

**DESOTO COUNTY BOARD OF SUPERVISORS**

**BOARD MEETING MINUTES**

**DISTRICT FOUR LEE CALDWELL, PRESIDING**

**February 3, 2014**

**A. CALL TO ORDER**

The February 3, 2014 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Lee Caldwell, Board President.

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

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Harvey Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

**B. INVOCATION**

Reverend Chuck Bursi of Love United Methodist Church presented the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. APPROVAL OF JANUARY MINUTES**

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

The official minutes of the Board of Supervisors were read for the month of January 2014.

Supervisor Mark Gardner made the motion and Supervisor Bill Russell seconded the motion to accept the minutes of the Board of Supervisors for January, 2014, as presented this date with changes to the draft minutes previously submitted. The motion included approving all minutes as presented with those changes 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 Harvey Lee, Fifth District	<u>YES</u>

**See Exhibit D**

**E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS**

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

**1. County Administrator Vanessa Lynchard requested adding the following items:**

**a. New Business: Bids Under Advise ment – 2014 Jail Expansion**

Mike Childress, Architect for Evans Taylor Foster and Childress, appeared before the Board of Supervisors and presented the bids received in response to the solicitation for the 2014 Jail Expansion. Mr. Childress provided to the Board a packet of documents generated during the bid review process. The bids were presented as follows:

21302-52  
1/17/14

**BID TABULATION FORM**

Project Name: <u>DeSoto County Jail Facility – Phase II</u>		Project Number: <u>21302</u>		Architecture Interior Design Planning	
Date: <u>January 16, 2014</u> Time: <u>2:00 PM</u>		Meeting Location: <u>365 Lusher Shreet, Suite 340: Hernando, MS 38632</u>		 343 North Main Street Memphis, Tennessee 38103 Telephone: 901.525.5344 Facsimile: 901.525.5420 EVANS TAYLOR FOSTER CHILDRESS ARCHITECTS	
Organization	Phone	Fax	Bid Price		
Bell & Associates Construction, LP	(615) 373-4343	(615) 373-9224	\$ 8,980,000.00	→ withdrew	
Flintco, LLC	(901) 372-9600	(901) 372-8989	\$ 8,469,000.00	X (1)	
Murphy and Sons, Inc.	(662) 393-3130	(901) 393-8111	\$ 7,939,700.00	→ withdrew.	
Olympus Construction, Inc.	(870) 932-6670	(870) 932-9856	\$ 8,777,000.00	X (3)	
Smith Doyle Contractors, Inc.	(901) 213-3993	(901) 213-3994	\$ 8,549,000.00	X (2)	
Zellner Construction Services, LLC	(901) 794-1100	(901) 794-9141	\$ 8,287,000.00	→ withdrew	
<b>Notes:</b>					

  
Michael L. Childress, AIA

Mr. Childress said the bids were due January 16<sup>th</sup> and there were six bidders. He said that three bidders voluntarily withdrew which left three remaining qualified bidders.

The three bidders who voluntarily withdrew and their bid prices were as follows:

Bell & Associates Construction, LP	\$8,980,000.00
Murphy and Sons, Inc.	\$7,939,700.00
Zellner Construction Services, LLC	\$8,287,000.00

Mr. Childress said he received withdrawal letters or email communications from the three companies that voluntarily withdrew their bids, and these notices of withdrawal were in the packet of documents he presented. The Jail Committee had reviewed the withdrawals and recommended accepting the withdrawals as each entity had failed to consider all aspects in the bid when preparing their submission. Thus, the withdrawals were necessary as the contractors could not perform the work for the amount they

presented.

Mr. Childress said after removing from consideration those that withdrew their bids, Flintco, LLC was the lowest and best bid at \$8,469,000.00. Mr. Childress said the project was budgeted at \$8.5 million and this bid is just a little less than the budgeted figure. Mr. Childress had reviewed the bid submission and found everything to be in proper order.

Supervisor Russell asked how long the bids are enforced. Board Attorney Tony Nowak said the bid specifications set forth how long a bidder must keep the bid offer open. Mr. Childress noted that the bid specifications required the bid offer to remain open for 90 days. Mr. Nowak advised the Board that it is permissible for bids to be withdrawn when there has been a mistake in the calculations or submission and the contractor is unable to perform. Mr. Nowak said the letters or emails of withdrawal will be made part of the minutes.

Supervisor Jessie Medlin asked Mr. Childress how long it would take to complete the Jail Expansion. Mr. Childress said the contract requires completion in 14 months after the contract is signed.

Supervisor Mark Gardner said the Jail Committee has met several times to discuss the bid proposals and related matters. After thorough consideration of the bids, bid specifications, and all matters presented to the Jail Committee, they found Flintco to be the lowest and best bid and voted unanimously to recommend approval of the Flintco bid.

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to accept the bid submission received from Flintco, LLC and to award the contract to Flintco, LLC, after considering all the information presented to the Board, considering the recommendation of the Jail Committee and considering the recommendation of Mr. Childress, and upon there being a finding that Flintco is the lowest and best bidder in the amount of \$8,469,000.00 for the Jail Expansion; to spread upon the minutes all bid related documents, the bid withdrawal letters and emails from Bell & Associates Construction, LP, Murphy and Sons, Inc., and Zellner Construction Services, LLC, as fully described in Exhibit E.1.a., and the minutes of the Jail Committee.

The motion passed by a vote as follows:

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

Mr. Childress said there have been code questions with the Hernando Fire Department in renovating the Sheriff's Office. Mr. Childress said the budget for the renovation was \$2.6 million. He said his latest cost estimate has the pricing at \$2.8 million.

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to approve going out for bids for the renovations of the Sheriff's Office.

The motion passed by a vote as follows:

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

Supervisor Gardner said we are still \$500,000 to the good. Mr. Childress said it is better than that.

Supervisor Jessie Medlin asked if it would be better to buy instead of renovating.

Mr. Childress said it would cost approximately \$3.8 million to build from the ground up. We are better off renovating. Mr. Childress said the only unknown variable is the parking lot.

**See Exhibit E.1.a**

**b. New Business: Fire Ant Killer**

Road Manager Andy Swims said he talked to Scott Griffith of NRCS a couple of months ago; Mr. Griffith referred Mr. Swims to Grenada County. Mr. Griffith told Mr. Swims that they stopped the fire ant program due to cost.

Mr. Swims said NRCS bought in bulk and provided it to the residents based on the balance of their water bill. It was two quarts of grain, per bait, per month. He said he did not know the process of how it got rid of the fire ants. Mr. Swims said this was for residential only and not agricultural. He said he tried to get numbers and cost but it can vary depending on the kind of insecticide that you buy. NRCS was the only one that did it in the state.

Supervisor Lee Caldwell said it is very costly to get the kind of insecticide that will ensure killing the ants.

Mr. Swims agreed and said the price is better when buying in bulk.

Supervisor Jessie Medlin said he would like to see the cost.

Supervisor Lee said she would also like to see if we can get help through a grant or an agency and asked Mr. Swims to talk to the county Grant writer.

Supervisor Bill Russell said he would like all the figures including how much a quart would cost and how many it would kill.

Mr. Swims said he would continue to research all avenues and come back to the Board.

**c. Executive Session: Remove Item J.1.d.**

**d. Office of Finance and Accounting: One late bill for travel for Facilities**

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve a late bill in the amount of \$278.00 for Tony Martin and Reby Johnson of Facilities Management for hotel fees in Jackson to attend risk management training.

The motion passed by a vote as follows:

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

**See Exhibit E.1.d**

**2. Supervisor Jessie Medlin asked Road Manager Andy Swims about the intersection of Craft and Byhalia Roads.**

Mr. Swims said they have done traffic counts and are still looking at other issues with the intersection. He said the hills need to be adjusted on Craft Road and he and the engineers are looking at what the Road Department can do before doing a study with an outside firm.

Supervisor Medlin asked Mr. Swims to make sure everyone knows the impact of the I-69 corridor in that area. He said he knows that something needs to be done now because it will be cheaper than if we wait 10 or 15 years later.

Mr. Swims agreed with Supervisor Medlin and said that it is also in the developer's best interest to consider the I-69 corridor. Mr. Swims said Hawk's Crossing is expanding and the developers are aware of the impact that will have on the intersection.

Supervisor Medlin said if there is a study done by an outside firm, to make sure they know about the future of development of that entire area that will be affected by the I-69 corridor. He said the road will

be five lanes and that will be a big impact. Supervisor Medlin said to make sure they know what is happening the next 15 years and that we do not want to band aid the issues.

Mr. Swims said the traffic count we take today will have increased substantially.

Supervisor Medlin said to make sure that whoever does the study accounts for the future: I-69-269, College Road, Church Road, Sandidge Road, Goodman Road and 78 to name a few of the roads that will be affected. There is also potential for Nail Road to go completely through the county.

Supervisor Lee Caldwell said there was a lot of interest from the Federal Highway on the tour last week. Supervisor Caldwell said they are interested in coming back to talk about certain sections of roads in the county. She said they want to continue to work with MDOT as well.

**3. Supervisor Bill Russell requested discussion relating to the Walls Fire Department Parking Lot.**

Supervisor Bill Russell said the county has replaced the parking lot twice at the Walls Fire Department and completely overlaid it once. Supervisor Russell said the base is not strong enough for the weight of the fire trucks. The fire trucks have to turnaround which shortens the life of the parking lot. Supervisor Russell said he did not think we should repair it because it will happen again sooner or later. He said the Fire Chief at Walls is doing what they can to help the issue. Supervisor Russell said he would like for Mr. Swims to get a price to reinforce the concrete for one problem area.

Supervisor Mark Gardner asked if the acreage adjacent to the Fire Station was available. Supervisor Gardner said he was thinking about making it a drive thru instead of turning around and backing the fire trucks in.

Supervisor Russell said the land is not financially feasible; but we can look at a drive thru. Supervisor Russell said if we do resurface the area again, we need to tear out the asphalt at the base.

Mr. Swims said another problem is standing water; the drainage needs to be improved. He said the land is very flat and the freeze cycles make the problem worse.

Supervisor Harvey Lee suggested this matter be taken up by the Fire Committee

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion for the Fire Committee to take over the study and resolution of the issues with the parking lot at the Walls Fire Department.

Supervisor Jessie Medlin said this issue happens frequently and he would like to put the repair of parking lots in the policy when repairing the building.

The motion passed by a vote as follows:

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

**4. The Board Attorney requested adding an invoice for appraisals on Swinnea Road.**

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve the invoice for appraisals in the amount of \$2,000 to Gene Norwood.

The motion passed by a vote as follows:

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

Supervisor Harvey Lee, Fifth District

YES

**5. Supervisor Lee Caldwell added County Departments involved in the preparation for the weather.**

Supervisor Lee Caldwell recognized all of the county departments, who worked late to make our roads safe, keep school buses running and prevented school delays. Supervisor Caldwell said we are so fortunate to live in a county where people collaborate so well to keep the county safe.

Road Manager Andy Swims said his employees did a great job. There were a lot of slick spots on the roads and bridges and everyone did a great job. Mr. Swims said the Sheriff's Department was out and worked hard too. They saw trucks spin out. Mr. Swims said Hwy 305, 61 and old 61 and I-69 was extremely bad. A lot of places were very slick. Mr. Swims said his crew had worked hard to stockpile everything they needed for the roads and then worked into the night until 4:00 a.m. this morning. The guys are tired but came back to work their regular schedules this morning. They did an outstanding job and are working today. Mr. Swims said his crew deserved the praise and credit.

Sheriff Bill Rasco said Hwy 61 and I-69 were both closed last night. Sheriff Rasco said Hwy 61 becomes a sheet of ice.

Mr. Swims said Green T, old Hwy 61 and 61 were very bad.

Sheriff Rasco said it is predicted that next weekend will be even worse.

Supervisor Caldwell said the ambulance crews and paramedics and dispatch were also busy last night.

Mr. Swims thanked the Sheriff for everything his deputies did as well.

Sheriff Rasco said we were all working together for this county.

**6. Supervisor Mark Gardner said there was a bad house fire and requested discussion**

Supervisor Gardner said that the Road Department, Sheriff's Department, EMS Department and Fire Departments responded to a house fire last week. The temperature was 12 degrees. Supervisor Gardner praised all of the departments for taking action and doing such a good job.

Supervisor Gardner asked Rob Long of the DeSoto Times Tribune and Henry Bailey of the DeSoto Appeal to emphasize safety during this time of harsh weather. He said more people are using space heaters and extension cords and that can be dangerous.

Supervisor Lee Caldwell recommended cleaning chimneys and flues as well.

Supervisor Gardner said a relative of his just lost their home due to leaving a laptop turned on overnight which was sitting in a recliner and covered with a blanket. He said the computer could not breathe under those conditions and it caused the fire.

**7. Rebid on EMS Vehicle**

Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve removing this item from the Agenda and to do more research.

The motion passed by a vote as follows:

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

Supervisor Jessie Medlin said he received the booklet about insurance last night that the County Administrator compiled. The booklet is for employee benefits. Supervisor Medlin said she did a great

job writing it and he has not seen that good a job in 20 years.

Supervisor Lee Caldwell said the County Administrator is second to none.

Supervisor Harvey Lee said she does a good job of keeping the Board updated on everything. She does a great job.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Agenda with the additions set forth above.

The motion passed by a vote as follows:

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

**F. CITIZENS REMARKS & PRESENTATION**

Supervisor Lee Caldwell asked if there was anyone present in the audience who wished to address the Board regarding an item not on the Agenda.

Resident of DeSoto County Mr. Mark Thomas said he would like to speak to the Board about Animal Control. Mr. Thomas said he would like to see the county be pro-active instead of reactive. He said when a dog attacks, it is too late. Mr. Thomas said he lives in Buena Vista Subdivision and there are a lot of dogs running through the neighborhood. He asked if the dogs could be collected or picked up.

Mr. Thomas said he has never seen an animal control officer in the area. He said a dog broke its leash and attacked his friend. His friend used a stick to try and protect himself from the dog. Mr. Thomas said the police cited his friend instead of the person who owned the dog; dogs are supposed to be restrained.

Mr. Thomas said dogs should not be out in this kind of weather but you can hear them barking. Also, conditions for dogs are supposed to be checked to make sure they are housed properly. Mr. Thomas said he has never seen Animal Control check on those situations either.

Supervisor Lee Caldwell said the Board is looking into these issues with the committee and the Sheriff because we want to strengthen the ordinance.

Supervisor Gardner said the Sheriff is involved with this committee and we are revisiting the existing ordinance and are working to strengthen it.

Mr. Thomas said what if the Animal Control Officer says, "How do I know the dog has been barking". Mr. Thomas said if a barking dog is outside the premises it needs to be checked on.

Supervisor Gardner said the county has great animal control officers. Mr. Thomas said we only have two officers for the entire county. Supervisor Gardner said our Assistant Director also patrols the county. Supervisor Gardner said just because you haven't seen the officers doesn't mean they are not patrolling.

Supervisor Caldwell said we would love to have more officers patrolling but it would take more of taxpayer money.

Supervisor Gardner said we have three county employees patrolling and the cities have their own officers patrolling. He said there is probably a total of ten officers patrolling daily.

Mr. Thomas asked Sheriff Bill Rasco if his deputies see groups of dogs if they report them to Animal Control. Sheriff Rasco said probably not; our guys would try to take care of the situation.

Supervisor Gardner said that Sheriff Rasco is also on the committee.

The Board thanked Mr. Thomas for bringing the matter to them.

**G. CONSENT AGENDA**

The Board of Supervisors considered the following items on the meeting’s Consent Agenda.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the Consent Agenda as follows:

**1. Dept. of Human Resources: Monthly Health Claims**

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

Funding Request	Date Paid	Amount	Claim Type
<b>Date</b>			
1/1/14	1/2/14	\$80,347.05	Administration Fees
1/6/14	1/8/14	\$23,550.56	Medical
1/6/14	1/8/14	\$4,600.45	Dental
1/6/14	1/8/14	\$14,220.59	Pharmacy
1/13/14	1/15/14	\$31,887.62	Medical
1/13/14	1/15/14	\$4,923.85	Dental
1/13/14	1/15/14	\$13,840.01	Pharmacy
1/21/14	1/21/14	\$45,959.35	Medical
1/21/14	1/21/14	\$2,255.15	Dental
1/21/14	1/21/14	\$14,776.62	Pharmacy
1/27/14	1/28/14	\$30,471.32	Medical
1/27/14	1/28/14	\$9,009.20	Dental
1/27/14	1/28/14	\$16,995.55	Pharmacy
	<b>TOTAL</b>	<b>\$292,837.32</b>	

**2. Justice Court Report**

Criminal Cases Filed	124
Civil Cases Filed	537
Traffic Tickets Filed	1,073
Total Cases Filed	1,734
State Assessments	\$47,485.00
County General Fund	\$60,680.09
Total Collections	\$126,580.09

**Bailiff Pay**

Liz Medlin	\$245.00
Bobby Holloway	\$285.00
Brandon Hylander	\$245.00
Lee Hodge	\$285.00

**3. Publication of Board Proceedings**

**4. Office of Finance & Accounting**

**a. Budget Amendments**

**b. Request for Transfer of Sheriff Seized Funds**

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

Case #	Defendant	Date Seized	Receipt #	Amount	Date of Forfeiture

2013-51456	Thomas Bray	11/14/13	28490	\$900.00	12/20/13
2013-55905	Byrain Dotson	12/18/13	28609	\$ 74.00	1/27/14
				\$974.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$974.00  
 Transfer to Sheriff-Forfeiture Fund (120-000-238) \$974.00

Thank you.

C: Commander Kyle Hodge

**c. Inventory Disposition-Final: Road Department**

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION
36132	LONDON FOG MOSQUITO SPRAYER #82	2010	MOTOR LOCKED UP / SURPLUS TRADE-IN	10	7K	CENTRAL MAINTANCE	09/16/13	JOHNNY CONLEE	TRADE-IN

**5. Road Department**

**a. Road Report    b. Work Schedule    c. Road Bond Report**

**d. Request to make Changes to Official Road Map & Register and to Make Part of the Board's Minutes**

The following roads in Montrose Subdivision need to be added to the Official Road Map and Register. Additionally, the attached updated official road map and register reflect these additions and should be made a part of the permanent Board of Supervisors meeting minutes.

Road	Location	Length	Width	Cove
Antebellum Lane	Church Road to Rose Garden Lane	1698 feet	24 feet	
Rose Garden Lane	Plantation Garden Drive to end	1085 feet	24 feet	
Featherston Cove	Plantation Garden Drive to end	841 feet	24 feet	80 feet
Plantation Garden Drive	Rose Garden Lane to end	746 feet	24 feet	
Heritage Drive	Old South Drive to Rose Garden Lane	1282 feet	24 feet	
Old South Drive	Antebellum Lane to end	942 feet	24 feet	
Gables Drive	Antebellum Lane to Heritage Drive	918 feet	24 feet	

**6. Appointment of Requisition and Receiving Clerks – Detailed in Exhibit G.6**

**7. Chancery Clerk Allowance (2) \$1,500.00 \$1,300.00**

**8. Board Order to Transfer State Aid Funds to Project Funds for SAP -17(13)M-Getwell Overlay \$7,840.00**

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

**See Exhibit G**

## **H. OLD BUSINESS**

### **1. Greenways & Parks: Security Update for Hernando DeSoto River Park**

Greenways and Parks Director Larry Jarrett said in the last meeting the Board recommended setting up a security committee. Mr. Jarrett said they established the committee which includes Supervisor Bill Russell, Mike Duncan and Mr. Jarrett.

Mr. Jarrett said the committee met with Captain Moore, Chief Deputy with the DeSoto County Sheriff's Department. Mr. Jarrett said the committee made the following recommendations:

1. Checking with Entergy about installing security lights at the park including feasibility, costs, etc. We will try to have this information before our next Recreational District commission meeting later in February.
2. Closing parks after sunset except for use by permit only. Probably 1/2 hour before sunset until 1/2 hour before sunrise. Most of the vandalism and mischief is at night which was the reason for this recommendation.
3. Establishing a permit system for access after dark to accommodate the fishermen, duck hunters, campers or anyone else needing a permit to use this or any other park the commission may choose to close after dark. The permits would be issued at no cost.
4. The permits will be issued by calling Cynthia at the DeSoto Council office here during normal business hours. We will be asking for their name, # in the party, type and make of vehicle, date requested and tag number. This information will be emailed daily to the sheriff's office. The sheriff's office while patrolling the park will have access to the permit information and anyone not holding a permit number in their vehicle ( or by tag number) could be issued a citation at the officer's discretion. The permit system would only be used at night. Anyone wanting to visit the park during the day would not need a permit. This is not unusual since people who hunt or fish at Arkabutla or on State or Federal lands need to sign in or get a permit.
5. Working with Tony Nowak about the possibility of establishing a County ordinance and potential fines before Monday's Board meeting. We would ask that any fines collected go to the Recreation District.
6. If the Board approves the permitting system and ordinance then we would post a sign at the park(s) giving advance notice that such a system will go into effect at some later date to be determined.

Supervisor Mark Gardner asked if there is power at the Hernando DeSoto River Park. Mr. Jarrett said there is no power or pole. Supervisor Russell said they will talk to Entergy and try to get help from them.

Mr. Jarrett said most of the vandalism is at night. He said there had been discussion about closing the park at night but the duck hunters, other hunters and fishermen would not be able to enter the park. Therefore, the committee is recommending closing one half hour before sunset and one half hour before sunrise. The permits will allow them to be there at any time.

Mr. Jarrett and the Board discussed the permit process in great detail. They discussed the process for ball teams, fisherman and hunters using the parks. The permit would allow people who have a legitimate reason to be in the park to be there and allows the Sheriff's Department to address issues at the parks including people who should not be there.

Sheriff Bill Rasco said there is a lot of traffic on Saturday nights. A lot of it should not be there.

Supervisor Russell asked the newspapers to let the public know they are not trying to discourage people who want to use the parks for legitimate reasons. Supervisor Russell said the user would call a number to receive a permit number and the number is sent to the Sheriff's Department. He also discussed having no lights at Robinson Donald Park and at Lake Cormorant Park.

Captain Macon Moore agreed with Supervisor Russell. Chief Moore said he would like to see it considered for all parks. He said warning signs should also be put up so people will know in advance that permits are now needed.

Mr. Jarrett said permits would not apply to ball teams. Supervisor Russell suggested seasonal permits for ball teams. He said we think this is a good step. He said permits would not be needed during the day.

Supervisor Mark Gardner asked Sheriff Rasco what he thought about the process. Sheriff Rasco asked who would issue permits. Mr. Jarrett said his office would issue permits.

Supervisor Lee Caldwell said she thinks we are on the right track but would like to spend more time on the matter. Supervisor Caldwell said this puts more work on the Sheriff's Department.

Sheriff Rasco said his department is not able to patrol as much as they would like too but they do as much as they can.

Supervisor Russell said we are not asking the deputies to do more than they do now; at least they can cite someone if necessary.

Supervisor Gardner said he would like to study the permit process more and include the Sheriff. The Sheriff asked several questions that will need to be addressed.

Supervisor Gardner said it would help to have a permit if someone is lost or in the river.

Supervisor Russell said there is no intention to be aggressive.

Mr. Nowak said he is still working on the ordinance which includes towing if necessary and fines for abuses.

Sheriff Rasco suggested issuing a warning for the first offense.

Supervisor Caldwell liked the idea of issuing a warning because not everyone reads the newspaper.

Sheriff Rasco said some people have seen patrol cars at the park and just leave. Supervisor Harvey Lee agreed with giving a warning for the first offense.

Supervisor Jessie Medlin said some parents just want to practice baseball or soccer with their kids.

Supervisor Russell said a permit would not be necessary during the day and the signage could say this park is under surveillance.

Supervisor Medlin said some people don't decide to go fishing until 5:30 p.m. and fish later at night after they get there. They won't be able to get a permit.

Supervisor Russell said we have to take this under advisement. We need to give the Sheriff and Chief time to ensure the best way for this to work. He said when we put up surveillance signs, people shoot them.

Supervisor Lee Caldwell asked if we have estimates on lighting. Mr. Jarrett said not yet.

Mr. Nowak said this will all be part of the ordinance that comes before the Board and then a public hearing would be required. The Board could require the passage of 30 days before the approved ordinance goes into effect.

## **2. Board Attorney: Medical Directorship Agreement for Inmates at the Jail**

Mr. Nowak said several months ago the Board asked him to review the medical directorship agreement with Dr. Thompson, who is the physician for inmates at the jail. He said basically the agreement is the same with one exception. Mr. Nowak said that Dr. Thompson asked for a 3% increase in pay.

Sheriff Bill Rasco said he approved of the increase for Dr. Thompson.

Mr. Nowak said the agreement is for 12 months.

Supervisor Harvey Lee made the motion and Supervisor Mark Gardner seconded the motion to approve the Medical Directorship Agreement for Inmates at the Jail with Ken Thompson, M.D. effective January 1, 2014 for 12 months, with an annual salary of \$92,700.00, as detailed in Exhibit H.2.

The motion passed by a vote as follows:

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

**See Exhibit H.2**

### **3. Home Grant Update**

County Administrator Vanessa Lynchard said the public hearing was held for the Home Grant and a lot of people attended. Ms. Lynchard said due to the guidelines some people could not get help and that was very unfortunate. She said one person met all the conditions but was a relative of someone who flies the helicopter for the Sheriff so that disqualified her.

Ms. Lynchard said there are a lot of requirements to be met and the last day to apply is February 22, 2014. She said that Hernando and Walls are also participating. She said most years there have not been a lot of people but this year there was a lot of interest.

Supervisor Bill Russell said he hopes we can get at least one who qualifies.

Ms. Lynchard said that is the good thing about going through North Delta; a person can apply for through the city or the county. She said the county is the applicant and not the individual. Ms. Lynchard said that North Delta is requesting the county to sign more documents pertaining to the Home Grant and the documents will be put with the applications. She said the Board Attorney has reviewed the documents

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion the motion to authorize the Board President to sign documents to be placed with the applications for the Home Grant.

Supervisor Jessie Medlin said the Board Attorney has reviewed the grant documents and it sounds like there is not enough money built in for title searches. He asked if this money could be paid from county funds.

Mr. Nowak said \$500 is built in and he thinks the additional money can come from county money.

Supervisor Lee Caldwell said the survey is the same way. Ms. Lynchard said so is the building inspection.

Supervisor Medlin confirmed that the county can pay for those services. Mr. Nowak said that is correct.

Ms. Lynchard said it is due on the February 22<sup>nd</sup>.

Supervisor Russell asked if the expense could be passed to the homeowner. Mr. Nowak said he did not know.

Supervisor Medlin said he hopes that we do get two who qualify. He said he would hate for someone to not qualify and then prevent someone who does qualify from getting the grant. He said he did not want the county to pay fees and then that that person does not qualify for the grant. He asked if the county would have another opportunity at approving final applications.

Ms. Lynchard said yes, February 18<sup>th</sup>.

The motion passed by a vote as follows:

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

**See Exhibit H.3**

**I. NEW BUSINESS**

**1. Advertise County Resources: Senior Expo**

Susan East with the Senior Expo appeared before the Board of Supervisors to talk about the upcoming event on May 2, 2014, from 9:00 a.m. to 2:00 p.m.

Supervisor Lee Caldwell said she has attended the last two years and Ms. East does a fabulous job.

Ms. East said this is the ninth year of the Expo. She said last year there was close to 900 people who attended in pouring down rain and it was phenomenal.

Ms. East said she is thankful and appreciates the Board’s support. She said the Expo helps people and families who are growing older. She told the Board she is also grateful to see them attending as well.

Ms. Lynchard said Ms. East puts on the Expo through Lifestyle Transitions but she does most of the work on the Expo and never falters putting it on. Ms. East is a great example of good citizenship. She is a great addition to what makes this county great.

Ms. East said she welcomes anyone who would like to help.

Supervisor Jessie Medlin asked Ms. Lynchard if the buses would be available to senior citizens again this year. Ms. Lynchard said she will set that up. Supervisor Medlin said the drivers could hand out the flyers when people get on the bus.

Ms. East said that is such a great idea. She said she contacted WREG which is where the Board’s donation goes for advertising. Ms. East said the people know that this Board promotes the event.

Supervisor Medlin suggested contacting Tish Clark who works for a TV station. He said Ms. Clark is from DeSoto County and maybe they can help with advertising.

Ms. East said it would also help to contact, churches, families friends and word of mouth. She said this is a free event and we want to give back to our senior citizens.

After having determined that the request to advertise county resources for the North Mississippi Senior Expo met the guidelines of the policy adopted by the Board of Supervisors, Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to advertise DeSoto County Resources by contributing \$1,000.00 from Advertising County Resources to Lifestyle Transitions for the 9<sup>th</sup> annual North Mississippi Senior Expo being held on May 2, 2014, from 9:00 a.m. to 2:00 p.m. at the Southaven Arena; 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 and by bringing in participants from surrounding counties into DeSoto County. The Board of Supervisors noted advertising in the newspapers, the radio and other advertisements would advertise the resources and opportunities in DeSoto County according to the approved policy.

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

See Exhibit I.1

**2. Environmental Services – Code Enforcement: PUBLIC HEARING 826 Crockett Loop  
Hernando, MS 38632 Parcel# 2 08 7 36 01 0 Lot #00101 00 Mississippi Code Section 19-5-105  
Litter Ordinance Violation Hearing**

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to open the public hearing for a code enforcement issue for litter ordinance violation at 826 Crockett Loop Hernando, MS 38632 Parcel# 2 08 7 36 01 0 Lot #00101 00.

The motion passed by a vote as follows:

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

Environmental Services Manager Ray Laughter said the public notice was sent and Craig Howell has been working diligently to resolve this matter.

Mr. Laughter said the property is currently in foreclosure and is owned by Mr. Jeffrey W. Boyett. He said the house will be a HUD home. Mr. Laughter presented pictures of the parcel and pointed out the tall grass and weeds that are over 12 inches in height. Mr. Laughter said the property is unsightly to the adjacent properties and shown in the pictures. He said you can see that the neighbors have tried to cut the grass. Mr. Laughter said this property is in such a state of uncleanliness it is a menace to the public health and safety to the community. Mr. Laughter recommended that the Board of Supervisors declare this property a menace to the community.

Supervisor Jessie Medlin asked Mr. Laughter if there have been situations when property changes hands quickly and we didn't get it on the tax rolls. Mr. Laughter said not that he is aware of.

Supervisor Harvey Lee clarified that the charges for cleaning the property goes on the property taxes and the county gets the money back. Mr. Laughter said that is correct. It is assessed with the property taxes.

Supervisor Mark Gardner asked the cost for cleaning this property. Mr. Laughter said they have a cost estimate of \$800.

Supervisor Gardner asked what stage it is in with HUD. He said HUD has people who also clean properties.

Mr. Laughter said they told him there is no timeline. He said that he works with HUD in these types of situations.

Supervisor Gardner asked how long they have been trying to get this property cleaned up. Mr. Laughter said about seven months. Mr. Laughter praised his employees, David Wright and Craig Howell. He said they work hard and explore every option before we bring any property to the Board of Supervisors.

Supervisor Lee Caldwell asked when the pictures were taken. Mr. Laughter said about two weeks ago.

Supervisor Gardner said once HUD takes over, they do a good job. He suggested waiting about two weeks but no longer because it is in such bad shape.

Mr. Laughter said when he talked to Mr. Howell this morning no movement had been made on the property.

After finding that the property located at 826 Crockett Loop, Hernando, MS 38632, parcel # 2 08 7 36 01 0 lot 00101 00, the property in its present condition is in a state of uncleanness to be a menace to the public health and safety to the community, Supervisor Harvey Lee made the motion and Supervisor Bill Russell seconded the motion to approve Environmental Services to have the property cleaned up, according to Mississippi Code Section 19-5-105; and to have the cost of cleaning the property be brought back to the Board of Supervisors for an assessment on February 18, 2014.

The motion passed by a vote as follows:

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

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to close the Public Hearing in the matter regarding code enforcement on property located at 826 Crockett Loop Hernando, MS 38632 Parcel# 2 08 7 36 01 0 Lot #00101 00.

The motion passed by a vote as follows:

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

**See Exhibit I.2**

### **3. Office of Finance and Accounting**

#### **a. Grants Administrator: Grant Application Proposal & Request for Approval to Apply**

##### **1) Dr. Pepper Snapple/Keep America Beautiful Recycling Bin**

Melissa Zizmann said this grant is to obtain recycling bins for all parks and some county facilities to help with “Going Green in 2014”. Environmental Services Manager Ray Laughter has been working on this as part of the recycling effort throughout the county. Ms. Zizmann said there is no financial obligation and requested Board approval to apply for the grant.

Supervisor Mark Gardner asked who would be responsible for placing 200 bins. Mr. Laughter said he would place the bins throughout the county.

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve applying for the Dr. Pepper Snapple/Keep America Beautiful Recycling Bin grant as part of the “Going Green in 2014” effort which will provide recycling bins for all parks and some county facilities with no financial obligation.

The motion passed by a vote as follows:

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

**See Exhibit I.3.a.1**

##### **2) Hazard Mitigation Grant Program – Safe Room**

Ms. Zizmann said this grant started in November 2011 when EMS asked for 3 safe rooms. EMS was told by MEMA there was a county match. The amount awarded was \$20,865 with the county paying \$5,216 and MEMA paying \$15,649. Ms. Zizmann said the county match is in the EMS budget.

Supervisor Lee Caldwell said she had so many questions would prefer to wait and get more information.

Supervisor Bill Russell said he would like to know what a safe room is and how much it costs.

Supervisor Mark Gardner said it is a structurally enforced room. Supervisor Gardner said the county's safe room is not free standing but in the middle of EOC.

Supervisor Caldwell said she thought they were buried.

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to approve tabling this item and to get more information.

The motion passed by a vote as follows:

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

Later in the meeting, EMA Deputy Director Tim Curtis joined the meeting.

Supervisor Lee Caldwell explained that the item had been tabled to get more information about safe rooms. She asked if it could continue to be tabled to a later date.

Ms. Zizmann said there is a time constraint on accepting the funding.

Mr. Curtis explained that a free standing safe room is only a concrete box. We have one at EOC and it can be used for training. It is above ground.

Mr. Curtis said, when installed, we will have two 12 person shelters at each site. There is space for 12 people if they are sitting in lawn chairs. If they are standing, it will hold more. The safe rooms will be located at Eudora Fire and Love Fire Station and EOC.

Also, Mr. Curtis said during storms, a large number of people use the shelter. There is one outside for the general public and two shelters for people residing in trailers who need a safe place to go.

Supervisor Jessie Medlin asked the cost. Ms. Zizmann said \$5,216.00 is the cost estimate.

Mr. Curtis said this grant has been active for 2-3 years.

Supervisor Medlin asked if the estimates are still good. Mr. Curtis said yes. The Board approved the application and now we need approval to accept the grant and match and to work with Fire and EMA Commission to decide placement and the Board President to sign the documents. The county portion will come from the general fund.

Supervisor Lee Caldwell made the motion and Supervisor Harvey Lee seconded the motion to approve accepting the Hazard Mitigation Grant Program for 3 safe rooms with a local match of 25% which is approximately \$5,216.00 coming from the general fund; and approval to work with the Fire and EMA Committee to decide placement of the safe rooms and for the Board President to sign the documents.

The motion passed by a vote as follows:

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

See Exhibit I.3.a.2

**b. Inventory Control: Preliminary**

Inventory Clerk Char McCool presented the following preliminary dispositions for the Board’s consideration for approval:

**1) Chancery Court**

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY
34827	HP COMPAQ DESKTOP PC	SMXL6250Z7D	MOTHERBOARD ISSUE / OUTDATED / COST TOO MUCH TO FIX	06	4H	Chancery Land Records
34801	XEROX 252 SCANNER	547TW105BK2 5140000	PROBLEMS FEEDING PAPER/ROLLERS IR-REPLACEABLE	06	8H	Chancery Land Records
34802	XEROX 252 SCANNER	603TW1061K2 S140036	PROBLEMS FEEDING PAPER/ROLLERS IR-REPLACEABLE	06	8H	Chancery Land Records

**2) Chancery Land**

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY
35597	XEROX 252 SCANNER	1300446	PROBLEMS FEEDING PAPER/ROLLERS IR-REPLACEABLE	04	8H	Chancery Land Records

**3) Sheriff’s Department**

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	Y R A C Q	C O S T	LOCATION AT PRELIMINARY
8212	Colt M16 Rifle	4069971	DECLARE SURPLUS / RETURN TO STATE	98	1H	WHITEHOUSE
8220	Colt M16 Rifle	4767542	"	98	<1H	"
8226	Colt M16 Rifle	4135654	"	98	<1H	"
8228	Colt M16 Rifle	4181951	"	98	<1H	"
8233	Colt M16 Rifle	1897650	"	98	<1H	"
8234	Colt M16 Rifle	4767168	"	98	<1H	"
8235	Colt M16 Rifle	4771149	"	98	<1H	"
8236	Colt M16 Rifle	4767413	"	98	<1H	"
30326	Colt M16 Rifle	3344209	"	98	<1H	"
30327	Colt M16 Rifle	3244212	"	98	<1H	"
30328	Colt M16 Rifle	4067526	"	98	<1H	"
30399	Colt M16 Rifle	4346102	"	98	<1H	"
30325	Grenade Launcher 40MM	172626	"	98	<1H	"
32028	Winchester 12GA Shotgun	42664	"	02	<1H	"
32046	Winchester 12GA Shotgun	419664	"	02	2H	"
32047	Winchester 12GA Shotgun	L572635	"	02	2H	"

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary dispositions.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District  
Supervisor Mark Gardner, Second District

YES  
YES

Supervisor Bill Russell, Third District YES  
Supervisor Lee Caldwell, Fourth District YES  
Supervisor Harvey Lee, Fifth District YES

**See Exhibit I.3.b**

**c. Claims Docket**

Stephanie Hanks of the Accounting Department, presented the claims docket to the Board. Ms. Hanks read the items on the claims docket individually and the Board discussed these items.

Supervisor Harvey Lee asked about the following claims:

Page 65 - DeSoto Economic Council. Ms. Hanks said it is a monthly allocation.

Page 68 - BNA Bank. Ms. Hanks said it is for a portion of a copier lease used by the court reporters.

Page 87 – Mitchell Signs, Inc. Ms. Hanks said this is for a sign for the Eudora Fire Department.

Supervisor Mark Gardner said it is a nice sign and asked if it was in the remodel budget. Facilities Management Director Tony Martin said it is within the remodel budget.

Supervisor Mark Gardner asked about the following claims:

Page 9 – TNGIC, Inc. for Matt Hanks and Scott Trampoline. Ms. Hanks said this is for Geographic Council they will attend.

Supervisor Gardner said the Board has requested that county offices to be open at all times during normal office hours. County Administrator Vanessa Lynchard said she would check into it.

Later in the meeting Ms. Lynchard said Matt and Scott are attending this seminar in Memphis. Mr. Hanks told Ms. Lynchard that the county phones always roll to their cell phones when they are both out of the office.

Supervisor Gardner said if a citizen comes to their office, no one is there to help them.

Planning Director Ted Garrod said that the GIS Department can put a sign on their door to come to his department for assistance. Mr. Garrod said that Ashley Hendricks in his office can help the public. Ashley is trained well enough to look up maps and assist but not at the level that Matt and Scott are trained.

Supervisor Gardner told Ms. Lynchard they should discuss this with her first to let her know how the office will be covered.

Supervisor Harvey Lee said he understands that GIS employees can do county business anywhere in the nation. He said one person can attend but it is hard to share all of the information you get from a seminar, but it can be done.

Supervisor Jessie Medlin said it is not fair to the taxpayer for any department to lock their doors during business hours.

Ms. Lynchard said if GIS is attending a local event, the Planning Department can cover for the GIS Department.

Ms. Lynchard agreed and said she would speak to them about the matter.

Page 19 – IT Dept. North MS Two-Way Communication and IT Outlets, Inc.

Ms. Hanks said North MS Two-Way Communication is for 2-way communication and IT Outlets, Inc. is for a 4-way port server.

Page 53 – Boots for Constables. Supervisor Gardner said it was his understanding that there is a boot/shoe policy for county employees. He said there is an action prohibiting the purchase of boots.

Board Attorney Tony Nowak said the statute and law enforcement training academy establish the uniform requirements that the County must pay for, but even if not set as part of the uniform by statute or the academy the Board had the discretionary authority to find that boots and or shoes be considered part of the uniform.

Procurement Clerk Pat McLeod said the uniform policy states that shoes or boots are only considered part of the uniform for elected officials. She said that boots and shoes cannot be purchased by the county for anyone else.

Supervisor Gardner said he wanted to make sure we were not violating a previous action.

Page 57 & 58 – Sports of All Sorts. Ms. McLeod said this is for shirts for Animal Control. It is within the policy.

Page 59 – DHS for office supplies. Supervisor Gardner said the total number of supplies has increased for DHS recently. He asked if this is being monitored. Ms. McLeod said Procurement is watching purchases by DHS and they are alerting the Board of Supervisors.

Page 73 – Baymont Pearl for EMS. Ms. Zizmann said this is part of training and is paid by a grant through Homeland Security.

Page 81 – Griffin and Sons Auto Service.

Mr. Swims said this is for repairs for a 2007 Chevy Silverado. It includes the differential.

Supervisor Gardner asked if it is worth keeping for a while. Mr. Swims said he is not sure yet. He wants to look into it to see if it is wiser to trade or salvage.

Page 88 – Progressive Technologies, Inc. and Upchurch Services LLC for labor and materials. Mr. Martin said this is for running fiber between the EMA building and the Facilities Management building. The claim with Upchurch is for installing heaters in the main bay.

Supervisor Bill Russell asked about the two airline tickets on page 2. He said there are 2 tickets for 2 Supervisors and 2 tickets for the County Administrator.

Ms. Lynchard said she could not go to NACO because of the Board meeting that day so she had to cancel the ticket.

Supervisor Russell confirmed that the \$195 was for cancelling the ticket. Ms. Lynchard yes.

Supervisor Russell asked about the claim on page 15. Mr. Martin said it includes two and one half months for the new jail.

Supervisor asked about the claim on page 75 to Atmos. Environmental Services Manager Ray Laughter said Atmos charged the county for Lake Cormorant Park. He said the Park will reimburse the county. Supervisor Russell said we need to consider this in the committee meeting.

Supervisor Jessie Medlin referred to Atmos on page 15 that was previously discussed. He asked Mr. Martin if that was for one month. Mr. Martin said yes.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Harvey Lee made the motion and Supervisor Bill Russell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</u>
Supervisor Mark Gardner, Second District	<u>NO</u>

Supervisor Bill Russell, Third District YES  
Supervisor Lee Caldwell, Fourth District YES  
Supervisor Harvey Lee, Fifth District YES

**4. Sheriff's Department: Request to donate seized vehicle already declared surplus to Horn Lake Narcotics Division**

Sheriff Bill Rasco explained that the Horn Lake has reorganized their SIDS division and they are short on vehicles. Sheriff Rasco said his department would like to donate a seized vehicle to Horn Lake that has already been declared surplus.

Supervisor Lee Caldwell said she appreciated the way Sheriff Rasco is working with Horn Lake and the other cities.

Sheriff Rasco said 20% of anything that is seized must be sent somewhere else.

Supervisor Bill Russell asked if the money would go into the general fund if the Sheriff did not pass it on.

Board Attorney Tony Nowak said yes.

Sheriff Rasco said they are placing of a value of \$10.00 on the vehicle.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft an agreement with the City of Horn Lake for the DeSoto County Sheriff's Department to donate a seized vehicle for \$10.00 that is already declared surplus.

**5. County Administrator**

**a. Appoint Committee for Comcast Franchise Agreement**

County Administrator Vanessa Lynchard said she has been talking with Comcast and the franchise agreement has expired. She said we are under several projects and recommended appointing a committee to renegotiate the franchise agreement.

Supervisor Lee Caldwell appointed Supervisor Gardner because of his past knowledge with Comcast.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to appoint Board Attorney Tony Nowak, Supervisor Mark Gardner, Supervisor Bill Russell, County Administrator Vanessa Lynchard and IT Director John Mitchell to renegotiate the franchise agreement with Comcast.

Supervisor Mark Gardner said he retired from Time Warner and worked for Comcast shortly after they bought Time Warner. Supervisor Gardner asked the Board Attorney if that is a conflict of interest. Mr. Nowak said no; unless Supervisor Gardner is drawing retirement or has a financial relationship with Comcast. Supervisor Gardner stated he had no financial relationship with Comcast.

The motion passed by a vote as follows:

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

**b. IRS Travel Interpretation - Request for Clarification**

County Administrator Vanessa Lynchard said that last year she attended a conference and there was discussion about county vehicles being considered additional income and it being a liability to the County if the additional income was not properly reported. Ms. Lynchard said the Board of Supervisors



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>ABSENT</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

**d. Federal Land PILOT Program**

Supervisor Lee Caldwell said she received a call from Congressman Alan Nunnelee regarding the Federal Land PILOT Program. Supervisor Caldwell said the Board appreciates Congressman Nunnelee staying in tune with Washington. She said that Congressman Nunnelee wanted to let the Board know this is included on the farm bill for next year. The House has already passed it and it will be moving to the Senate.

Supervisor Bill Russell asked for more information about the PILOT Program.

County Administrator Vanessa Lynchard this is funding for the fee in lieu of taxes has been lifted; without the federal payments, some counties could default or even file bankruptcy. Ms. Lynchard said payment in lieu of taxes was supported and became mandatory by Presidents Ford, Johnson and Bush. It was renewed by each one of these presidents and is now expiring. Ms. Lynchard said it affects federal land in every county in the U.S.

Supervisor Russell confirmed that Arkabutla is DeSoto County's largest federal land. Ms. Lynchard said there are 12,500 acres in DeSoto County and the county would receive \$43,000.

**See Exhibit I.5.d**

**6. Road Department: Historical Edgefield Indian Mound Trail**

Road Manager Andy Swims and State Aid Engineer Tracy Huffman appeared before the Board of Supervisors to discuss the Mississippi Department of Archives and History's proposal to set up a Historical Indian Mound Trail. He said this would be similar to the Blues Trail.

Mr. Huffman said there would be 23 sites from DeSoto County to Adams County. There will be parking spaces, a historical marker and signs leading to the site.

Mr. Huffman said DeSoto County will have one site to construct. The Department of Archives and History's proposal includes reimbursement to the counties for culverts, gravel etc. used to construct each site. He said the markers and signs will be supplied by MDAH and MDOT.

Mr. Huffman said they are proposing a site in the northwest corner of the county.

Supervisor Bill Russell said that area belonged to the church. We talked about using the church parking lot for the trail parking spaces.

Mr. Huffman said a title search will need to be done if we use the north side of the property which is the same side as the cemetery.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve hiring the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to do a title search on the north side of the property being considered for the parking for the trail and to work with the State Aid Engineer to report on the best options and cost and bring the information back to the Board of Supervisors.

The motion passed by a vote as follows:

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

Mr. Swims said the only expense would be equipment and labor and placing the signs. It will cost approximately \$1,000 to do the work.

Supervisor Russell said he does not want to place too many signs; parking signs are already installed.

**See Exhibit I.6**

**7. Board Attorney: Law Enforcement Affiliation Agreement with University of Mississippi**

Board Attorney Tony Nowak presented an affiliation agreement between DeSoto County, the DeSoto County Sheriff’s Office and the University of Mississippi. This agreement allows qualifying students to work with the Sheriff’s Office as an intern to learn more about criminal justice procedures and to see the process first hand. Mr. Nowak said that there is a minor change; the students will sign a medical authorization.

Sheriff Bill Rasco said additionally, the students are a big help to the Sheriff’s Office. They spend time with the clerks who do paperwork and filing which speeds up that process. Sheriff Rasco said the students will shadow the officer’s routine. Sheriff Rasco said they spend about ten to twelve weeks in the Sheriff’s Office.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the Affiliation Agreement between DeSoto County, the DeSoto County Sheriff’s Office and the University of Mississippi for students to work in the Sheriff’s Department; and to approve the change to the agreement to have the student sign a medical authorization.

The motion passed by a vote as follows:

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

**See Exhibit I.7**

**J. EXECUTIVE SESSION**

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

**K. Other Items - Senate House Bill #558**

Supervisor Bill Russell said that House Bill # 558 allows supervisors to set their own pay raises. Supervisor Russell does not want to support this Bill because the scale is by assessments. He said the way it is written, this raise would go to the next Term and it takes power away from the Legislative Board.

Supervisor Jessie Medlin said the Board of Supervisors has received two raises in the last 20 years.

Supervisor Mark Gardner said he could not support the bill because he personally cannot vote for a raise for himself.

County Administrator Vanessa Lynchard said she used a formula which worked out great for 80 other counties in the state, but if the formula were followed the DeSoto County Board of Supervisors annual salaries would be \$70,000.

Supervisor Bill Russell said he could see the Board of Supervisors giving a raise to the Board if the employees receive a raise but it would apply to the next term.

No motions were made nor votes taken on this issue.

Supervisor Mark Gardner made the motion to recess the Board meeting until February 18, 2014 at 9:00 a.m. The motion was seconded by Supervisor Jessie Medlin.

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>ABSENT</u>
Supervisor Harvey Lee, Fifth District	<u>YES</u>

THIS the 3<sup>rd</sup> day of February, 2014, these minutes have been read and approved by the DeSoto County Board of Supervisors.

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Lee Caldwell, President  
DeSoto County Board of Supervisors