Olive Branch was completed early last year. He said that GENCO is the tenant and their customer is Nortek. He said GENCO is requesting a personal property tax exemption for 10 years. IDI/Crossroads is requesting a real property tax exemption and Nortek is requesting a Free Port warehouse tax exemption.

Representatives from GENCO, Ralph Jobe, Leslie Waggoner and Tim Moore with IDI, appeared before the Board regarding tax exemptions for GENCO.

Mr. Jobe said they manage 38 million square feet of warehouse space across 130 locations. It is one of the nation’s largest third part logistics providers. The Olive Branch location is to fulfill a third party contract to support warehousing distribution and other logistics services with their customer, who is Nortek. Nortek is an international producer and supplier of residential heating and cooling ventilation systems, audio, visual and energy control services.

Mr. Jobe said Nortek is their new customer and they ship finished goods. They ship air conditioning units, compressors, fans and light industrial products. Mr. Jobe said the third level will come in February and March.

Ms. Waggoner talked about employee benefits that GENCO provides their employees. The average hourly wage with benefits is \$17.86. The minimum base hourly wage should not be less than 165% of minimum wage. Ms. Waggoner said the estimated annual payroll is \$1,804,046.00. Full employment is \$2,266,076.00. She said they provide a benefit package as described in Exhibit I.1.a. In addition they offer employee training and many educational opportunities.

Supervisor Lee Caldwell asked that they hire from DeSoto County. She said the County has partnered with the schools and offer an Industrial Technology School for county residents to be trained for new jobs moving into the county.

Mr. Jobe said they used Select Staffing Services in DeSoto County.

Supervisor Mark Gardner asked if they had used the WinJob Center. Mr. Flanagan said Select Staffing Services works with the WinJob Center.

Supervisor Gardner said he appreciated their hiring DeSoto County residents.

County Administrator Vanessa Lynchard said that Nortek needs to be added to the application for GENCO and initialed.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve adding Nortek to the application for GENCO and to be initialed by Nortek, and to approve a Personal Property Tax Exemption for GENCO, I, Inc. for 10 years; a Real Property Tax Exemption for IDI/Crossroads G, LLC; and a Nortek, Free Port warehouse tax exemption as fully detailed in Exhibit I.1.a.

The motion passed by a vote as follows:

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

See Exhibit I.1.a

b. Five-Below, Inc.: Personal Property-10 years & Free Port

Mr. Brian Punt, Director of Operations of Five Below, said they hope to have local retail distributorship moved in by April with 24 employees. They expect to have up to 92 employees. They service over 100 stores in the United States. He said they are using two temp agencies, the Landers Center Job Fair and online applications. They are adding over 60 more retails and some will be located in Olive Branch and DeSoto County. They carry phones, cases, etc. and younger girls novelty t-shirts.

Supervisor Lee Caldwell thanked the representatives for hiring DeSoto County residents.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve a Personal Property Tax Exemption for 10 years and a Free Port warehouse tax exemption as fully detailed in Exhibit I.1.b.

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>

Exhibit I.1.b

c. Tri-Starr Management Services dba LEGACY Supply Chain Services: Free Port

Tri-Starr Management Services Facility Manager Kevin Vaughan and Attorney Mark Aquadro appeared before the Board of Supervisors to request a Free Port warehouse tax exemption. Mr. Aquadro said Tri-Starr is a retail sports distribution center from California. They are in the IDI Building on Polk Lane.

Attorney, Mark Aquadro said they are a retail sports distribution center from California. They are located in the IDI Building on Polk Lane.

Supervisor Mark Gardner asked if they are familiar with the WinJob Center. Mr. Vaughan said the Job Center allowed them to use space in their facility to interview applicants and it worked out very well. They actually hired their Human Resources person and one other person through the Job Center. In addition, Mr. Flanagan gave them a list of vendors and they hired all of them. Mr. Vaughan said this is such a good fit for Tri-Starr and the building is great.

Supervisor Mark Gardner thanked Mr. Vaughan for hiring locally. He said the county appreciates their moving to DeSoto County.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve a Free Port warehouse tax exemption for Tri-Starr Management Services dba LEGACY Supply Chain Services as detailed in Exhibit I.1.c

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>

Exhibit I.1.c

2. Office of Procurement – Bids Under Advisement

The following bids were presented by Procurement Clerk Karen McNeil and recommended for consideration by the Board of Supervisors by the Road Manager.

a. Single Axle Dump Truck

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve the recommendation of TAG Truck Center, as the lowest and best bid to purchase three (3) dump trucks as fully described in Exhibit I.2.a

The motion passed by a vote as follows:

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

Exhibit I.2.a

b. Rubber Tire Backhoe Tractor

Mr. Swims explained there is a better return on selling this type vehicle at auction and did not recommend using the optional buy back. Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve the recommendation of Thompson Machinery as the lowest and best bid that met bid specifications, based upon initial purchase price without consideration of the optional buy back, and to purchase two (2) Rubber Tire Backhoes as fully described in Exhibit I.2.b

The motion passed by a vote as follows:

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

See Exhibit I.2.b

c. Tractors

Mr. Swims explained to the Board the importance of having both hand and foot throttles on this type of equipment. Supervisor Medlin also noted that, in his experience, there is a need to have both hand and foot throttles. Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve purchasing four (4) tractors from Mid-South AG who is the lowest and best bid meeting bid specifications, after consideration of the need for both hand and foot throttles, as fully detailed in Exhibit I.2.c.

The motion passed by a vote as follows:

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

See Exhibit I.2.c

d. Rubber Track Skid Steer

Ms. McNeil said there were a number of exceptions on the bids which caused confusion and Mr. Swims requested rejecting the bids and rebidding due to no vendor meeting all of the specifications.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to reject all bids and rebid for the rubber track skid steer due to no vendor meeting all specifications.

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 I.2

3. DeSoto County Infrastructure

Director of GIS Matt Hanks presented a map of DeSoto County reflecting construction work within the county. He said hopefully this will be a good tool to help oversee construction and other projects in the county.

Supervisor Mark Gardner said he would like to meet with IT Director John Mitchell, Facilities Management Director Tony Martin, Sam Johnson with Mississippi One-Call and Mr. Hanks to discuss exposure of critical lines, such as lines to the chiller, conduits and other critical lines.

Mr. Hanks said he would be glad to meet with Supervisor Gardner.

Supervisor Harvey Lee said in his business there is a map that shows where all of the critical lines are located which prevents wires or lines from being cut.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve adopting a policy for GIS to identify and map the DeSoto County infrastructure.

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 I.3

4. Office of Finance and Accounting

a. Inventory Control – Preliminary: Sheriff’s Dept. SID

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve a preliminary disposition for the SID unit of the Sheriff’s Department for seized forfeitures as follows:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY
34483	SMITH & WESSON - REVOLVER	J426292	FORFEITURE - DECLARE SURPLUS / TRADE- IN	06	1H	WHITEHOUS E
42035	TAURUS PISTOL	NZK33939	FORFEITURE - DECLARE SURPLUS / TRADE- IN	12	2H	WHITEHOUS E

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>ABSENT</u>

See Exhibit I.4.a

b. Grants Administration

1) Parks & Recreation - Accept Grant Award & Board President to Sign Kaboom Playground Surfacing Grant Documents

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve accepting a grant award and to authorize the Board President to sign the award letter for Kaboom benefitting Parks and Recreation, for a one time amount of \$750 and no local match required; to help purchase wood carpet and playground surfacing.

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 I.4.b.1

2) Environmental Services – Approval to Apply for Regional Cooperative Recycling Grant Program

Grants Administrator Melissa Zizmann requested approval to apply for a Regional Cooperative Recycling Grant for Environmental Services.

Environmental Services Director Ray Laughter said this program has been in place and the county obligation is to sustain the program for three years after the end of the grant. He said the grant amount is up to \$400,000.

County Administrator Vanessa Lynchard said the application is to expand recycling services both in county buildings and constituent services. She said they are hoping to expand services in neighborhoods and curbside recycling as well. Ms. Lynchard said we do not have a good system in our own buildings. She said the Board of Education has been a partner with International Paper for several years, but they are going to start charging a fee. Ms. Lynchard said they are hoping to possibly go to the libraries, the Civic Centers and other to make sure recycling is available in all parts of the county.

Ms. Lynchard said the grant can also be used as a possible matching source for Environmental Services staff. She said that 50% of Mr. Laughter’s salary can be used as well as other staff salaries.

Supervisor Jessie Medlin asked about the containers falling apart. Mr. Laughter said grant funding can be used to help with containers.

Ms. Zizmann said this is a reimbursement grant.

Supervisor Bill Russell asked about the plan to help the schools. Mr. Laughter said they want to put bins there and they have spoken to the Board of Education.

Supervisor Lee Caldwell said the Board of Education has been talking to International Paper to expand their service.

Supervisor Russell and Supervisor Medlin both expressed concerns about committing to something that will only be for two years.

Supervisor Mark Gardner asked if the money is in the budget; Mr. Laughter said we will budget up to \$400,000 should the County receive approval of the grant funds. Supervisor Gardner how much is ongoing for containers. Mr. Laughter said 70% is for the cost of containers that the county owns. He said they need to get the details in place and apply for the grant by December 6th. He said they will find out if we get the grant in March.

Ms. Zizmann said a letter of support and an MOU will be needed for the libraries and Civic Center, if they are considered part of this grant.

Supervisor Medlin said he would like to use more county- owned trailers; if the program goes away, the county can still use the trailers.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve applying for the Regional Cooperative Recycling Grant Program funded by MDEQ for Environmental Services for salaries, education on recycling within the county starting with the county school system and the opportunity to expand the existing program; in an amount up to \$400,000 for two years and for the county to sustain the program for 3 years after the end of the grant and for the Board President to sign the application.

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 I.4.b.2

Mr. Laughter said they will come back to the Board in March with the details worked out.

Ms. Zizmann said that MDEQ was very positive and said it sounded like something they would like to fund.

c. Claims Docket

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

Supervisor Jessie Medlin asked about the claim on page 15 in the amount of \$15,895.65 to APS. Chief Financial Officer Tom Arnold said that is for the regular monthly fee for the cleaning service.

Supervisor Medlin asked about the water bill at Ingram's Mill. He said it is \$73 and it is usually \$22. County Administrator Vanessa Lynchard said she would ask the Facilities Management Director to look into this claim.

Supervisor Mark Gardner asked about the following claims:

Page 4 – Forrestry Suppliers. Mr. Arnold said this is for four 75foot measuring tapes.

Page 9 & 10 – West Group Payment Center. Mr. Arnold said this is to update West Group law books that are in the Administration office.

Page 11 – Smith, Phillips, Mitchell, Scott and Nowak Law Firm. Mr. Nowak said this is for Desoto Road and Center Hill. Supervisor Medlin clarified this also included the cost of for title work on the school road.

Page 19 – C Spire for \$16.59 each. Mr. Arnold said this is for a group of employees in Facilities Management.

Page 39 – AT & T. Mr. Arnold said this is a three year maintenance agreement for Sheriff’s cars.

Page 41 – Missouri State Highway Patrol. Supervisor Gardner said he noticed the vehicles are 2010 Crown Victoria vehicles. Sheriff Bill Rasco said the mileage is very low to be a 2010 and is a good buy for the Sheriff’s Department.

Page 48 – ByteSurgery LTD. Mr. Arnold said this is for satellite telephone services.

Page 90 – Waggoner Engineering, Inc. Mr. Arnold said this is for a state aid project.

Mr. Arnold said the amount for Northwest MS. Community College on page 100 is the same amount as the total for the claims docket. He said there was a keying error. The line item for NWCC should be \$33,870.64 and the total for the claims docket should be \$2,842,850.88.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer with the corrected amount of \$33,870.64 for NWCC; and to approve the corrected total for the claims docket of \$2,842,850.88.

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>

5. Contract Administration

a. EMS Agreement with Landers Center: Due to Government Shutdown in Oct., reschedule Storm Spotter Class and Amend Agreement to Dec. 5, 2013 (no charge)

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the agreement with the Landers Center to reschedule the Storm Spotter Class to December 5, 2013 at no charge.

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 I.5.a

b. EMA Agreement with Universal AdCom for participation in the “Community Guide” Magnet

No action was taken on this item.

J. 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 December 16, 2013 at 9:00 a.m. The motion was seconded by Supervisor Lee Caldwell.

The motion passed by a vote as follows:

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

THIS the 2nd day of December, 2013, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Mark Gardner, President
DeSoto County Board of Supervisors