

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT FIVE SUPERVISOR MICHAEL LEE, Presiding

February 6, 2017

A. CALL TO ORDER

The February 6, 2017 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Sheriff Bill Rasco 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
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

Supervisor Mark Gardner presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF JANUARY MINUTES

Supervisor Lee asked if everyone had read over the January minutes.

Supervisor Caldwell stated in the January 27, 2017 minutes on page 25, H.15.b., should say “the County spent an average of \$160,000 per year on roads in the last 5 years in Walls”.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the minutes of the Board of Supervisors for January, 2017, as presented this date with changes to the draft minutes submitted by Supervisor Caldwell; 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 D.

E. CITIZEN REMARKS & PRESENTATIONS

1. First Tech Challenge Robotics Team #7802

Supervisor Lee introduced the First Tech Challenge Robotics Team and stated the Board looked forward to seeing what the team has accomplished each year.

Supervisor Caldwell asked if the team built off last year’s robot or if they started fresh. The team said they start fresh because each year has a new game field, and they are able to correct any problems they might have encountered by building a new robot.

The team gave a presentation in which they stated the group is made up of public, private, and home schooled teens from DeSoto and Tate Counties, who are also 4-H’ers. Their goal is to inspire people, especially young people, to be leaders in technology. They promote STEM education to school groups, at Graceland, Scout Troops, local libraries, and robotics workshops. They recently were able to present to over 5000 students and teachers, and as a result, 3 new teams were formed. The team has been invited to a Robotics workshop in Tunica.

Jonathan Rogers, the lead CAD designer for the team, stated the CAD team provides detailed plans and they partner with CFI engineers to review and to fabricate their plans.

Nathan Rogers stated their robot, Geoff 4.0, recently won the top award at a competition, the Inspire Award. He said their next competition will be the State competition in Oxford. Nathan also stated the group has been able to mentor some rookie teams and help start new teams. Supervisor Caldwell stated she likes that the team is working in the libraries and cultivating interest for STEM education.

Supervisor Russell asked the team how they fund their robot and their travels. The team stated they have received a \$1,000 grant and they do some fundraising. Supervisor Russell asked how much money they had in Geoff 4.0. The team stated they used recycled parts from last season’s game field and bought about \$600 in new parts. They said the total worth was probably around \$2,000. They stated the game changes each year, and they build their robot accordingly. The team stated their mission is to always grow. They were also proud that one team they mentored made it to the State level of competition.

Supervisor Caldwell pointed out the DeSoto County logo on the robot and told the team the Board appreciated them listing them as a sponsor.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve an allocation from Advertising County Resources of \$250 to the First Tech Challenge Robotics Team #7802; after having determined that the request to advertise county resources met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the Mississippi Code of 1972, the Board of Supervisors did make a determination that the above request would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County. The Board acknowledged the advertisement of County Resources by having the DeSoto County Board of Supervisors logo on the robot itself.

The motion passed by a vote as follows:

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

See Exhibit E.1.

F. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

- 1. County Administrator Vanessa Lynchard requested to add the following:**
- 1) Legislation Update – HB1031, Dyslexia Therapy Scholarship (Old, H.5.)**
 - 2) Professional Services – Landers Center Architect (New, I.19.)**
 - 3) Board of Education – School Board Recognition Week (New, I.20.)**
 - 4) Dean Road – NRCS Project (New, I.21.)**

- 5) Inventory Disposition – Sheriff’s Department (New, I.22.)
- 6) Authorization to Travel – NDPDD Legislative Day (New, I.23.)

Mrs. Lynchard requested the following be considered for Executive Session:

- 1) Industrial Prospect – Star Landing Road (K.5.)

2. Supervisor Mark Gardner requested to add the following:

- 1) Signs at Entrances to County (New, I.24.)
- 2) Planning Commission Nominee to replace John Arnold – Bill Brewer (New, I.29.)

3. Supervisor Lee Caldwell requested to have the following considered for Executive Session:

- 1) Potential Litigation Camp Currier (Executive, K.3.c.)

4. Supervisor Bill Russell requested to add the following:

- 1) Walls Fire Department – Flashing Lights
- 2) Litter Issues

Supervisor Bill Russell requested to have the following considered for Executive Session:

- 1) Potential Litigation – Walking Trail (Executive, K.3.d.)

5. Sheriff Bill Rasco requested to have the following added to New Business:

- 1) Late Bills for the Jail – (New, I.28.b.)

Sheriff Bill Rasco requested to have the following considered for Executive Session:

- 1) Potential Litigation - Crimestoppers

6. Grant Administrator Tanner Kuntz requested to add the following:

- 1) Request authority for finance to pay 2 bills, authorize clerk to write checks, authorize Mr. Kuntz to sign for a van rental on behalf of the County for Youth Mentoring

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the agenda items and actions with the additions, deletions, and changes as set forth above.

The motion passed by a vote as follows:

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

G. CONSENT AGENDA

1. Publication of Board Proceedings

2. Department of Human Resources: Monthly Health Claims Report

The following is a recap of all insurance claims funded for the month of January and paid to Humana:			
Funding Request	Date Paid	Amount	Claim Type
Date			
1/1/17	1/3/17	\$77,578.58	Administration Fees
1/3/17	1/4/17	\$51,283.48	Medical
1/3/17	1/4/17	\$4,078.45	Dental
1/3/17	1/4/17	\$34,774.88	Pharmacy
1/10/17	1/10/17	\$18,722.80	Medical
1/10/17	1/10/17	\$4,139.99	Dental
1/10/17	1/10/17	\$23,486.33	Pharmacy
1/16/17	1/18/17	\$40,489.93	Medical
1/16/17	1/18/17	\$6,181.80	Dental
1/16/17	1/18/17	\$17,047.82	Pharmacy
1/23/17	1/24/17	\$126,038.04	Medical
1/23/17	1/24/17	\$10,660.00	Dental
1/23/17	1/24/17	\$33,015.42	Pharmacy
1/30/17	1/31/17	\$24,485.40	Medical
1/30/17	1/31/17	\$7,700.25	Dental
1/30/17	1/31/17	\$22,884.15	Pharmacy
	TOTAL	\$502,567.32	

3. Office of Finance & Accounting

a. Budget Amendments – County Parks & Greenways, EMS, Facilities Management, Animal Services, General Fund/Health Insurance, Health Insurance Fund

	Fund/Department #		101 / 530			
(1)	County Parks and Greenways					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
101-530-639	Signs	\$ -	\$ 7,500.00		\$ 4,000.00	\$ 3,500.00
101-530-655	Other Maintenance Supplies & Materials	\$ -	\$ -	\$ 4,000.00		\$ 4,000.00
	TOTALS		\$ 7,500.00	\$ 4,000.00	\$ 4,000.00	\$ 7,500.00
Reason for Request: (Show detailed justification)	To be able to purchase items for general operation purchases to maintain parks and greenways.					
Requested by:	Ray Laughter					
	Fund/Department #		001 / 240			
(2)	Emergency Medical Services					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-240-404	Office Clerical	\$ 17,294.40	\$ 56,000.00		\$ 18,500.00	\$ 37,500.00
001-240-594	Other Contractual Services	\$ 434.00	\$ 2,000.00	\$ 18,500.00		\$ 20,500.00
	TOTALS		\$ 58,000.00	\$ 18,500.00	\$ 18,500.00	\$ 58,000.00
Reason for Request: (Show detailed justification)	For ambulance billing outsourcing expenses.					
Requested by:	Mark Davis					
	Fund/Department #		001 / 151			
(3)	Facilities Management					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-151-586	Laundry and Cleaning Services	\$ 63,822.29	\$ 180,000.00	\$ 105,440.00		\$ 285,440.00
001-151-645	Custodial Supplies and Cleaning Agents	\$ 359.64	\$ 1,000.00	\$ 26,270.00		\$ 27,270.00
001-999-999	Ending Cash		\$ 35,026,491.00		\$ 131,710.00	#####
	TOTALS		\$ 35,207,491.00	\$ 131,710.00	\$ 131,710.00	#####
Reason for Request: (Show detailed justification)	Increase funds to account for new cleaning operations.					
Requested by:	Robert Jarman					
	Fund/Department #		001 / 445			
(4)	Animal Services					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM		BUDGET	INCREASE	DECREASE	BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 3,644.54	\$ 3,554.00	\$ 90.00		\$ 3,644.00
	EXPENSE					
001-445-588	Veterinarian Fees	\$ 2,476.97	\$ 16,250.00	\$ 25.00		\$ 16,275.00
001-445-921	Other Cap Outlay Under \$5000	\$ -	\$ 6,865.00	\$ 65.00		\$ 6,930.00
	TOTALS		OVERALL INCREASE		\$90.00	
Reason for Request: (Show detailed justification)	Increase revenue and increase expenses to account for recent donations given to the animal shelter.					
Requested by:	Monica Mock					

	Fund/Department #	001 / various				
(5)	General Fund / Health Insurance					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-900-951	Transfer Out - Government Funds	\$ 937,310.84	\$ 2,850,534.00		\$ 243,600.00	\$ 2,606,934.00
001-100-468	Group Insurance - Board of Supervisors	\$ 18,662.40	\$ 54,229.00	\$ 3,000.00		\$ 57,229.00
001-101-468	Group Insurance - Chancery Clerk	\$ 19,086.70	\$ 77,500.00	\$ 3,400.00		\$ 80,900.00
001-102-468	Group Insurance - Circuit Clerk	\$ 27,631.60	\$ 108,458.00	\$ 5,200.00		\$ 113,658.00
001-103-468	Group Insurance - Tax Assessor	\$ 40,768.00	\$ 116,205.00	\$ 6,500.00		\$ 122,705.00
001-104-468	Group Insurance - Tax Collector	\$ 58,675.87	\$ 171,363.00	\$ 10,200.00		\$ 181,563.00
001-107-468	Group Insurance - Planning Commission	\$ 20,497.20	\$ 69,723.00	\$ 3,800.00		\$ 73,523.00
001-109-468	Group Insurance - GIS	\$ 5,446.40	\$ 15,495.00	\$ 1,000.00		\$ 16,495.00
001-120-468	Group Insurance - Admin Svc's & Procurement	\$ 16,339.20	\$ 46,482.00	\$ 2,600.00		\$ 49,082.00
001-121-468	Group Insurance - Finance & Accounting	\$ 13,616.00	\$ 38,735.00	\$ 2,200.00		\$ 40,935.00
001-130-468	Group Insurance - Board Attorney	\$ 2,643.20	\$ 7,747.00	\$ 500.00		\$ 8,247.00
001-140-468	Group Insurance - Human Resources/Payroll	\$ 8,169.60	\$ 23,241.00	\$ 1,500.00		\$ 24,741.00
001-151-468	Group Insurance - Facilities Mgt	\$ 31,201.41	\$ 92,964.00	\$ 4,800.00		\$ 97,764.00
001-152-468	Group Insurance - Information Tech	\$ 13,616.00	\$ 38,735.00	\$ 2,200.00		\$ 40,935.00
001-160-468	Group Insurance - Chancery Court	\$ 10,788.63	\$ 38,735.00	\$ 2,200.00		\$ 40,935.00
001-162-468	Group Insurance - County Court	\$ 13,456.00	\$ 38,735.00	\$ 2,200.00		\$ 40,935.00
001-163-468	Group Insurance - Juvenile Court	\$ 2,921.44	\$ 8,311.00	\$ 500.00		\$ 8,811.00
001-164-468	Group Insurance - Youth Court Admin	\$ 2,723.20	\$ 7,747.00	\$ 500.00		\$ 8,247.00
001-166-468	Group Insurance - Justice Court Clerk	\$ 25,565.65	\$ 85,217.00	\$ 4,800.00		\$ 90,017.00
001-167-468	Group Insurance - Coroner	\$ 5,366.40	\$ 15,495.00	\$ 1,000.00		\$ 16,495.00
001-168-468	Group Insurance - District Attorney	\$ 7,929.60	\$ 23,241.00	\$ 2,200.00		\$ 25,441.00
001-169-468	Group Insurance - County Prosecutor	\$ 2,643.20	\$ 7,747.00	\$ 500.00		\$ 8,247.00
001-173-468	Group Insurance - Victim Witness	\$ 5,286.40	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
001-178-468	Group Insurance - Justice Court Judges	\$ 27,090.98	\$ 77,500.00	\$ 3,800.00		\$ 81,300.00
001-180-468	Group Insurance - Election Commissioners	\$ 10,572.80	\$ 30,988.00	\$ 2,200.00		\$ 33,188.00
001-200-468	Group Insurance - Sheriff Admin	\$ 32,598.40	\$ 92,964.00	\$ 5,200.00		\$ 98,164.00
001-201-468	Group Insurance - Aviation	\$ 2,723.20	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
001-202-468	Group Insurance - Patrol/Law Enforcement	\$ 378,329.46	\$ 1,138,809.00	\$ 62,000.00		\$ 1,200,809.00
001-216-468	Group Insurance - DUI Grant 2016	\$ 8,169.60	\$ 23,250.00	\$ 1,500.00		\$ 24,750.00
001-220-468	Group Insurance - Custody of Prisoners	\$ 207,622.06	\$ 612,013.00	\$ 33,500.00		\$ 645,513.00
001-222-468	Group Insurance - Prisoners' Medical Expense	\$ 24,508.80	\$ 69,723.00	\$ 4,000.00		\$ 73,723.00
001-223-468	Group Insurance - Juvenile Detention	\$ 57,333.60	\$ 170,434.00	\$ 9,500.00		\$ 179,934.00
001-240-468	Group Insurance - Emergency Med Services	\$ 48,876.62	\$ 162,687.00	\$ 8,900.00		\$ 171,587.00
001-243-468	Group Insurance - Juvenile Drug Court	\$ 5,248.16	\$ 14,930.00	\$ 1,000.00		\$ 15,930.00
001-244-468	Group Insurance - Adult Drug Court	\$ 10,892.80	\$ 30,989.00	\$ 1,700.00		\$ 32,689.00
001-260-468	Group Insurance - Emergency Mgt Agency	\$ 11,896.48	\$ 38,735.00	\$ 2,500.00		\$ 41,235.00
001-344-468	Group Insurance - Environmental Services	\$ 5,446.40	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
001-444-468	Group Insurance - Animal Control	\$ 5,446.40	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
001-445-468	Group Insurance - Animal Shelter Operations	\$ 19,062.40	\$ 54,229.00	\$ 3,000.00		\$ 57,229.00
001-630-468	Group Insurance - Soil Conservation	\$ 4,625.60	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
044-271-468	Group Insurance - EMA Grant Task Force	\$ 1,038.72	\$ 3,041.00	\$ 500.00		\$ 3,541.00
101-530-468	Group Insurance - Parks and Greenways	\$ -	\$ 3,874.00	\$ 500.00		\$ 4,374.00
105-345-468	Group Insurance - Garbage and Solid Waste	\$ 2,723.20	\$ 7,747.00	\$ 500.00		\$ 8,247.00
156-300-468	Group Insurance - Road Management	\$ 110,559.22	\$ 371,856.00	\$ 20,500.00		\$ 392,356.00
160-333-468	Group Insurance - County Engineer	\$ 2,723.20	\$ 15,494.00	\$ 1,000.00		\$ 16,494.00
160-399-468	Group Insurance - Bridge and Culvert	\$ 92,505.70	\$ 286,650.00	\$ 16,000.00		\$ 302,650.00
	TOTALS		\$ 7,220,022.00	\$ 243,600.00	\$ 243,600.00	\$ 7,220,022.00
Reason for Request: (Show detailed justification)	To correctly account for health insurance increase given to employees during budget season (\$35 per employee per month).					
Requested by:	Andrea Freeze / Vickie Richmann					
	Fund/Department #	501 / 000				
(6)	Health Insurance Fund					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
501-000-323	Insurance Premiums	\$ 1,677,354.94	\$ 5,075,376.00	\$ 243,600.00		\$ 5,318,976.00
501-000-387	Transfers In from Govt Funds	\$ -	\$ 243,600.00		\$ 243,600.00	\$ -
	TOTALS		\$ 5,318,976.00	\$ 243,600.00	\$ 243,600.00	\$ 5,318,976.00
Reason for Request: (Show detailed justification)	To correctly account for insurance premium transfers from various funds each pay period.					
Requested by:	Andrea Freeze / Vickie Richmann					

b. SID Forfeitures

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

Case #	Date Seized	Receipt #	Amount	Date of Forfeiture
2016-64190	12/05/2016	32964	\$ 427.00	1/12/2017
2016-65863	12/14/2016	32990	\$ 1,790.00	1/20/2017
2016-67478	12/21/2016	33015	\$ 101.00	1/30/2017
		TOTAL	\$ 2,318.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$ 2,318.00
Transfer to Sheriff-Forfeiture Fund (120-000-238) \$ 2,318.00

c. Final Inventory Dispositions – IT

FISCAL YEAR: **2017**

PRELIMINARY
FINAL ORIGINAL

INVENTORY DISPOSITION

DEPT NAME: IT Department

DEPT #: 152

[illegible]

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: <u>Jelicia Hopper</u>	DATE: <u>01/04/17</u>	PRESENTED TO BOS <u>1.17.17</u>	
PRINT NAME: <u>Felicia Hopper</u>		PRESENTED TO BOS <u>8.6.17</u>	
DISPOSED BY: <u>Jelicia Hopper</u>	DATE: <u>1/27/17</u>	DATE INVENTORY DISPOSED IN AS400	
PRINT NAME: _____			
INV CLERK: <u>Angie Tapley</u>	DATE: <u>1.11.17</u>	DATE BOS FINAL MINS ATTACHED	
<u>Angie Tapley</u>			

d. Inventory Report – Unmarked Vehicle List for Sheriff's Department

DESOTO COUNTY UNMARKED VEHICLES

FY2016

	Asset #	Vin #	Division
1	34605	2FAFP74V76X116235	COURT SERVICES
2	36932	1GTHK29U36E283973	CENTRAL MAINTENANCE
3	38859	2FAHP71W47X138426	AVIATION
4	38860	2FAHP71WB7X138424	CID
5	39366	5N1BR18A18C629368	CID
6	39841	2FAHP71WDSX127100	SID
7	39928	1GNEC03069R262923	FUGITIVE
8	40205	3GCRCE00AG2138119	CENTRAL MAINTENANCE
9	40248	1GNMCAE00AR217737	K9
10	40255	1GNMCAE09AR220460	ADMIN
11	40884	1D7RB1CT8B5601327	SID
12	40889	2FABP7BV9BX131458	CID
13	40890	1D7RB1CT8B5601327	PATROL
14	40908	2FAHP71V18X01536	CID
15	40976	2D4RN4DG6BR786566	SID
16	40994	1FTFW1EF2BXD92630	SID/CID
17	41795	5N1AR1NN3CC608257	SID
18	42076	1GN5CBE06CR220576	ADMIN
19	42460	2FABP7BV4AX112847	CID
20	43324	1FTFW1EF4DFD19335	SID
21	43326	3FA6P0G7XDR380548	ADMIN
22	43397	2FABP7BV3AX111723	ADMIN
23	43788	1C6RR6FT2ES113629	SID
24	43796	2G1W05E31E1155269	FUGITIVE
25	43828	2G1WASE31E1163154	ADMIN
26	44012	1N4AA5AP9EC453507	SID
27	44025	1LNHL90K2DG608895	SID
28	44080	1FMJU1HT4FEF26961	ADMIN
29	44732	3C6JR6DT1FG699085	ADMIN
30	45545	1GMLCD0C0GR292938	K9
31	45561	1FTFW1EFXGRB56285	SID/CID
32	45567	1C4SDHFT9GC369882	SID
33	45637	5LMFUJ2757HRJ03396	SID
34	45648	3FA6PDG72HR148502	ADMIN
35	46471	2N1BA0ND1FN623524	SID
36	46537	1FTFW1CF7HFA67567	SID
37	46543	1FTFX1F8GHC37372	TRAINING CENTER

4. Office of Procurement

- a. Delete Requisition Signer From 024-161, 025-171, 001-179 – Robert Chamberlain
- b. Add Requisition Signer To 024-161, 025-171, 001-179 - Celeste Wilson
- c. Delete Requisition Signer From 001-162, 001-163, 001-164, 001-175– Celeste Wilson
- d. Add Requisition Signer To 001-163, 001-164, 001-175 – Allen Couch

5. Road Department

- a. Road Report
- b. January Work Schedule
- c. Road Bond Report

6. Contract Administration

- a. Environmental Services/Parks & Greenways – Transferring General Services Engineering Agreement with Waggoner from Greenways to DeSoto County Parks – Need Board President Signature
- b. Justice Court – Addendum to Acknowledge Company Name Change for Collections Work From Pioneer Credit Recovery to Gila LLC d/b/a Municipal Services Bureau

7. Establish as Part of the Formal Record & Enter Into the Board’s Minutes

- a. Jail Medical Director – 3% Pay Increase – All Signatures Achieved
- b. AT&T Law Enforcement Special Services Agreement 2016 Amendment – All Signatures Achieved
- c. Road Department - Grenada Railroad LLC – All Signatures Achieved

8. Sheriff’s Department – Uniform Reimbursement

9. Justice Court Monthly Report

January 2017

Criminal Cases Filed	174
Civil Cases Filed	1,049
Traffic Tickets Filed	1,115
Total Cases Filed	2,338
State Assessments	\$70,336.60
County General Fund	\$151,187.70
DPS	\$4,145.50
Total Collections	\$225,669.80
Submitted by	Pat Sanford
Date	31-Jan-17

10. Authorize the Firm of Smith, Phillips, Mitchell, Scott & Nowak to Draft an Interlocal Agreement with Town of Walls

11. Tax Assessor – Notice to Increase the Assessment of Real/Personal Property & Petition for Reduction of Assessment

12. Chancery Clerk Allowance

13. Board Attorney – Transferring Robertson Donald Park and Lake Cormorant Park Management Agreements from Recreational District to DeSoto County Parks

Supervisor Medlin stated he thought the insurance amendments of \$35 per employee were put in at budget time. Mrs. Lynchard stated it was budgeted, but not put in the individual departments until now.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the actions and matters as set forth in the 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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.

H. OLD BUSINESS

1. Meadowbrook Road Bridge Project – Approval of MOU

Board Attorney Tony Nowak stated the Board previously authorized him to revise the MOU with the City of Horn Lake regarding the Meadowbrook Road Bridge Project cost sharing. He stated the project was combined with the Valleybrook Road Bridge Project to equal out the payments made by the County and City of Horn Lake.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the revised MOU with the City of Horn Lake and authorize the Board President to sign the revised MOU as presented by Mr. Nowak.

The motion passed by a vote as follows:

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

See Exhibit H.1.

2. Animal Shelter – Wings of Rescue Flight Update & Request to Participate February 14th

Animal Services Director Monica Mock stated the first flight on January 18th went really well. She stated the original intent was to send just over 20 pets, but they ended up sending 48 by request from the receiving shelters. Mrs. Mock stated there will be another flight on February 14, 2017 that will involve two airplanes, and the shelter would like to send 22 dogs, 14 puppies, and 10 cats. Mrs. Mock stated the County’s part is to vaccinate and give heartworms tests. She stated BARK is paying for the rabies vaccinations and health certificates. Mrs. Mock requested the Board approve waiving the shelter fees for vaccinations, heartworm tests, and adoption fees.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to waive the fees for the necessary vaccinations, heartworm tests, and adoption fees for the Wings of Rescue flight.

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 Russell asked Mrs. Mock how this connection was made. Mrs. Mock stated one of the co-founders of Wings of Rescue contacted Memphis, and they were not interested. She said they then went around the Memphis area and contacted Southaven. Southaven gave them Mrs. Mock’s contact information and she jumped at the chance to have some animals adopted. Mrs. Mock stated Memphis is joining in on the next flight, along with several other groups. She said the overall goal is to send 300 animals, and they currently have 214 signed up. She stated they will go to Spokane, Toronto, and Idaho and other places. Mrs. Mock also informed the Board that the animals are put out on a list and claimed before they are sent. She stated if the animals are not claimed before the trip, they are bumped off the list.

See Exhibit H.2.

3. Road Management – Overlay Update

Road Manager Andy Swims and Engineering Director Scott Young handed out updated slurry seal and overlay maps. Mr. Swims stated the Board approved an overlay list last meeting and a 4-year road plan with a couple of exceptions in the Town of Walls, and a request to add River Birch. He stated Center

Hill Road was on the original list, and they had taken it off the update; but he would like to add it back on.

Supervisor Medlin asked how much of Center Hill was being considered. Mr. Swims stated from Goodman Road south to Miller Station, just over a mile, at a cost of \$145,000. Supervisor Medlin stated he would like to see the work done in the summer when school was out. Mr. Swims stated they can ask, and typically they can work those things out.

Mr. Swims stated Jay Bird Road could be taken out, but it would need to be done next year. He stated that will be a little under \$92,000. He stated the overall cost for slurry seal and overlay will be about \$2,800,000.

Supervisor Caldwell asked why he added River Birch. Mr. Swims stated it was an oversight on the first list.

Supervisor Gardner asked how much would be spent in Walls. Mr. Swims stated about \$138,000.

Mr. Young stated they could keep Jay Bird on the list and possibly add the turn lane, which would be cheaper to do while already paving. He said it could go to bid, and then be taken off if needed.

Mr. Medlin pointed out that Byhalia Road is starting to show wear from the loads of gravel and asphalt being hauled to I269 and that it will have to be fixed at some point. Mr. Swims stated the contractor is supposed to be putting in an asphalt plant off Green T Road soon, and that will help with Byhalia Road.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the updated slurry seal and overlay lists as presented and to authorize adding Center Hill Road back to the list.

The motion passed by a vote as follows:

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

See Exhibit H.3.

4. Sheriff’s Department – Budget Amendment

Chief Financial Officer Andrea Freeze reminded the Board that Mr. Nowak wrote for an Attorney General opinion at budget time regarding holiday pay. Mrs. Freeze stated she has worked closely with Donna Ford at the Sheriff’s Office and these budget amendments are the results of the information gathered and what was in the AG opinion.

Amendment #1 is the phasing out of one Aviation Officer and creating 2 positions in Dispatch. Supervisor Gardner asked if there was a determination regarding Walls paying the Sheriff’s Department for dispatch. Sheriff Rasco stated they are paying \$1,000 per month.

Supervisor Gardner asked if the budget amendments changed the bottom line budget. Mrs. Freeze stated Amendment #1, phasing out Aviation Officer and creating 2 Dispatch positions, did not.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment for the Sheriff’s Department phasing out 1 Aviation Officer and creating 2 Dispatch positions within the current budget.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>

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

Amendment #2 – Mrs. Freeze stated this amendment covers holiday pay. Mrs. Lynchard reminded the Board that at the end of last budget year, the Sheriff found money within his budget to cover holiday pay for the previous years. Sheriff Rasco stated some of the time owed was before he took office.

Supervisor Medlin asked how many holidays the budget amendment showed. Mrs. Freeze stated the budget amendment show 11 holidays; 7 have already been paid and there are 4 more to finish out the fiscal year.

Supervisor Gardner stated the Sheriff’s budget for FY17 is \$21,738,200 and with the holiday pay increase it will go to just over \$22,000,000.

Supervisor Medlin asked if the amendment would put the money in the overtime budget. Mrs. Freeze stated it will go into each department, and that holidays will not be paid out of overtime. Mrs. Lynchard stated Mrs. Donna Ford gave Mrs. Freeze the new salary numbers, so this amendment will cover the raises that have been given.

Supervisor Medlin asked the Sheriff if there would be any more comp time given. Sheriff Rasco stated there would be no more comp time given for holidays.

Supervisor Caldwell pointed out that the holiday pay would be a reoccurring expense, as well as the raises.

Supervisor Gardner asked Mrs. Freeze where she recommended the money come from. Mrs. Freeze stated she has no other recommendation than ending cash. She stated at the end of the year they can go back and look at the Sheriff’s line items to come back with an amendment if there is any left anywhere.

Sheriff Rasco stated his department went through the first part of the year as he had proposed to see how things played out, but they cannot continue without running out of money.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to table this discussion and asked Mrs. Freeze to come back later in the day with all the numbers, including the raises, so the Board could make a more informed decision.

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

Mrs. Lynchard pointed out to the Board that there are 10 State holidays, and the day after Thanksgiving is a discretionary day. She stated no other discretionary days were calculated in the amendment.

Mrs. Freeze sent the requested figures back to the Board and the discussion continued. Supervisor Russell stated he did not have a problem with funding the holiday pay, but he felt the raises should have come up before budget time and been included. He stated the money for the holiday pay will need to be addressed from now on.

Sheriff Rasco stated that he has gotten some reassurance that the e-citation funds will remain available and that will help his budget at the end of the year.

Supervisor Gardner asked the Sheriff about his “boots on the ground” statement he made earlier. He asked how many more officers were in this budget compared to 1, 5 or 10 years ago, and how many more cars there were per shift. Sheriff Rasco stated when he took office there were 60 patrols on shift. He stated he has 64 patrols per shift, and many more officers in drug enforcement and investigation.

Supervisor Gardner asked how much of the \$21,000,000 budget went to patrol. Sheriff Rasco stated the law enforcement budget is about 13 million, and the rest goes to the jail. Mrs. Lynchard stated she had the budget figures and they are as follows (rounded numbers, not exact):

- Patrol - \$12,292,000
- Jail - \$4,779,000
- Admin - \$1,150,000
- Aviation - \$344,000
- DUI Grant - \$240,000
- Prisoner Medical Expenses - \$1,236,000
- Juvenile Detention - \$1,190,000
- Search & Rescue - \$19,500
- CID is funded out of Patrol

Mrs. Lynchard stated the total for holiday pay for the rest of year is \$372,761.00.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to amend the Sheriff’s Department budget by \$372,761.00 and taking it from ending cash.

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>NO</u>
Supervisor Michael Lee, Fifth District	<u>NO</u>

Supervisor Caldwell stated she thought the Sheriff’s Department should have found the money elsewhere within their budget.

See Exhibit H.4.

5. Legislation Update – House Bill 1031 – Dyslexia Therapy Scholarships

Supervisor Caldwell stated she met with DeSoto County School Superintendent Corey Uselton and some of the Special Needs staff at the Central Office; and they had also met with Representative Hopkins. She stated he has a bill in place that has made it out of committee.

Supervisor Gardner stated the Legislators do not need the Board’s permission to get out a bill, but Rep. Hopkins wanted this Board’s blessing. He stated he thought the Legislature was looking to do an amendment to accomplish the same purpose.

6. Elected Officials Raises

Supervisor Gardner stated he also talked to Rep. Hopkins regarding elected officials raises. He said Rep. Hopkins’ position was basically the same as this Board, they give when they can but when they can’t afford it, they don’t. He stated there are a couple of bills, with one tied to certifications and training; and they are looking at the State’s budget and want feedback from the Board.

Supervisor Caldwell stated she has spoken with Derrick Surette of MAS and Senator Massey, who said they are trying to give raises to elected officials by having a formula in place tied to assessments and population.

Supervisor Medlin stated a Constable’s raise would not affect the taxpayers. Mrs. Lynchard stated the PERS match would be the only part that would. Supervisor Caldwell stated one of the proposals was to increase Constable fees.

Mrs. Lynchard stated the last time Supervisors had a raise was in 2004. Mrs. Heffner stated Circuit Clerk, Chancery Clerks, Tax Assessors, and Tax Collectors have not had a raise in quite a while either.

I. NEW BUSINESS

1. 9:00 a.m. – Public Hearing – MEMA District 1 Regional Hazard Mitigation Plan

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to open the public hearing for the purpose of hearing the MEMA District 1 Regional Hazard Mitigation Plan.

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>

EMA Deputy Chief Josh Harper stated that historically, the hazard mitigation plans have been done locally. He said FEMA thought it would be more efficient to go to a regional plan. Deputy Chief Harper stated 9 counties have come together to develop regional plan that encompassed DeSoto County which MEMA has approved; and he is asking the Board to accept the new regional plan. No one was present from the public to comment.

Supervisor Medlin asked if the plan was basically the same, just involving more counties. Deputy Chief Harper affirmed. He stated the 9 counties already meet together and have identified critical infrastructure in all the counties. He said DeSoto County’s portion of the plan is about 120 pages. Deputy Chief Harper stated having this plan in place is a starting point to lower the County’s vulnerability to some of the named hazards.

Supervisor Lee asked if there was anyone present who wished to comment on the plan. No one came forward.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to adopt the MEMA District 1 Regional Hazard Mitigation Plan as presented by EMA Deputy Chief Josh Harper.

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.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to end 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>

2. Grant Administration

a. 11:30 a.m. – NFusion Update

Nfusion Grant Liaison Pat Sylvester reported they started a new year in October with 50 clients. She stated they have identified 150 clients, but because of hiring difficulties and not enough space, they had to go back to 50 clients. She said the grant allows them to back up in number because it is a new program, and hiring qualified people is very difficult.

Supervisor Russell asked how many people were currently on staff. Mrs. Sylvester stated they have 8

or 9, but not all are full-time. Grant Administrator Tanner Kuntz stated the grant allows moving the funds forward to the next year. Supervisor Medlin asked where the staff worked from. Mrs. Sylvester stated they are trying to rent a building on Goodman that is larger.

Supervisor Russell asked if a majority of the clients attended school. Mrs. Sylvester said for the most part that they would be, and if not, that is part of Nfusion’s goal. Supervisor Russell asked if the clients came every day, and if Nfusion provided transportation. Mrs. Sylvester stated it depends on what type of therapy program is decided for the individual. She said transportation is available if needed.

Supervisor Russell asked if they took field trips. Mrs. Sylvester stated they did a big field trip for a family and sent them to a conference in Arizona. She said they started with one family and it worked out very well, so they want to increase the number in the future. She stated there is usually a conference every year, and it is in the grant to be able to take families.

Supervisor Caldwell asked how to get more kids involved. Mrs. Sylvester stated they are doing that all the time by getting the word out through the chambers, schools, youth court, etc. She also stated they have a close working relationship with youth court and get a lot of clients through them. Mrs. Sylvester stated that is a big part of the Director Connie Stewart’s job.

Supervisor Caldwell asked if they were contacting the Magnolia School. Mrs. Sylvester stated they are trying to work with all the schools. Mrs. Sylvester stated that the client count is for January is up to 91 and increasing at a rapid rate.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the report given by Mrs. Sylvester and make it 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>

See Exhibit I.2.a.

b. Permission to Apply for WalMart Foundation Grant for Sheriff’s Department – Amount up to \$2,500

Mr. Kuntz stated the purpose of the grant will be to purchase five drones for use in search and rescue operations.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize Mr. Kuntz to apply for the WalMart Foundation grant up to \$2,500 for drones for the Search and Rescue Department and to authorize the Board President to sign the necessary 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 I.2.b.

c. Permission to Apply for Li’l Obie Train Grant for Earth Day

Mr. Kuntz stated Li’l Obie is a six foot tall scaled model of a locomotive to use as an attraction and educational opportunity at Earth Day.

Supervisor Bill Russell made the motion and Supervisor Michael Lee seconded the motion to authorize Mr. Kuntz to apply for the Li'l Obie Train Grant for Earth Day and authorize the Board President to sign the necessary 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 I.2.c.

d. Youth Mentoring Grant

Grant Administrator Tanner Kuntz requested approval from the Board to allow the clerk to pay two bills for the Youth Mentoring program for lunch and van rental, and for the Board to authorize his signature for the van rental. He stated the funds will come from the Community Foundation Grant monies.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve Mr. Kuntz to sign on the County’s behalf for the van rental, for Finance to pay the invoices, and for the clerk to write the corresponding checks.

The motion passed by a vote as follows:

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

3. Request to Void Tax Sales

- a. Bennett Hills Holdings**
- b. Tippet**

Tax Collector Joey Treadway stated the two requests were both clerical errors from two different departments and he requested authorization to set aside the tax sale and refund the money to the buyers.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to set aside both tax sales and refund the tax sale purchase amount of \$367.20 to Bennett Hills Holdings and \$819.15 to John W. Tippet.

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 Exhibits I.3.a. & I.3.b.

4. Request to Delete Parcel 2089 3200.0 00004.00 That Was Erroneously Created and Refund Tax Sale Purchase Price to Buyer at Tax Sale

Mrs. Lynchard stated the Tax Assessor’s office sent a request to delete the above parcel that was erroneously created and sent to the tax sale, and refund the sale price to the purchaser.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to delete parcel #2089 3200.0 00004.00 from the 2015 tax roll, set aside the tax sale, and refund the purchase price to the buyer.

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 Exhibits I.4.

5. Facilities Management

a. Presentation of Plans for Juvenile Court Renovation

Mr. Brian Ballard of UrbanArch presented plans to the Board and explained the idea is to enlarge the visitation area, create counseling rooms, and utilize the existing chapel space for a new courtroom. He stated part of the area is the old medical holding area and an old corridor.

Supervisor Medlin asked if there were any “bells and whistles” in the plans that were not necessary. Mr. Ballard stated he worked with Facilities Director Robert Jarman to keep expenses down as much as possible. He said they did include some woodwork to try and formalize the courtroom a little, as well as to take care of the acoustic aspects. Mr. Ballard said the wood panels help with that. Mr. Jarman stated the wood is actually a wood veneer that has little holes in the backing to help with the acoustics.

Supervisor Lee asked if the pews were necessary. Mr. Jarman stated there were only 4 rows of pews with a capacity of about 45. He stated they put in a witness box and jury box so the courtroom could be used when extra courtroom space is needed. Mr. Jarman also stated there are no lighting controls, all lights are on regular switches, and they are using LED lighting which is more expensive on the front end, but saves money over time. He said the floors, walls, and doors are pretty generic.

Supervisor Medlin asked for the cost estimate. Mr. Ballard stated it will be in a close range of \$800,000. Mr. Jarman stated the budget for the building is \$875,000.

Mr. Jarman also pointed out a rendering of the front entrance and stated the renovations there are not part of the original estimate, but are given as an option. Mrs. Lynchard stated this did go before the Jail Committee.

Supervisor Gardner asked about the roof. Mr. Jarman stated the roof seems to be okay. He said there is one spot that is still dripping, but his department is working to find where that is originating.

Supervisor Medlin asked what will go where Youth Court presently hears their cases. Mrs. Lynchard stated there is a need for more courtrooms in the Courthouse, and it will also allow Judge Couch to have more court time with County Court. She stated Judge Couch also does Juvenile Drug Court.

In a side note, Sheriff Rasco stated he had spoken with Mr. Jarman about moving the visitation to the law library, and suggested a metal building close to the jail as an alternative. Supervisor Caldwell asked if the present building could be moved. Sheriff Rasco stated by the time they paid someone to move it, they could buy a metal building and fix it up.

Supervisor Lee asked what would be the total cost to put a building close to the jail. Mr. Jarman said with a brick front, ADA compliant bathrooms, offices, and security it would run \$50,000 to \$60,000 at the most.

Supervisor Gardner asked if the expandable space at the Sheriff’s Administrative Building would be a consideration. Sheriff Rasco stated it would not be a good idea to have visitors wandering around in the administration building, and he noted the expandable space is on the 2nd floor.

See Exhibit I.5.a.

b. Permission to Advertise for Bids for Juvenile Court Renovation

Mr. Jarman stated he put the over 400 pages of specs on the Board’s internet site, but he would be happy to answer any questions they might have. Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to accept the specs as provided and authorize to advertise for bids for the Juvenile Court Renovation.

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.5.b.

c. Video Presentation of Land Records Office and Aviation Headquarters – Project Status

Mr. Jarman thanked Mr. Kuntz for helping put the video together to present to the Board. The video showed all the areas of the Land Records Offices and the improvements made. Mr. Jarman stated they will be moving over several of the shelves currently in the land records office that will continue to be used. He stated the work is very close to being completed and he is pleased with the work his department has done.

Supervisor Gardner asked about an anticipated move-in date at Land Records. Mr. Jarman stated Facilities hope to be done by the end of the month, and there is about a 5-week timeline on the shelving after it is approved.

In the Aviation Building, Mr. Jarman stated they reclaimed a lot from the old jail to use for cabinets, sinks, and hardware. He stated the entire heat & air system was about \$1,700 by using Daikin units in the office area. Mr. Jarman stated that the original intention was just to build a small office and bathroom, but when they looked at the project, it made sense to do a two story build out that would have storage in both levels. He stated they used lockers and cabinets from the old aviation building and made a large sliding door in the upstairs area that could be used to load pallets with a fork lift.

Supervisor Medlin asked what the cost of the Aviation Building was. Mr. Jarman stated with the few changes to the storage area, and adding metal siding to the inside to cover the insulation; the cost is at about \$108,000. Sheriff Rasco reminded the Board that he put in \$78,000 toward the cost of the building.

Mr. Jarman stated they have not made water connections yet; they were going to put in a well but the cost was too high, so they ran a 5-inch water pipe to connect to the water supply. He stated they did run the piping for fiber optics, but there is no fiber run yet.

Supervisor Caldwell asked if Mr. Jarman could get a total cost of the building and site. Mr. Jarman stated he could have that for the Board by the next meeting.

Supervisor Lee asked when they would start using the site. Mr. Jarman stated they have been landing and fueling; and they started putting supplies in there today. He stated they have to be out of the current building by March 3rd and the office building is being picked up on the 17th.

Supervisor Gardner asked Mr. Jarman to have the alarm system company to pull wire for cameras while they are pulling for the alarm.

d. Approve Quotes for Land Records Shelving

Mr. Jarman stated they got 2 quotes on the Land Records shelving: FSM for \$44,950.00 and Tennsco for \$54,090.00. He said they will consist of 3 permanent shelves that don’t move and 5 shelves that

move for easy access. He stated they did not go with electronic shelves because the crank handles don't have the problems associated with the electronic and they move very easily.

Supervisor Medlin asked if the money for the shelving was in the budget. Mr. Jarman stated it was not originally, but the Board approved purchasing the shelves out of the budget for the renovations on December 19, 2016.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to accept the quote from FSM as the lowest and best qualified quote and authorize Mr. Jarman to order the shelving for Land Records.

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.5.d.

e. Public Projects – Appoint Committees to Inspect

Board Attorney Tony Nowak stated any time Facilities subs work out that is over \$1,000.00, a committee has to inspect the work before the County can make final payment. Mrs. Lynchard gave out a list of the projects.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to appoint Supervisor Medlin and Supervisor Russell to inspect the Courthouse Front Doors, Sally Port Spring Upgrade, Shop Fence, Chancery Land Records, and Juvenile Court in the 5th District; Supervisor Russell and Supervisor Caldwell to inspect the reworking of the old jail controls, EMA doors, and event lighting at the Courthouse in the 5th District; Supervisor Gardner & Supervisor Lee to inspect the Southaven Health Department floor, Justice Court flooring in the tag office and flooring in the Court offices in the 3rd District; and Supervisor Caldwell and Supervisor Russell to inspect the Olive Branch Tag Dumpster in the 1st District.

The motion passed by a vote as follows:

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

See Exhibit I.5.e.

6. Environmental Services – Parks and Greenways

a. Comprehensive Plan for Remaining Months of FY2017

Environmental Services Director and Interim Parks Director Ray Laughter stated he and Mr. Rick Crawford has been going around to all the parks making a list of repairs, and a long-range list of projects they would like to see happen. Mr. Laughter stated they are tracking expenditures diligently to help get an idea of how to budget next year. He expressed his thanks to the Sheriff for allowing them to have a trustee that is helping daily with projects. Mr. Laughter stated they have a lot going on and they are very excited. He said they want DeSoto County Parks to be something the citizens of DeSoto County will be proud of and they have plans to promote the parks so more people will be using them.

Supervisor Russell asked the significance of the highlighted items. Mr. Laughter state those are big projects that have already been approved and will be completed this year. He stated Mr. Crawford works on the small projects when he is going around emptying recycling trailers.

Supervisor Russell asked what the plan was for the ball fields. Mr. Laughter stated things will continue as they have this year. He said Mr. Crawford inspects the fields while making his rounds. Supervisor Caldwell stated the citizens in Eudora take care of their field, and they enjoy doing that. Mr. Laughter stated Fairview has a problem with rocks, but the Road Department brings dirt as needed.

Supervisor Caldwell stated the Eudora Park does not need a flagpole. She also stated the citizens want to have a park clean-up day to pick up sticks and wash the fence.

Mr. Laughter stated that they have just purchased an online playground inspector certification that Mr. Crawford will be completing. He said Mr. Crawford has measured all the playgrounds and has a formula in place for determining how much mulch needs to be in place at each playground.

Supervisor Caldwell asked about scheduling practice at the parks. Mr. Laughter stated that they will be handling that through their office and they are working with Mr. Kuntz to have a master calendar on the website. They hope to have that up and running by April.

Supervisor Caldwell stated she had someone contact her wanting to use the park and wanted to know if alcohol could be used. Supervisor Russell stated they prohibited it at the 301 Park and he strongly suggested it at all the parks. Supervisor Caldwell stated she would like to see something in place to cover that.

Mr. Laughter stated they have audited all the utility bills, and have been to the parks at night to find they were being charged for some lights that were not operational. He said Entergy is now getting those fixed.

Mr. Laughter stated he needs to check and see if the birdhouses are still covered under the Entergy grant, and they may need to freshen up the Entergy sponsor sign. He asked the Board to let his department know if they saw anything at any of the parks.

Mr. Crawford said he recently spent about 3 hours working on the walking path at Lake Cormorant, and they raked up 38 bags of leaves at Eudora. He stated his crew goes around to the parks and works on projects. Mr. Laughter stated the first purchase for DeSoto County Parks and Greenways was a wheelbarrow and rake. He said Mr. Crawford is researching a backpack blower that is eco-friendly to purchase through the Clean Air Grant.

See Exhibit I.6.a.

b. Johnson Creek Greenway Phase 2 Budgeting

State Aid Engineer Tracy Huffman stated this is an extension of Johnson Creek Greenway. Mr. Huffman stated Phase 1 has been awarded funds. He stated they are about to go to field review with MDOT which involves looking at the design plans and walking the trail.

Mr. Huffman stated he is trying to get a small part amended in the MOU to add a 2500-foot segment that will include the parking area, pavilion and overlook. He stated they will all have to be rebid as the first advertisement did not bring in any bids.

Supervisor Caldwell stated that MPO suggested putting Phase 1 & 2 together. She stated Johnson Creek Greenways includes a walking trail, bike trail, bridge, pavilion, and parking area.

Supervisor Russell asked if the first project included the overlook. Mr. Huffman stated they will combine Phase 1 & 2 when they go to office review with MDOT and go out for bids.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to amend the contract and MOU with Waggoner Engineering by \$30,000.00, approve the Phase 2 application, authorize sending the letter to MDOT, and authorize the Board President to sign the necessary 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 I.6.b.

7. Jail Inspection

Sheriff Bill Rasco and Chad Wicker, Commander of the Adult Detention Center took the Board on a tour of the Adult Detention Facility. Commander Wicker pointed out the part of the intake center where they fingerprint. He informed the Board they are connected with 17 agencies. He stated DeSoto County has the largest database in the area outside of the State agency.

Mr. Wicker stated they had over 11,000 bookings last year. Sheriff Rasco stated they do health screenings during the bookings, and all personal items are documented with each prisoner having a specific number to mark their items. Sheriff Rasco pointed out the quarantine area where prisoners are taken to keep them from infecting others. The Sheriff also took the Board to the commissary storage to show them items that inmates can purchase. He stated they give them their first set of “whites” and after that they can buy more through the commissary. He said they had some problems with families trying to smuggle in drugs and other contraband in the whites brought from outside, so they implemented this into the commissary.

Sheriff Rasco took the Board into a pod where prisoners are that have gone through a screening process with Chaplain Pennington. He stated the program is for men who want to change their lives. One of the men in custody explained they have a daily Bible study program, and the program gives them a chance to grow closer to God. He stated it is a blessing to be in the program, and that they have strict rules to go by.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make a part of the Board minutes that the Board inspected the Adult Detention Center, as required by Miss. Code Ann. §15-5-1, and found everything to be satisfactory.

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>

8. Office of Finance and Accounting

a. Claims Docket

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks brought invoice documentation to address any questions. Mrs. Freeze noted that on page 71 there were two amounts for Stephanie Lentz for cleaning. She stated one has been voided, they just did not get it off the docket in time.

Supervisor Jessie Medlin asked about the following claims:

- Page 48 – Gulf Medical Fees – Supervisor Medlin wanted to know if this was the new company that checks the medical bills. Sheriff Rasco affirmed.
- Page 12 – Butler Snow – Mrs. Lynchard stated that was a bill for their help with the IRS audit.

Supervisor Mark Gardner asked about the following claims:

- Page 6 – Complete Home Center – Special item – The invoice showed different size fasteners and anchors for the shooting range.
- Page 6 – DeSoto County Co Op – 12 in auger – The Sheriff stated it goes on the post-hole digger they purchased for the shooting range.

Page 10 – Ingrams Mill – Mr. Nowak stated that was for title searches.
Page 10 – Bostick – Mr. Nowak stated that was a case that Mr. Quimby pled before the Supreme Court.
Page 15 – Hobart \$3967 – The invoice showed it was to repair one of the pieces of kitchen equipment at the jail.
Page 42 – Brownells, Inc. – The invoice showed pistol cleaning supplies.
Page 43 – Intapol – Chippewas Police – The invoice showed motorcycle boots.
Page 45 – Barney’s Police – Sheriff Rasco said that was for 10 new pistols.
Page 56 – Country Ford – F250 – Mr. Jarman stated that was a new truck for Facilities.
Page 72 – Sports of All Sorts – Propper – The invoice showed shirts for Adult Drug Court.
Page 78 – Ronnie Bishop – Lunch for task force – The invoice showed it was for 30 lunches from Bishop BarBQ Grill – Mr. Kuntz stated that is covered under their grant.
Page 79 – 2 Trips for Chris Olson – Mrs. Lynchard stated she approved the travel.
Page 89 – M&W Machine – The invoice showed labor and materials to repair a boom truck.
Page 92 – Country Ford – The invoice showed 2 utility trucks. Mr. Swims stated they have a lock system that locks every lock on the truck at one time. The Knapheide items are utility beds for the trucks.
Page 92 – Tool Central – Mr. Swims stated they replaced 2 very old air compressors.

Supervisor Bill Russell asked about the following claims:

Page 47 – 3 entries for almost \$8,000 each - The invoice showed weekly food for prisoners. Sheriff Rasco stated the contract company buys the food and are reimbursed.

Supervisor Lee Caldwell asked about the following claims:

Page 6 – Lowes – Blue Hawk Charcoal – The invoice showed 3 door mats for the shooting range.
Page 6 – Dynamic Electric – Sheriff Rasco stated that was for wiring the building at the range.
Page 6 – Hughes Brothers – Sheriff Rasco stated that was for plumbing the building at the range.
Page 44 – 2 motorcycles and a credit – Sheriff Rasco stated he budgeted for 2 motorcycles and the credit was for a trade in.
Page 45 – Zones - \$7800 – John Mitchell stated it is basically a PC for the patrol cars. The invoice showed it was for 30 boxes.

Supervisor Michael Lee asked about the following claims:

Page 47 – Lilly Co. – Battery – The Sheriff stated it was for a pallet jack. The invoice showed 4 batteries.
Page 43 – Sports of All Sorts – The invoice showed SWAT team sweatshirts. The Sheriff stated they were for officers that are presently at the academy.
Page 58 – Snap Test – Mrs. Lynchard stated the Animal Shelter does a SNAP test on all the animals.
Page 39 – American Petroleum - \$11,300 – Mr. Jarman stated that was for moving and setting up the fuel tank for Aviation.

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 Mark Gardner seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer, noting the \$250 duplicated charge on page 71 has been voided.

The motion passed by a vote as follows:

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

b. Preliminary Inventory Dispositions – Election Commission, Adult Drug Court (2), IT, Sheriff’s Department, Chancery

Inventory Clerk Angie Tapley stated there were some old computers in the Election Commission warehouse that had never been used, and they were dated 2002. She stated Adult Drug Court had a printer that did not work, and a 2010 Dodge Charger that was never listed on inventory to be auctioned. She stated there were phones and computer equipment that IT had gathered up, and some assorted radios and computer equipment from the Sheriff’s Office and Chancery.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary inventory dispositions as presented by Mrs. Tapley.
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

FISCAL YEAR: 2016/2017
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 180
NAME: Election Commission

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

DEPT #: 180
LOC #: 180

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
43562	Dell Monitor--SITTING IN BOX	MX0419TG 47801 23K B03G	MFG IN 2002 (NEVER USED)	02	500	ELECTION COMMISSION				
43565	Dell Monitor--SITTING IN BOX	MX0419TG 47661 23K B06A	MFG IN 2002 (NEVER USED)	02	500	ELECTION COMMISSION				
43563	DELL PC-----SITTING IN BOX	90KNC11	MFG IN 2002 (NEVER USED)	02	500	ELECTION COMMISSION				
43566	DELL PC-----SITTING IN BOX	DDKMS11	MFG IN 2002 (NEVER USED)	02	500	ELECTION COMMISSION				

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 244
NAME: ADULT DRUG COURT

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

DEPT #: 244
LOC #: 244

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
37065	HP OFFICEJET K550 PRINTER	MYB2H310YW	INOPERABLE / BEING REPLACED	06	2H	244 / ADC				

FISCAL YEAR: 2015/2016
REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION
1 OF 1

DEPT: 244
NAME: ADULT DRUG COURT

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

DEPT #: 244
LOC #: 300

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
45230	2010 DODGE CHARGER	2B3CA4CD7AH166434	TO BE AUCTIONED / HIGH MILEAGE	10	14.5K	CENTRAL MOUNT				
	DESOTO COUNTY PROPERTY									
										
	45230									

FISCAL YEAR: 2017

PRELIMINARY

INVENTORY DISPOSITION

DEPT NAME: IT Department

DEPT #: 152

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
31064	GATEWAY M675 LAPTOP NOTEBOOK	1100212452	bad backlight on screen	01	3442	Admin Bldg Storage				
33406	HP LASERJET L012 P/PRINTER	CNF0288005	will not feed paper	04	191	" "				
33509	IOMEGA EXTERNAL DVD WRITER USB	FGAE0601AR	no longer will power on	04	280	" "				
41065	HP PROCURVE WIRELESS AP	SG0329K18M	bad POE Port	10	487	" "				
41066	HP PROCURVE WIRELESS AP	SG0329K1B1	bad POE Port	10	487	" "				
41510	DELL OPTIPLEX 745	D89Y5F1 / 6G460F1	blown caps	11	375	" "				
43199	APPLE IPHONE 4	C8TK91KBDP0V	changed Carrier to AT&T	13	470	" "				
44359	OPTICA D122 INDOOR DOME CAMERA	KD14700073	CMOS is bad	14	280	" "				
44369	APPLE IPHONE 4S	99000185537156	changed Carrier to AT&T	14	470	" "				
44825	APPLE IPHONE 6PLUS	F9CRH3J4G5QJ	will not detect SIM card	15	649	" "				
44854	APPLE IPHONE 5S	DX3QNMUBFF9R	will not power on	16	449	" "				
46234	IPHONE 5S	DX3NRJ4NFFDQ	will not power on	16	349	" "				

FISCAL YEAR: 2016/2017

PRELIMINARY

ORIGINAL

INVENTORY DISPOSITION

DEPT: SHERIFF'S DEPARTMENT

NAME:

LOC: 200-227

NR = NON REPAIRABLE (CODE)

H = HUNDREDS

NR = NON REPAIRABLE

H = HUNDREDS

DAS = DECLARE AS SURPLUS

D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
8114	Specra mobile radio	804ATW0174	Not compatible with new radio system	99	25H	SO -IT Ofc				
30946	VHF Communication Transceiver	117209	not compatible with aircraft	01	25H	SO -IT Ofc				
30947	ATC Transponder	1008639	not compatible with aircraft	01	11H	SO -IT Ofc				
30950	Garmin GPS	81702885	not compatible with aircraft	01	44H	SO -IT Ofc				
32125	HP fax machine	MY17V840GYCA413A	no longer prints	02	2H	SO -IT Ofc				
32458	Audio recorder (Dispatch E911)	D05382	will not power up	02	44K	SO -IT Ofc				
33608	Motorola MCS 2000 mobile radio	722CEL1193	Not compatible w/ new radio system	2004	28H	SO -IT Ofc				
34367	Bosch monitor	ZX120641650092	backlight burned out	07	2H	SO -IT Ofc				
34512	HP 1410 printer	CN847D3066	Paper feed broken	06	80D	SO -IT Ofc				
38068	Acer monitor	60C148647DA1E64001	Screen broken	07	2H	SO -IT Ofc				
38346	Acer PC	PSP4209011720016592714	motherboard bad	07	3H	SO -IT Ofc				
38438	HP F4135 printer	CN7B54S3T5	Print heads bad	08	40D	SO -IT Ofc				
38758	HP PC	MXL85018WY9	powersupply bad	08	4H	SO -IT Ofc				
38908	HP PC	MXL9210052V	will not power up	09	6H	SO -IT Ofc				
40220	Tech Com Data System	RM12A	not compatible with aircraft	10	2K	SO -IT Ofc				
40758	Dell Optiplex 780	C1K6JN1	processor bad	10	7H	SO -IT Ofc				
41673	Dell optiplex 745	45X4TC1	Blown caps on motherboard	11	3H	SO -IT Ofc				
42058	Dell PC	F53.KC1	Motherboard bad	12	2H	SO -IT Ofc				
42736	HP LaserJet Printer	CN88D8GVHH	Broken Paper Feeder	12	7H	SO -IT Ofc				

FISCAL YEAR: 2016/2017

PRELIMINARY

ORIGINAL

INVENTORY DISPOSITION

DEPT: SHERIFF'S DEPARTMENT

NAME:

LOC: 200-227

NR = NON REPAIRABLE (CODE)

H = HUNDREDS

NR = NON REPAIRABLE

H = HUNDREDS

DAS = DECLARE AS SURPLUS

D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
32124	Tur Time Time Clock	323112297/323112298	Replaced --Obsolete	2002	7K	SID -Storage				
38939	NEC Monitor	87F05411TA	Broken	2009	90D	SID -Storage				
38979	DELL COMM SERVER	54JTBK1	Processors bad	2009	7K	SID -Storage				
40823	INTEL SERVER	BZDS81100049	Not compatible with software	2011	8H	SID -Storage				
6235	HP LASERJET PRINTER	USFC386029	Replaced --Obsolete	1985	18H	SID -Storage				
36271	TASER GUN	X00119181	Will not hold charge	2005	8H	SID Ofc				
30684	Motorola GTX HH Radio	888F2N3303	Not compatible w/ new radio system	99	5H	SO -IT Ofc				
32113	Motorola MTX 8250 HH Radio	921TC00177	Not compatible w/ new radio system	02	8H	SO -IT Ofc				
32119	Motorola MTX 8250 HH Radio	921TC00185	Not compatible w/ new radio system	02	8H	SO -IT Ofc				
33107	Motorola MTX 8250 HH Radio	921TDL2433	Not compatible w/ new radio system	03	7H	SO -IT Ofc				
33111	Motorola MTX 8250 HH Radio	921TDL2435	Not compatible w/ new radio system	03	7H	SO -IT Ofc				
33604	Motorola MTX 8250 HH Radio	921TEG2893	Not compatible w/ new radio system	04	8H	SO -IT Ofc				
33928	Motorola MTX 8250 HH Radio	921TEG6370	Not compatible w/ new radio system	04	7H	SO -IT Ofc				
33930	Motorola MTX 8250 HH Radio	921TEG6367	Not compatible w/ new radio system	04	7H	SO -IT Ofc				
34620	Motorola MTX 8250 HH Radio	921TGL4007	Not compatible w/ new radio system	06	8H	SO -IT Ofc				
34621	Motorola MTX 8250 HH Radio	921TGL4004	Not compatible w/ new radio system	06	8H	SO -IT Ofc				
34622	Motorola MTX 8250 HH Radio	921TGL4013	Not compatible w/ new radio system	06	8H	SO -IT Ofc				
35009	Motorola MTX 8250 HH Radio	921TDL2436	Not compatible w/ new radio system	07	7H	SO -IT Ofc				
36306	Motorola MTX 8250 HH Radio	921TFL2088	Not compatible w/ new radio system	2005	7H	SO -IT Ofc				

FISCAL YEAR: 2016/2017

PRELIMINARY

ORIGINAL

INVENTORY DISPOSITION

NAME:

LOC: 200-227

NR = NON REPAIRABLE

H = HUNDREDS

DAS = DECLARE AS SURPLUS

D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
42068	EF JOHNSON HH Radio	5170F4711T42763	Surplus to Auction	12	24H	SO -IT Ofc				
42067	EF JOHNSON HH Radio	5170F4711T42783	Surplus to Auction	12	24H	SID Ofc				
42070	EF JOHNSON HH Radio	5170F4111T38035	Surplus to Auction	12	24H	SID Ofc				
42071	EF JOHNSON HH Radio	5170F4711T42898	Surplus to Auction	12	24H	SO -IT Ofc				
42072	EF JOHNSON HH Radio	5170F4611T42420	Surplus to Auction	12	24H	SID Ofc				
42073	EF JOHNSON HH Radio	5170F4611T42415	Surplus to Auction	12	24H	SO -IT Ofc				
42074	EF JOHNSON HH Radio	5170F4111T38353	Surplus to Auction	12	24H	SID Ofc				
42075	EF JOHNSON HH Radio	5170F4711T42881	Surplus to Auction	12	24H	SO -IT Ofc				
42418	EF JOHNSON HH Radio	5170F4311C41279	Surplus to Auction	12	22H	SID Ofc				
42419	EF JOHNSON HH Radio	5170F4311C41351	Surplus to Auction	12	22H	SID Ofc				
42420	EF JOHNSON HH Radio	5170F4311C41370	Surplus to Auction	12	22H	SID Ofc				
42421	EF JOHNSON HH Radio	5170F4311C45607	Surplus to Auction	12	22H	SID Ofc				
42422	EF JOHNSON HH Radio	5170F4311C45602	Surplus to Auction	12	22H	SID Ofc				
42425	EF JOHNSON HH Radio	5170F4311C40998	Surplus to Auction	12	24H	SO -IT Ofc				
42399	2010 DODGE CHARGER	2C3CDXAT2CH241832	Surplus to Auction	12	22K	SID LOT				

FISCAL YEAR: 2016/2017

PRELIMINARY

ORIGINAL

INVENTORY DISPOSITION

NAME:

LOC: 200-227

NR = NON REPAIRABLE

H = HUNDREDS

DAS = DECLARE AS SURPLUS

D = DOLLARS

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
40112	Motorola docking station	25709A2N028	Broken Mounts	09	13H	SO -IT Ofc				
40333	Motorola ML-910 Laptop	3433KW5027	USB ports Broken	09	38H	SO -IT Ofc				
40334	Motorola ML-910 Laptop	3433KS0023	USB ports Broken	09	38H	SO -IT Ofc				
40357	Motorola ML-910 Laptop	3433KW5012	USB ports Broken	09	38H	SO -IT Ofc				
40342	Motorola ML-910 Laptop	3433KW5048	USB ports Broken	09	38H	SO -IT Ofc				
40322	Motorola ML-910 Laptop	3433KS0033	Housing and screen broken	09	38H	SO -IT Ofc				
40359	Motorola ML-910 Laptop	3433KW5255	USB ports Broken	09	38H	SO -IT Ofc				
40318	Motorola ML-910 Laptop	3433KS1165	USB ports Broken	09	38H	SO -IT Ofc				
42315	Amano MTX Time Clock	36775	Replaced --Obsolete	12	25H	SO -IT Ofc				

FISCAL YEAR: 2016/2017

REVISED SEP 2015

PRELIMINARY

NRC = NON REPAIRABLE COSTS

K = THOUSANDS

NR = NON REPAIRABLE

R = HUNDREDS

DND = DECLARE AS DUNPLUS

D = DOLLARS

DEPT #

LOC #

CHANCERY

AMT#	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
3258	VIEWSONIC V9000 MONITOR	A0H468030	WONT POWER ON			CHANCERY LAND				
3274	HEDMAN FORM CHECK SERVER	32SV000	BROKEN/OBSCLETE			CHANCERY LAND				
42117	DELL OPTIPLEX	FP07XC1	WONT POWER ON			CHANCERY COURT				
42158	DELL OPTIPLEX	853WACT	BROKENTOO COSTLY TO REPAIR			CHANCERY COURT				
42159	DELL OPTIPLEX	85WACT1	BAD CAPACITOR CAPS			CHANCERY COURT				
42161	XEROX DOCUMATE SCANNER	14R6C746	BROKENTOO COSTLY TO REPAIR			CHANCERY COURT				
42167	DELL OPTIPLEX	2M7V201	BAD CAPACITOR CAPS			CHANCERY COURT				
42162	DELL OPTIPLEX	3R0M6C1	WONT POWER ON			CHANCERY COURT				
4229	LENOVO MODE DESKTOP	3M4G0L1	BAD MOTHERBOARD			CHANCERY LAND				
42118	DELL OPTIPLEX	22W0221	BROKENTOO COSTLY TO REPAIR			CHANCERY LAND				
42155	DELL OPTIPLEX	FP0L0C1	BAD CAPACITOR CAPS			CHANCERY LAND				
42156	LENNMARK LASER PRINTER	52LBYH6	BROKENTOO COSTLY TO REPAIR			CHANCERY LAND				
42328	LENNMARK E2000 PRINTER	52LBYH9	WONT PULL PAPER			CHANCERY LAND				
38251	HP COLOR LASERJET PRINTER	52W022887	WONT PULL PAPER			CHANCERY LAND				
42159	LENNMARK LASER PRINTER	52LBYH6	BROKENTOO COSTLY TO REPAIR			CHANCERY LAND				
38254	ACER MONITOR	520R7C019	BLACK SCREEN			CHANCERY COURT				
38653	VIEWSONIC MONITOR	A0H468030	WONT POWER ON			CHANCERY COURT				
58664	VIEWSONIC MONITOR	A0H468030	BLACK SCREEN			CHANCERY COURT				

1 OF 1

FISCAL YEAR: 2016/2017

REVISED SEP 2015

PRELIMINARY

INVENTORY DISPOSITION

1 OF 1

DEPT: CHANCERY

NAME:

NRC = NON REPAIRABLE COSTS

K = THOUSANDS

NR = NON REPAIRABLE

R = HUNDREDS

DND = DECLARE AS DUNPLUS

D = DOLLARS

DEPT #

LOC #

AMT#	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
32642	FLUITS2 FMT200 SCANNER	511882	BAD ROLLERS/NOT COMPATIBLE			CHANCERY LAND				
42129	XEROX SCANNER	11R6C0011	BAD ROLLERS/NOT COMPATIBLE			CHANCERY COURT				
42171	SAMSUNG MONITOR	22W4G000839	BROKENTOO COSTLY TO REPAIR			CHANCERY COURT				
42158	SAMSUNG MONITOR	22W4FP00819	WONT POWER ON			CHANCERY COURT				
42159	SAMSUNG MONITOR	22W4FP00849	WONT POWER ON			CHANCERY COURT				
34832	ACER MONITOR	520R7C019	BROKENTOO COSTLY TO REPAIR			CHANCERY COURT				

See Exhibit I.8.b.

c. Preliminary/Final Inventory Disposition – Election Commission, Justice Court

Mrs. Tapley stated these were items that could not be found from 2002 and 2006 inventories.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary/final inventory dispositions as presented by Mrs. Tapley.

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>

FISCAL YEAR: 2016/2017		PRELIMINARY / FINAL				INVENTORY DISPOSITION				
REVISED SEP 2015						1 OF 1				
DEPT	180		NRC = NON REPAIRABLE COSTS K = THOUSANDS				DEPT #: 180			
NAME:	Election Commission		NR = NON REPAIRABLE R = HUNDREDS				LOC #: 180			
		DND = DECLARE AS DUNPLUS D = DOLLARS								
AMT#	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	QTY	UNIT	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
37010	17" LCD MONITOR	8R6C1854219	NOT FOUND DURING INVENTORY	06	2500	ELECTION COMMISSION		LOST	UNKNOWN	
43864	HP 1200 SERIES PRINTER	0P4C701996	MFG IN 2002 (NEVER USED)	02	500	ELECTION COMMISSION		LOST	UNKNOWN	

Exhibit I.A.1

LOST OR STOLEN PROPERTY AFFIDAVIT

DESOTO
COUNTY
365 LOSHER STREET
ADDRESS
HERNANDO, MS 38671
ADDRESS

Location of Property: UNKNOWN Date: 1/19/17

Description	Inventory Number	Report Date	Cost or Purchased	Value
HP 1200 series	43564	1/19/17	50.00	-0-

Detailed Explanation of Loss: (In case of theft, robbery or mysterious disappearance, show the name of the Sheriff's Office notified and the date the loss was discovered. If such loss was not reported to a Sheriff's Office at the time of the discovery, give a complete explanation of such failure.)

This printer was found during audit in 2013. It was manufactured in 2002 so I feel that it has NO value based on compatibility to today's technology

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

Board President: Angie Jarley Date: 1/19/17
Inventory Control Clerk: Danny R. Lee Date: 1/19/17
Employee Responsible for Property: _____ Date: _____

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

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the 19 day of January, 2017.

Stephanie L. Hanks
Notary Public

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Exhibit I.A.1

LOST OR STOLEN PROPERTY AFFIDAVIT

DESOTO
COUNTY
365 LOSHER STREET
ADDRESS
HERNANDO, MS 38671
ADDRESS

Location of Property: UNKNOWN Date: 1/19/17

Description	Inventory Number	Report Date	Cost or Purchased	Value
17" LCD Monitor	37010	1/19/17	260.00	-0-

Detailed Explanation of Loss: (In case of theft, robbery or mysterious disappearance, show the name of the Sheriff's Office notified and the date the loss was discovered. If such loss was not reported to a Sheriff's Office at the time of the discovery, give a complete explanation of such failure.)

This monitor was found during audit January 17, 2017. It was acquired in June 2006 so I feel that it has NO value based on compatibility to today's technology

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

Board President: Angie Jarley Date: 1/19/17
Inventory Control Clerk: Danny R. Lee Date: 1/19/17
Employee Responsible for Property: _____ Date: _____

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

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the 19 day of January, 2017.

Stephanie L. Hanks
Notary Public

38 County Fixed Assets Management Manual

See Exhibit I.8.c.

d. Budget Amendment/Late Bill – Public Defender Tommy Defer

Mrs. Hanks stated they received two late bills from the Public Defender’s Office. She stated they had a street gang case that had 17 defendants and ran out of Public Defenders. She said this was a very unusual case. Mrs. Lynchard stated the judge normally sets the fee to the Public Defender. Mrs. Freeze stated they need \$500 to cover this, but they are asking for \$1,000 in the budget amendment to have some funds in the account.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment of \$1,000 and authorize the clerk to write the checks to pay the late bills to Mr. Defer.

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.8.d.

9. Office of Procurement

a. Request to Approve Recommendation for Bid File #17-399-002 – Rebid Central Maintenance Building

i. Legal Compliance Acknowledgement

Director of Administrative Services and Procurement Pat McLeod stated there were some discrepancies in the original bid, so they withdrew it and went back out for bid. She stated only one bid came back the second time from ACI Building Systems for \$85,612.00, and that price is lower than the first time they bid. Mrs. McLeod stated the bid went out to at least 5 vendors. She stated they contacted the other vendor that bid the first time, and never received a response.

ii. Discussion & Recommendation for Award

Facilities Management Director Robert Jarman stated the bid is for a metal building with roll

up doors and windows. Mr. Jarman stated the crews from Facilities and the Road Department will erect the building. Asst. Road Manager Mike Kennedy state the total estimate from the engineering firm was \$1,200,000.00, and by doing most of the work in-house, the cost will be well below that. Mr. Jarman stated they will be subbing out the concrete, electrical, and other things by quotes or bids.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to award the bid for the Central Maintenance building to ACI Building Systems for \$85,612.00 finding they were the only company to bid on Bid File #17-399-002.

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>

Bid File: 17-399-002	DeSoto County Board of Supervisors
	Office of Procurement
	BID TAB
	Rebid Central Maintenance Building

VENDOR	TOTAL BID
ACI Building Systems	\$85,612.00

RECOMMENDATION: Award bid to ACI for the supply of materials to construct building.

See Exhibit I.9.a.

b. Request to Award Fairview Walking Trail – Bid File #17-101-537-001

Interim Parks Director Ray Laughter stated the grant amount for the park is \$100,000 with a 20% match for the County. He stated he was happy to report they will be under budget on the Fairview Walking Trail project if all goes well. Mr. Laughter stated they recommend going with North Mississippi Driveways at the lowest and best qualified bid.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to award Bid File #17-101-537-001 Fairview Walking Trail to North Mississippi Driveways finding them 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>

Bid File: 17-101-537-001	DESOTO COUNTY BOARD OF SUPERVISORS
	Office of Procurement
	BID TAB
	Fairview Walking Trail

Bidder	Bid Amount
North Mississippi Driveways Nesbit, MS	\$ 77,349.53
Robertson Construction LLC Ridgeland, MS	\$ 337,500.00

Brocato Construction, Inc. Batesville, MS	\$	131,581.08
Progressive Construction Hernando, MS	\$	102,897.03
TDL Contractors Olive Branch, MS	\$	143,354.25
Dempsey Construction Olive Branch, MS	\$	94,489.00
Barnes and Brower Memphis, TN	\$	123,767.75

RECOMMENDATION: North Mississippi Driveways

See Exhibit I.9.b.

10. Road Department

a. Updated Road Register and Map

Road Manager Andy Swims stated the Road Register would typically go on the Consent Agenda, but he wanted to point out that there were two subdivisions added; Kaitlyn Ridge and Mallard Park.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the updated Road Register and make it 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>

See Exhibit I.10.a.

b. Finding of Fact – 6172 Sandbourne West, Braybourne Subdivision

Mr. Swims stated there was some damage to private property due to the collapse of part of an underground pipe system associated with drainage and erosion that affects the health, safety and welfare of the public. He stated they need to explore and find the cause of the sinkholes at an estimated cost of \$5,436.00.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to authorize the work at 6172 Sandbourne at an estimated cost of \$5,436.00, as presented by Mr. Swims; finding the sinkholes formed associated with drainage and erosion affect the health, safety and welfare of the public.

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.10.b.

c. Finding of Fact – 5352 West Oak Grove Road

Mr. Swims stated one of his crews noticed the tree on the existing right-of-way had been struck by lightning and has the potential to fall across the public road endangering the traveling public. He stated they will have to go onto private property in order to safely take the tree down.

Mr. Nowak stated the tree must be determined to be dead or dying, an endangerment to the traveling public’s safety, and a 5-day notice sent to the landowner if the tree is on private property. Mr. Swims stated he thinks it is mostly on the right-of-way, but he will send a letter to the land owner.

Supervisor Medlin asked Mr. Swims to have the road crews identify trees like the one presented so they can be taken care of proactively if they are in the right-of-way. Mr. Kennedy stated that would be much better than getting a call in the middle of the night during a storm.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to authorize Mr. Swims to send a letter to the landowner stating the tree is a danger to the traveling public’s safety and for the Road Department to take down the tree after the 5-day notice.

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.10.c.

d. Finding of Fact – 13359 Center Hill Road

Mr. Swims showed pictorial evidence of a pipe that is completely crushed in on the downstream side causing a ditch to hold water and not drain properly. He stated the pipe goes under a gravel drive and they will need to replace the culvert and dig out some downstream. Supervisor Medlin stated there have been instances of water crossing the road at that location.

Supervisor Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the Road Department to put in a new culvert and dig out the downstream ditch finding that water crossing the road because of a crushed culvert affects the health, safety and welfare of the traveling public and has the potential to damage the county road.

The motion passed by a vote as follows:

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

See Exhibit I.10.d.

e. Request Approval for Board Attorney to do Legal Work for Forest Ridge Subdivision

Mr. Swims stated this is a newly underway subdivision and there is some conflict with the developer about things he has been asked to do. He requested authority to have the firm of Smith, Phillips, Mitchell, Scott & Nowak to be involved if he runs into issues that he needs help with.

Supervisor Medlin stated it is the same developer that built some homes in Miller Farms that flooded. He said the man has taken over this subdivision that has been idle for over 8 years, and he is worried about the quality of the subdivision.

Mr. Swims stated he asked the developer to do some boring, and he was not happy. He feels he needs to have legal support ready.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work with Mr. Swims on Forest Ridge Subdivision if needed.

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>

11. Contract Administration

a. Chancery Clerk – Shred-It

Mrs. McLeod stated the County already has a contract with Shred-It, but this particular one is for shredding at the Courthouse. She stated it is for 2 bins, and payment is in arrears.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Shred-It contract as discussed and authorize the Board President to sign the necessary 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>

b. AFLAC Payroll Account Acknowledgement – Request Board President Signature

Human Resources Director Vickie Richmann stated AFLAC requires the Board President’s signature to process the policies that they were authorized to offer to employees during open enrollment.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board President to sign the necessary documents with AFLAC.

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.11.b.

12. Chancery Clerk – Unclaimed Funds

Mrs. Heffner informed the Board that her office had found some unclaimed funds while researching an estate. She stated they found money for several departments and claimed them. Mrs. Heffner stated she turned over a total of \$5,394.28 to Accounting where they will credit the departments.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the unclaimed funds and authorize the Accounting Department to credit the departments affected.

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.12.

13. Appointments

a. E911 Commission – City of Horn Lake Appointee – Lt. James Cobb

Supervisor Caldwell stated the City of Horn Lake sent this recommendation of Lt. James Cobb to replace Lt. Michael Guice who resigned from the Commission.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to accept the recommendation of Lt. James Cobb to replace Lt. Michael Guice as the City of Horn Lake appointee to the E911 Commission

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.13.a.

b. Port Commission

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to appoint Simon Dean as the Fourth District Appointee on the Port Commission beginning July 1, 2017.

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.13.b.

14. Legislative Issues – Homestead (Yearly Sign-Up vs. One-Time)

Supervisor Caldwell stated the bill did not make it out of committee because it was so cumbersome. She cited some of the issues as having to hire more employees, and it would leave room for more mistakes.

15. Administrative Services – Earth Day 2017

a. Closing of the Square

Mrs. McLeod informed the Board that Earth Day 2017 is set for April 22nd. She stated that last year we asked the City of Hernando to close the square and they did; and she would like to go before them this week to ask for closure this year.

b. Advertising County Resources – Request for Earth Day Advertising & Family Activity

Mrs. McLeod stated the theme for Earth Day 2017 is “Back to the Basics”. She stated Mr. Kuntz has

written a grant for apx. \$4,500. Mrs. McLeod reminded the Board they have approved \$1,000 in the past, but last year they only had to spend about \$200 of that money. Mrs. McLeod requested the Board authorize up to \$1,500 out of Advertising County Resources to be used for advertising and a family activity. She stated the committee is looking at having a petting zoo to help emphasize the importance of clean air and clean water. Mrs. McLeod stated if the grant monies come through, this allocation will not be used.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to authorize up to \$1,500 to be allocated from Advertising County Resources for Earth Day advertising and a family activity finding that the request met the guidelines of the policy adopted by the Board of Supervisors, in accordance with Section 17-3-3, of the Mississippi Code of 1972, the Board of Supervisors did make a determination that the above request would advertise the resources and possibilities of DeSoto County and thereby advance the moral, financial and other interests of DeSoto County. The Board acknowledged the advertisement of County Resources by having the DeSoto County Board of Supervisors logo on the advertising and petting zoo.

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>

16. 2020 Census Local Update of Census Addresses (LUCA)

Mrs. Lynchard stated the County has received notice that it is time to start working on census addresses. She stated this is the only time of the year to be able to update addresses. She said the Census Bureau provides an address list and the County is able to update and be sure everything is on it. Mrs. Lynchard stated the Planning Commission always has been the lead, but GIS was previously in that department.

Mrs. Lynchard recommended Planning Director Bennie Hopkins be the lead person and point of contact to work with the Census Bureau, and IT Director John Mitchell to work with him. She stated the Census Bureau will start counting in 2020, and this is the first preliminary step.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to appoint Bennie Hopkins and John Mitchel to work with the Census Bureau on the address update.

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.16.

17. Business Investment Incentives

a. Guardian Fiberglass, Inc.: Resolution to Void & Rescind 10-Yr. Real & Personal Property (Expanded) Tax Exemption: \$7,502,684.00

Mrs. McLeod stated this company had a tax exemption in 2011, and in 2014 they informed the City of Olive Branch they were no longer in business. She stated in 2015 a letter was received stating there would be no more tax exemptions.

Mrs. McLeod requested the Board President sign a resolution to void the tax exemption and clean up the County’s file.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to void

and rescind the 10-year Real & Person Property tax exemption of \$7,502,684.00 for Guardian Fiberglass, Inc. as they are no longer in business, and authorize the Board President to sign the resolution.

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.17.a.

b. WPG Americas, Inc.: Final Resolution for 10-Yr. Personal Property (New) Tax Exemption: \$600,398.00

Mrs. McLeod stated this was a normal Final Resolution that was needed to complete the file. She stated it was found to be missing, and this would complete the County’s file, as well as complete the State’s file.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Final Resolution for 10-Yr. Personal Property (New) Tax Exemption: \$600,398.00 for WPG to complete the County’s file.

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.17.b.

18. County Court Judge

Mrs. Lynchard informed the Board that the Chief Justice of the MS Supreme Court has appointed Judge Mills Barbee as interim judge and determined he will have senior status.

See Exhibit I.18.

19. Professional Services – Landers Center Architect

Supervisor Mark Gardner stated the County has been talking about a tennis center, and he has been meeting with the CVB about putting it at the Landers Center. He stated Southaven’s tennis center is ahead of schedule, where they are building 8 outdoor courts, observation areas, and restrooms. Supervisor Gardner stated UrbanArch has expertise in the area, and he asked Mr. Bullard to get something together for the Board’s consideration.

Supervisor Caldwell asked how many courts are currently in the County. Supervisor Gardner stated Olive Branch has 5 at the City Park and they are looking at 10 future courts at their soccer field facility. He stated Hernando has 2 at Church Park and 2 at Conger Park. He said he thinks there are 4 in Horn Lake at Latimer Park, 2 lit and 2 un-lit.

Supervisor Gardner stated if DeSoto County had the facilities, tennis could do for economic impact what baseball and softballs tournaments have done. He stated the cost of the design work would be about \$18,000. Supervisor Gardner stated the rules for state tournaments say there must be 40-50 available courts and they have to be within 25 miles of the main court. He stated Oxford had 1250 players come into town for the weekend when they hosted the state tournament; and they had a 3-2ay partnership with the City, Ole Miss, and Lafayette Board of Supervisors.

Supervisor Caldwell asked if there was a chance that Northwest Community College and Ole Miss might help sponsor the courts. Supervisor Gardner said that was a possibility, and there was also some opportunity to partner with DeSoto County Schools.

See Exhibit I.19.

20. Board of Education – School Board Recognition Week

Mrs. Lynchard stated School Board Recognition Week is February 20-24 and she has drawn up a draft resolution for the Board’s approval.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Resolution of Appreciation for the DeSoto County School Board and authorize the Board President to sign it.

The motion passed by a vote as follows:

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

See Exhibit I.20.

21. Dean Road – NRCS Project

Road Department Engineer Scott Young stated last year they had 3 EWP sites that were applied for money, one being a site on Dean Road. He stated he got a call to take another look at Dean Road, and it is a critical issue. He stated there is now only 3 feet between the corner of a house and the ditch.

Supervisor Lee Caldwell made the motion and supervisor Jessie Medlin seconded the motion to authorize Mr. Young to write an official request letter to NRCS asking for the Dean Road site to be considered to be reclassified as an “Exigency Site”; permission for the firm of Smith, Phillips, Mitchell, Scott and Nowak to begin working with engineering to obtain necessary easements and permits for the Dean Road, College Road and Jaybird Road sites; and authorize Mr. Swims or Mr. Young to sign administrative documents required by MRCS to be made a part of the Board minutes at the earliest meeting after such documents are signed.

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.21.

22. Inventory Disposition – Sheriff

Mrs. Lynchard stated this car was totaled and the insurance company needs the title, so it has to be taken off the inventory.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the inventory disposition as presented and declare the totaled Crown Vic as surplus to be taken off the County inventory.

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.22.

23. Travel – NDPDD Legislative Day

Supervisor Caldwell stated the North Delta PDD Legislative Day is February 7, and all the Board is invited to attend.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize travel for Mrs. Lynchard and any Supervisors that would like to attend the NDPDD Legislative Day in Jackson, MS on February 7, 2017.

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>

24. Signs at County Lines

Supervisor Gardner initiated a discussion regarding signs that let people know they are entering DeSoto County and that we support our law enforcement. He stated he has spoken to all the mayors and they are supportive of the idea.

Supervisor Caldwell suggested encouraging Neighborhood Watch groups. She stated there are 30 roads just from the North, and all but 1 are within city limits.

The Board discussed the issue at length. Sheriff Rasco stated his department has a good working relationship with Shelby County and Memphis, and he does not want to jeopardize that by implying that crime comes from the north. He stated 75% of the jail population is from DeSoto County. Sheriff Rasco also stated boots on the ground is the way to get things done, and he wants his department to work with the cities in having checkpoints that check tags and sobriety.

Supervisor Gardner commended the interagency cooperation between the Sheriff’s Department and City Police Departments. Sheriff Rasco stated all the agencies have to band together because all are limited on manpower.

25. Walls Fire Department – Flashing Light

Supervisor Russell stated he got a call asking about flashing lights for the new Walls Fire Department on Star Landing. He stated there is a blind hill close to the station, and they would like a flashing light that operates on a switch, in hopes that it will make the traveling public more aware of the station when it is active.

Supervisor Russell asked if the Fire/EMA Committee would look at the request and asked Mr. Swims to research it and come up with a cost. Supervisor Russell stated he thought the Walls Fire Department would help with the cost.

Supervisor Gardner asked if the station was operational. Supervisor Russell stated it will be in about a month.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the Fire/EMA Committee to work with Mr. Swims and look at the request.

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>

26. Litter

Supervisor Russell stated the DeSoto Beautiful Committee met and someone asked if the County could have an ordinance to keep newspapers and phone books from being thrown in driveways and left there.

Supervisor Medlin stated the Board asked the Commercial Appeal to stop throwing the papers, but he said people get paid per paper for throwing them. He stated he thinks that should fall under the litter ordinance. Supervisor Russell stated he would like to look into it.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to look into the Litter Ordinance and see what can be enforced.

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>

27. MAS – Gas Tax Support Request

Supervisor Caldwell stated that the MS Association of Supervisor has asked for a letter of support for the gas tax. She stated she is not in favor of it, but she wanted the Board to know about it. She showed a map showing DeSoto County was not going to benefit at all. No action was taken.

See Exhibit I.27.

28. Sheriff’s Department – Late Bills for Jail

Sheriff Rasco presented late bills in the amount of \$880.00 for medical bills at the jail.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize payment of the late bills for medical services at the jail in the amount of \$880.00 and authorize the clerk to write the checks.

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.28

29. Planning Commission Nominee

Supervisor Gardner stated he received a call from John Arnold resigning his post as the District 2 representative on the Planning Commission.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to

replace John Arnold on the Planning Commission District 2 post with Bill Brewer.

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>

J. PLANNING COMMISSION

1. CONSENT

- a. **Scott Williams Minor Lot (7110) – Application is for final subdivision of 1 lot on 6.11 acres. Identified as parcel #2-06-4-17-00-0-00007-00. Subject property is located on the south side of College Road and east of Craft Road N. in Section 17, Township 2, Range 6 (District 5)
Applicant: Scott Williams**
- b. **Teuton Minor Lot (7111) - Application is for final subdivision of 2 lots on 11 acres. Identified as parcel #3-06-3-08-00-0-00007-01. Subject property is located on the west side of Craft Road S. and south of Vaiden Road in Section 8, Township 3, Range 6 (District 5)
Applicant: Gary Teuton**
- c. **Haslip Minor Lot (7113) – Application is for final subdivision of 1 lot on 1.69 acres. Identified as parcel #2-06-8-33-00-0-00002-00. Subject property is located on the east side of Ross Road and north of Byhalia Road in Section 33, Township 2, Range 6 (District 5)
Applicant: Murry Haslip**
- d. **Storey 4 Lot Minor Lot (7114) - Application is for final subdivision of 4 lots on 13.80 acres. Identified as parcel #3-09-8-28-00-0-00009-01. Subject property is located on the north and south side of Barbee Road and west of Hwy 301 S. in Section 28, Township 3, Range 9 (District 4)
Applicant: Robert Storey**
- e. **Bolin Whitley Minor Lot (7115) - Application is for final subdivision of 3 lots on 6.43 acres. Identified as parcel #3-07-8-27-00-0-00002-01. Subject property is located on the south side of Bolin Road and west of Malone Road in Section 27, Township 3, Range 7 (District 5)
Applicant: Ron Anderson**

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

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

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. FINAL SUBDIVISION

- a. **Stonewall Commercial – 1st Revision (7116) – Application is for final subdivision of final plat of Stonewall Commercial Identified as Parcel #3-05-3-06-02-0-00001-00. Subject property is located on the south side of Byhalia**

**and west of Red Banks Road in Section 06, Township 3, Range 05 and is
zoned Commercial (C-1). (District 1)
Applicant: M&I Properties, LLC**

Mr. Hopkins presented the application for Stonewall Commercial Subdivision, 1st Revision for final subdivision. He stated the applicant would like to have all restrictions removed from the plat. Mr. Ben Smith was present to represent the application.

Supervisor Medlin asked if this revision would go back to the Planning Commission. Mr. Cardosi stated this request is not required to be heard by the Planning Commission. Mr. Cardosi stated staff researched the past approvals for this subdivision and could not find where any order required these restrictions to be included on the plat.

Mr. Ben Smith came forward and stated the current owners of the property are M&I Properties, LLC. He then stated in his years of experience he has never seen such restrictions as these listed on a plat. He then stated these restrictions are not included in the C-1 zoning in the DeSoto County Zoning Ordinance.

Supervisor Medlin asked how large the parcel of land is. Mr. Smith stated the parcel is less than 1 acre. Supervisor Medlin asked what the proposed use for the property is. Mr. Smith stated the applicant would like to build a convenience store on the property and will need to also apply for a Conditional Use for gas pumps on the site. Supervisor Medlin asked if a convenience store with gas pumps will fit on the proposed lot. Mr. Smith stated he is not sure but at this point the applicant is trying to get these restrictions removed from the plat and to remove the requirement of a mandatory site plan from the plat.

Supervisor Medlin asked what would be the applicant's next step if the removal of the restrictions from the plat is approved. Mr. Cardosi stated the applicant would have to apply for a Conditional Use for gas pumps and then the plans for the convenience store will need to go through site design review.

Supervisor Russell stated he is concerned that the restrictions were placed on the plat for a reason and feels the Board needs to allow for public comment to allow the neighbors to respond. Supervisor Medlin stated the neighbors will be able to comment at the Board of Adjustment meeting if a Conditional Use is applied for. Mr. Smith stated the applicant is just asking for a clean zoning of this property.

Supervisor Medlin asked if the applicant would be willing to allow uses #12 and #22 from the permitted uses in a C-1 rezoning to be removed as permitted uses for this property. Mr. Smith stated he does not feel that Board could legally require that of the applicant. Supervisor Russell asked if the permitted uses in the current Ordinance are the same as the permitted uses in the Ordinance that was in effect when the rezoning was originally approved. Supervisor Medlin stated he thinks the same uses are the same.

There was discussion that there may be deed restrictions that keep the restrictions in question in place. It was determined that the Board of Supervisors' decision does not override the deed restrictions.

Supervisor Medlin made the motion and Supervisor Gardner seconded the motion to approve Stonewall Commercial Subdivision, 1st Revision for final subdivision to include the removal of the restrictions and mandatory site plan from the plat.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

3. OTHER

a. Year End Report

Mr. Hopkins presented the Year End Report for the Planning and Building Department.

b. Appointment to replace District 2 Planning Commissioner

Supervisor Gardner made a Motion and Supervisor Medlin seconded the Motion to approve appointing Bill Brewer to replace Jon Arnold as District 2 Planning Commissioner.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

K. 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 Michael Lee seconded the motion to recess the Board meeting until Tuesday, February 21, 2017, 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 6th day of February, 2017, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Michael Lee, President
DeSoto County Board of Supervisors