

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT THREE BILL RUSSELL, PRESIDING

July 20, 2015

A. CALL TO ORDER

The July 20, 2015 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Bill Russell, Board President.

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

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

B. INVOCATION

Supervisor Lee Caldwell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS & PRESENTATIONS

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

Mr. Mark Thomas of Desoto County asked for an update regarding microphones for the Board room.

IT Director John Mitchell said they received a quote from Memphis Audio for around \$7,700.00 for five microphones and a different equalization system. Mr. Mitchell said the cost will depend on how many microphones get purchased and the sound system.

Supervisor Bill Russell requested Mr. Mitchell to present the information and costs associated with the purchase of microphones at the August 3, 2015 Board meeting. Supervisor Russell said we will work on budgeting for the expenditure.

No motion was taken on this matter.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to fly the flags at half-staff at all County buildings, subject to the Board's authority to direct this to be done, in remembrance of the following servicemen who were killed in Chattanooga; leave for one week from July 20, 2015 or until all is laid to rest.

List of servicemen as follows:

Lance Cpl. Squire K. Wells
Gunnery Sgt. Thomas J. Sullivan

Staff Sgt. David A. Wyatt
Sgt. Carson A. Holmquist
U.S. Navy Petty Officer Randall Smith

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 Bill Russell asked if the Board had approval to fly the flags at half-staff. Board Attorney Tony Nowak stated to lower the American flag must come from the direction of the President or Governor. He said he would check the statue regarding the State flag.

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

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

1. Supervisor Lee Caldwell requested adding the following item to the Agenda.

a. Corp of Engineer - Parks and Recreation Update

Supervisor Lee Caldwell stated that she had received several citizen complaints about Arkabutla Lake picnic and camping areas. They are overgrown with grass and debris from recent flooding in the area. She said that she had spoken to Sargeant Carter, with the Corp of Engineers about this situation. Ms. Caldwell said that a group visited Arkabutla, which included Michael Lee, Vanessa Lynchard, Larry Jarrett, and reviewed different areas that needed work.

Ms. Caldwell said that Mr. Carter stated that they wanted to get out of the recreational maintenance of parks due to their budget being cut, and the lack of money to maintain the park areas. She said that the Corps main concerns at Arkabutla were to keep the delta area from flooding and use the lake for water retention. She said the employees for the Corps have been downsized from 43 to 10, which also makes it hard for them to maintain all the parks. They also lost a million dollars from the State for their operations. She stated that Sargeant Carter gave her a phone number to encourage citizens to call and voice their concerns about the lake and park areas. Ms. Caldwell asked the newspapers to print the mission about the lake and why the parks aren't being kept up.

Larry Jarrett stated that the greenway web site has info about the campground availability. The old office space is being used for the No. MS Wildlife Rehab Center and educational areas for the public. Mr. Jarrett gave the Board a handout on the Arkabutla Lake Recreation results for the 2013 year, which lists the benefits for social, economic and environmental.

No motions were made on this item.

See Exhibit E.1.a

b. Road Naming Reception honoring Milton Kuykendall

Supervisor Lee Caldwell invited the Board of Supervisors to attend a Street Naming Ceremony on July 28, 2015 at 10:00 a.m. in Horn Lake. Supervisor Caldwell said Mayor Allen Latimer and the Horn Lake Aldermen wish to honor Superintendent Milton Kuykendall for his dedication and commitment to Horn Lake and DeSoto County. The Ceremony will be at the Career Tech Center - West Site.

No motion or action was taken on this item.

2. Supervisor Mark Gardner requested adding the following item to the Agenda.

a. CVB - District Two Appointment

Supervisor Mark Gardner said he would like a Proclamation of Appreciation to be presented to Mr. Lamar Rodman at the next Board meeting. Supervisor Gardner said Mr. Rodman has moved out of District two and he would like to appoint Mandi Abernathy to serve on the Convention and Visitors Bureau Commission representing District Two.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to appoint Mandi Abernathy to the Convention and Visitors Bureau Commission representing District Two.

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. Chancery Court Clerk Sluggo Davis requested adding the following item to the Agenda.

a. Budget Amendment - Adjust Due/Subscriptions Line and Order Tickets

Mr. Davis requested the Board to approve a budget amendment to cover the expense to purchase DUI tickets and different paper supplies. Mr. Davis said he has the money in his budget and this is to allow him to move money around.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the budget amendment of \$600.00 from recording fees to contractual printing and dues & subscriptions as detailed in Exhibit E.3.a

The motion passed by a vote as follows:

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

See Exhibit E.3.a

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

a. Approval to Review Banking Documents for Justice Court to Allow Stop Payments on Checks at No Charge

Justice Court Director Pat Sanford appeared before the Board regarding problem with Bancorpsouth's process to stop payment on check's. The bank charges a fee for the stop payment of checks. Ms. Sanford said the bank had sent him some documents to be signed that would exempt the County from these charges and allow for online processing of requests. He is asking for the Board Attorney to look over these documents before any signatures for approval are applied.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board Attorney review the Bancorpsouth documents for the Justice Court regarding stop payment on checks.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
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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. Environmental Services - Keep America Beautiful

Environmental Director Ray Laughter appeared before the Board providing information on the recent workshop that was held for the Keep DeSoto County Beautiful committee. There were a large number of committee members who attended the workshop and they are very excited to start work on project to clean up DeSoto County. Mr. Laughter said that Supervisor Bill Russell had nominated Mr. Laughter to be the executive director for the committee, which was required by the State. He said the next meeting for the committee will be August 12, 2015.

Mr. Laughter stated that the State is requiring the name change to be Keep DeSoto County Beautiful and also a proclamation from the Board of Supervisors. The committee has to develop a mission statement also.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to name the committee Keep DeSoto County Beautiful and issue a Proclamation from 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 Michael Lee, Fifth District	<u>YES</u>

c. Budget Amendment - Election Commission

County Administrator Vanessa Lynchard said she had received a request from the Election Commissioner's for the Board of Supervisors to approve a budget amendment for funds to provide election ballots for the upcoming elections. Due to the special election that was held for a new Representative, they do not have enough ballots for the elections in August. Ms. Lynchard said the funds would have to come out of the Ending Cash Fund and put into the Election Commission funds.

From: Fund 001-999-999	Ending Cash	\$16,560
To: Fund 001-180-523	Contractual Printing	\$16,560

From: Fund 001-150-543	Repairs/Office Furn.	\$ 60
To: Fund 010-180-523	Contractual Printing	\$ 60

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the budget amendment presented by the Comptroller's Office for ending cash fund transfer to the contractual printing fund for the Election Commission for contractual printing of election ballots.

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.4.c

d. Vicksburg Corp of Engineers - Letter of Support for Johnson Creek FPMS Funding

County Administrator Vanessa Lynchard stated that DCRUA and NRCS have provided letters of support for the Johnson Creek project being added to the Corp of Engineers Delta Headwaters project.

Tracy Huffman, County Consulting Engineer, said this is a joint effort by all parties to prevent flooding at the Johnson Creek Wastewater Project. The group wants to develop a watershed area to prevent flooding in this area. There will be a study made to look into the details of what can be done to address the flooding issues.

Ms. Lynchard said the Board is not committing to any money at this point. Mr. Huffman said no, that this it first has to determined that this is a feasible project. It will start east of Hwy 61 where Johnson Creek and the Lake Cormorant Bayou come together.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded to motion to authorize the County Administrator to send a Letter of Support for the Board of Supervisors to the Vicksburg Corp of Engineers for the Johnson Creek FPMS Funding.

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>

e. Facilities Management - Roof Repairs

County Administrator Vanessa Lynchard presented the Roof Quotes for the New DeSoto County Jail and the Administration Office Building, which were obtained by the Facilities Director Robert Jarman. Ms. Lynchard said the Board has to do yearly inspections on buildings to keep the warranty valid. These quotes provided are the lowest submitted to the County. The Jail Roof cost is \$4,110.00 and the Administration Building cost is \$10,424.00. Ms. Lynchard said that the money was in the Facilities budget already.

Supervisor Jessie Medlin said he would like to go ahead and take care of these buildings before more damage occurs.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to take to the low quotes, as presented, to repair the Jail and Administration Building Roofs.

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.4.d

f. Personnel - Road Management

This item was later determined to qualify for executive session.

5. Supervisor Bill Russell asked County Administrator Vanessa Lynchard to arrange a committee meeting to discuss the Planning Commissioner's Appointee.

No motion or action was taken on this item.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the agenda with the addition and deletions 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>

F. CONSENT AGENDA

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

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Consent Agenda as follows:

1. Office of Procurement – Consent To Go Out For Bid For the Department of Road Management

- a. Complete Bid File Cement Treated Base
- b. Complete Bid File Galvanized & Aluminized Culverts
- c. Complete Bid File Guardrails
- d. Complete Bid File Ready Mix Concrete
- e. Annual Bid for Polyethylene and Polypropylene Pipe

2. Publication of Board Proceedings

3. Office of Finance & Accounting

a. Budget Amendments

DeSoto County, Mississippi						
BUDGET AMENDMENT REQUEST						
FOR BOS MEETING ON JULY 20, 2015						
Fund/Department #		001 / 200-202		Updated 7/15		
Date:		7/20/2015				
(1)	FOR SHERIFF					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-225-617	RESCUE SUPPLIES	\$ 3,463.54	\$ 3,548.00	\$ 700.00		\$ 4,248.00
001-225-546	OTHER REPAIRS & MAINT	\$ 1,328.83	\$ 2,500.00		\$ 700.00	\$ 1,800.00
001-200-919	FURN/OFF EQUIP UNDER 5,000	\$ 7,346.70	\$ 8,500.00	\$ 850.00		\$ 9,350.00
001-200-543	REPAIRS-OFF FURN & EQUIP	\$	\$ 1,500.00		\$ 850.00	\$ 650.00
001-202-595	UNDERCOVER OPERATIONS	\$ 27,531.00	\$ 35,000.00	\$ 2,550.00		\$ 37,550.00
001-202-698	CANINE SUPPLIES	\$ 10,136.86	\$ 10,200.00	\$ 100.00		\$ 10,300.00
001-202-548	RADIO REPAIR & MAINT	\$ 1,278.94	\$ 3,500.00		\$ 1,200.00	\$ 2,300.00
001-202-544	SERV/MAINT CONTRACT	\$ 18,118.90	\$ 68,202.00		\$ 1,450.00	\$ 66,752.00
TOTALS			\$ 132,950.00	\$ 4,200.00	\$ 4,200.00	\$ 132,950.00
Reason for Request: (Show detailed justification)	To adjust various line items for budget deficits. This will not increase the overall budget.					
Requested by:	Donna Ford					
Fund/Department #		001/ 140				
Date:		7/20/2015				
(2)	FOR HUMAN RESOURCES/PAYROLL					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-140-587	TRAINING/REGISTRATION	\$ 655.00	\$ 3,000.00		\$ 1,000.00	\$ 2,000.00
001-140-603	OFFICE SUPPLIES & MATERIALS	\$ 2,057.14	\$ 2,500.00	\$ 1,000.00		\$ 3,500.00
TOTALS			\$ 5,500.00	\$ 1,000.00	\$ 1,000.00	\$ 5,500.00
Reason for Request: (Show detailed justification)	To adjust for an increase in office supplies. This will not increase the overall budget.					
Requested by:	Janna Rogers					

4. Contract Administration Auto Renewal

a. Digital Now Plotter Maintenance – Cycle Invoice

b. MedSafe Regulated Medical Waste Service Agreement – Jail North/South

5. Justice Court

a. Justice Court Report

June

Criminal Cases Filed	178
Civil Cases Filed	585
Traffic Tickets Filed	1,009
Total Cases Filed	1,772
State Assessments	\$82,603.45
County General Fund	\$153,342.60
DPS	\$ 4,250.00
Total Collections	\$240,196.05

b. Bailiff Pay

Liz Medlin	\$190.00
Bobby Holloway	\$190.00
Brandon Hylander	\$205.00

6. EMS Report – June 2015

**Desoto County
EMS BILLING REPORT**

June 2015

Number of ambulance runs billed: 126
Amount billed: \$44,091.00
Amount collected: \$38,729.57
Un-collectable amount: \$5,692.14

	Eudora	Lewisburg	Walls
Dispatched Calls:	88	91	73
Refusals:	43	35	18
Standby Only:	3	0	1
Billed:	33	47	49
Other:	9	9	8

Other = unable to locate patient, treated and transferred, treated and released, no treatment required, no patient found, dead at scene, cancelled and unknown.

May 2015

Number of ambulance runs billed: 143
Amount billed: \$52,804.00
Amount collected: \$36,441.52
Un-collectable amount: \$8,697.01

Fiscal Year To Date Collections:
Number of ambulance runs billed: 1191
Amount billed: \$418,789.30
Amount collected: \$273,355.70
Un-collectable amount: \$31,632.30

7. Establish as part of the Formal Record and Enter into the Board’s Minutes

a. Election Equipment Cost Sharing Interlocal Agreement

8. Chancery Clerk Allowances (1) \$1,766.66

9. Road Department Safety Report

The motion passed by a vote as follows:

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

See Exhibit F

G. OLD BUSINESS

1. Sheriff's Administration Parking Lot

County Administrator Vanessa Lynchard stated because the bids came in over budget the Jail Committee met last week to discuss different options for the Sheriff's administration parking lot. She said the Road Manager Andy Swims and Facilities Director Robert Jarman have done some work reviewing options for this matter.

Engineer Tracy Huffman said the Jail Committee's recommendation to the Board is to move forward with awarding the bid to the lowest qualified bidder, North MS Driveway. Mr. Huffman said the lowest bid submitted by Trey Construction, Inc. was deemed an unqualified bid, in that it failed to include with the bid Tennessee's local preference bid law. Mr. Huffman stated since the next to lowest bid was within ten percent of the estimated budgeted amount of \$360,000.00 they can try to negotiate a lower price.

Supervisor Michael Lee stated he spoke to Mr. Billy Haynes last night and explained to him the bid was over budget. Mr. Haynes said he understood and has seen this done before. Supervisor Lee said if Mr. Haynes won't negotiate on items then we may have to go back out for bid.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to reject the bid submitted by Trey Construction, Inc. as a unqualified bid, in that it they failed to include with the bid Tennessee's local preference bid law, to find North MS Driveways to be the lowest and best qualified bid and to award the contract to North MS Driveways conditioned upon negotiating a contract price not to exceed the budgeted amount of \$360,000.00.

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 Michael Lee, Fifth District	<u>YES</u>

Later in the meeting Mr. Huffman came back and stated he had spoken with Mr. Haynes and they were able to negotiate a lower price to complete the Sheriff's Administration parking lot. He said the new amount shall be \$359,104.31 which is lower than the budget and the Engineer's estimate of \$360,000.00. Mr. Huffman requested permission to award the contract to North MS Driveways, Inc. in the amount of \$359,104.31 and authorization for the Board President to execute the Contract documents and Proof of Insurance from the Contractor. The contract period is for 90 consecutive calendar days beginning on or before Monday, July 27, 2015.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded to approve to award the contract to North MS Driveways, Inc., in the amount of \$359,104.31 for project number D009073 Phase 7 for the Sheriff Administration Building Parking Lot; authorization for the Board President to execute the Contract documents upon receipt of Contract Bond and Proof of Insurance from the Contractor; for the contract to have a term of 90 consecutive calendar days; granting permissions for Mr. Huffman to execute any documents he is required to sign.

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.1

2. Kirk Road Overlay MOU

Board Attorney Tony Nowak, said he had submitted the MOU to the City of Olive Branch for the City to pay one half the cost for the Kirk Road Overlay. The total cost is \$150,000 and Olive Branch will pay \$75,000 to the County for their portion.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the MOU with the City of Olive Branch for the Kirk Road Overlay as presented.

The motion passed by a vote as follows:

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

See Exhibit G.2

3. Sign Ordinance

Board Attorney Tony Nowak said there had been several questions on the County Sign Ordinance. The US Supreme Court passed down in April or May some new guidelines. NACO is going to have a webinar in August to discuss the impact of the Supreme Court's decision on sign ordinances. He is asking the Board to authorize his participation in the webinar for the County's benefit.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Board Attorney to participate in the NACO webinar on Sign Ordinance guidelines handed down by the US Supreme Court, and to prepare a proposed revised ordinance.

The motion passed by a vote as follows:

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

4. Social Media Policy

County Administrator Vanessa Lynchard passed out copies of the County's Social Media Policy. She said the auditors were concerned about certain aspects of the County's prior policy.

Board Attorney Tony Nowak stated that the County has limited control over what you can regulate in relation to personal activities of employees on social media.

Ms. Lynchard asked IT Director John Mitchell to address the Board regarding the Social Media Policy. Mr. Mitchell said the main intent was for the County to have some guidelines. This policy was modeled after some other guidelines for social media use.

Supervisor Bill Russell said he was concerned about the personal use of social media on County computers. Ms. Lynchard said employees should be aware that this is not permitted.

Supervisor Jessie Medlin questioned a department setting up a web site for their use of social media. Environmental Director Ray Laughter said that he uses Facebook for his department and that he also has a web page that gives out information on county clean up days, recycle sites in the county and other information that falls under the environmental department.

Supervisor Lee Caldwell said that she also has asked for the administrative staff to lookup certain information for her and the only sites available are Facebook or Twitter.

Ms. Lynchard said that department web sites were developed before the County had a web site.

Sheriff Rasco stated that the department uses these web sites in their investigations sometimes and they are very helpful.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the new Social Media Policy, as presented, as part of the County's employee policies.

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.4

H. NEW BUSINESS

1. Recreational District: Proposed Olive Branch Tennis Complex

Olive Branch Parks Director Will McNeer appeared before the Board of Supervisors to present the proposed Olive Branch tennis complex project. Mr. McNeer showed a PowerPoint presentation which included the following statistics:

USTA Southern Highlights: Mississippi

Adult Highlights

Adult Matches, up 5.8%, highest growth in Section
12.35% increase in adult 65s
Mississippi men captured the Men's 55 Group in the 2014 Senior Cup team competition
2014 USTA Southern Sectional Champions:
Adult 18 & Over Men's 3.0 (Tunica Resorts)
Mixed Doubles 18 & Over 9.0 (Hattiesburg)
Mixed Doubles 40 & Over 6.0 (Gulf Port)
Combo Doubles 18 & Over Women's 8.5 (Jackson)
Combo Doubles 40 & Over Women's 8.5 (Jackson)
Hosted the 2014 USTA Southern Tri-Level Sectional Invitational
3.0 Men's Adult League Nationals

Junior Highlights

Junior Matches up 9.1%, highest growth in the Section
The 14U Advanced JTT Team finalists at JTT Nationals.
USTA Southern year-end rankings
McKenna Wheatley (#3 – Girls 10s)
Christopher Rios (#7 – Boys 14s)
Meredith Roberts (#11 – Girls 16s)

Economic Impact

- Industry estimates project that each out of town guest spends between \$121 and \$165 per day while traveling for a tournament.

- Based on that projection, a facility that hosts 10 tournaments per year with an average of 150 out of town guest per tournament will generate \$836,000 for the local economy.
- These estimates project that a junior tournament participant will bring 2 guests and each adult tournament participant will be accompanied by 1 guest.
- The Mobile Tennis Center in Mobile, AL has a 60 court facility that hosts 25 tournaments per year. They estimate that they have 8,500 out of town players in those tournaments, 10,500 guests, and that they generate 15 million for the local economy each year (direct impact) and 20 million in indirect impact (*using a 2.33 “multiplier effect”*)

Mr. McNeer explained how tournaments can bring several thousands of dollars to the County.

Mayor Scott Phillips said Olive Branch’s goal is to create a three way partnership. He said they want to build something that will last for years to come. Mayor Phillips asked for the Supervisors to think about the project and he stated he wasn’t here today to get a formal commitment.

Supervisor Mark Gardner stated what got them thinking of a joint partnership was the three way partnership Oxford recently did in their area.

Supervisor Bill Russell asked Mayor Phillips if Olive Branch has a plan and money set aside to build something in the future. Mayor Phillips said that is correct.

Supervisor Russell suggested developing an organization that could find a place to build all the courts in one complex. Mayor Phillips said he was afraid municipalities would miss out if there was only one complex. Supervisor Russell said this was done for the Civic Center. He said that if we could find one central location and share with the schools. Supervisor Gardner said he liked that idea because overhead costs would be shared.

Supervisor Russell said he would like to see the same spirit and excitement from the citizens similar to when they started on the Civic Center. Supervisor Russell remarked he would like for all cities to come together and invest like they did for the Civic Center. He said he thought this was a great idea and would like to discuss building a complex that is centrally located in the County.

Supervisor Jessie Medlin asked how many courts Olive Branch wants to build. Mayor Phillips said twelve.

Supervisor Lee Caldwell noted another positive impact that tennis brings is good scholarships for the students.

Supervisor Bill Russell thanked them for bringing this matter before the Board and he said they would take this under advisement.

Supervisor Russell said this matter would go on the next COG agenda.

No action or motion was taken on this item.

2. 10:00 a.m. - Business Investment Incentive/DeSoto Economic Council Presentations

Jim Flanagan, Director of DeSoto Economic Council, appeared before the Board of Supervisors to present the following companies that were approved by the Business Investment Incentives Committee for tax exemptions:

a. Bracco Diagnostics, Inc. Free Port Warehouse Tax Exemption

Bracco Diagnostics, Inc. Quality Warehouse Manager Libby Spears and Attorney Mark Aquadro appeared before the Board of Supervisor requesting a Free Port Warehouse tax exemption.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve a Free Port tax exemption to Bracco Diagnostics, Inc. as detailed in Exhibit H.2.a.

The motion passed by a vote as follows:

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

See Exhibit H.2.a

b. Rite Hite Products Corp., 5-Yr. Personal Property, Expanded: \$1,056,402.00

Mr. Louis Patron, Vice President of Operations of Rite Hite Products Corp., appeared before the Board of Supervisors requesting an ad valorem tax exemption on Personal for five (5) years in the amount of \$1,056,402.00. Mr. Patron said they are expanding their current facility located in Horn Lake. Mr. Patron said they currently have around 135 employees who mostly reside in DeSoto County. He said they intend to hire an additional ten to twenty employees.

Supervisor Lee Caldwell asked where do they receive their welding training. Mr. Patron said a couple of community colleges and Delta Technical School that is located next door.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the ad valorem tax exemption on Personal property for five (5) years in the amount of \$1,056,402.00 to Rite Hite Products Corp. as detailed in Exhibit H.2.b

The motion passed by a vote as follows:

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

See Exhibit H.2.b

3. State Aid Engineer: FY2016 Bridge Inspection Program Board Order

State engineer Tracy Huffman presented to the Board of Supervisors the FY2016 Bridge Program Board Order. Mr. Huffman stated fifty-seven bridges were inspected with a total of \$22,620.00 that is paid by national bridge safety program which is sponsored by the state aid program.

Supervisor Bill Russell inquired about the bridge on Horn Lake Creek. Mr. Huffman said the bridge currently meets the threshold and is not insufficient at this time.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the FY2016 Bridge Inspection Program Board Order as presented by State Aid Engineer Tracy Huffman in Exhibit H.3 and to 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>

Exhibit H.3

4. Animal Services

a. Request to Accept Fence Donation from BARC

Supervisor Lee Caldwell introduced Kevin and Vickie Blackwell from the Blackwell Animal Rescue Center (BARC) organization. Supervisor Caldwell said the BARC organization of Southaven is offering to donate fencing for a backyard exercise pen to the Animal Shelter.

Ms. Blackwell stated they are a 501c3 organization and animal rescue center. She said their mission is to rescue, rehabilitate and re-home abandoned dogs. Ms. Blackwell said BARC had provided transport and adoption for over 130 homeless dogs out of DeSoto County Shelter in the past six months.

Animal Control Director Monica Mock stated the fencing will allow setup of more exercise areas. She said there will be two 30 x 30 outdoor pens to help dogs relieve caged-up stress. Ms. Mock said exercise helps them socialize and get their energy out, so they're more relaxed and show better to prospective owners who come looking for a pet.

Supervisor Jessie Medlin asked Ms. Mock how many pens are currently at the Shelter. Ms. Mock said currently there are two sand and gravel runs with no trees. She said in the new runs they will have grass for the animals.

Supervisor Lee Caldwell said BARC also volunteers to walk the animals at the shelter. Supervisor Caldwell thanked everyone involved with BARC for their donation, dedication and time spent working with the Animal Shelter.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to accept the donation of 125 feet of installed chain-link fencing from Southaven based nonprofit BARC, the Blackwell Animal Rescue Center, for a backyard exercise pen at the Animal Shelter.

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>

Exhibit H.4.a

b. Request to Accept Donations from Eudora United Methodist Church

Ms. Sharon Terry Clark of Eudora United Methodist Church said this is their second drive and they will accept all types of donations. Ms. Terry invited the Board of Supervisor to attend the drive this Sunday, July 26, 2015 and bring a bag of dog food.

Ms. Terry said "God put all of us here, us and our four-legged friends, and we want to help them". She asked all other Methodist churches to start similar drives in their area.

Supervisor Lee Caldwell said she appreciated the dedication Ms. Mock displays to the animals and the Shelter. She said Ms. Mock is known for purchasing with her own money fabric to make blankets for adopted animals.

Supervisor Caldwell requested a list of items needed be displayed on the County Web-site.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept donations of supplies for the Animal Shelter from Eudora United Methodist Church as a result their 2nd Annual DeSoto Animal Shelter Drive.

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

See Exhibit H.4.b

5. Facilities Management: Juvenile Detention Boiler

Supervisor Mark Gardner recused himself from the discussion and vote on this item.

Facilities Assistant Director Shawn Houston discussed the two quotes for the replacement of the Juvenile Detention boiler. He said the boiler at the Juvenile Detention has a bad gas valve and the burners are rusted, one unit was replaced last year and now this one needs to be replaced. Mr. Houston said the lowest quote was \$21,958.00 and the budget has 15k budgeted for this item. Mr. Houston noted they will not need a budget amendment because they saved \$2,600.00 on the administration boiler. He said there is enough in budget 901 to cover this expenditure.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded to approve Upchurch Services, LLC as the lowest and best quote for the replacement of the Juvenile Detention boiler in the amount of \$21,958.00

The motion passed by a vote as follows:

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

See Exhibit H.5

6. Risk Management Update

Risk Manager Reby Johnson presented a Workers Comp Summary to the Board of Supervisors as detailed in Exhibit H.6. She said all the information presented is based on a calendar year. Ms. Johnson said all incidents will result in a report but not all reports will become a Workers Comp Claim.

County Administrator Vanessa Lynchard stated our claims have increased since 2012 but so has the number of County employees.

Ms. Johnson said by reporting all incidents it lets her know what area/department may need a safety training class. Ms. Lynchard commended Ms. Johnson on doing a good job in training that is applicable to the department.

Ms. Johnson discussed the small claims disbursements for year 2013-2014 and 2014-2015 - through June 30, 2015. She gave an example of a small claims payment: when a tree limb hit/damage a windshield. She stated the claims are down considerably from the last four years.

Ms. Lynchard stated the training materials, sessions, and surveys conducting by Reby Johnson for Risk Management resulted in a \$200,000.00 saving to the tax payers in 2-3 years.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to accept the Risk Management update report and make part of the minutes as presented by Reby Johnson in Exhibit H.6.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District YES
Supervisor Mark Gardner, Second District YES
Supervisor Bill Russell, Third District YES

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

See Exhibit H.6

7. EMA: Approval to Write Letter Requesting Generators from MS Dept of Public Safety

County Administrator Vanessa Lynchard said that Josh Harper, Deputy Directory for Emergency Management has requested approval from the Board to write a letter to the MS Dept. of Public Safety requesting generators for the County. Ms. Lynchard said EMA is doing an inventory of County buildings that are not protected by generators. The letter explains the need for the generators.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve writing the letter requesting generators from MS Dept. of Public Safety.

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

8. Office of Finance and Accounting:

a. Grant Administration

1) MDWFP Fairview Park Trail Walking Trail

Grants Administrator Melissa Zizmann stated the State is doing this a little differently this year. She said she needs the Boards approval to submit the pre-approval paperwork with Board President's signature in order to move forward in the funding process.

Supervisor Bill Russell asked if this was a matching grant. Ms. Zizmann said there is a \$19,154.58 match. She told the Board she confirmed with Parks and Greenways Coordinator Larry Jarrett that they have the money in their budget out of Recreation funds.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded to motion to approve submitting the pre-approval paperwork to the MS Dept. of Wildlife, Fisheries, and Parks Agency for a grant in the amount of \$76,618.29 and approve the Board President to sign required paperwork in order to move forward in the funding process.

The motion passed by a vote as follows:

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

See Exhibit H.8.a.1

2) Region IV NFusion Grant Award Acceptance

DeSoto County Grants Administrator Melissa Zizmann, Director of Region IV Mr. Charlie Spearman and Director of NFusion Brad Vuncannon appeared before the Board of Supervisors to discuss the NFusion grant.

Mr. Spearman said he was happy to announce the Department of Health and Human Services, Substance Abuse and Mental Health Administration (SAMHA) awarded DeSoto County a grant in the

amount of \$3,933,860.00 payable over four years with annual payments in the amount of \$983,474.00. Mr. Spearman said the grant will help the Region IV administer NFusion program for DeSoto County.

Supervisor Bill Russell asked Mr. Spearman to update everyone on the NFusion program.

Mr. Spearman said the NFusion program allows them to serve 12-21 year olds as they transition into adulthood.

Mr. Vuncannon stated NFusion is a non-traditional program to take away the stigma of mental health. They work with youth and teach them how to live independently. They work with the youth, family, and communities through education and training. Mr. Vuncannon said we are currently in year four of a four year grant in Corinth. The program started serving people 16 to 21 years old and now we service people age 14-21. Mr. Vuncannon said the grant for DeSoto County was written to service around 100 kids a year. He noted in past years they have served 400-500 kids.

Supervisor Russell asked where do they get the kids. Mr. Vuncannon said they get the word out by word of mouth. Mr. Vuncannon stated in DeSoto County they will work with the schools, youth court and possible some print advertisement.

Mr. Vuncannon stated the objective of NFusion program in Jackson was for this program to grow throughout the state. There are currently five NFusion Programs in the State: Louisville/Starkville, Meridian, Philadelphia, Newton, and Corinth. We want the kids to be ready to be that young adult and live productive lives who are active in their community.

County Administrator Vanessa Lynchard asked Mr. Vuncannon to discuss what the Board may have to approve if they accept the grant.

Mr. Vuncannon stated a requirement of the grant shall be a council to say how they operate and by October 30, 2015 they have to have a building that is separate from Region IV. They are looking to hire 12 to 15 employees to run the program. He said DeSoto County will have one employee whose title shall be Principal Investigator. He said all other employees are employed by Region IV.

Ms. Lynchard said the grant will pay for the employee's salary and all fringe benefits. She said the Principal Investigator position is unique in that they are there to protect the county to ensure Region IV administers the grant accordingly. That person will be a DeSoto County employee but will work closely with Region IV.

Supervisor Russell asked if the position was a full time position. Mr. Vuncannon said it was written in the grant for a full time person.

Supervisor Jessie Medlin asked if they were working with Human Resources on a job description.

Ms. Lynchard said they are.

Supervisor Medlin said he would like to avoid a bad situation. He asked what happens when Region IV employees get a raise but County employees do not. Mr. Vuncannon said when a position is funded because of a grant then raises are viewed differently.

Mr. Spearman said the person will be a County employee and only receive a pay increase if the Board of Supervisor approve. Their Board will have no say in that matter.

Supervisor Lee Caldwell stated since she was elected she has been working with Judge Wilson to offer other options to help our youth. She said she thought this will be a great program for our young people.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to accept the grant in the amount of \$3,933,860.00, payable in four yearly installments of \$983,474.00 from the Department of Health and Human Services, Substance Abuse and Mental Health Administration (SAMHA) to help the Region IV administer NFusion program for DeSoto County;

hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft any necessary agreements between Region IV and DeSoto County.

The motion passed by a vote as follows:

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

See Exhibit H.8.a.2

b. Claims Docket

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

Supervisor Jessie Medlin asked about the following claims:

- Page 21: Shirts for Katie. Who is Katie? County Administrator Vanessa Lynchard said Katie is the Coroner's Secretary. CFO Andrea Freeze said that, according to the invoice, this is for 7 shirts at \$25 each for Katie & Jeff.
- Page 64: Southland Company. How many trailers is that for? Environmental Services Director, Ray Laughter said this is for 2 – 16' enclosed trailers for e-waste.

Supervisor Lee Caldwell had no questions.

Supervisor Michael Lee asked about the following claims:

- Page 13: Nichols Fire and Security. Is that what it cost to fix the whole system in the old courthouse? County Administrator Vanessa Lynchard stated that this was for the courthouse and it was the total cost.
- Page 24: Who is Ida Bryan? Accounting Office Manager Stephanie Hanks stated that she is a victim witness coordinator for the DA's office and she only turns in a travel reimbursement a few times a year. Her mileage is approved by District Attorney John Champion.
- Page 31: Precision Delta. Sheriff Bill Rasco clarified that this was for ammunition.
- Page 32: Accurate Law, Peacekeeper Shields. Sheriff Bill Rasco stated that this was for riot shields. After the incident in Ferguson, Missouri where the police were not properly outfitted, he decided to purchase the riot shields so that our officers would be protected in a similar circumstance as we did not currently have this equipment.
- Barney's Police & Hunting. Sheriff Rasco stated this was for pistols and ammo.
- Hemker Color Lab. Sheriff Rasco stated this was for a composite picture of the jail.

Supervisor Bill Russell asked about the following claims:

- Page 6: American Planning Assoc. & Austin Cardosi/American Planning. CFO Andrea Freeze said that Austin Cardosi had paid his own dues, not realizing that the department would take care of that and the county reimbursed him.

Supervisor Mark Gardner asked about the following claims:

- Page 5: EAN Holding. Stephanie Hanks said this was a supplemental payment on an insurance claim to Enterprise for a rental car.
- Page 11: C.W. Flynn, pump out septic. Where was this and was it just to pump the septic tank? Stephanie Hanks presented the invoice that showed it was at the Fairhaven Fire Department and it was for repair, clean out roots and repair to field lines as well as pumping the septic tank.

- Page 13: Sherwin Williams. Powerliner 850. County Administrator Vanessa Lynchard said that was the new gas powered striping machine Facilities purchased.
- Page 41: What is a taser camera? As the invoice was being pulled to get details, Officer Coker stated that it is a camera that is mounted on the bottom of a taser to record use activity. Sheriff Rasco stated this is to document the proceedings when a taser must be used.
- Page 51: Panola Paper. Is DHS not on our NOVA Copy program? Director of IT John Mitchell said they are not. County Administrator Vanessa Lynchard said that we purchase the ink cartridges and they reimburse us part of it. Supervisor Gardner asked if DHS can be put on our copier contract. County Attorney Tony Nowak stated that they can be. Supervisor Mark Gardner said he would like for someone to look into putting DHS on the contract.
- Page 71: K & K Systems. Road Manager Andy Swims said that this was for 2 large signs with reflective arrows that mount on the back of a truck. He stated that he thinks they are going to be very good and helpful, especially in high traffic areas.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer with the exception of Upchurch Services on Page 11.

The motion passed by a vote as follows:

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

Supervisor Mark Gardner recused himself and Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bill for Upchurch Services on Page 11 as presented by the Chief Financial Officer.

The motion passed by a vote as follows:

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

c. Interfund Loan

Comptroller Andrea Freeze said she and Tom Arnold, Previous Comptroller, worked on several interfund loans for the current year to get funds in the correct accounts for year end.

County Administrator Vanessa Lynchard said when EMA grant funds were used to purchase equipment funds had to be transferred from the general fund into the grant funds. Then when the reimbursement was received from the grant, these funds are transferred back to the general fund.

Ms. Freeze said she had developed a spreadsheet to be able to keep track of all funds that have to be transferred out of general fund. This will allow her to make sure the funds are put back into the general fund before year end closeout.

Ms. Lynchard said that the State now wires funds into the County and gives little information for us to be able to trace where funds should be placed. Without any explanation makes it hard to apply funds correctly.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the following Interfund Loans:

From: EMA Grant Fund	(044-000-149)	\$197,500.00
To: General County Fund	(001-000-054)	\$197,500.00

From: Bridge Fund – Ending Cash	(160-999-999)	\$381,585.27
To: General County Fund	(001-000-054)	\$381,585.27

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.8.c

d. Interfund Transfer

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the following Interfund Transfer:

From: I-69 Corridor Study- MPO Funds	(309-000-149)	\$308,610.44
To: General County Fund	(001-000-054)	\$308,610.44

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.8.d

e. Previous Interfund Loan – Telephone System

County Administrator Vanessa Lynchard said the negotiation for the new phone system was going to be a lease purchase. The Original lease was not done and the County paid for the system outright. The new phone system was loaned funds from fund 002 – 1 mill mandatory, in the amount of \$446,653.00.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the write off of \$446,653.00 for the Telephone System that was loaned from the 1 mill mandatory account.

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.8.e

f. Late Bill

County Administrator Vanessa Lynchard said the County has received a late bill from International Association of Emergency Managers (IAEM) for Josh Harper in the amount of \$595.00. Before he

can get his certification he has to be a member of this organization. They are requesting the Board to approve the late bill for payment.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the late bill for Josh Harper in the amount of \$595.00 to IAEM.

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.8.f

9. Contracts Administration

a. IT Department: Delta Computer Sys. Software Support Agreement – Mthly Invoicing

Director of Administrative Services & Procurement, Pat McLeod presented to the Board the Contract with Delta Computer Systems & Software Support Agreement. The contract is for the AS400 administrative for the County. Ms. McLeod said that Delta Computer Systems has been bought out by Harris Local Government Company. The new contract has increased by \$45 per month. The new monthly payments will be \$695. The approval of contract and signature by the Board President is required. The contract will cover the following departments:

1728 – Fund Accounting
1729 – Payroll
1730 – Purchasing
1731 – Fixed Assets
1732 – Direct Deposit for Payroll

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Computer Software Support Agreement Addendum with Delta Computer Systems, Inc. (A Harris Local Government Company), for the AS400 Administrative Offices of the County.

The motion passed by a vote as follows:

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

See Exhibit H.9.a

b. Circuit Clerk: Delta Computer Sys. Software Support Agreement – Mthly Invoicing

Director of Administrative Services & Procurement, Pat McLeod presented to the Board the Contract with Delta Computer Systems & Software Support Agreement. The contract is for the AS400 DeSoto County, MS Circuit Clerk. Ms. McLeod said that Delta Computer Systems has been bought out by Harris Local Government Company. The new contract has increased by \$100 per month. The new monthly payments will be \$1940. The approval of contract and signature by the Board President is required. The contract will cover the following departments:

2210 – Criminal Case Management
2211 – Letter Writing Module
2212 – Circuit Court Case Accounting
2213 – Circuit Court Long-term Payments (garn. & Restit.)

- 2214 – Circuit Court Subpoenas Module
- 2503 – Judgment Roll Indexing and Printing System
- 2504 – Paperlink Scan Station – Circuit clerk
- 7910 – Web-hosting Public Access to Circuit Court Case data
- 7920 – Web-hosting Public Access to Circuit Court Case Scanned Images
- 10540 – Marriage License Indexing & Printing System
- 11530 – Web Hosting Marriage License Index
- 13030 - Virtual Minute Book Indexing.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Computer Software Support Agreement Addendum with Delta Computer Systems, Inc. (A Harris Local Government Company), for the AS400 DeSoto County Circuit Clerk Offices.

The motion passed by a vote as follows:

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

See Exhibit H.9.b

c. Mid-South Fair – 2015 Exhibitor Application

Director of Administrative Services & Procurement, Pat McLeod presented to the Board the Exhibitor Application for the Mid-South Fair Booth.

Supervisor Mark Gardner asked if the County benefited from being an exhibitor at the Fair.

County Administrator Vanessa Lynchard stated that in the past several departments had been responsible for the booth during the week. She said that some departments benefited more than others. She does not feel that the County needs have the booth all week, but just specific times or just the week-end time frame.

Supervisor Bill Russell said the County should sign up to be an exhibitor and to work out the time frame that the county would be at the booth.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve application to be an exhibitor at the Mid-South Fair and for the Board President to sign the application.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>NO</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.9.c

10. Road Department: Request to Replace Damaged Driveway Culvert – 1729 Redbanks Rd N

Road Manager Andy Swims said the County road crew did damage the culvert at 1729 Redbanks Rd. N. and passed out pictures of the damage. This is a steep ditch and the mower got stuck and tore the culvert. The culvert is non-repairable and will have to be replaced. The estimated cost is \$1,376.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the replacement of the culvert at 1729 Redbanks Rd. N. at an estimated cost of \$1376.

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.10

11. Office of Procurement – Bid Under Advisement - Bid File 16-156-013 Annual Emulsified Asphalt

Director of Administrative Services & Procurement, Pat McLeod presented to the Board the Bid Under Advisement – Bid File 16-156-013 for the Annual Emulsified Asphalt. She said there was only one bidder, which was Ergon Asphalt & Emulsions. Ms. McLeod said they negotiated the price to be \$2.3442 per gallon delivered.

Road Manager Andy Swims said the asphalt will be used on a project with Tate County next week.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to award the bid 16-156-013 to Ergon Asphalt & Emulsions as the lowest and best bid at the negotiated price of \$2.3442 per gallon delivered for CRS-2P and \$2.1026 per gallon delivered for CRS-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 Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.11

12. Board Attorney

a. Justice Assistance Grant

Board Attorney Tony Nowak said the Justice Assistance Grant is a yearly grant that has been shared by Southaven and Olive Branch. The Board of Supervisors has to sign an MOU acknowledging the grant and that the funds will be administered by Southaven and Olive Branch and authorize the Board President to sign.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded to motion to approve the MOU on the Justice Assistance Grant and for the Board President to sign.

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.12.a

b. Batesville Elementary Agreement

This item was deleted from the Agenda

13. County Administrator

a. Justice Court Leave Coverage \$2500

County Administrator Vanessa Lynchard said that Carla Johnson has resigned from Justice Court and her last day will be Friday, July 24, 2015. She said another employee is out on maternity leave and this leaves Justice Court two employees short. They need temporary additional help and Pat Sanford is asking the Board to be allowed to use the County on call personnel for a 12 week period. Ms. Lynchard said to be able to use the on call personnel would require \$2500 budget amendment for additional funds from the general fund to the administrative part time personnel fund.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the budget amendment for \$2500 from the general fund to the administrative part time personnel fund for the use of personnel at Justice Court.

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. State of the Budget Report

County Administrator Vanessa Lynchard presented an overview of the County Preliminary Budget Report. Ms. Lynchard said she met with Comptroller Andrea Freeze and Stephanie Hanks last week and they went through the accounts. They still need to fine tune some areas for presentation for the 2016 year.

Ms. Lynchard presented areas of objectives that drive the County's expenses. The fuel usage by all departments for FY2014 verses FY2015 and there is still one quarter in FY15.

Ms. Lynchard provided the Board with the Debt Schedule and Bond Balances. She said that Demery Grubbs, Financial Consultant for the County, always looks at these bonds and if he sees where the County can save money he always comes to the County. She said Andrea will work with Demery to see if they can schedule the bond payments after the settlement of homestead funds.

Supervisor Jessie Medlin asked that Ms. Lynchard check into the Civic Center Bonds that are showing an interest rate of 4.3%. He said that the Civic Center Bonds and the E911 Bonds are paid by these entities and not the County.

Ms. Lynchard then covered the County Business Incentives (formerly call Tax Exemptions). The incentives were issued between 2005 and 2014, which will roll off exemption and the dollars will go back into the County funds.

Ms. Lynchard then stated areas where the County is fiscally constrained by the following:

1. Non-Attainment Status for Air Quality
2. Increased in flooding Incidents
3. Increased threats of crime, controlled by an engaged and capable Sheriff's Dept.
4. Increased cost for courts and incarceration due to increased court traffic
5. More traffic, resulting in the need for more roads and more road maintenance.

Ms. Lynchard then gave the Board a schedule of how much county government cost per person using Census Population. She gave a listing of the main County areas that the total population for the County has an effect, Ambulance Service; EMA; GIS; DHS; Library Administration; Parks and Greenways; and Election Services.

DeSoto County State Rankings for areas effecting all 82 counties was presented and DeSoto County ranks 3rd or 4th in the State in these areas:

1. Income Tax Returns Filed
2. Income Tax Revenue
3. Ad Valorem Assessments
4. # of ABC Sales & Tax Collections
5. Motor Vehicle Registrations
6. Additional Tax Collected on Vehicles >10k lbs.
7. Net Sales Tax Collections

Ms. Lynchard stated the DeSoto County State Rankings on Homestead Exemption that are filed. She said the County ranks between first and fourth on most cases, and that the actual loss on regular exemptions the County ranks 1st.

Ms. Lynchard then gave the Board a projection overview for FY16 Budget concerning regarding county personnel, county incoming revenues, and the tax bases as it stands today.

There were no motions made on this item.

See Exhibit H.13.b

c. Fairhaven Fire Department

County Administrator Vanessa Lynchard stated that the original planned cost for the addition at the Fairhaven Fire Department was \$150,000. Ms. Lynchard said that Supervisor Jessie Medlin had retained \$60,000 in his park funds to be used for the Fairhaven Fire Dept. addition. She stated that Fire & EMA had also asked that \$50,000 be allocated in their budget to help pay for this addition. The Fairhaven Fire Dept. had requested to pay their portion of the addition through a lease with the County and their payments being between \$12,000 and no more than \$15,000 per year.

Ms. Lynchard stated that the bid came in at \$297,000 and engineering cost has to be added to this amount for the total.

Board Attorney Tony Nowak said he has done the preliminary lease agreement and we need to put the final cost amounts into the lease agreement.

Ms. Lynchard said the County could take payment out of the Insurance Funds, but the Fire Dept. wanted to pay the lease by check. There will be no payments until the building is completed.

Ms. Lynchard stated that the Fire Chief could not attend today's meeting. She made a phone call to Fairhaven Fire Chief Cory Calloway during the Board Session to discuss the payment back to the County. After discussion it was determined that the estimated payment from the Fire Dept. would be \$13,655 per year for a 15 year period. Chief Calloway said the first payment would start July 2016, which is after completion of the building.

Ms. Lynchard said she would check with Marvin Johnson, Engineer for Project, to see if there were any item expenses that can be reimbursable. She will get these figures to the Board Attorney so that he can complete the lease agreement and bring back to the Board at the Meeting in August, 2015.

Chancery Clerk Sluggo Davis asked if the City of Olive Branch annexed this area, would the annexation fall under the Fire District. Supervisor Jessie Medlin said yes it would and this is being looked into. He said we need to authorize to proceed as planned.

Ms. Lynchard said she would proceed with the fine tuning of the numbers for Tony.

Mr. Nowak said the Board had already authorized him to do the lease and he just needs the final numbers to go into the document.

No motions were made on this item.

d. Budget Request for Attorney General Interpretation

County Administrator Vanessa Lynchard said there has been Legislation about Court Reporters. The County needs to get an interpretation from the Attorney General regarding some issues.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize Board Attorney to get an Attorney General Interpretation on the Legislation regarding Court Reporters.

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>

I. PLANNING

1. PUBLIC HEARING

a. Rezoning Amendment

- i. Hunters Trace (737) - Application is for approval of Rezoning of property from Agricultural (A) to R-20, identified as Parcel #3-07-6-13-00-0-00002-00 Subject property is located on the east side of Laughter Road and north of Chamberlin in Section 13, Township 3, Range 7 and is zoned Agricultural (A). (District 5)
Applicant: Bridgforth Properties**

Mr. Hopkins presented the Hunters Trace application for approval of Rezoning of property from Agricultural (A) to R-20. He stated Mr. Joe F. Lauderdale was present to represent the application.

Supervisor Gardner asked which fire department would serve this area. Mr. Bridgforth stated it could be Hernando, Lewisburg or Bridgtown. Ms. Lynchard received confirmation that the area is served by Bridgtown Fire Dept.

Supervisor Lee asked if the proposed lots were half acre lots. Mr. Hopkins stated they are R-20 so close to half acre lots. Supervisor Lee stated he received several calls from neighbors concerned with half acre lots and that the neighbors do not feel half acre lots are in character with the neighborhood.

Mr. Lauderdale stated the portion of the property being rezoned is not in the floodplain. He went to explain the water drainage of the property.

Supervisor Russell asked what the COS 1 would be used for. Mr. Lauderdale stated it is common open space that will be used for the applicant to access the remainder of his property for farming. Supervisor Russell stated he was not sure the HOA should be responsible for maintaining the applicant’s access to his property. Mr. Bridgforth stated there was a misunderstanding and it would not be common open space but rather an access easement. Mr. Lauderdale stated COS 2 will be used for the lift station. Supervisor Russell asked if there is any more common open space designated to be parks or such.

Mr. Hopkins stated the applicant is also asking for a waiver of sidewalks in this application. Mr. Bridgforth stated he is proposing a 5 foot walking trail on both sides of the road. Supervisor Russell stated so there would be no parking on the street. Mr. Bridgforth confirmed that there would be no parking on the street. Supervisor Russell stated he thinks it would need to be classified as a bike lane instead of a walking lane so that the Sherriff’s department could enforce the no parking. Supervisor Russell also asked if a 30 ft. wide road with two 5 ft. bike/walking lanes would be wide enough. Mr. Andy Swims stated typically a 12 foot drive lanes are required so the road would need to be 34 ft. wide. Mr. Bridgforth stated this is the same presentation of road width as Watsons Place PUD.

Supervisor Russell asked if they could reduce the width of the bike lane. Mr. Nowak stated he would need to look into that.

Supervisor Medlin asked if they would tie into a sewer. Mr. Bridgforth stated he would have to create his own sewer district and lay lines to the treatment plant.

Mr. Lauderdale stated they are requesting a rezoning based on a change in the neighborhood and more specifically the new schools, new roads; new hospital shopping, new utilities in the area and the nearby construction of I-269.

Supervisor Medlin asked what size water lines are in the area. Mr. Lauderdale stated the water lines are 8 inch lines.

Supervisor Russell asked if there will be open ditches. Mr. Lauderdale stated there will be. Supervisor Russell asked if there will be a homeowners association. Mr. Bridgforth stated he thought an HOA is required. Supervisor Russell stated an HOA would be needed to maintain the ditches.

Supervisor Lee stated he spoke with neighbors who are concerned with half acre lots and would like to see lots larger than half acre.

Supervisor Lee made a Motion to table Hunters Trace Rezoning until the September 8, 2015 Board of Supervisors meeting to allow the developer to set-up a meeting with the neighbors and allow Mr. Tony Nowak to look into the minimum bike lane width. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

2. CONSENT

- a. Conlee Minor Lot (7001) - Application is for minor lot subdivision approval of one (1) lot on 3.5 acre(s) and one (1) lot on 7.7 acre(s) identified as Parcel(s) #3-06-8-34-00-0-00011-01. Subject property is located on the south side of Hudson Road and west of Treadway Road in Section 34, Township 3, Range 6 and is zoned Agricultural (A). (District 5)
Applicant: Wallace Conlee**

Mr. Hopkins presented the Conlee Minor Lot and stated the application conforms to the DeSoto County Subdivision Ordinance and that staff does recommend approval of the consent agenda.

Supervisor Lee made a Motion to approve the Conlee Minor Lot as presented. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- b. Jerry Smith Minor Lot (7003) - Application is for minor lot subdivision approval of one (1) lot on 2.50 acre(s) identified as Parcel(s) #2-09-1-02-00-0-00023-00. Subject property is located on the west side of Poplar Corner Road and south of**

Nail Road in Section 2, Township 2, Range 9 and is zoned Agricultural-Residential (A-R). (District 3)
Applicant: Jerry Smith

Mr. Hopkins presented the Jerry Smith Minor Lot and stated the application conforms to the DeSoto County Subdivision Ordinance and that staff does recommend approval of the consent agenda.

Supervisor Caldwell made a Motion to approve the Jerry Smith Minor Lot as presented. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

3. **NEW BUSINESS**

a. **Minor Lot**

- i. **Chester Williams Minor Lot (6993) - Application is for minor lot subdivision approval of one (1) lot on 0.83 acre(s) and one (1) lot on 0.84 acre(s) identified as Parcel(s) #2-08-5-21-00-0-00019-00. Subject property is located on the west side of Tulane Road and south of Laverne Road in Section 21, Township 2, Range 8 and is zoned Agricultural-Residential (A-R). (District 4)**
Applicant: Chester Williams

Mr. Hopkins presented the Chester Williams Minor Lot and stated the application conforms to the DeSoto County Subdivision Ordinance and that staff does recommend approval of the consent agenda.

Supervisor Caldwell made a Motion to approve the Chester Williams Minor Lot as presented. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- ii. **Don Gill Minor Lot (6997) - Application is for minor lot subdivision approval of one (1) lot on 7.88 acre(s) and one (1) lot on 2.08 acre(s) identified as Parcel(s) #4-08-1-11-00-0-00031-00. Subject property is located on the south side of Gaines Road and east of Robertson Gin Road in Section 11, Township 4, Range 8 and is zoned Agricultural (A). (District 5)**
Applicant: Don Gill

Mr. Hopkins presented the Don Gill Minor Lot and stated the application would need a waiver of the 4 to 1 width versus length lot size ratio and that staff does recommend approval of the consent agenda.

Supervisor Lee made a Motion to approve the Don Gill Minor Lot as presented, and the waiver of the 4 to 1 width versus length lot size ratio. Supervisor Gardner seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

- iii. **Norma Pearce Minor Lot (7000) - Application is for minor lot subdivision approval of one (1) lot on 2.49 acre(s), one (1) lot on 6.88 acre(s), one (1) lot on 6.91 acre(s), one (1) lot on 6.87 acre(s) and one (1) lot on 6.89 acre(s) identified as Parcel(s) #2-06-4-17-00-0-00013-00. Subject property is located on the north side of Dunn Lane and east of Craft Road in Section 17, Township 2, Range 6 and is zoned Agricultural-Residential (A-R). (District 5)
Applicant: Norma Pearce**

Mr. Hopkins presented the Norma Pearce Minor Lot and stated the application would need a waiver of the 4 to 1 width versus length lot size ratio and that staff does recommend approval of the consent agenda.

Supervisor Lee made a Motion to approve the Norma Pearce Minor Lot as presented and the waiver of the 4 to 1 width versus length lot size ratio. Supervisor Medlin seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

4. **Final Subdivision**

- a. **Sexton Commercial One Lot (7002) - Application is for approval of Final Subdivision of one (1) lot of 2.0 acre(s) property identified as Parcel #2-09-8-34-00-0-00021-00. Subject property is located on the west side of Hwy 301 and south of I-69 in Section 34, Township 2, Range 9 and is zoned C-4 Planned Commercial (District 3)
Applicant: Jimmie Sexton**

Mr. Hopkins presented the Sexton Commercial One Lot and stated the application substantially conforms to plat presented for rezoning.

Supervisor Russell made a Motion to approve the Sexton Commercial One Lot as presented. Supervisor Caldwell seconded the Motion.

THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:

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

J. EXECUTIVE SESSION

The executive session portion of these minutes is recorded under the portion of the minutes called

“Executive Session”.

K. OTHER

1. Fogg Road Bridge Replacement Project

State Aid Engineer Tracy Huffman presented permit agreement for AT&T to modify the height the telephone lines in the existing utility poles along Fogg Road. Mr. Huffman stated the lines need to be raised about three to four feet as to not interfere with Entergy’s power lines on the existing utility poles prior to construction.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the permit application agreement for AT&T to modify the height of the telephone lines on the existing utility poles along Fogg Road at no cost to DeSoto County for project number BR-0976(5)B; and Board President to sign and make part of the 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 K.1

2. County Code Enforcement

Supervisor Bill Russell addressed Planning Director Bennie Hopkins that he has been receiving calls on code enforcement and he would like to know how to handle these calls. Who handles what ordinance so that it can be enforced?

Environmental Director Ray Laughter said that he and Austin Cardosi, Deputy Planner, have already by working together on this. Mr. Laughter said he would get with Ms. Hopkins and let him know how they have been handling code enforcement.

No motions were made on this item.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to adjourn the Board meeting until August 3, 2015 at 9:00 a.m.

The motion passed by a vote as follows:

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

This the 20th day of July, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Bill Russell, President
DeSoto County Board of Supervisors