

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT THREE BILL RUSSELL, PRESIDING

November 2, 2015

A. CALL TO ORDER

The November 2, 2015 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board Vice-President. Supervisor Bill Russell was detained.

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 – Came in late
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. Sluggo Davis	Chancery Clerk – Came in late
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

County Administrator Vanessa Lynchard gave the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZENS REMARKS & PRESENTATIONS

1. R.G. & Diane Moore - Veteran’s Memorial

Mrs. Moore thanked the Board for hearing them today and stated that she and Mr. Moore had been searching for three years to find a place for the DeSoto County Veteran’s Park. They have a place and the park will be located by the DeSoto County Visitor’s Center on Pepper Chase Drive. She stated this will not be just a memorial park; it will be to honor all veterans. Mr. and Mrs. Moore presented some examples of the work from the artist they are planning to commission for the monuments.

Supervisor Jessie Medlin asked who owned the property. Mrs. Moore said the DeSoto County Convention and Visitor’s Bureau owns the land and they will maintain the park after it is finished.

Supervisor Mark Gardner asked if the park would be 24-hour accessible. Mrs. Moore said they have not decided that just yet. She said all the monuments will be lit and it is possible they will close the park and turn off the lights late at night; possibly 10 p.m. or midnight.

Supervisor Gardner asked if they felt the parking would be adequate. Mrs. Moore said the DCCVB has mentioned add a parking section in the future.

Supervisor Lee Caldwell told Mr. and Mrs. Moore that the Board applauded their efforts. This park is something the community has wanted for a long time. The other Board members added their appreciation.

Supervisor Medlin asked what the expected completion date was. Mrs. Moore stated that Veteran's Day, November 11, 2016, is their target date. Mrs. Moore thanked the Board for their support.

Chancery Clerk Sluggo Davis joined the meeting during the presentation.

Supervisor Medlin asked if there was anyone present who wished to address the Board regarding a topic not listed on the Agenda. No one came forward.

E. APPROVAL OF OCTOBER MINUTES

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

Supervisor Jessie Medlin stated he had turned in a few corrections to the Administrative Office.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the minutes of the Board of Supervisors for October, 2015, 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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

County Administrator Vanessa Lynchard realized later in the meeting that the Planning Commission minutes were not included in the printed minutes the Board received. The Planning Commission minutes were then handed out to the Board. Board Attorney Tony Nowak reviewed the minutes and made some corrections.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Planning Commission minutes with Mr. Nowak's revisions, and make the revised minutes a part of the Board minutes.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u> (Entered the meeting before this discussion)
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit E

F. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

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

- 1. Supervisor Michael Lee asked Mr. Andy Swims if we had enough information to present the Horn Lake Road bus turnaround from the October 19th meeting. (Old H.2.)**
- 2. Supervisor Mark Gardner requested to add Robinson Crossing Update. (Old H.3.)**
- 3. Supervisor Lee Caldwell requested to add Report from Washington, D.C. Trip. (Old, H.4.)**

County Administrator Vanessa Lynchard requested adding the following:

2. Publication of Board Proceedings

3. Office of Finance & Accounting

a. Inventory Control – Sheriff’s Department – SID Forfeiture

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
2015-43768	Jason Bridsong	9/11/15	31062	\$1,026.00	10/19/15
2015-38140	Wendell Brown	8/11/15	30909	\$604.00	9/17/15
			TOTAL	\$1,630.00	

Transfer from Sheriff-Seized Fund (123-000-139) \$1,630.00
 Transfer to Sheriff-Forfeiture Fund (120-000-238) \$1,630.00

b. Budget Amendments – (Sheriff’s Dept., BOS, Admin/HR, Garbage/Solid Waste, Facilities Projects)

DeSoto County, Mississippi BUDGET AMENDMENT REQUEST						
	Fund/Department #	001-202 & 675				Updated 7/15
	Date:	11/2/2015				
1	Sheriff's Dept / Advertising County Resources					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-202-609	Training Materials	\$ 630.00	\$ 6,500.00		\$ 5,500.00	\$ 1,000.00
001-675-522	Adv Co Resources/Publ Outreach	\$ 24,000.00	\$ 310,000.00	\$ 5,500.00		\$ 315,500.00
	TOTALS		\$ 316,500.00	\$ 5,500.00	\$ 5,500.00	\$ 316,500.00
Reason for Request:	To order reflective bracelets and silver foil badge stickers for Sheriff's Department.					
(Show detailed justification)						
Requested by:	Vanessa Lynchard / Macon Moore					
	Fund/Department #	001-100				Updated 7/15
	Date:	11/2/2015				
2	Board of Supervisors					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-100-587	Training & Registration	\$ -	\$ 4,000.00	\$ 750.00		\$ 4,750.00
001-999-999	Ending Cash	\$ -	\$ 27,670,597.00		\$ 750.00	\$ 27,669,847.00
	TOTALS		\$ 27,674,597.00	\$ 750.00	\$ 750.00	\$ 27,674,597.00
Reason for Request:	Leadership DeSoto for Ray Laughter					
(Show detailed justification)						
Requested by:	Vanessa Lynchard					
	Fund/Department #	001-120 & 140				Updated 7/15
	Date:	11/2/2015				
3	Admin Services / Human Resources					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-140-402	Administrative/Manager/Foreman	\$ 6,674.25	\$ 82,671.00	\$ -	\$ 2,000.00	\$ 80,671.00
001-120-439	Other Service Employees	\$ 1,246.82	\$ 16,480.00	\$ 2,000.00		\$ 18,480.00
	TOTALS		\$ 99,151.00	\$ 2,000.00	\$ 2,000.00	\$ 99,151.00
Reason for Request:	Funds for Babbette to work part-time during transition time					
(Show detailed justification)						
Requested by:	Vickie Richmann					
	Fund/Department #	105 - 340				Updated 7/15
	Date:	11/2/2015				
4	Garbage and Solid Waste					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-340-596	Waste Tire Disposal	\$ 6,558.50	\$ 23,900.00	\$ -	\$ 100.00	\$ 23,800.00
105-340-014	Petty Cash - Solid Waste	\$ -	\$ -	\$ 100.00		\$ 100.00
	TOTALS		\$ 23,900.00	\$ 100.00	\$ 100.00	\$ 23,900.00
Reason for Request:	To give the Road Department petty cash for waste tire payments					
(Show detailed justification)						
Requested by:	Ray Laughter					
	Fund/Department #	315 - 200 & 230				Updated 7/15
	Date:	11/2/2015				
5	2014 Facilities Projects					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
315-200-919	Sheriff Administration - Furn/Office Equip - under \$5000	\$ -	\$ 61,686.00	\$ 4,675.00		\$ 66,361.00
315-230-902	New Jail Project - Buildings	\$ 260,492.25	\$ 275,659.00	\$ 3,500.00		\$ 279,159.00
315-999-999	Ending Cash	\$ -	\$ 437,197.00		\$ 8,175.00	\$ 429,022.00
	TOTALS		\$ 774,542.00	\$ 8,175.00	\$ 8,175.00	\$ 774,542.00
Reason for Request:	To add pressure release valves to the new sheriff administration building and to add a server cabinet and software to the new jail.					
(Show detailed justification)						
Requested by:	Bob Jarman					

4. Sheriff's Office – SID Forfeiture Item

STATE OF MISSISSIPPI
COUNTY OF DESOTO

DECLARATION OF FORFEITURE

On the 21st day of September 2015, Notice of Intention to Forfeit Seized Property was given to Sherika Ann Harris (2015-45524) PERSONAL SERVICE, pursuant to Section 41-29-176 of the Mississippi Code of 1972, as amended. Said Notice required any interested party to file a Petition requesting judicial review and contesting the forfeiture with thirty (30) days after service of the Notice of Intention to Forfeit Seized Property, or the property described below would be forfeited to the DESOTO COUNTY SPECIAL INVESTIGATIONS DIVISION.

More than thirty (30) days have elapsed since the date on which the Notice of Intention to Forfeit Seized Property was provided to the Claimant and no Petition contesting the forfeiture and requesting judicial review has been filed in the County Court, if a County Court exists, or otherwise in the Circuit Court of the county in which the seizure was made or in the county in which the criminal prosecution is brought or served upon the attorney for or a representative of the seizing agency.

It is THEREFORE hereby DECLARED that the 2005 Pontiac Sunfire (Red) VIN# 3G2JB12F25S117637 Mileage: 188,626 forfeited to the DESOTO COUNTY SPECIAL INVESTIGATIONS DIVISION to be distributed used or disposed of according to law.

SO DECLARED on this the 28th day of Oct 2015.



Attorney preparing Declaration

This day personally appeared before me, the undersigned authority in and for said State and County aforesaid, the above named Attorney Robert Quimby, who solemnly and truly declared and affirmed before me that matter and facts set forth in the forgoing Declaration of forfeiture are true and correct as herein stated.

AFFIRMED AND SUBSCRIBED before me this the 28 day of Oct. 2015.





NOTARY PUBLIC

DeSoto County Sheriff's Department
Special Investigations Division
311 West South Street
Hemando, MS 38632

October 28, 2015
oB

A#: 44743 Value: \$ 1,000.00

5. Contracts Administration – Auto Renew

MOU – Sheriff's Department and U.S. Secret Service

6. Contracts Administration – Yearly Renewal

Facilities Management – Cummins Contract – To be Signed by Board President

7. Road Department

- a. November Work Schedule
- b. Monthly Road Report
- c. Monthly Road Bond Report

8. Office of Procurement

- a. Request to Approve Bid Specifications & Solicit Bids for Public Safety Uniforms for Various DeSoto County Departments – (Sheriff's Department and EMS) Bid # 16-200-002
- b. Appointment of Requisition and Receiving Clerks – Justice Court Judges, Constables, Veterans Service Office, Fleet Management, E-911

To: DeSoto County Board of Supervisors

From: Office of Procurement
RE: Appointment of Requisition and Receiving Clerks
Date: November 2, 2015

Please note the following changes for all budget lines for Justice Court (department 001-166):

Receiving Signer:
Remove Carla Johnson

Please note the following changes for all budget lines for Justice Court Judges (department 001-178):

Receiving:
Remove Carla Johnson

Add Debbie Rutherford

Please note the following changes for all budget lines for Constables (department 001-262):

Receiving:
Remove Silva Webster

Add Debbie Rutherford

Please note the following changes for all budget lines for Veterans Service Office (department 001-154):

Requisition Signer:

Delete Harmon Massey
Add Scott Blaylock

Please note the following additions for Fleet Management (department 001-346):

Requisition Signers: Andy Swims
 Andrea Black
 Stan Rochelle
 Keith Pearson
 J R Conlee
 Mary Beth Parker

Receiving Signers:
 Amy Cooper
 Gail Bernard

**9. Establish as Part of the Formal Record and Enter into the Board's Minutes -
Congressional Meetings Letter**

10. Chancery Clerk Allowances (2)

11. Business Investment Incentives – Final Resolutions

a. Belnick, Inc., d/b/a BizChair.com	\$10,884,140	10-Yr. Real & Personal Property
b. Competition Cams, Inc., d/b/a Competition Cams	\$2,562,492	10-Yr. Real Property
c. Milwaukee Electric Tools Corporation	\$8,360,778	10-Yr. Personal Property
d. Rite Hite Products Corporation	\$1,056,401	5-Yr. Personal Property
e. Williams-Sonoma Direct, Inc.	\$16,152,467	10-Yr. Personal Property
f. Williams-Sonoma Retail Services, Inc.	\$3,141,251	10-Yr. Personal Property

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the items and actions presented in the Consent Agenda.

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	<u>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G

H. OLD BUSINESS

1. Environmental Services: Keep DeSoto County Beautiful Final Affiliate Certification

Environmental Services Manager Ray Laughter began by stating that about seven months ago, the Board decided to declare war on litter in DeSoto County. Since that time, DeSoto County has officially become a Keep America Beautiful affiliate. Mr. Laughter presented the new Keep DeSoto County Beautiful logo created by Brynn McCarver and informed the Board that KDCB is now meeting monthly and will be bringing information on more cleanups in the County.

Supervisor Lee Caldwell said that the best way to help is not to litter, and she stated her appreciation to the Sheriff and his department for their help.

Road Manager Andy Swims stated that his department has several more “Shame on Y’all” signs that can be placed around the county.

County Administrator Vanessa Lynchard informed the Board that becoming a Keep America Beautiful affiliate is a whole lot more than an application. It has been a tremendous amount of work for Environmental Services and they have learned all about it. She further stated that if any affiliate does not show progress toward cleaning up, they are put out of the organization.

Mr. Laughter thanked the Board and the Mayors for all their help. He stated that this affiliation opens up lots of opportunities for new grants. The Sheriff’s Department has received a new trash trailer through Keep America Beautiful recently.

This was brought as a matter of information; no Board action was required.

2. Horn Lake Road School Bus Turnaround

Supervisor Michael Lee asked Mr. Swims if he had the minutes from the DeSoto County School Board regarding the school bus turnaround at 3452 Horn Lake Road South in Hernando. Mr. Swims stated that he had received the information but not the minutes, and asked the Board to approve the school bus turnaround. Mr. Swims said he has inspected the road and it does qualify as a bus turnaround.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve maintaining the bus turnaround at 3452 Horn Lake Road South, Hernando, contingent on receiving the DeSoto County School Board minutes, in accordance with Mississippi Code Annotated 19-3-42, as presented by Road Manager Andy Swims 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> (entered the meeting before this discussion)
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit H.2.

3. Robinson Crossing Update

Supervisor Mark Gardner asked Road Manager Andy Swims to update the Board on the Robinson Crossing drainage situation. Mr. Swims said he had spoken to Joe Frank Lauderdale, the engineer for Robinson Crossing, and Mr. Lauderdale informed him that he and Mr. Bridgforth have a plan they

would like to try on Bean Patch Creek. The plan is to raise the levee up where the culvert comes out and dig out the culvert to carry water to the creek where it is deeper.

Supervisor Mark Gardner said the Board had approved the Road Department to do some work at this location, but he wants to hold up and let the developer do his work and see if it fixes the problem. Mr. Swims stated that right now the water is coming back from Bean Patch creek into the subdivision, but he thinks the levee and lowering the elevation will take care of the problem.

Supervisor Jessie Medlin asked Mr. Swims if they had checked to see if the pipe was obstructed. Mr. Swims said they will check that when the digging begins as it would not do any good to clean out the pipe before the water flow is right.

Supervisor Gardner brought this up as a matter of information, no action was necessary.

4. Update on Washington, D.C. Trip

Supervisor Lee Caldwell and Supervisor Mark Gardner reported to the Board regarding their recent trip to Washington, D.C. The Supervisors met with the Corps of Engineers and got some good information regarding what needed to be discussed with the County’s Senators and Representatives. They also talked about getting grants for Holly Springs Road and offered to help with the verbiage on that to make the grant application more competitive. Senator Cochran’s office offered to help with a letter, and work with Lamar Alexander of Tennessee, to get help from Tennessee on the Horn Lake Creek project. Senator Wicker’s office gave the Supervisors news that there was funding available for a county-wide hydrology study for DeSoto County.

When Supervisors Caldwell and Gardner met with Congressman Kelly he was very pleased with the cooperation of the Corps of Engineers and DeSoto County. Congressman Kelly knew of the County’s participation in the low water tour of the Mississippi River and the meetings with the Corps of Engineers. He expressed interest in meeting with the Corps and County officials next time.

Another helpful contact was with the Transportation Consultant with Transportation of America. She is the Director for Tiger Grants and gave input to find a way to fund Holly Springs Road.

Supervisor Medlin asked Mr. Swims what the total cost of Holly Springs Road is projected to be. Mr. Swims said about \$16 million and we needed funding of about \$13 million. Supervisor Medlin asked how much had already been spent on engineering and studies. Mr. Swims said approximately three to four million dollars.

I. NEW BUSINESS

1. Environmental Services – Public Hearing – Hawks Crossing Subdivision

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to open the Public Hearing for Villages of Hawks Crossing, Parcel #2 06 9 30 00 0 Lot #00016 01, according to Mississippi Code Section 19-5-105 and the DeSoto County Litter 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>

Environmental Services Manager Ray Laughter stated that this property was in bad shape, but the matter has been resolved as of the previous Saturday. Mr. Laughter stated that the bank apologized for the state the property had gotten to and they went all the way to the neighbors’ fences to get the area cleaned up.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to spread Notice of the public hearing upon the minutes and not take action since the property is in compliance at this time.

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>ABSENT</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit I.1.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to close the public hearing.

The motion passed by a vote as follows:

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

Supervisor Bill Russell entered the meeting.

2. Sheriff's Department – Clothing Reimbursement for SID

Supervisor Mark Gardner stated that he would like to publically commend the Sheriff's Department for their part in helping to apprehend the recent bank robber/murderer that came through DeSoto County. Sheriff Bill Rasco stated there was tremendous cooperation between DeSoto, Tate, and Panola counties to bring that situation to an end.

Commander Kyle Hodge of SID stated that he has spent the past two years trying to get some companies to go along with the County's purchasing policies for plain clothes purchases, and has gotten very little cooperation from the corporate side. He has contacted various departments around the state to get their reimbursement policies and compiled that information for the Board in a handout.

Supervisor Mark Gardner asked what the uniform yearly allotment is. Chief Deputy Macon Moore stated that it is \$350 and that SID officers have different needs from patrol officers. Commander Hodge told the Board that the reimbursements were rarely asked for before he came to the department because they were difficult. He said the SID department has guidelines for court attire and must wear certain clothing in different undercover operations to blend in. He also stated that when a company is having a sale, and a store manager will work with them, a few officers will get together and share the cost of suits. Chief Moore stated that there are only 17 or 18 officers that this would include.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work with the Sheriff's Department to research the best method to adopt as a reimbursement policy.

Director of Procurement and Administrative Services Pat McLeod stated that the officers could get a P card for the Sheriff's Department and would not have to pay tax on their uniform clothing purchases.

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 YES

See Exhibit I.2.

3. Animal Services – Approval for Meal Reimbursement for Veterinary School Staff.

Animal Control Director Monica Mock stated that as it is the beginning of a new fiscal year, the Veterinary School Students and Vet will be coming on November 19th & 20th. This time the County is splitting the days with Southaven and Southaven is paying for meals on Thursday and lodging. The County is responsible for meal reimbursement for Friday, November 20th.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the reimbursement of the veterinary school staff and students for the November 20th spay and neuter program services and authorize the Clerk to write the check.

The motion passed by a vote as follows:

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

See Exhibit I.3.

4. Administrative – Contracts

a. Sheriff’s Department – Leads Online Contract – Finding of Fact - Prepayment

Director of Procurement and Administrative Services Pat McLeod stated that Leads Online operates and maintains electronic reporting and criminal investigations. This is for an annual subscription fee with an established company that the County has been doing business with for several years. Sheriff Rasco stated this software traces items that have been stolen and possibly pawned.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the yearly prepayment of the Leads Online software finding that it provides a necessary and immediate benefit to the County and the vendor has proven the ability to perform.

The motion passed by a vote as follows:

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

See Exhibit I.4.a.

b. Sheriff’s Department – Priority Dispatch Corporation – Approve Contract and Authorize Accounting to Prepay – Finding of Fact

Supervisor Gardner stated the benefits of this flip card system for protocol in different emergencies. The County has been using this system for years and dispatchers have saved lives using it. It costs about \$185 per year to get updates and the County has been updating on a Purchase Order. Supervisor Gardner asked Mr. Nowak if the County would have to have a contract because of the prepay or if the County could continue to use the Purchase Order system. Mr. Nowak stated that the Board could approve a prepay, by making the necessary findings, whether the purchase is by contract or purchase order. Mr. Nowak added that, by law, anyone doing business with the County has to know the terms of a contract. Mrs. McLeod stated that the finding of fact is that the County receives an immediate benefit and the company has proven the ability to perform.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the prepayment of Priority Dispatch Corporation finding that it provides a necessary and immediate benefit to the County and the vendor has proven the ability to perform; and further, to authorize the Accounting Department to write the check today.

The motion passed by a vote as follows:

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

See Exhibit I.4.b.

c. Sheriff’s Dept. - Datamaxx Applied Tech – Signature Required – Contract amount has changed – Finding of Fact - Prepayment

Mrs. McLeod stated this contract is for hardware maintenance on the NCIC server connection to the State. The County receives immediate benefit by having Datamaxx ready to maintain the server if it should break down. The County has done business with this company for 10 years, thereby proving their ability to perform.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the prepayment to Datamaxx finding that it provides a necessary and immediate benefit to the County and the vendor has proven the ability to perform.

The motion passed by a vote as follows:

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

See Exhibit I.4.c.

5. Office of Finance and Accounting

a. Inventory Dispositions

1) Preliminary – Sheriff’s Department

FISCAL YEAR: **2015/2016**

FORM REVISED: 08/25/13

PRELIMINARY

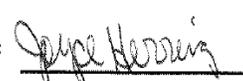
INVENTORY DISPOSITION

DEPT SHERIFF'S DEPARTMENT
 NAME: _____

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

DEPT 200
 LOC _____

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	DATE OF FINAL APPROVAL
40632	ZEBRA PRINTER	XXRC10020643	Broken USB Port	10	5H	SID				
40593	ZEBRA PRINTER	XXRC10021591	Broken USB Port	10	5H	SID				
40628	ZEBRA PRINTER	XXRC10030388	Broken USB Port	10	5H	SID				
40606	ZEBRA PRINTER	XXRC10020572	Broken USB Port	10	5H	SID				
40098	MOTOROLA DOCKING STA	26509AZN025	Damaged- Incompatible w/ current systems	09	1K	SID				
40114	MOTOROLA DOCKING STA	26409AZN025	Obsolete - Incompatible w/ current systems	09	1K	SID				
40065	MOTOROLA DOCKING STA	28109AZN007	Obsolete - Incompatible w/ current systems	09	1K	SID				
40089	MOTOROLA DOCKING STA	25809AZN002	Obsolete - Incompatible w/ current systems	09	1K	SID				
35045	G MIDE DIGITAL VIDEO SYSTEM	00020	*Inoperable--State approved to remove	07	2K	CM Storage				
35058	G MIDE DIGITAL VIDEO SYSTEM	00037	*Inoperable--State approved to remove	07	2K	CM Storage				
36833	G ZION E4200 SERVER	E422A6435R320R	*Inoperable--State approved to remove	06	3K	IT Storage				
34527	G CTL Monitor (E-911)	628LWRZ2266182	*Inoperable--State approved to remove	06	4H	SO Data Room				
34528	G CTL Monitor (E-911)	608KVRX22G1211	*Inoperable--State approved to remove	06	4H	SO Data Room				

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY: 	DATE: <u>10-26-2015</u>	PRELIMINARY PRESENT TO BOS	*Following a Homeland Security Audit, items were deemed inoperable and a request was mailed to the State to dispose. Correspondence attached.
PRINT NAME: <u>Kyle Hodge</u>		FINAL PRESENT TO BOS	
DISPOSED BY: _____	DATE: _____	DATE INVENTORY DISPOSED IN ASAM	
PRINT NAME: _____		DATE BOS FINAL MINS ATTACHED	
INV CLERK: 	DATE: <u>10-26-2015</u>		

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the inventory dispositions listed above as approved by the State and Homeland Security.

The motion passed by a vote as follows:

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

See Exhibit I.5.b.1.

2) FY15 DUI, OP, Impaired Driving Close Out

Mrs. Zizmann stated that she needs to close the items out in order to proceed with the incoming grants. All funds have been expended in DUI, OP expended \$15,078.19, Impaired Driving expended \$14,951.00. The grants were very specific as to the use of money. There were a lot of community level events written into the grants. The grants funded 3 DUI officers, and overtime to enforce occupant protection and impaired driving other than DUI.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the closing of the FY15 DUI, OP, and Impaired Driving Grants.

The motion passed by a vote as follows:

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

See Exhibit I.5.b.2.

3) Authorize Acceptance of Homeland Security Grant for EMA – Zero Match

Mrs. Zizmann received the paperwork on this grant from Chief Deputy Director Chris Olsen at EMA. There are no matching funds required. It will be used to purchase two watercrafts with motors for the Regional Taskforce. This will be a purchase of over \$25,000.00 to be approved and Board signature is required.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the acceptance of funds from the Homeland Security Grant, authorize Board President to sign required paperwork, and authorization to make a purchase of \$25,000 or more.

The motion passed by a vote as follows:

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

See Exhibit I.5.b.3.

c. Proposal of Vendor Change for Credit Card Company

Accounting and Finance Office Manager Stephanie Hanks stated that based on the recent problems regarding payments to the credit card accounts and a lot of communication issues, she would like to recommend changing the Board credit cards to First Tennessee Bank. The County has been banking with First Tennessee for 3 or 4 years and Mrs. Hanks has a very good working relationship with them. They will offer the same terms including no fees, balances can be adjusted, etc. She is proposing the Board change the credit cards to First Tennessee Bank from BancorpSouth and to allow Mrs. Hanks to make changes that do not require the Board President signature.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize Mrs. Hanks to change the Board credit cards to First Tennessee Bank and allow Mrs. Hanks to make changes that do not require Board President signature.

The motion passed by a vote as follows:

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

See Exhibit I.5.c.

d. Claims Docket

Chief Financial Officer Andrea Freeze, of the Office of Finance and Accounting, presented the claims docket to the Board. Ms. Freeze read the items on the claims docket individually and the Board discussed these items. Stephanie Hanks, Office Manager, brought monthly invoices for documentation.

Supervisor Mark Gardner asked about the following claims:

Page 20 – Caraasoft Tech - \$473.70 for IT – John Mitchell stated this was vouchers for IT exams

Page 40 – American Working Dogs – Sheriff Rasco said this is yearly training for all K-9s and the cost of the seminar.

Page 50 – Fred Pryor Training Seminar for Virginia Langston & Brynn McCarver, Microsoft Excel – Mrs. Lynchard said they needed to be better at Excel to be able to work with the grants better and to use spreadsheets in Environmental Services to track the rubbish and HHWD.

Page 64 – Evie Beverly – Unclaimed Money - \$150 – Mrs. Hanks said that Teresa Johnson at Circuit goes through and settles to the county on unpaid checks. This was settled to the County and now she is asking to get that money back.

Page 83 – Scott Young Alabama Seminar – Mr. Swims said this was a systematic safety regional meeting on enhancing local roads. Mrs. Hanks said it was just a travel reimbursement.

Page 92 – Pyramid Interiors for DHS – What are we doing on that building. Mrs. Lynchard had pictures that she put on the projector to show what Facilities has done on that building in 9 days. The framework, studs, and some sheetrock are done.

Page 94 – Roofing repair – Where was that done. Mrs. Hanks said it was for the Administration Building. Mr. Jarman said that the Board had previously approved the work. There were loose flashings and equipment had been left on the roof. He has inspected all the work and taken pictures before and after.

Supervisor Lee Caldwell asked about the following claims:

Page 74 – Hwy 304 Ballfield, \$157.59 seems high. She would like for that to be checked into. Mrs. Hanks said a pole and light were installed there.

Page 75 – BFI – Concerned that Southaven’s bill is so much more. Mrs. Lynchard said she talked to the Mayor last week and they think the situation has been resolved. Ray Laughter said he thinks the problem is resolved.

Supervisor Bill Russell asked about the following claims:

Page 62 – Needs a correction. Mrs. Hanks said the coding was wrong on W.E. Davis. It was taken out of line 001-675-522 and should have been out of line 001-165-552. She will correct the coding.

Supervisor Michael Lee asked about the following claims:

Page 27 – DSM Set up and training, \$1,177.85 – Mrs. Lynchard said there have been issues relating to the software taking credit cards and they have come and made changes and trained justice court staff on using the software. She said the savings and accuracy will be seen.

Page 40 – Morphotrak, 2 payments of \$1,824.63 each – Sheriff Rasco said those are the forensics software support payments for 2 quarters.

Page 40 – NRA – Sheriff Rasco said that was a class to keep the instructors certified.

Page 90 – Waggoner Engineering – Is the parking lot completed? – Tracy Huffman said they are now working on the final punch list. He will be bringing the final report to the Board at the next meeting. Sheriff Rasco said he is very pleased with the Sheriff’s Administration Building’s parking lot.

Supervisor Jessie Medlin asked about the following claims:

Page 76 – Olive Branch took \$11,000 worth to the rubbish pit and Southaven took \$4,000 worth

Page 75 – Magnolia Data Solutions, \$4,074.99 – The invoice showed e-waste disposal.

Chancery Clerk Sluggo Davis stated that on Page 3 there needed to be a budget amendment to get the fee for Translator changed. Mrs. Freeze and Mrs. Hanks will prepare a budget amendment and bring back as an exhibit (Exhibit I.5.d.).

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to accept the budget amendment regarding the interpreter fees listed on page 3 from line 001-101-594 to line 001-160-594.

**DeSoto County, Mississippi
BUDGET AMENDMENT REQUEST**

Fund/Department # 001/101&160 Date: 11/2/2015 Updated 7/15

ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
Chancery Clerk						
001-101-594	Other Contractual Services	\$ -	\$ 500.00		\$ 500.00	\$ -
001-160-594	Other Contractual Services	\$ -	\$ -	\$ 500.00		\$ 500.00
TOTALS			\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00

Reason for Request: To cover an interpreter for court
(Show detailed justification)

Requested by: Sluggo Davis

The motion passed by a vote as follows:

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

See Exhibit I.5.d.

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 Lee Caldwell seconded the motion to authorize the Chancery Clerk to pay the bills as presented by the Chief Financial Officer with the Corrections made to page 62 and page 3 as stated above, and excluding page 52 Smith, Phillips.

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 Gardner recused himself and left the room.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to pay page 52 Smith, Phillips.

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>

Sheriff Bill Rasco announced that the Awards ceremony for the Sheriff's Department Accreditation has been moved from the Landers Center to the Courthouse on Tuesday night, November 10th.

e. Late Bill – Environmental Services

County Administrator Vanessa Lynchard added the late bill to reimburse Environmental Services Manager Ray Laughter for his travel to the Recycling Conference in Flowood, MS.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the reimbursement of travel expenses to Mr. Laughter.

The motion passed by a vote as follows:

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

See Exhibit I.5.e.

6. Road Department

a. Proposed Sale of 2006 Chevrolet 7500 Knuckle Boom Truck to Itawamba County

Road Manager Andy Swims stated that the Board approved the sale of this truck at auction in 2014. Since then Itawamba County offered more than what the Road Department thought they would get through the auction. The offer is \$1500.00 more than the Board approved.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the sale of the 2006 Chevrolet 7500 Knuckle Boom Truck to Itawamba County and authorize the firm of Smith, Phillips, Mitchell, Scott and Nowak to prepare the necessary paperwork for the sale.

The motion passed by a vote as follows:

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

See Exhibit I.6.a.

b. Equipment to Purchase and Sell – FY 2015 – 16

Road Manager Andy Swims presented a spreadsheet to the Board listing equipment to sell and purchase and the costs involved. Some items will sell at Crenshaw Auction, but the trackhoe excavator the Road Department would like to list on GovDeals.com for a broader bidding base that is global. Mr. Swims stated that the Road Department would like to keep the current 2 passenger trucks as spares and purchase two additional ones. The Road Department would like to purchase the tractors on State contract and try to negotiate better prices.

Board Attorney Tony Nowak stated that, under statute, the Road Department cannot spend more than a quarter of the amount budgeted in a line item in the last quarter of a Supervisor term. The Board discussed the purchases and sales of the items presented.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to advertise for all the items listed, except negotiate the prices of tractors through the state contracts, and specify in bids that equipment would not be delivered until after January 1, 2016; and authorize the sale of equipment 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 I.6.b.

c. Wedgewood Project Status

Supervisor Mark Gardner informed the Board that Mr. Swims has received a letter from the Corps of Engineers regarding this project. Since the Board last contacted the Corps, they have decided to move this project up on their priority list and Supervisor Gardner recommends that the County wait until final designs are in hand before doing any work in the area. The Corps of Engineers' scope of work will be broader, going up and down stream some. Supervisor Gardner stated that he has spoken with Mayor Phillips and he is fine with holding off. Board Attorney Tony Nowak said that the interlocal agreement he had been authorized to work on was simply a matter of removing NRCS from the agreement and he put that aside until the Board has more information.

This was brought as a matter of information, no action was necessary.

See Exhibit I.6.c.

d. Federal Funds Accounting Transparency Act Form for State Aid

Tracy Huffman of Waggoner Engineering informed the Board that a FFATA form had been submitted previously for the Star Landing Road Project. This document came from State Aid and is for local governmental entities.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve submitting the Federal Funds Accounting Transparency Act form and authorize 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 I.6.d.

7. Office of Procurement

a. Approval to Bid Exterior Renovations on Sheriff's Administration Building

Facilities Director Robert Jarman stated that the bid will require a match of the existing brick and the Sheriff can approve the selection.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize to bid out the exterior renovations on the Sheriff's Administration 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 Michael Lee, Fifth District	<u>YES</u>

b. Sole Source Affidavit – Road Department

Road Manager Andy Swims informed that Board that there is a need for one traffic counter to have enough to do a traffic count at an intersection. He would like to buy three so that they can be spread throughout the county as necessary. Mr. Swims stated that the seven counters currently owned by the Road Department use a different software from the newer versions. The need is for a traffic counter and upgraded software. Each sensor’s data downloads and the software generates reports, graphs, tracks speeds, etc.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the purchase of three traffic counters and upgraded software from the sole source provider, finding that the conditions and circumstances or such that there are no competitive alternatives for purchase, as presented in Exhibit I.7.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>

Sheriff Rasco brought up the intersection of Craft Road and Bethel and said there’s a lot of traffic in the morning. A deputy is there in the mornings directing traffic standing in the middle of a 2 lane road and it is a dangerous situation. Mr. Swims said some preliminary engineering has been done at that site and a flashing traffic beacon had been considered. He is sure traffic patterns have changed because of all the subdivisions going in over there.

Supervisor Medlin said he would like see a new report to the Board regarding that intersection.

See Exhibit I.7.b.

8. Proclamation of Veteran’s Day Holiday

County Administrator Vanessa Lynchard informed the Board that the Governor has sent out a proclamation declaring Wednesday, November 11, 2015 as Veteran’s Day Holiday. She stated she will let all employees know that County offices will be closed with the exception of Sheriff and Emergency Services.

No Board action was necessary.

9. Facilities – Approval to Add Emergency Power Option to the EMA Building

Facilities Director Robert Jarman stated that he would like to install a manual transfer switch for the EMA main office.

Supervisor Mark Gardner asked if Mr. Jarman would get the Grant Administrator to see if there is a grant to help with this cost. Supervisor Lee Caldwell agreed. Mr. Jarman will see Mrs. Zizmann about that.

Supervisor Jessie Medlin asked if there were any other buildings that need to be looked at. Mr. Jarman stated that the Courthouse does not have emergency backup. He stated he will add that to the specs for a grant. Mr. Jarman will also have his crews check all buildings and be sure there are not others that need the backup.

See Exhibit I.9.

10. NACo – Newsletter – DeSoto County Recognition

County Administrator Vanessa Lynchard showed the Board a copy of the NACo (National Association of Counties) newsletter featuring DeSoto County in the Word Search and, for the second time in three

years, the “What’s In a Seal” section.

See Exhibit I.10.

J. PLANNING COMMISSION

**DESOTO COUNTY BOARD OF SUPERVISORS
PLANNING AGENDA
ORDER OF ITEMS
November 2, 2015**

1. PUBLIC HEARING

Supervisor Caldwell made the motion and Supervisor Medlin seconded the motion to go into the Hunters Trace Public Hearing advertised for this day.

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>

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) Continued from July 20, 2015 and September 8, 2015 Meeting of the Board of Supervisors
Applicant: Bridgforth Properties**

Mr. Hopkins presented the application for Hunters Trace for approval of rezoning of property from Agricultural (A) to R-20. He stated this item was tabled at the July 20, 2015 and September 8, 2015 meetings. He then stated Mr. Joe F. Lauderdale was present to represent the application.

Supervisor Medlin asked what the Planning Commission recommendation was. Mr. Hopkins stated the Planning Commission voted 11-2 to recommend approval of the rezoning.

Mr. Lauderdale came forward and stated the developer feels there has been sufficient change in the character of the neighborhood, and public need, to warrant the rezoning. He listed the following as changes supporting this:

- Construction of utilities to service the area
- Construction of nearby sufficient roads
- Construction of nearby I-269
- New schools built in the are
- Need for housing in the area
- New shopping/retail establishments nearby

There was discussion of the conceptual subdivision plans Mr. Hopkins stated conceptual plans are provided just to give an idea of what is possible but it is not required of the applicant to submit them with a rezoning application.

Supervisor Medlin asked what size waterline is proposed for the development. Mr. Lauderdale stated it would be an 8 in waterline. Supervisor Russell asked if an 8 inch waterline would be sufficient to provide fire protection for the development. Mr. Lauderdale stated it is sufficient.

Supervisor Russell asked if there was anyone to speak for or against the application.

Shane Childers – 3476 Johnston Road – came forward and is concerned with the following:

- Lot sizes not conforming to the area
- The roads are not adequate
- Does not conform to comprehensive plan
- Lot width minimums
- Traffic safety
- Fire safety and response times

Supervisor Gardner stated he drove Chamberlin Road and did not see an issue with the width of the road. He then stated he also drove Fulton Road and did not see an issue with the road width. Supervisor Caldwell stated some areas of the road need to have vegetation cleared. Mr. Swims was asked to look into clearing the vegetation along those roads as needed.

Supervisor Lee stated the County is working on hopefully installing a substation for the fire department in this area.

Dana Emery – 300 Getwell Road – came forward and stated she was concerned that her property is located next to the proposed site and she did not receive notice. It was determined that Ms. Emery was a joint owner and notice was sent to the joint owner whose name was made available from tax records.

Lee Smith – 1660 Johnson Road – came forward and is concerned with the following:

- Lot sizes
- Number of lots
- Damage done to the roads by the construction traffic
- Road widths

Supervisor Lee asked if the development will be similar to Bakersfield Subdivision. He then asked what the average house size is in Bakersfield Subdivision is. Mr. Bridgforth stated the average house size in Bakersfield is 2400 sqf. Mr. Bridgforth stated that the existing subdivisions in the area were developed as large lot subdivisions because the utilities were not available to support smaller lot sizes, but now there are utilities to support the smaller lots.

Supervisor Caldwell made the motion and Supervisor Medlin seconded the motion to close the Public Hearing advertised for this day.

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>

Supervisor Lee made a Motion to approve Hunters Trace rezoning as presented, after giving consideration of the recommendations of the planning department, the comments received from the applicant and the public, the documents presented, his knowledge of the neighborhood, and fully considering the comprehensive plan and all matters presented, and finding there is substantial evidence of a change in the character of the neighborhood consistent with and supporting the proposed rezoning, and there is a demonstrated public need for the rezoning.

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>

2. NEW BUSINESS

a. Final Subdivision

- i. Wheeler Farms, 1st Rev. of Lot 8 (7018) - Application is for approval of Final Subdivision of one (1) lot of 8.50 acre(s) and one (1) lot of 1.50 acre(s) property identified as Parcel #4-08-1-12-02-0-00008-00. Subject property is located on the south side of Wheeler Road and west of Hwy S in Section 12, Township 4, Range 8 and is zoned Agricultural (A) (District 5)
Applicant: Robert Butler**

Mr. Hopkins presented the Wheeler Farms, 1st Rev. to Lot 8 application for final subdivision approval of 2 lots on 10 acre(s). He stated Mr. Robert Butler was present to represent the application.

Supervisor Lee made a Motion to approve Wheeler Farms, 1st Rev. of Lot 8 application for final subdivision approval of 2 lots on 10 acre(s). 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>

K. EXECUTIVE SESSION

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

Supervisor Jessie Medlin made the motion to recess the Board meeting until November 16, 2015 at 9:00 a.m. The motion was seconded by Supervisor Lee Caldwell.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<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 2nd day of November, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Bill Russell, President
DeSoto County Board of Supervisors