

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT ONE JESSIE MEDLIN, PRESIDING

November 5, 2012

A. CALL TO ORDER

The November 5, 2012 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

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

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

B. INVOCATION

DeSoto County Citizen, Mr. Cecil Sowell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS & PRESENTATIONS

Supervisor Jessie Medlin asked if there was anyone present in the audience who wish to address the Board who was not already on the Agenda.

Mr. Flip Phillips said he is a Mississippi Supreme Court candidate. Mr. Phillips said he is from Batesville and is partners with the Smith, Phillips, Mitchell, Scott and Nowak Law Firm. Judge Carlson is stepping down and he hopes to fill that position.

Mr. Phillips said he has worked with the City Court for 35 years, served as Assistant District Attorney, Municipal Court Judge and he has represented the Panola County Board of Supervisors as well. Mr. Phillips said he would appreciate everyone's help by voting for him and spreading the word.

Supervisor Medlin recognized Mr. Anthony Osijo who is the Inventory Manager with Future Electronics. Mr. Osijo said he is a resident of Olive Branch and he is a doctoral student of Public Policy and Administration at Jackson State University, Jackson MS. He said his research interest includes Environmental Management and Policy Analysis and he is here to observe the Board of Supervisors Meeting.

Tammi Crawford introduced herself as the new Director for DHS. Ms. Crawford said she is replacing Cathy White who has gone back to work in DeSoto County.

The Board of Supervisors welcomed Ms. Crawford and said they look forward to working with her.

1. Resolution of Appreciation: Mr. Clarence Sparks, BOS Appointee for Northwest Mississippi Community College Board of Trustees

This item was carried over.

2. Household Hazardous Waste Day, 2012 Update and Resolution of Appreciation

Environmental Services Manager Ray Laughter said Household Hazardous Waste Day was held on October 27, 2012. He said a new record was set for participation with 455 registered households cars coming to dispose of household hazardous waste. Mr. Laughter said this is the highest number they have seen and last year there were 450 cars.

Mr. Laughter said there were a lot of volunteers who worked hard to make this a successful Household Hazardous Waste Day. He said Meleiah Tyus and Vanessa Lynchard were there the entire day and he said he really appreciated their dedication.

Supervisor Jessie Medlin thanked everyone and read the Resolution of Appreciation as follows:

RESOLUTION OF APPRECIATION

On October 27, 2012, the DeSoto County Board of Supervisors, working through the Environmental Services Department hosted our annual Household Hazardous Waste Day at the Landers Center in DeSoto County. This event allowed 455 registered households to dispose of household hazardous wastes. One hundred ninety-two off-road gas cans were swapped for environmentally friendly cans. The environmental impact of the event was positive for the future of DeSoto County.

The volunteers, who were not affiliated with the county, who helped with the event deserve our thanks. Without them, this event would not have been possible. They are:

Meleiah Tyus, DeSoto County Soil and Water Conservation District
Meosha Eubanks, MDEQ
Roderick Miller, City of Hernando
Charlie Yeverton, City of Olive Branch
Gary Carter, City of Hernando
Gary McLearen, City of Southaven
Leon Martin, Keep Horn Lake Beautiful
Todd Mastry, Executive Director Landers Center
Randy Culver, Director Of Building Operations Landers Center
Staff of Landers Center

In addition, Tradebe, Creative Recycling Services, Southaven Fire Department, DeSoto County Sheriff's Department, and staff from DeSoto County worked to organize and host the event and through their efforts the event was a record breaking success.

The citizens of DeSoto County who participated in the event deserve our deep appreciation. Those participants, who, by bringing their own, their friends, family and neighbor's items for disposal, made the event a bench-mark for future Household Hazardous Waste Day events. Their participation made it evident that the citizens of DeSoto County believe in the preservation of our environment so that future generations can enjoy the natural landscape our county has to offer.

Therefore, on this the 5th day of November, 2012, we the DeSoto County Board of Supervisors extend our appreciation and gratitude to all the staff, volunteers, companies, organizations, and citizens who participated in the 2012 Household Hazardous Waste Day.

Supervisor Medlin noted that Mr. Laughter and David Wright of Environmental Services worked very hard to make this day happen and they worked all day. He said that Mr. Sparks's family was scheduled to be here this morning but is not here and this event is something that Mr. Sparks stood for.

Supervisor Mark Gardner asked if there was another waste day scheduled or do people have to wait until next year. He asked if there is another location people can use for disposing household hazardous waste.

Mr. Laughter said they are looking into ramping up the program. There is a need for more than just once a year. Ms. Lynchard said Shelby County allows people to drop off household hazardous

waste on Wednesdays and Saturdays but there is a small fee if you are not a citizen of Shelby County.

Supervisor Harvey Lee said that Ray has a good handle on how to expand the service and help the citizens with disposing of household hazardous waste. He said people need to be able to use the service at least once a week if not every day. He said it will help keep tires and other stuff out of ditches and help the litter issue.

E. APPROVAL OF OCTOBER MINUTES

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

Planning Director Ted Garrod said the final draft with the Board Attorney revisions for the October 15th Planning minutes were submitted to the Board this morning and he asked they be included in the approval of October Minutes.

The official minutes of the Board of Supervisors were read for the month of October 2012.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to accept the minutes of the Board of Supervisors for October, 2012, as presented this date with changes previously submitted pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

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

See Exhibit E

F. APPROVAL OF AGENDA AND DELETIONS

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

- 1.) County Administrator Vanessa Lynchard requested adding an amendment to the Lawn Care contract to cut grass at the Aviation Building and the New Jail.
- 2.) County Administrator Vanessa Lynchard requested adding Tammi Crawford to sign purchase requisitions for DHS.
- 3.) Supervisor Lee Caldwell said there is an opening at the Eudora Fire District and requested it be added to the Agenda.
- 4.) Supervisor Jessie Medlin requested adding discussion regarding County holidays as designated by the State.
- 5.) Supervisor Jessie Medlin requested adding Marshall County-Rubbish Pit.
- 6.) Supervisor Jessie Medlin said Road Manager Andy Swims requested adding the following to the Agenda:
 - (a.) Jail Road (Industrial Road)
 - (b.) Crenshaw Auction
 - (c.) Roads and Agreement with Walls

7.) Board Attorney Tony Nowak asked to add authorization to issue payment to the City of Olive Branch for the road for Milwaukee Tool pursuant to the MOU of the parties.

8.) Supervisor Bill Russell requested adding authorization to allow the Board Attorney to draft a Local and Private Agreement for Animal Control in the City of Walls.

9.) Supervisor Harvey Lee said certain roads coming into Hernando need to be paved, especially Robertson Road. He said the City of Hernando would discuss roads tonight in their meeting and then we will know which ones they are going to fix.

10.) Chief Financial Officer Tom Arnold requested to add two late bills.

11.) Chancery Clerk Sluggo Davis requested that in addition to accepting the Order Approving Mississippi Department of Revenue to delete taxpayers from the DeSoto County Homestead Roll that is being presented on the Consent Agenda, to also authorize the Board President to sign the document.

The Board of Supervisors discussed the considerations for additions and agreed to add them to the Agenda.

1.) County Administrator Vanessa Lynchard requested adding an amendment to the Lawn Care contract to cut grass at the Aviation Building and the New Jail.

Ms. Lynchard said the Road Department had been cutting the lawn at those locations and they are no longer able to provide the service. She presented two quotes for the service as follows:

New Jail - \$409/month – Affinity
Aviation - \$215/month – Affinity
Total added for 12 month contract - \$7,488

New Jail - \$925/Month – Brite
Aviation - \$440/Month – Brite
Total added for 12 month contract - \$16,380

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve accepting the quote presented by the current lawn care service, Affinity, as the lowest and best quote lawn care at the Aviation Building and the New Jail and to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft an amendment to the existing agreement with Affinity Lawns.

Supervisor Mark Gardner asked if the cost of landscaping is an additional charge to the County. Ms. Lynchard said no; the service is included but the county pays for the flowers and fertilizer to ensure the county gets the best price.

Supervisor Gardner said he noticed the prices for fertilizer and flowers on the claims docket and he asked how the purchase is handled.

Ms. Lynchard said Procurement gives quotes to Facilities Management Director Tony Martin. She said they make sure the quotes are the best as with any other item that is handled by Procurement. Ms. Lynchard said the contract is paid monthly but flowers and fertilizer are not always a monthly purchase or payment.

The motion passed by a vote as follows:

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

See Exhibit F.1

2.) County Administrator Vanessa Lynchard requested adding Tammi Crawford to sign purchase requisitions for DHS.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve Tammi Crawford to sign purchase requisitions for DHS.

The motion passed by a vote as follows:

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

3.) Supervisor Lee Caldwell said there is an opening at the Eudora Fire District and requested it be added to the Agenda.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to appoint Karen Kroush to fill the position vacated by the resignation of Debbie McKee.

The motion passed by a vote as follows:

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

4.) Supervisor Jessie Medlin requested adding discussion regarding County holidays as designated by the State.

Supervisor Jessie Medlin said several years ago the Board voted to honor the holidays that are designated by the State of Mississippi. Supervisor Medlin said there are 2 days each for the holidays at Thanksgiving, Christmas and New Years. He said he thinks the Board needs to look at the schedule and determine how it should be changed. He said it costs taxpayer money for holidays. The Sheriff has to pay overtime for those days.

County Administrator Vanessa Lynchard said that some holidays are at the County's discretion.

Supervisor Medlin said he has no problem with 2 days for Thanksgiving and 2 days for Christmas, but he has a problem with 2 days for New Years.

Supervisor Bill Russell said there is still enough time to look at the situation and make the decision at the next Board Meeting.

No motions were made nor votes taken on this issue.

5.) Supervisor Jessie Medlin requested adding Marshall County-Rubbish Pit.

Supervisor Medlin said there is a second hearing for putting a rubbish pit in Marshall County.

Supervisor Bill Russell asked if people have to be notified. Environmental Services Manager Ray Laughter said notification is necessary if it is a new rubbish pit.

6.) Supervisor Jessie Medlin said Road Manager Andy Swims requested adding the following to the Agenda:

a. Jail Road (Industrial Road)

Road Manager Andy Swims said the new jail is off of Industrial Road and this is where the road needs repair. He said the road is 540 feet long and since the County's contract for overlay with

Lehman Roberts is ending in the next few days, the Board could add this to the contract. Mr. Swims said he talked to Joe Frank Lauderdale about splitting the cost of repairing the road with Hernando and Hernando said no.

Supervisor Jessie Medlin said he remembered that the Board agreed to patch the road as needed.

Board Attorney Tony Nowak said there was extensive prior damage to the road before the County started construction of the new jail.

Assistant County Engineer Scott Young said the final lift of asphalt was never done to the road.

Mr. Swims said the developer filed bankruptcy and the cost to repair the road is \$20,000. He said the City pulled the bond which was for \$6,000 and this could be deducted, which leaves a total of \$14,000 to split with the City of Hernando at \$7,000 each.

Supervisor Harvey Lee said a citizen told him that the trucks traveling the road to build the jail did more damage to the road.

Supervisor Bill Russell asked Mr. Swims if there was \$7,000 in the budget to repair the road. Mr. Swims said he thought he could find it in the budget.

Supervisor Medlin asked if Lehman Roberts had looked at the road. Mr. Young said yes.

Supervisor Harvey Lee made the motion and Supervisor Bill seconded the motion to split the costs with the City of Hernando, after applying the road bond proceeds, and use the bond money as a portion for the repair to Industrial Road that goes to the new jail.

The motion failed by a vote as follows:

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

b. Crenshaw Auction

Road Manager Andy Swims said in May, 2012 the Board approved using Crenshaw Auction to sell surplus equipment for guaranteed minimum sale price of \$169,750.00 including a 7% commission. Mr. Swims said the vehicles sold for \$4,000 over the guarantee.

Mr. Swims said they could not sell some of their trucks because they had to wait for new ones to come in first.

Sheriff Bill Rasco sold 22 cars in the auction of which seven were seized vehicles.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to accept the Equipment Auction report as presented by the Road Manager and to make it part of the minutes as fully described in Exhibit F.6.b.

The motion passed by a vote as follows:

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

See Exhibit F.6.b

c. Roads and Agreement with Walls

Road Manager Andy Swims said Supervisor Bill Russell asked him to provide a report regarding how much money the county spent on road repairs for the Town of Walls in the last three years. Mr. Swims presented the report at follows:

Town of Walls				
3 yr. history of Road Maintenance				
2011-2012				
Overlay				
	2nd St	Hwy 161 to E Railroad Ave	\$	9,300.00
	3rd St	Hwy 161 to E Railroad Ave	\$	9,300.00
	E Railroad Ave	Sullivan Rd to 2nd St	\$	18,600.00
	E Railroad Ave	2nd St to West Railroad Ave	\$	14,000.00
	W Railroad Ave	Sullivan Rd to Old Hwy 61	\$	27,900.00
	Baldwin Rd	Austin Rd to Starlanding Rd	\$	85,300.00
	Delta View Rd	Church Rd to the south 0.6 mi	\$	51,100.00
				<u>\$ 215,500.00</u>
Slurry Seal				
	Delta View Rd	Hwy 61 to Church Rd	\$	38,300.00
	Church Rd	Hwy 61 to Railroad W of 61	\$	16,400.00
				<u>\$ 54,700.00</u>
	Maintenance Estimate			\$ 17,000.00
		Subtotal	\$	287,200.00
2010-2011				
Overlay				
	None			
Slurry Seal				
	Blythe Rd	Star Landing Rd to city limits	\$	31,500
	Nail Rd	HWY 301 to HWY 61	\$	106,300
	Starlanding Rd	Wilson Mill to Old HWY 61	\$	106,300
				<u>\$ 244,100.00</u>
	Maintenance Estimate			\$ 23,000.00
		Subtotal	\$	267,100.00
2009-2010				
Overlay				
	None			
Slurry Seal				
	Kaitlyn Ridge	Entire Subdivision	\$	20,100.00
	Michael Dr	Delta View to End	\$	8,200.00
	Star Landing Rd	Baldwin to Wilson Mill	\$	54,700.00
	Summer Circle	Austin Rd to Austin Rd	\$	10,000.00
				<u>\$ 93,000.00</u>
	Maintenance Estimate			\$ 7,000.00
		Subtotal	\$	100,000.00
		Grand Total	\$	654,300.00

Mr. Swims said the county spent a total of \$654,300 the last three years on roads for Walls. Mr. Swims said the county will receive approximately \$17,000 back on road millage for Walls.

Supervisor Bill Russell said he would like the Board of Supervisors to think about this process and the money spent to determine if they want to continue road repairs for Walls. He offered three options; 1.) Discontinue all road work; 2.) Inform the mayor that the county will do road repairs for one more year and then discontinue the service; 3.) Set up a schedule for Walls to pay 25%-

50% of the costs above the road millage.

Supervisor Russell said there is no agreement past the lifetime of this Board and Walls does not have that kind of money.

Supervisor Jessie Medlin said the county should only spend whatever money is received by Walls. Supervisor Medlin asked what we have done for other entities.

Mr. Swims said the roads outside the city limits are not in good shape, but the roads inside Walls city limits are fine.

Supervisor Medlin said we should only repair the roads that the millage amount will cover which is \$17,000.

Mr. Swims said two years ago, the county did not do any overlays for Walls.

Supervisor Mark Gardner said the county provides a lot of services for Walls with Animal Services and the Sheriff's Department and he would like to see just how much it cost.

Supervisor Medlin said Walls reimburses the county for Animal Services. Supervisor Russell said the only service the county is not paid for is roads.

Supervisor Gardner said he would like to look at all services provided to Walls. He asked about the services provided by the Sheriff's Department. Supervisor Russell said that is only for dispatch.

Supervisor Russell said he would like to take another Supervisor and talk to the mayor of Walls before deciding on an option for the roads.

See Exhibit F.6.c

7.) Board Attorney Tony Nowak asked to add authorization to issue payment to the City of Olive Branch for the road for Milwaukee Tool, pursuant to the MOU of the parties.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to authorize issuing payment in the amount of \$40,000 to the City of Olive Branch in connection with the road construction for the Milwaukee Tool project, which is the County's portion, as set forth in the MOU between the County and the City of Olive Branch.

The motion passed by a vote as follows:

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

8.) Supervisor Bill Russell requested adding authorization to allow the Board Attorney to draft a Local and Private Agreement for Animal Control in the City of Walls.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve extending the current agreement for one year with the City of Walls for Animal Control.

The motion passed by a vote as follows:

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

9.) Supervisor Harvey Lee said certain roads coming into Hernando need to be paved,

especially Robertson Road.

Supervisor Lee said the City of Hernando would discuss roads tonight in their meeting and then we will know which ones they are going to fix. After that, we can discuss what the county may want to do.

10.) Chief Financial Officer Tom Arnold requested to add two late bills.

Chief Financial Officer Tom Arnold presented two late bills for consideration of approval by the Board.

Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve two late bills as follows:

\$800.00 Norwood Appraisal for Right-of-Way on Fogg Road, Parcel #3083-07000-00001.00, Sparks Property

\$1,440.00 Repairs on vehicle for Road Department 2006 GMC Sierra 4x4 Pickup

The motion passed by a vote as follows:

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

See Exhibit F.10

11.) Chancery Clerk Sluggo Davis requested that in addition to accepting the Order Approving Mississippi Department of Revenue to delete taxpayers from the DeSoto County Homestead Roll that is being presented on the Consent Agenda, to also authorize the Board President to sign the document.

Supervisor Harvey Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the Board President to sign the Order Approving Mississippi Department of Revenue to delete taxpayers from the DeSoto County Homestead Roll that is being presented on the Consent Agenda.

The motion passed by a vote as follows:

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

G. CONSENT AGENDA

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

Supervisor Jessie Medlin said that health care claims were significantly higher last month and asked if there was a reason for the increase or is it just routine claims. He said administrative fees were also up.

Human Resources Manager Vickie Richmann said the month of October was a longer month and there is one large item as well.

Human Resources Director Janna Rogers said this time of year, there will always be ebbs and flows.

Supervisor Medlin said he wants to make sure we stay on top of health claims.
 County Administrator Vanessa Lynchard said 12 participants were also added this month.

Ms. Richmann and Ms. Rogers said some of the funds will be reimbursed as well.

Supervisor Mark Gardner asked about the quantity of surplus items for the Sheriff's Office.

Sheriff Bill Rasco said these were replacement TV's. Some were outdated and some were broken.
 The items had never been processed as surplus items.

Supervisor Gardner said items need to be described as outdated instead of broken if they are indeed outdated. He suggested being more specific about the reason for the items to be on the dispositions.

Supervisor Jessie Medlin asked if the cars were sold at auction. Sheriff Rasco said yes.

Ms. Lynchard said the year-end report for Justice Court reflects that all areas are up.

Supervisor Medlin asked about the Tax Assessor's Application for Certification. Ms. Lynchard said this is where we apply for the one mill levy.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Consent Agenda as follows and for the Board President to sign the Tax Assessor's Application for Certification:

1. Dept. of Human Resources: Monthly Health Claims

Funding Request	Date Paid	Amount	Claim Type
Date			
10/1/12	10/1/12	\$83,946.15	Administration Fees
10/2/12	10/2/12	\$54,644.74	Medical
10/2/12	10/2/12	\$4,852.85	Dental
10/2/12	10/2/12	\$13,653.66	Pharmacy
10/8/12	10/8/12	\$54,746.61	Medical
10/8/12	10/8/12	\$7,302.27	Dental
10/8/12	10/8/12	\$13,235.71	Pharmacy
10/16/12	10/18/12	\$47,351.10	Medical
10/16/12	10/18/12	\$7,489.30	Dental
10/16/12	10/18/12	\$14,908.71	Pharmacy
10/22/12	10/23/12	\$98,996.70	Medical
10/22/12	10/23/12	\$6,490.50	Dental
10/22/12	10/23/12	\$9,675.01	Pharmacy
10/30/12	10/30/12	\$54,508.13	Medical
10/30/12	10/30/12	\$6,318.65	Dental
10/30/12	10/30/12	\$13,741.53	Pharmacy
	TOTAL	\$491,861.62	

2. Justice Court Report

Criminal Cases Filed	96
Civil Cases Filed	737
Traffic Tickets Filed	943
Total Cases Filed	1,776
State Assessments	\$93,265.15
County General Fund	\$131,630.75
Total Collections	\$224,895.90

DESOTO COUNTY JUSTICE COURT
 2011-2012 FISCAL YEAR END REPORT

<u>MONTH</u>	<u>COLLECTED</u>	<u>COUNTY MONEY</u>
October 2011	\$177,764.27	\$117,467.00
November 2011	\$135,226.50	\$ 90,848.00
December 2011	\$134,543.26	\$ 85,662.82
January 2012	\$136,416.92	\$ 90,804.92
February 2012	\$177,290.70	\$108,743.20
March 2012	\$196,103.98	\$116,143.48
April 2012	\$180,696.65	\$112,480.15
May 2012	\$147,713.03	\$ 90,240.03
June 2012	\$183,778.18	\$111,170.68
July 2012	\$192,354.99	\$122,701.24
August 2012	\$183,889.51	\$114,105.85
September 2012	\$200,319.20	\$118,810.85
TOTALS:	\$2,046,097.09	\$1,279,178.22

Criminal Cases Filed: 12,900
Civil Cases Filed: 6,730

Outstanding Fines 2011-2012: \$194,327.99

91% Collection Rate

3. Bailiff Pay

Liz Medlin	\$380.00
Lee Hodges	\$190.00
Bobby Holloway	\$175.00
Brandon Hylander	\$285.00

4. Publication of Board Proceedings

5. Office of Finance & Accounting

a. Budget Amendments: Detailed in Exhibit G.5.a

b. Request for Transfer of Sheriff Seized Funds

c. Inventory Dispositions

(1.) Final Dispositions

(a) Sheriff's Department

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
38703	FORD CROWN VIC 2006	2FHAP71W16X131593	Auction	Sheriff Dept.	08/06/12	SHERIFF RASCO	CRENSHAW AUCTION

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
31274	FORD 1992 VAN	1FCJE39H9NHB54036	SURPLUS	SID LOCATION	08/06/12	SHERIFF RASCO	CRENSHAW AUCTION

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
34682	ACERPOWER PC	PSP370600663708AF22700	BROKEN	SHERIFF DEPT	09/24/12	C SCOTT	E-WASTE
34980	LIFEPAK 500 DEFIBRILLATOR	35003674	BROKEN	SHERIFF DEPT	"	T CURTIS	"
35060	SECURITY BUNDLE ROUTER	FTX114214A	BROKEN	SHERIFF DEPT	"	C SCOTT	"
36423	HP 1610 PRINTER	MY56RD319M	BROKEN	SHERIFF DEPT	"	"	"
37148	LENOVO NOTEBOOK	L3CG934	BROKEN	SHERIFF DEPT	"	"	"
38064	ACERPOWER PC	64207DC72701	BROKEN	SHERIFF DEPT	"	"	"
38341	HP PRINTER	CN74P2T041	BROKEN	SHERIFF DEPT	"	"	"
38403	ACER 22" MONITOR	ETL840B01874500EED3920	BROKEN	SHERIFF DEPT	"	"	"
38443	ACER 20" LCD MONITOR	ETL640C17250098504054	BROKEN	SHERIFF DEPT	"	"	"
38751	VIEWSONIC 22" MONITOR	QYY084951216	BROKEN	SHERIFF DEPT	"	"	"
40243	HP OFFICEJET PRINTER	TH9BU2130F	BROKEN	SHERIFF DEPT	"	"	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
42334	Suzuki Samurai 1988	JS4JC51C9J4204661	SURPLUS	SHERIFF DEPT	08/20/12	SHERIFF RASCO	CRENSHAW AUCTION
39600	Jeep Cherokee 2004	1J4GW48S34C194435	"	"	"	"	"
42031	Jeep Cherokee 1993	1J4GZ58Y8PC547774	"	"	"	"	"
42095	Buick Regal 1998	2G4WB52K4W1508626	"	"	"	"	"
42032	Nissian Pathfinder 2001	JN8DR07Y01W526506	"	"	"	"	"
32253	Ford Taurus 2003	1FAPP52U63A118156	"	"	"	"	"
41745	Interstate Load Runner Enclosed Trailer	4RACS10135C002298	"	"	"	"	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	LOCATION OF FINAL DISPOSAL
31278	2002 Dodge Durango	1B4HR38NX2F140046	Surplus	Sheriff Dept.	10/20/12	SHERIFF RASCO	CRENSHAW AUCTION
30909	2001 Crown Vic	2FAFP74W71X125180	Surplus	Sheriff Dept.	"	"	"
35148	2005 Crown Vic	2FAHP71W15X127090	Surplus	Sheriff Dept.	"	"	"
35143	2005 Crown Vic	2FAHP71W65X144385	Surplus	Sheriff Dept.	"	"	"
39811	2006 Crown Vic	2FAHP71W36X154809	Surplus	Sheriff Dept.	"	"	"
38708	2006 Crown Vic	2FAHP71W86X131588	Surplus	Sheriff Dept.	"	"	"
35051	2005 Crown Vic	2FAHP71W35X127091	Surplus	Sheriff Dept.	"	"	"
38417	2003 Crown Vic	2FAHP71W45X156776	Surplus	Sheriff Dept.	"	"	"
38707	2006 Crown Vic	2FAHP71W56X154729	Surplus	Sheriff Dept.	"	"	"
33602	2002 Crown Vic	2FAFP71W72X122432	Surplus	Sheriff Dept.	"	"	"
38702	2006 Crown Vic	2FAHP71W46X140241	Surplus	Sheriff Dept.	"	"	"
34631	2004 Crown Vic	2FAFP71W84X157886	Surplus	Sheriff Dept.	"	"	"
36436	2003 Crown Vic	2FAFP71W93X206222	Surplus	Sheriff Dept.	"	"	"
38416	2005 Crown Vic	2FAHP71W15X121368	Surplus	Sheriff Dept.	"	"	"
35146	2005 Crown Vic	2FAHP71W55X152669	Surplus	Sheriff Dept.	"	"	"
40277	2002 Ford F-150	1FTRW08L72KB62736	Surplus	Sheriff Dept.	"	"	"
38705	2006 Crown Vic	2FAHP71W16X140228	Surplus	Sheriff Dept.	"	"	"

(b) Facilities Management

34115	VISION CAMERA	0307082	BROKEN	INV CNTRL CLERK OFC	09/24/12	RAY L	E-WASTE
39733	PELCO DOME CAMERA	AAFKK64	BROKEN	"	"	"	"

(2.) Preliminary and Final – Sheriff’s Department

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
38909	ROBINSON HELICOPTER	10180	SURPLUS	DESOTO PARISH, LA

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
39496	PACA BODY ARMOR	RC554929	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	UNKNOWN
39497	PACA BODY ARMOR	RC554928	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"
39498	PACA BODY ARMOR	RC554931	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"
39501	PACA BODY ARMOR	RC554533	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"
39502	PACA BODY ARMOR	RC554927	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"
39503	PACA BODY ARMOR	RC554932	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"

33938	PACA BODY ARMOR	RC299477	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"
33939	PACA BODY ARMOR	RC299482	LOST/STOLEN (AFFIDAVIT'S ATTACHED)	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
32781	COLOR TV QUAD SPLITTER	2190507278	LOST OR STOLEN	UNKNOWN
33237	MTI AMPLIFIER	91043	LOST OR STOLEN	"
34942	SPECO DVR16 RCRDR	DL10B02529	LOST OR STOLEN	"
34943	SPECO DVR16 RCRDR	DL10B02721	LOST OR STOLEN	"
34944	PELCO CAMERA	ABWGJV2	LOST OR STOLEN	"
34967	SURVEILLANCE CAMERA	A7C00009277	LOST OR STOLEN	"
34968	SURVEILLANCE CAMERA	A7C00009278	LOST OR STOLEN	"
35312	GANZ SECURITY CAMERA	38028861	LOST OR STOLEN	"
36934	BROTHER PORTABLE SEWING MACHINE	L4G185356	LOST OR STOLEN	"
38034	MAGNAVOX 24" COMBO TV/DVD/VH	T43620779	LOST OR STOLEN	"
38056	PELCO CAMERA	DC06301SN6354806	LOST OR STOLEN	"
38355	PELCO CAMERA	E11955231TA	LOST OR STOLEN	"
38363	SAMSUNG CAMERA	62ZT900024T	LOST OR STOLEN	"
38364	PELCO CAMERA	ICS2CRB39A	LOST OR STOLEN	"
39038	GANZ SECURITY CAMERA	NFA18185	LOST OR STOLEN	"
39481	SPECO 16 CHANNEL MULTIPLEXER	8090226104	LOST OR STOLEN	"
39516	EXTREME CAMERA	2008012789	LOST OR STOLEN	"
39695	GANZ SECURITY CAMERA	UHB63195	LOST OR STOLEN	"
40372	GANZ COLOR CAMERA	NHB82325	LOST OR STOLEN	"
40463	PHILLIPS 32" LCD TV	DS1A0911128395	LOST OR STOLEN	"
40464	LG 32" LCD TV	002FXQA2S740	LOST OR STOLEN	"
40776	CLARKE BARNISHER	01550A	LOST OR STOLEN	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
39482	SPECO 16 CHANNEL MULTIPLEXER	80990226105	LOST OR STOLEN	UNKNOWN
38747	SONY CAMCORDER	140738	LOST OR STOLEN	"
38991	MOTOROLA XPR6550 H/H RADIO	037TKL9925	LOST OR STOLEN	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
36865	Videx Laserlite Barcoder	317013	Lost or Stolen	UNKNOWN
40382	Pelco Dome Camera	758294000137	Lost or Stolen	UNKNOWN

6. Establish as Part of the Formal Record and Enter into the Board's Minutes – Option and Lease Agreement Communication Equipment Site Agreement Regarding Fairhaven Fire Department

7. Approval for Board President to Sign Documents and Establish as Part of the Formal Record and enter into the Board's Minutes

- a. Agreement with City of Farmington for Sale of Body Armor
- b. Agreement with APS for Janitorial Services

8. Department of Road Management

- a. Road Report
- b. Work Schedule
- c. Road Bond Report
- d. Request for Maintenance for School Bus Turnarounds for 2012-2013 School Year

Location	Bus #	Owner	Phone
5455 DeSoto Rd., Horn Lake	399	Robbie Robertson	901-838-9436
2011 Mosby Rd., Hernando	306/252	Scotty Cork Joe Wofford	901-826-5404

9. Office of Procurement: Request to Accept & Approve Bid Specifications & Solicit Bids- Annual Bid for Flex-A-Mat

10. Sheriff’s Department: Authorize Board President to Sign State Inmate Reimbursement Request

11. Ad Valorem Taxation Exemptions – Make Final Approval from State Tax Commission Part of the Minutes

- a. Milwaukee Electric Tool Corporation
- b. Meric (Lessor) Crossroads Distribution Center (Lessee)
- c. FedEx Ground package System, Inc.

12. Tax Assessor’s Application for Certification

13. Chancery Clerk

- a. Chancery Clerk Allowance (1) - \$1,550.00
- b. Order Approving Mississippi Department of Revenue to delete taxpayers from the DeSoto County Homestead Roll

The motion passed by a vote as follows:

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

See Exhibit G

H. OLD BUSINESS

1. Office of Procurement: Revised Policy for Uniforms

County Administrator Vanessa Lynchard said in the previous policy for uniforms, it stated that the county would deduct the price of uniforms not returned from the employee’s paycheck. She said Janna Rogers said there is a prohibition against paying an employee less than minimum wage.

Board Attorney Tony Nowak confirmed that the county cannot reduce a paycheck lower than minimum wage.

Supervisor Bill Russell asked if you can reduce the amount from two paychecks instead of one.

Ms. Rogers said the policy states it must be taken from the final paycheck and only if they give proper notice.

Ms. Rogers also recommended having the employee signing the policy. She said the new wording is in the policy presented today.

Ms. Lynchard said the policy has already been approved and today they are seeking approval of the update to the policy.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the revision to the employee uniform policy, which states the county can reduce the final paycheck to pay for unreturned uniforms as long as it does not lower the amount below minimum wage.

The motion passed by a vote as follows:

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

See Exhibit H.1

2. Contract: Circuit Clerk Official Payments Service Agreement related to Delta Computers for accepting online payments

County Administrator Vanessa Lynchard presented an agreement for consideration to accept Official Payments online through Delta Computers. She said the Board Attorney has reviewed the agreement and everything is in order.

Supervisor Mark Gardner said the Planning Director is looking into a system that will allow ease for constituents to use a debit or credit card for a permit payment instead of having to always travel to Hernando. He said he would like to encourage this type of system in the county whenever receiving money is part of a process.

Ms. Lynchard confirmed that the Director of Planning Ted Garrod is definitely looking into a system.

Supervisor Jessie Medlin expressed concern with charges for using the system. Mr. Nowak said the charges go back to the cardholder.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to approve the agreement with Delta Computers for the Circuit Clerk's Office to take online payments.

The motion passed by a vote as follows:

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

See Exhibit H.2

I. NEW BUSINESS

1. Veteran's Services: Veteran's Benefits Summary, 2009-2011

DeSoto County Veteran's Services Officer Steve Powell presented a summary of benefits for veterans from 2009-2011. Mr. Powell said currently there are 11,838 veterans in DeSoto County. He said if a veteran uses the VA Hospital in Memphis, the money for medical care goes to the hospital.

Supervisor Jessie Medlin asked Mr. Powell if he thought the reason for the success rates had anything to do with having a staffed office to assist veterans. Mr. Powell said yes. He said he is getting a lot more questions and people coming into the office to ask questions. Mr. Powell said some of the people need help in filling out paperwork.

Supervisor Mark Gardner asked Mr. Powell if he works with the VA Hospital. Mr. Powell said yes. He said in addition, a social worker comes into the county and works with people and goes to their homes. He said the hardest part is when someone needs transportation. There is a van available but he needs to find a volunteer to drive it.

Supervisor Gardner said he recently had a neighbor who had major surgery and the VA Hospital provided excellent care. He said his neighbor complimented the surgeons and staff who saved his life. He asked that information be passed on to others.

Mr. Powell said there is a new director at the VA Hospital and he would be passing on that information.

Supervisor Lee Caldwell said she has received compliments about Mr. Powell from her constituents. Supervisor Caldwell said more help for driving the van can be provided by Anna Dickerson with the Community Foundation. She offered help in contacting them.

Supervisor Jessie Medlin said sometimes people call him about various church groups who can provide help.

Ms. Lynchard said there is a group of churches who assist with help and they are called the Shepherds Center. Supervisor Caldwell said Volunteer DeSoto can also help with driving the van.

Mr. Powell said it makes it much harder if a person has an emergency situation.

Supervisor Medlin read the proclamation as follows:

DeSoto County, Mississippi

PROCLAMATION

The DeSoto County Board of Supervisors appreciated the service and sacrifice of all Veterans and their families. It is with deep gratitude and appreciation that we, the DeSoto County Board of Supervisors, extend a heartfelt salute to Veterans of all Wars and to those who serve and who have served in our military branches. In November 1919, President Woodrow Wilson proclaimed November 11 as the first commemoration of Armistice Day to reflect American's pride in the heroism of those who died in the country's service and with gratitude for the victory. Armistice Day allows us to celebrate our freedom and the opportunities it has given America to show her sympathy to those who gave us these great gifts of peace and justice in the councils of the nations. At the urging of the Veterans Service Organizations, the word "Armistice" was changed to "Veterans." With the approval of legislation, November 11th became a day to honor American Veterans of all Wars.

Therefore be it resolved by the DeSoto County Board of Supervisors, to issue a proclamation calling to display the flag of the United States on all Government buildings on November 11 and inviting the people of Desoto County to observe the day in celebration to honor America's Veterans for their patriotism, love of country, and willingness to serve and sacrifice for the common good. With deep appreciation, we send this message to our Veterans and send our public acknowledgement.

This the 5th day of November, 2012

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to accept the Veteran's Officer Report for 2009-2011 and to make it 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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.1

2. United Way

Mr. Fred Ashwell of United Way appeared before the Board of Supervisors to discuss the 2013 payroll campaign. Mr. Ashwell said he would like to meet with county employees to present information about the program. Mr. Ashwell passed out the brochure which listed various agencies supported by funds from United Way. He said they are sending out forms today and the agencies are listed on the back. The employee can choose an agency for their donation if they wish. He said there is complete information on each agency. Mr. Ashwell pointed out that one of the agencies, Alpha Omega House, could help with transportation for veterans and others.

Supervisor Bill Russell asked who would be involved in the employee meetings.

Mr. Ashwell said himself and his staff members. He introduced Mr. Bob Hunt with FedEx who is United Way's biggest contributor.

Supervisor Russell asked how long the meetings will last. Mr. Ashwell said there is a seven minute video. The entire meeting should not last longer than 15 minutes.

Supervisor Mark Gardner asked how much funding comes to DeSoto County.

Mr. Ashwell said about \$300,000 comes to DeSoto County and \$60,000 was received in the County. Funding goes back to the county where it was raised. He said funding was decreased when Alcoa and a couple of other businesses closed. He said the closings made a big impact; approximately \$80,000 to \$90,000 was lost. He said \$240,000 comes from Shelby County into DeSoto County.

Supervisor Lee Caldwell said she wanted to make sure employees did not feel pressured to participate. Mr. Ashwell said no pressure tactics are used at all.

Supervisor Medlin asked if a person signs up can they opt out at any time during the year. Mr. Ashwell said that is entirely up to the County Human Resources Department. United Way has no problem if a person needs to stop contributing to the program.

Supervisor Russell asked when the campaign would be held. Mr. Ashwell said it would be held in the fall and deductions would begin in January, 2013.

The Board and Mr. Ashwell discussed the campaign and how the meetings would be conducted. Board Attorney Tony Nowak said he would check to make sure employees could attend the meetings during working hours.

Mr. Ashwell said that the Schools got an Attorney General's opinion regarding the matter and Supervisor Gardner suggested obtaining it from the Schools.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to support voluntary meetings for United Way contingent on the Board Attorney's findings, or if necessary upon an Attorney General's opinion, regarding when the employees may be allowed to attend the meetings.

The motion passed by a vote as follows:

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

See Exhibit I.2

3. Office of Finance and Accounting

Inventory Clerk Char McCool presented inventory dispositions as listed below:

a. Preliminary Dispositions

(1.) Facilities Management

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the inventory disposition for Facilities Management as listed below:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
1064	Clarke Vacuum	VC 2965	Broken	FM Shop
36615	Javelin Monitor	7110145	Broken	FM Shop
31984	Sylvania TV/VCR	V12021724	Broken	FM Shop
38389	Vizio TV	LSPBLBJ0962170	Broken	FM Shop

The motion passed by a vote as follows:

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

See Exhibit H.3.a.1

(2.) IT Department

Supervisor Lee Caldwell said there are 10 computers and several monitors and printers. She said that seems to be a lot and asked if they are broken or out of date.

IT Director John Mitchell said Circuit Clerk Dale Thompson wants to move to Windows 7. He said these systems are 7-10 years old and do not support the upgrade.

Supervisor Bill Russell said the disposition needs to say outdated instead of broken. The description needs to say exactly why they are being disposed.

Supervisor Caldwell asked if the computers could be updated or are they thrown away. Mr. Mitchell said the county uses an equipment recycle company when disposing of equipment. He said it costs more to update the machines than it does to purchase because they purchase refurbished computers instead of new ones.

Supervisor Russell asked if the equipment could be donated. Board Attorney Tony Nowak said it could be transferred for a nominal fee.

Supervisor Caldwell asked if the computers could be donated to the library. Mr. Mitchell said he did not know if the library needed them.

Supervisor Medlin said the Board needs a better explanation of why departments are getting rid of equipment and replacing with new equipment.

Mr. Mitchell said if a department wants to update equipment, we do what they ask.

Supervisor Medlin said this Board has the final word.

Supervisor Gardner asked if someone could check to see if any entity can use this equipment.

Environmental Services Manager Ray Laughter said the county receives 12 cents per pound for recycle.

Supervisor Russell asked that the County Administrator to work with the IT Department to find a source for the equipment.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the inventory disposition for the IT Department contingent on Vanessa Lynchard working with the IT Department on the listed surplus equipment and finding a source for disposal. The list is as follows:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
32604	HP DeskJet Printer	MY2931J2V5	Broken/Disposal	IT DISPOSAL CLOSET
32623	Clone PC	I03023359741	Broken/Disposal	"
33405	Dell P1500 Laser Printer	DQTQ621	Broken/Disposal	"
33537	Dell Optiplex GX2700	7WH0G41	Broken/Disposal	"
34746	HP DC5000 PC	MXL524063Q	Broken/Disposal	"
36689	Netgear 5 port switch	11E2583M032A8	Broken/Disposal	"
37098	Acer PC	PSP30060086370433C2703	Broken/Disposal	"
38084	Acer PC	PSP3706003716000DC2703	Broken/Disposal	"
38085	Acer PC	PSP3706003716000DC2703	Broken/Disposal	"
38086	Acer PC	PSP37060037160011F2703	Broken/Disposal	"
38106	Acer PC	PSP37060037210CE662703	Broken/Disposal	"
39147	Acer PC	PS008117488010006B0100	Broken/Disposal	"
39148	Acer PC	PS008117488010007B0100	Broken/Disposal	"
39149	Acer PC	PS00811748801000840100	Broken/Disposal	"
39150	Acer PC	PS00811748801000530100	Broken/Disposal	"
39151	Acer PC	PS008117488010007C0100	Broken/Disposal	"
39174	Sony 19" Monitor	9226887	Broken/Disposal	"
39175	Sony 19" Monitor	9226890	Broken/Disposal	"
39176	Sony 19" Monitor	9226882	Broken/Disposal	"
39178	Sony 19" Monitor	3502389	Broken/Disposal	"
39179	Sony 19" Monitor	9266795	Broken/Disposal	"
39272	HP Printer	TH79T5152B	Broken/Disposal	"
39273	HP Printer	TH79S51BC5	Broken/Disposal	"
39274	HP Printer	TH79T5501D	Broken/Disposal	"
39443	Howard Computer	1173003008	Broken/Disposal	"
39649	Black ATX	SCOTT	Broken/Disposal	"
39672	Custom Built PC	N/A	Broken/Disposal	"
40188	LG300 Cell Phone	268435458415809022	Broken/Disposal	"
41175	Samsung ML2851MD Printer	4F61BKFZ800719	Broken/Disposal	"
41526	Motorola Quanic 845	268435459406682167	Broken/Disposal	"

The motion passed by a vote as follows:

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

See Exhibit I.3.a.2

(3.) Sheriff's Department

Ms. McCool presented preliminary dispositions for the Sheriff's Department.

The Board of Supervisors discussed the number of items listed and asked about the alarm system at the Igloo Building. Sheriff Bill Rasco said that SIDS was located in that building at one time and they had to install air conditioning. According to the lease, anything installed had to remain with the building.

Supervisor Mark Gardner asked how old the air conditioning unit was. Sheriff Rasco said it has been there since 2002.

Supervisor Bill Russell asked if the laptops are surplus. Sheriff Rasco said yes; they are outdated.

Supervisor Lee Caldwell asked if the laptops have ever been used. Sheriff Rasco responded they

have never been used.

Supervisor Gardner asked about the 16 handheld radios on the surplus list.

Sheriff Rasco said they are either old or outdated. It would cost more to repair than to purchase a new one. He said the modems came out of the vehicles because they switch to the card.

Supervisor Gardner said if they are just outdated, could volunteer services use them.

Mr. Mitchell said they are using air cards in the vehicles and someone could possibly use the modems but the county could not use them.

Supervisor Caldwell asked about the bar-coders. Sheriff Rasco said these are used to scan inmate bracelets and they are either old or broken. Supervisor Caldwell asked if they started using a different kind. Sheriff Rasco said yes.

Supervisor Gardner asked if some of the lost or stolen equipment had been stored in Facilities Management. Sheriff Rasco said yes.

Supervisor Gardner asked about the body armor. Ms. McCool said it is still missing.

Supervisor Gardner asked about the TV's and cameras. Ms. McCool said the cameras are the ones in the ceiling and there is now a totally different system in place.

Sheriff Rasco said they did put the word out to see if anyone could use the cameras and no one was interested in them.

Supervisor Gardner reiterated that he would like for the IT Director to see if other governmental entities could use the surplus equipment.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the preliminary dispositions as follows:

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
8201	MOTOROLA H/H RADIO GTX	866FXW7135	Surplus	Sheriff Dept.
8202	MOTOROLA H/H RADIO GTX	866FXW7146	Surplus	Sheriff Dept.
30029	MOTOROLA H/H RADIO GTX	866FYQ4935	Surplus	Sheriff Dept.
30030	MOTOROLA H/H RADIO GTX	866FYQ4937	Surplus	Sheriff Dept.
30284	MOTOROLA H/H RADIO GTX	866FYQ4985	Surplus	Sheriff Dept.
30285	MOTOROLA H/H RADIO GTX	866FYQ4983	Surplus	Sheriff Dept.
30286	MOTOROLA H/H RADIO GTX	866FYQ4982	Surplus	Sheriff Dept.
30290	MOTOROLA H/H RADIO GTX	866FYQ4986	Surplus	Sheriff Dept.
30292	MOTOROLA H/H RADIO GTX	866FYQ4977	Surplus	Sheriff Dept.
30666	MOTOROLA H/H RADIO GTX	866FZG5227	Surplus	Sheriff Dept.
31020	MOTOROLA H/H RADIO GTX	866FYJ5938	Surplus	Sheriff Dept.
31324	MOTOROLA H/H RADIO GTX	866FYN5426	Surplus	Sheriff Dept.
31326	MOTOROLA H/H RADIO GTX	866FYN5435	Surplus	Sheriff Dept.
31327	MOTOROLA H/H RADIO GTX	866FYN5427	Surplus	Sheriff Dept.
31328	MOTOROLA H/H RADIO GTX	866FZA0387	Surplus	Sheriff Dept.
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
36457	MOTOROLA ML850 LAPTOP	343CFA0621	SURPLUS	SHERIFF DEPT.
36458	MOTOROLA ML850 LAPTOP	343CFA0399	SURPLUS	SHERIFF DEPT.
36459	MOTOROLA ML850 LAPTOP	343CFC0530	SURPLUS	SHERIFF DEPT.
36460	MOTOROLA ML850 LAPTOP	343CEY0426	SURPLUS	SHERIFF DEPT.
36461	MOTOROLA ML850 LAPTOP	343CFA0384	SURPLUS	SHERIFF DEPT.
36462	MOTOROLA ML850 LAPTOP	343CFA0278	SURPLUS	SHERIFF DEPT.
36463	MOTOROLA ML850 LAPTOP	343CFA0623	SURPLUS	SHERIFF DEPT.
36464	MOTOROLA ML850 LAPTOP	343CFC0562	SURPLUS	SHERIFF DEPT.
36465	MOTOROLA ML850 LAPTOP	343CFA0375	SURPLUS	SHERIFF DEPT.
36466	MOTOROLA ML850 LAPTOP	343CFC0539	SURPLUS	SHERIFF DEPT.

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
33907	VIDEX LASERLITE BARCODER	372768	Surplus	Sheriff Dept.
33908	VIDEX LASERLITE BARCODER	298612	Surplus	Sheriff Dept.
33909	VIDEX LASERLITE BARCODER	299088	Surplus	Sheriff Dept.
33910	VIDEX LASERLITE BARCODER	298605	Surplus	Sheriff Dept.
33911	VIDEX LASERLITE BARCODER	333362	Surplus	Sheriff Dept.
33912	VIDEX LASERLITE BARCODER	333382	Surplus	Sheriff Dept.
33913	VIDEX LASERLITE BARCODER	333385	Surplus	Sheriff Dept.
33914	VIDEX LASERLITE BARCODER	371235	Surplus	Sheriff Dept.
33915	VIDEX LASERLITE BARCODER	333370	Surplus	Sheriff Dept.
33916	VIDEX LASERLITE BARCODER	368014	Surplus	Sheriff Dept.
33917	VIDEX LASERLITE BARCODER	333387	Surplus	Sheriff Dept.
33918	VIDEX LASERLITE BARCODER	333346	Surplus	Sheriff Dept.
33919	VIDEX LASERLITE BARCODER	333344	Surplus	Sheriff Dept.
33920	VIDEX LASERLITE BARCODER	333348	Surplus	Sheriff Dept.
36863	VIDEX LASERLITE BARCODER	296840	Surplus	Sheriff Dept.
36864	VIDEX LASERLITE BARCODER	296869	Surplus	Sheriff Dept.
36866	VIDEX LASERLITE BARCODER	386887	Surplus	Sheriff Dept.
36867	VIDEX LASERLITE BARCODER	316993	Surplus	Sheriff Dept.
36868	VIDEX LASERLITE BARCODER	298679	Surplus	Sheriff Dept.
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
36887	MOTOROLA MOBILE MODEM	508SGG0048	Surplus	Sheriff Dept.
36889	MOTOROLA MOBILE MODEM	508SGG0053	Surplus	Sheriff Dept.
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
39866	MOTOROLA MOBILE MODEM	508SKS0214	Surplus	Sheriff Dept.
39869	MOTOROLA MOBILE MODEM	508SKS0196	Surplus	Sheriff Dept.
39870	MOTOROLA MOBILE MODEM	508SKS0227	Surplus	Sheriff Dept.
39871	MOTOROLA MOBILE MODEM	508SKS0242	Surplus	Sheriff Dept.
39880	MOTOROLA MOBILE MODEM	508SKS0230	Surplus	Sheriff Dept.
39882	MOTOROLA MOBILE MODEM	508SKS0212	Surplus	Sheriff Dept.
39887	MOTOROLA MOBILE MODEM	508SKS0234	Surplus	Sheriff Dept.
39893	MOTOROLA MOBILE MODEM	508SKS0249	Surplus	Sheriff Dept.
39908	MOTOROLA MOBILE MODEM	508SKS0239	Surplus	Sheriff Dept.
39909	MOTOROLA MOBILE MODEM	508SKS0236	Surplus	Sheriff Dept.
39911	MOTOROLA MOBILE MODEM	508SKS0245	Surplus	Sheriff Dept.
39914	MOTOROLA MOBILE MODEM	508SKS0200	Surplus	Sheriff Dept.
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
39862	MOTOROLA MOBILE MODEM	508SKS0218	SURPLUS	SHERIFF DEPT.
39865	MOTOROLA MOBILE MODEM	508SKS0226	SURPLUS	"
39872	MOTOROLA MOBILE MODEM	508SKS0204	SURPLUS	"
39874	MOTOROLA MOBILE MODEM	508SKS0197	SURPLUS	"
39875	MOTOROLA MOBILE MODEM	508SKS0232	SURPLUS	"
39879	MOTOROLA MOBILE MODEM	508SKS0244	SURPLUS	"
39890	MOTOROLA MOBILE MODEM	508SKS0252	SURPLUS	"
39903	MOTOROLA MOBILE MODEM	508SKS0202	SURPLUS	"
39904	MOTOROLA MOBILE MODEM	508SKS0213	SURPLUS	"
39913	MOTOROLA MOBILE MODEM	508SKS0250	SURPLUS	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
36477	MOTOROLA MOBILE MODEM	508SFU0678	SURPLUS	SHERIFF DEPT.
36478	MOTOROLA MOBILE MODEM	508SFU0676	SURPLUS	"
36480	MOTOROLA MOBILE MODEM	508SFU0675	SURPLUS	"
36481	MOTOROLA MOBILE MODEM	508SFU0674	SURPLUS	"
36482	MOTOROLA MOBILE MODEM	508SFU0677	SURPLUS	"
36484	MOTOROLA MOBILE MODEM	508SFU0679	SURPLUS	"
36485	MOTOROLA MOBILE MODEM	508SFU0680	SURPLUS	"
36486	MOTOROLA MOBILE MODEM	508SFU0672	SURPLUS	"
36890	MOTOROLA MOBILE MODEM	508SGG0052	SURPLUS	"
36891	MOTOROLA MOBILE MODEM	508SGG0046	SURPLUS	"
36893	MOTOROLA MOBILE MODEM	508SGG0049	SURPLUS	"
36895	MOTOROLA MOBILE MODEM	508SGG0051	SURPLUS	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
8058	MTS 2000 HAND HELD RADIO	466ATV1336	SURPLUS	SHERIFF DEPT.
8064	MTS 2000 HAND HELD RADIO	466AVS3511	SURPLUS	"
8066	MTS 2000 HAND HELD RADIO	466AVS3513	SURPLUS	"
8077	MTS 2000 HAND HELD RADIO	466AVY4982	SURPLUS	"
8079	MTS 2000 HAND HELD RADIO	466AWY5092	SURPLUS	"
8255	MTS 2000 HAND HELD RADIO	466AUQ0251	SURPLUS	"
8257	MTS 2000 HAND HELD RADIO	466AUQ0253	SURPLUS	"
8258	MTS 2000 HAND HELD RADIO	466AUQ0254	SURPLUS	"
8259	MTS 2000 HAND HELD RADIO	466AUQ0255	SURPLUS	"
8264	MTS 2000 HAND HELD RADIO	466AUQ2631	SURPLUS	"
8267	MTS 2000 HAND HELD RADIO	466AUQ2634	SURPLUS	"
8294	MTS 2000 HAND HELD RADIO	466AVW1690	SURPLUS	"
8295	MTS 2000 HAND HELD RADIO	466AVW1691	SURPLUS	"
8327	MTS 2000 HAND HELD RADIO	466AYE2864	SURPLUS	"
12286	MTS 2000 HAND HELD RADIO	466AWL1972	SURPLUS	"
12287	MTS 2000 HAND HELD RADIO	466AWJ1094	SURPLUS	"
30265	MTS 2000 HAND HELD RADIO	466AVY4980	SURPLUS	"
30314	MTS 2000 HAND HELD RADIO	466AYS3567	SURPLUS	"
32035	MTS 2000 HAND HELD RADIO	466ABQ3815	SURPLUS	"
32118	MTS 2000 HAND HELD RADIO	466CCQ1301Z	SURPLUS	"
32923	MTS 2000 HAND HELD RADIO	466CDJ0962	SURPLUS	"
32926	MTS 2000 HAND HELD RADIO	466CDJ0959	SURPLUS	"
32927	MTS 2000 HAND HELD RADIO	466CDJ0964	SURPLUS	"
34084	MTS 2000 HAND HELD RADIO	466CFE0079	SURPLUS	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
12149	MOTOROLA GTX MOBILE	867SXM5571	Surplus	Sheriff Dept.
30623	MOTOROLA GTX MOBILE	867FYC2651	Surplus	"
31024	MOTOROLA GTX MOBILE	867SXF5412	Surplus	"
31026	MOTOROLA GTX MOBILE	867FYE2298	Surplus	"
31027	MOTOROLA GTX MOBILE	867FYY2084	Surplus	"
31029	MOTOROLA GTX MOBILE	867FYL3802	Surplus	"
31036	MOTOROLA GTX MOBILE	867SWT6125	Surplus	"
31390	MOTOROLA GTX MOBILE	867FYC3778	Surplus	"
32285	MOTOROLA GTX MOBILE	867SXM7458	Surplus	"
32286	MOTOROLA GTX MOBILE	867SXM7470	Surplus	"
32287	MOTOROLA GTX MOBILE	466FYE1582	Surplus	"
32290	MOTOROLA GTX MOBILE	867FYL3848	Surplus	"
32291	MOTOROLA GTX MOBILE	867SXM7607	Surplus	"
32749	MOTOROLA GTX MOBILE	867YDS0718	Surplus	"
33060	MOTOROLA GTX MOBILE	867GWR7414	Surplus	"
33061	MOTOROLA GTX MOBILE	867FZC0721	Surplus	"
33198	MOTOROLA GTX MOBILE	867YEE0190	Surplus	"
33199	MOTOROLA GTX MOBILE	867YEE0182	Surplus	"
33200	MOTOROLA GTX MOBILE	867YEE0184	Surplus	"
36300	MOTOROLA GTX MOBILE	867YFG1487	Surplus	"
36302	MOTOROLA GTX MOBILE	867YF1479	Surplus	"

ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
32008	ALARM SYSTEM NETWORK X NX8 C	N/A	Permanently affixed in the building	Igloo Building
ASSET #	DESCRIPTION	SERIAL #	REASON FOR DISPOSAL	LOCATION AT PRELIMINARY
40294	Motorola Blackberry Curve Cell Phone	358427034275555	Broken	Sheriff Dept.
40282	Motorola Blackberry Curve Cell Phone	358427033787105	Broken	Sheriff Dept.
40280	Motorola Blackberry Curve Cell Phone	358427033786933	Broken	Sheriff Dept.
39000	NOKIA CELL PHONE	354830101478023	Broken	Sheriff Dept.
39787	NOKIA CELL PHONE	354831017268319	Broken	Sheriff Dept.
***	Motorola Blackberry Curve Cell Phone	363932048675877	Broken	Sheriff Dept.
***	Motorola Blackberry Curve Cell Phone	358427031162368	Broken	Sheriff Dept.
***	Motorola Blackberry Curve Cell Phone	353932048792250	Broken	Sheriff Dept.
***	NO ASSET STICKER WAS ISSUED			

The motion passed by a vote as follows:

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

See Exhibit I.3.a.3

b. Claims Docket

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

- 1.) Supervisor Harvey Lee asked about the claim on page 98 for vehicles. Chief Financial Officer Tom Arnold said this is a privilege tax that the state collects and is rebated back to the county.
- 2.) Supervisor Bill Russell asked about the claims on pages 42 and 65 for insurance for the Election Commission and the Constables. Mr. Arnold said since they do not receive a regular salary due to the nature of their job, the insurance is handled differently and they actually have to move the money. It is just a different process.
- 3.) Supervisor Jessie Medlin asked about the transporting prisoners' item on page 53. Mr. Arnold said this is a private firm that transports prisoners when the distance is over 250 miles.
- 4.) Supervisor Medlin question an item on page 79 for Advertising County Resources for \$9,000.

Mr. Arnold said once every four years the Board of Supervisors hosts a Legislative Day in Jackson for our Legislators.

Supervisor Lee Caldwell asked Vanessa to find out what all the money covers and bring the information to the Board.

- 5.) Supervisor Lee Caldwell noted the water bill for the Nesbit Water Association on page 18. She said we asked for a well study and the cost and 2 estimates were obtained. Supervisor Caldwell said she would like to continue to look at the cost of installing a well.

Facilities Management Director Tony Martin said the meter was read incorrectly.

Supervisor Caldwell asked about the generator expenses. Mr. Arnold said the generators were

recently serviced at all locations.

6.) Supervisor Caldwell asked about the item on page 52 from AEDEC International. The amount seems high and the description is not clear. Mr. Arnold said these are special chairs for the New Jail if a prisoner needs to be restrained. They have one at the old jail but this one is specifically for the New Jail.

7.) Supervisor Caldwell noted a line item on page 59 with a description of art work for \$35.00.

Procurement Clerk Karen McNeil said this was for a design for the prescription pads for the doctor at the jail.

8.) Supervisor Caldwell said there is a constable fee for Bobby Holloway on page 65 for retirement. Mr. Arnold said the constables have to pay both sides of their retirement and the County is required to take out a percentage of their check for the retirement and the constable will settle with the state at the end of the year when they file their reports.

Supervisor Caldwell asked about Jason Motz, since he is no longer a constable. Mr. Arnold said that this is for fees for serving papers and his name came up because he originally served the papers. Sheriff Rasco said they will probably see one more for Jason Motz at a later date.

9.) Supervisor Gardner asked that the contract with Affinity be checked for services to be provided before paying them.

10.) Supervisor Gardner said there is a cell phone bill for Kenny Evans on page 22 and he is retired. Mr. Arnold said this is a template in the system that has to be deleted, but there is no cost amount listed and they would be deleting that line information.

11.) Supervisor Gardner said he thought we paid Survey Monkey on the last docket but it is on there again.

Mr. Mitchell was this was done with the procurement card.

Mr. Arnold said they would check on it.

12.) Supervisor Gardner asked about page 24 for Data Systems Management for Homestead application training. Mr. Arnold said this is a one-time charge for software.

13.) Supervisor Gardner asked about the claim for Matthew Bender & Company on page 29. Mr. Arnold said he thought it was for law books for the county.

14.) Supervisor Gardner asked about the claim for AT & T for interact interface on page 32. Mr. Arnold said it is for e-Ticket software for traffic tickets and this is a one-time installation fee.

15.) Supervisor Gardner asked about the claim on page 44 for AT & T. Mr. Arnold said it is aggregate billing on cell phones that were moved to the Sheriff's Department and now back to the IT Department.

16.) Supervisor Gardner asked about Mail Finance on page 72. Mr. Arnold said it is for the DHS postage machine which is paid quarterly and partially reimbursed to the county.

17.) Supervisor Gardner asked about the claim on page 78 to the DeSoto County Economic Council. Mr. Arnold said this is the monthly allocation and on page 79 the claim is for the legislature event sponsored by the Economic Council, which is a one time event.

18.) Supervisor Gardner asked about the claim to Lehman Roberts on page 108. Assistant County Engineer Scott Young said this is for the county-wide overlay contract. He said the total amount of the contract is \$1.9 million or \$2 million overall. Supervisor Gardner confirmed there is a 5% retainage.

Mr. Arnold said Debt Service principal and interest is paid once a year and then the interest is paid again later in the year.

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

The motion passed by a vote as follows:

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

See Exhibit I.3.b

4. Office of Procurement

a. Approval of Specifications – RFP for Aerial Photography

GIS Director Matt Hanks said the last time aerial imaging was flown in the county was 2007. Mr. Hanks said Steve Gullett of the Tax Assessor’s office is present to address the project as it relates to their office.

Mr. Hanks said the State Tax Commission (Dept. of Revenue) requires the county to fly every 7 years with leaf-off imagery (winter months), therefore the county must fly by 2014. He recommended flying next year at an estimated cost of \$60,000 - \$75,000, and with the grants being available; this will offset some of the County’s cost. Mr. Hanks said the aerials would be at a 6 inch color resolution countywide when the leaves are off from January - March 2013. Mr. Hanks said COG voted to proceed based on the specifications that were presented and with the approval of the Board of Supervisors.

Supervisor Jessie Medlin asked why it would be 6 inch instead of 3 inch photography. Mr. Hanks said the state requirement is 6 inch and it is cheaper than 3 inch.

Mr. Gullett said the State Auditor was recently in their office said they need to fly in 2013 so that is would not hold up homestead reimbursements. Mr. Gullett said everyone is digital now so 6 inch will be good for the Tax Assessor’s office.

Supervisor Gardner asked them to explain satellite and would that eliminate the fly over. Mr. Hanks said that would be up to the State Department. Now it is done with cameras on a plane. Mr. Gullett said the aerial would have to be done when there are no leaves on the trees.

Mr. Hanks said they put language into the RFP that was recommended by the Board Attorney. The language allows the vendors to review the specifications before presenting a quote.

Supervisor Medlin asked if the cost is in the budget. Mr. Hanks said they did not know the cost amount needed so it was not in the budget. He said he thinks the cost will be about \$55,000 to \$75,000 and the information about the grants being available came in after the budget year.

Supervisor Gardner said Mr. Hanks found out about the grant when he attended a recent seminar. He said the municipal cost is based on population. Mr. Hanks said Tunica will also participate. He said because other counties are participating and using the same vendor, the cost will be less.

Mr. Hanks said the funding sources are as follows:

USGS	\$10,000
MDOT	\$10,000
UASI	\$20,000

Mr. Hanks said the municipalities and the county would pay the difference not covered by the additional funding sources. He said the RFP would go out the end of this week. Mr. Hanks said a committee of individuals from the county would be created to decide the vendor. In addition, an interlocal agreement will need to be drafted, and the county would handle the contract the same as they did in 2007.

Ms. Lynchard said although it is not budgeted for next year a greater savings is very good to know.

Board Attorney Tony Nowak said there is wording in the specifications to protect the county if there are delays. Mr. Nowak said there is a fee of \$200 per day for any delays.

Supervisor Gardner asked when they would fly. Mr. Hanks said January to mid-March.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the bid specifications for aerial photography, send out Requests for Proposals and to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft interlocal agreement with the participating cities and counties.

The motion passed by a vote as follows:

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

See Exhibit I.4.a

b. Public Sale of Aviation Fuel

Supervisor Harvey Lee made the motion and Supervisor Mark Gardner seconded the motion to approve the sale of 1,200 gallons of aviation fuel at \$3.80 per gallon, in accordance with Mississippi Code section 17-25-25.

The motion passed by a vote as follows:

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

See Exhibit I.4.b

c. Purchase Exceeding \$25,000: Sheriff's Department

Supervisor Mark Gardner made the motion and Supervisor Harvey Lee seconded the motion to approve a purchase by the Sheriff's Department, for the K-9 Unit, in the amount of \$25,750.00 for a white 2013 Chevy Pursuit Tahoe.

The motion passed by a vote as follows:

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

See Exhibit I.4.c

d. Approval to Reject Bids: Annual Traffic Signs

Procurement Clerk Karen McNeil said they received several responses for annual traffic signs, but none met the delivery qualifications. She said they ran the advertisement for seven days and recommended rejecting the bids and re-posting the advertisement for 30 days. She said this would promote competition which would be better for the county.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to reject the bids for annual traffic signs as previously received because they do not meet specifications and to repost the advertisement to seek bids for annual traffic signs for 30 days.

The motion passed by a vote as follows:

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

See Exhibit I.4.d

e. Bids Under Advisement

(1.) Annual Traffic Signs and Accessories

This item was discussed under item number I.4.d

(2.) Roadside Herbicide

Ms. McNeil presented five bids for roadside herbicide for the Road Department with John Deere Landscapes being the lowest bidder. John Deere was disqualified because of non compliance regarding return and reimbursement of any unopened and unused chemicals at the end of the spraying season. Ms. McNeil recommended awarding roadside herbicides to multiple vendors as listed in the bid tabulation.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to award roadside herbicides to lowest bidder by item as listed in the bid tabulation, which also met the specification of the vendor taking back the chemicals at the end of the year, and to disqualify the low bidder John Deere Landscapes because of non-compliance regarding return and reimbursement of any unopened and unused chemicals at the end of the spraying season as described in the bid specs.

VENDORS		Usage for FY12	DeSoto County Cooperative Hernando, MS	CWC Chemical Cloverdale, VA	Red River Specialties Ridgeland, MS	VM Distribution Partners Newton, MS	John Deere Landscapes Cordova, TN	RECOMMENDATION
Piggyback to other jurisdictions			No	Yes	Yes	No	No	
Alternate Bidder			Yes	Yes	Yes	Yes	Yes	
CHEMICALS	CONTAINER SIZE							
Round-Up Pro (or equivalent)	30 Gallon Drum	180 Gallons	\$14.40 per gallon Cornerstone Plus No Minimum	\$14.95 per gallon (No Minimum) Ranger Pro - Monsanto	\$18.00 per gallon (No Minimum) Alecto 41S	\$14.50 per gallon (Minimum 5 drums order) Glystar Plus	\$13.17 per gallon (No Minimum) Prosecutor Pro	Award: DeSoto Co-op 1st Alt: CWC 2nd Alt: Red River
	2.5 Gallon Tote	360 Gallons	\$15.45 per gallon Cornerstone Plus No Minimum	\$23.95 per gallon (No Minimum) Ranger Pro - Monsanto	\$18.00 per gallon (No Minimum) Alecto 41S	\$14.50 per gallon (Minimum 180 gallon order) Glystar Plus	\$13.30 per gallon (No minimum)	Award: DeSoto Co-op 1st Alt: Red River 2nd Alt: CWC (This is a low usage item. We would never need to order more than one case.)

MSMA 6.6 (or equivalent)	2.5 Gallon	None	\$23.50 per gallon MSMA 6lb plus Surfactant No Minimum	\$23.95 per gallon (180 gallon minimum)	\$24.50 per gallon (12 Tote minimum order)	No Bid	No Bid		Award: DeSoto Coop 1st Alt: Red River 2nd Alt: CWC (This is a low usage item. We would never need to order more than one case.)
Surfactant 820	2.5 Gallon	None	No Bid	\$49.75 per case (10 case minimum)	\$49.00 per case (No Minimum) Surf 820 by Drexel	\$60.50 per case (Minimum 36 cases order)	\$49.00 per case (No minimum)		Award: Red River 1st Alt: CWC 2nd Alt: VM (This is a low usage item. We would never need to order more than one case.)
Trimec 992	2.5 Gallon	None	No Bid	\$147.50 per case (10 case minimum order)	\$137.50 per case (No minimum) Triplet SF by Nufarm	No Bid	\$146.5 8 per case (No minimum)	Altern ate Item: 3- Way Felective \$130.00 per case (No Minimum)	Award: Red River 1st Alt: CWC
Simazine 4L	2.5 Gallon	None	No Bid	\$105.00 per case (Minimum 10 case order)	\$93.00 per case (No Minimum)	No Bid	\$99.56 per case (No Minimum)		Award: Red River 1st Alt: CWC

					Simazine 4L by Drexel				
Garlon 3A (or equivalent)	2.5 Gallon	None	No Bid	\$249.75 per case (5 case minimum order) Element 3A	\$230.80 per case (No Minimum) Element 3A	\$322.50 per case \$64.50 per gallon (Minimum order 60 gallons/12 cases)	\$452.74 per case (No Minimum)		Award: Red River 1st Alt: CWC 2nd Alt: VM (This is a low usage item. We would never need to order more than one case.)
Outrider (or equivalent)	2.5 Gallon	None	No Bid	\$2960.00 per case/10x20 oz (Minimum 200 oz order)	\$2872.00 per case 10x20 oz (Minimum 200 oz order)	\$2990.00 per case/\$14.95 per ounce (Minimum 1 bottle order /20 oz- \$299.00)	No Bid		Award: Red River 1st Alt: CWC 2nd Alt: VM
24-D	2.5 Gallon	None	No Bid	\$79.75 per 5 gallon case (No minimum)	\$75.30 per 5 gallon case (No Minimum)	\$82.50 per 5 gallon case (Minimum 12 case order)	No Bid		Award: Red River 1st Alt: CWC 2nd Alt: VM (This is a low usage item. We would never need to order more than one case.)
Exceptions			None	None	5 days ARO delivery	3 days ARO delivery	7-10 days ARO delivery		

							Unused product cannot be returned at end of season		
--	--	--	--	--	--	--	--	--	--

No bid was returned from Tri-County Farm Services, Alligare and Helena Chemical.

RECOMMENDATION: Low bidder per item with alternates as listed. Per Stan Rochelle the usage is minimal on all items except Roundup. This product is purchased in 30 gallon drums. John Deere Landscapes is disqualified for no compliance regarding return and reimbursement of any unopened and unused chemicals at the end of the spraying season.

AWARD COMPARISON BASED ON MULTIPLE VENDORS

HERBICIDE	USAGE	FY12 BID PRICE	FY13 BID PRICE	ACTUAL FY12 EXPENDITURE	PROJECTED EXPENDITURES FOR FY13 BASED ON FY12 USAGE	PERCENTAGE OF CHANGE
Round-Up Pro (or equivalent) 30 Gallon Drum	180 gallons	\$10.35 gallon	\$14.40 gallon	\$ 1,863.00	\$ 2,592.00	39%
2.5 Gallon Tote	None	\$ 10.95	\$15.45 gallon	\$ -	\$ -	
MSMA 6.6 (or equivalent)	360 gallons	\$ 21.00	\$23.50 gallon	\$ 7,560.00	\$ 8,460.00	12%
Surfactant 820	None	\$ 44.50	\$49.00 case	\$ -	\$ -	
Trimec 992	None	\$ 110.00	\$137.50 per case	\$ -	\$ -	

Simazine 4L	None	\$ 80.00	\$93.00 per case	\$ -	\$ -	
Garlon 3A (or equivalent)	None	\$176.25	\$230.80 per case	\$ -	\$ -	
Outrider (or equivalent) ounce	None	\$ 0.68	\$14.36 per ounce	\$ -	\$ -	
24-D	None	\$ 64.95	\$75.30 per case	\$ -	\$ -	
TOTAL				\$9,423.00	\$11,052.00	

The motion passed by a vote as follows:

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

See Exhibit I.4.e.(2)

(3.) Hot Mix Asphalt

Ms. McNeil presented bids for hot mix asphalt. She said the first recommendation is to award the lowest and best bid for the patching projects to Lehman Roberts, with first alternate being North Mississippi Driveways and the second alternate is to Riley Paving. The recommendation to award the lowest and best bid for the milling project to Riley Paving with first alternate being Lehman Roberts and second alternate being APAC.

Supervisor Jessie Medlin asked why the milling project was awarded to Riley Paving and the cost is so low. Road Manager Andy Swims said they use much smaller equipment for patching. Board Attorney Tony Nowak confirmed the bid specifications were appropriately spelled out.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to award the bid for hot mix asphalt to Lehman Roberts and to award milling to Riley Paving as the lowest and best bids as follows:

VENDOR	LEHMAN ROBERTS Memphis, TN	APAC-TN Memphis, TN	NORTH MS DRIVEWAYS Southaven, MS	RILEY PAVING Collierville, TN
Piggyback to other jurisdictions	No, due to provisions*	Yes	Yes	Yes
Alternate Bidder	Yes	Yes	Yes	Yes

PATCHING PROJECTS REQUIRING: (An overlay application of asphalt over an area prepared by the county.)

	LEHMAN ROBERTS	APAC-TN	NORTH MS DRIVEWAYS	RILEY PAVING
0-50 Tons	\$ 83.00	\$ 175.00	\$ 116.50	\$ 120.00
51-100 Tons	\$ 83.00	\$ 150.00	\$ 92.00	\$ 118.00
101-200 Tons	\$ 83.00	\$ 125.00	\$ 88.00	\$ 115.00
200 Tons and greater	\$ 83.00	\$ 125.00	\$ 84.00	\$ 110.00

RECOMMENDATION: Lehman Roberts Paving First Alternate: N. MS Driveways Second Alternate: Riley Paving

*Provisions for Piggyback: DeSoto County is to pay for any jurisdiction that is unable to pay for work performed.

MILLING PROJECTS REQUIRING: (Any situation when the county wants asphalt removed from a section of roadway.)

	LEHMAN ROBERTS	APAC-TN	NORTH MS DRIVEWAYS	RILEY PAVING
0-50 Tons	\$ 125.00	\$ 200.00	No Bid	\$ 30.00
51-100 Tons	\$ 125.00	\$ 110.00	No Bid	\$ 25.00
101-200 Tons	\$ 125.00	\$ 75.00	No Bid	\$ 22.00
200 Tons and greater	\$ 125.00	\$ 50.00	No Bid	\$ 20.00

Mobilization Charge per job \$ 2,500.00
RECOMMENDATION: Riley Paving First Alternate: Lehman Roberts Second Alternate: APAC

COMPARISON TO FY12 BID

	FY12 ACTUAL USAGE (12 months)	FY13 PROJECTED BASED ON FY12 USAGE	Percentage Change from FY12
HOT MIX PAVING			
		\$	
0-50 tons	\$ 196,174.35	139,763.70	-29%
51-100 tons	\$ 134,009.95	\$ 95,474.90	-29%
101-200 tons	\$ 37,728.53	\$ 26,879.55	-29%
Greater than 200 tons	no usage	no usage	no usage

The motion passed by a vote as follows:

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

See Exhibit I.4.e.(3)

(4.) Slurry, Micro & Scrub Seal

Procurement Clerk Sheila Morris presented bids for slurry and micro and scrub seal for the county. She said there is an 11.05% increase in FY 13.

At the recommendation of the Procurement Department, Supervisor Bill Russell made the motion and Supervisor Harvey Lee seconded the motion to approve Vance Brothers as the lowest and best bid for slurry, micro and scrub seal as follows:

BID TABULATION						
Equipment: Slurry, Micro & Scrub Seal			Bid # 13-156-007			
Bid Opening: 2:00 p.m.			Bid Date: 10/16/12			
BID ITEM	VANCE BROTHERS INC.	ROADWAY MANAGEMENT, INC.				
SLURRY SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$ 2.250	\$ 2.640				
51,000 - 100,000 SQUARE YARDS	\$ 2.110	\$ 2.540				
GREATER THAN 100,000 SQ YD	\$ 2.000	\$ 2.490				
MICRO SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$ 2.370	\$ 2.770				
51,000 - 100,000 SQUARE YARDS	\$ 2.230	\$ 2.670				
GREATER THAN 100,000 SQ YD	\$ 2.120	\$ 2.620				
SCRUB SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$ 2.57	\$ 3.23				
51,000 - 100,000 SQUARE YARDS	\$ 2.25	\$ 3.13				
GREATER THAN 100,000 SQ YD	\$ 2.23	\$ 3.08				
EXPENSE HISTORY AND PROJECTED FY13 EXPENSE						
	FY10	FY11	FY12	FY13 PROJECTED (Based on FY12 usage)	BUDGET IMPACT	
SLURRY SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$848,000.00	\$1,062,399.00	\$570,000.00	\$ 633,000.00	11.05%	Increase
51,000 - 100,000 SQUARE YARDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
GREATER THAN 100,000 SQ YD	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
MICRO SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
51,000 - 100,000 SQUARE YARDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
GREATER THAN 100,000 SQ YD	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
SCRUB SEAL PROJECT REQUIRING						
0-50,000 SQUARE YARDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
51,000 - 100,000 SQUARE YARDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
GREATER THAN 100,000 SQ YD	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	
RECOMMENDATION:	VANCE BROTHERS					

The motion passed by a vote as follows:

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

See Exhibit I.4.e.(4)

(5.) Annual Bid-Cement Treated Base

Ms. Morris said two bids were received for cement treated base and recommended approving bids by item as the lowest and best bids.

Supervisor Harvey Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve the bid to the lowest bidder per item per the bid tab as follows:

DESOTO COUNTY BOARD OF SUPERVISORS				
OFFICE OF PROCUREMENT				
BID TAB SHEET				
BID ITEM: Annual Bid-Cement Treated Base		BID FILE NUMBER: 13-156-009		
BID OPENING DATE: October 16, 2012		BID OPENING TIME: 2:00 p.m.		
ITEM	DESCRIPTION	APAC-TENNESSEE, INC.	METRO MATERIALS, INC.	ADDITIONAL INFORMATION
6% Cement Content	Minimum 750 psi mix	\$ 24.00	\$ 23.56	P/TON
10% Cement Content	Minimum 500 psi mix	\$ 23.00	\$ 30.94	
Flowable Fill	s/10% limestone	No Bid	\$ 70.75	
1% Calcium		No Bid	\$ 5.00	
Will your company be an alternate bidder?		YES	YES	
Will you sell to other jurisdictions at the county bid price?		YES	YES	
RECOMMENDATION:				
ALTERNATE AWARD:				
BUDGET IMPACT COMPARED TO FY12 BID				
ITEM	DESCRIPTION	FY12 PRICE	FY13 PRICE	BUDGET IMPACT
6% Cement Content	Minimum 750 psi mix	\$ 24.50	\$ 23.56	0.039898132
10% Cement Content	Minimum 500 psi mix	\$ 23.50	\$ 30.94	-0.240465417
Flowable Fill	w/10% limestone	No Bid	\$ 70.75	
1% Calcium		No Bid	\$ 5.00	
RECOMMENDATION: Use lowest bidder by item				

The motion passed by a vote as follows:

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

See Exhibit I.4.e.(5)

(6.) Ready Mix Concrete

Ms. Morris presented bids for ready mix concrete for bid file number 13-156-009 and recommended MMC Materials as the lowest and best bid per item with Metro Materials as an alternate.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve bid tabulation number 13-156-009 for MMC Materials as the lowest and best bid, and Metro Materials as an alternate, per item as follows:

ITEM	MMC Materials, Inc. Horn Lake, MS	MMC Materials, Inc. Coldwater, MS	MMC Materials, Inc. Robins, MS	MMC Materials, Inc. OB, MS	MMC Materials, Inc. Collierville, TN	Metro Materials		
REGULAR ROCK	Per Cubic Yard							
3000# Mix	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00	\$ 85.00	\$ 96.50		
3500# Mix	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 98.75		
4000# Mix	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 90.00	\$ 100.25		
LIMESTONE								
3000# Mix	\$ 89.00	\$ 89.00	\$ 89.00	\$ 89.00	\$ 89.00	\$ 96.75		
3500# Mix	\$ 91.50	\$ 91.50	\$ 91.50	\$ 91.50	\$ 91.50	\$ 99.25		
REGULAR ROCK CONCRETE MIX								
3500#	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 87.50	\$ 98.75		
PEA GRAVEL								
3500# Mix	\$ 92.50	\$ 92.50	\$ 92.50	\$ 92.50	\$ 92.50	\$ 101.00		
PUMP MIX								
3500# Mix	\$ 98.00	\$ 98.00	\$ 98.00	\$ 98.00	\$ 98.00	\$ 99.25		
FIBER	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 7.00		
1% CALCIUM ADDITIVE	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 3.00	\$ 5.00		
2% CALCIUM ADDITIVE	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 10.00		
FLOWABLE FILL	\$ 72.00	\$ 72.00	\$ 72.00	\$ 72.00	\$ 72.00	\$ 70.75		
HEATED WATER	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 7.00		
CHILLED WATER	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 7.00		
ICE	.40 lb.	.40 lb	.40 lb	.40 lb	.40 lb	.70 lb		
MINIMUM LOAD CHARGE	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 85.00		
	(less than 5 yards)	(less than 5 yards)	(less than 5 yards)	(less than 5 yards)	(less than 5 yards)	(less than 6 yards)		

The motion passed by a vote as follows:

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

See Exhibit I.4.e.(6)

5. Sheriff's Department: Prisoner Medical Update

Sheriff Bill Rasco said he met with Select Administrative Services who provides medical billing for the jail. Sheriff Rasco presented financial reports for 2011-2012 which included a complete summary for medical expenses incurred by inmates. He said SAR is saving the taxpayers a lot of money by managing the billing for the jail.

Sheriff Rasco introduced Dr. Tim Thompson who takes care of medical issues with inmates. Sheriff Rasco said that Dr. Thompson is a resident of DeSoto County and pays taxes and he is very interested in the County. Dr. Thompson is an emergency medicine trained doctor.

Dr. Thompson said he appreciated the Board of Supervisors for the opportunity to help the County and the inmates. He said the medical staff at the jail has been very helpful and April Box has been phenomenal to work with. Dr. Thompson said there is an unintended consequence of trying to raise the level of care. He said by working at the jail and examining inmates before sending them to the hospital, it is saving a lot of money. Dr. Thompson said before he started providing care for the inmates at the jail, every patient went to the emergency room no matter how minimal the issue was. He said the dental visits are now being looked at. He said working at the jail is very rewarding and he wants to make improvements whenever possible.

Supervisor Jessie Medlin commended Dr. Thompson for giving the inmates good care and saving the county money.

Supervisor Harvey Lee said he works at Baptist DeSoto Hospital too and the doctor is a very good person and he thanked him for the saving taxpayer money and still providing good health care.

County Administrator Vanessa Lynchard said that since SAR was hired to review the inmate medical bills and they have done a very good job and denied some claims. She said no doubt the inmate medical expense is down and that is because of Dr. Thompson.

Board Attorney Tony Nowak said he meets with Traveler's Insurance twice yearly to review jail claims trends with DeSoto County and across the Country, and he does not remember a claim for improper medical care for quite some time. He said Traveler's sends an attorney to review their documents and make sure we are well protected.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to accept the established Select Administrative Services report for medical billing for the jail for 2011-2012 as part of the formal record and enter into the Board's 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 Harvey Lee, Fifth District	<u>YES</u>

See Exhibit I.5

6. Board Attorney

a. Recreational District Commissioner Compensation

Board Attorney Tony Nowak said the statute allows commissioners who attend the Recreational District meetings to receive reasonable compensation. Mr. Nowak said the District commissioners voted to receive \$75 per meeting, which is consistent with what the planning commissioner members are paid. Mr. Nowak noted Board approval is required for the expenditure. He said usually the meetings are once a month.

Greenways Coordinator Larry Jarrett it may take a few more meeting up front, then they could meet monthly or every other month.

Supervisor Harvey Lee made the motion and Supervisor Mark Gardner seconded the motion to approve paying Recreational District Commissioners \$75 per meeting starting January, 2013, to conduct not more than one monthly meeting beginning January 2013 unless there is an emergency matter and to reimburse the commissioners for the three meetings they have already attended.

The motion passed by a vote as follows:

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

b. Fisher and Arnold Contract for Star Landing Road Environmental

Greenways Coordinator Larry Jarrett said the updated plan for Starlanding Road as requested by Supervisor Lee Caldwell did not include the environmental study. Mr. Jarrett said David Baker of Fisher and Arnold told the commissioners the cost would be \$20,000. The commissioners recommended the environmental study with the funding coming from the remainder of Supervisor Caldwell's park fund.

Supervisor Lee Caldwell said she asked the Park Commission to do the study since it has been 20 years (1993) since the last study was done. She said there are residents nearby now with more population and water wells are in the area. Supervisor Caldwell said she wants to make sure we are good stewards to the citizens living in the area.

Mr. Baker will be looking at three aspects with the study. He explained the process of checking for methane by digging 6 to 10 feet at different levels. If they find methane, they will make a recommendation. They will check areas of corrosion of as well. Mr. Baker said they will perform a geo-technical core study by digging 10 samples, at five foot increments to analyze the environment. He said they will also take oil and water samples to see if there are signs of methane in addition to plastics and other chemicals.

Supervisor Jessie Medlin asked if the study done years ago is the same type of study and if they are just updating that study. Mr. Baker said that study will serve as a base study. He said that technology has changed in the past 20 years and so have the EPA regulations. He said they will provide all new data.

Supervisor Medlin asked Mr. Baker if they will make recommendations and cover what needs to be done. Mr. Bakers said yes.

Supervisor Caldwell said they also want to look into recapturing methane gas that could be used for light and other projects.

Supervisor Mark Gardner asked how deep they would dig. Mr. Baker said they would dig 60 feet and then about 400 feet for ground water.

Supervisor Bill Russell asked what could be done on the land now. Supervisor Gardner asked if the area could be used for parking and possibly build a structure. He said the ground could possibly be used for equestrian purposes. Supervisor Russell said the land surface cannot be broken or disturbed in any way.

Mr. Baker said you cannot grade, dig or cut into the area. He said you may could add dirt and use it as a practice area. Mr. Baker said they would penetrate at the perimeter of the area for the study.

Mr. Baker said once the area was sealed and capped it cannot be disturbed. He said the area is monitored by doing a ground water sampling.

Supervisor Russell asked why perform a study after all of the years. Mr. Baker said a study is necessary because things have changed. He said the regulations and measurements have changed and the problems still have to be addressed before you can use the land.

Supervisor Harvey Lee said there is a total of 140 acres. He said 90 acres has been used for landfill and there is another 40 acres that could be used. Supervisor Lee said there are two portions of the landfill that cannot be built on.

Supervisor Gardner asked if the site could be used for parking. Mr. Baker the 90 acres is of concern. He said in order to use the property the study needs to be done.

Supervisor Russell asked if the 40 acres had been tested. Mr. Baker said methane is now the component that is a problem.

Supervisor Caldwell said it is prudent for citizens of the area to be safe. She said especially the parks and greenways should be made safe.

Supervisor Gardner said he would like to look into using an area for parking. Mr. Baker said they all need to look into what has settled.

Supervisor Gardner asked when it was closed and sealed. Supervisor Caldwell said it was closed in 1989 and sealed in 1990.

Supervisor Medlin said federal money was used to cap and seal the area.

Mr. Nowak said he has already reviewed the letter of agreement from Fisher and Arnold.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve doing the environmental study on Starlanding Road property and hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to look into the legalities, work on the drafting of a contract with Fisher and Arnold and for a budget amendment to be prepared in the amount of \$17,000 to pay for the environmental study with Fisher and Arnold.

The motion passed by a vote as follows:

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

7. Contracts Administration: Approval of Human Resources-Advanced Screening Solutions for Drug Testing

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the contract with Advanced Screening Solutions for Drug Testing for employee screenings.

The motion passed by a vote as follows:

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

See Exhibit I.7.

8. Department of Road Management

a. Maintenance for Ingrams Mill Bridges

Assistant County Engineer Scott Young said they have been reviewing the bridge reports and three bridges along Ingrams Mill Road need to be worked on. He said the estimate to repair all of the bridge approaches is \$15,000. He said it would include minimal bridge deck repair along the most westerly bridge to smooth out the surface.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to approve adding maintenance for the Ingrams Mill Bridges to the overlay contract.

The motion passed by a vote as follows:

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

See Exhibit I.8.a

b. Beaver Control Contract

Road Manager Andy Swims asked for approval to contract with Joseph Gee for beaver control in the county. Mr. Swims said he is also seeking approval to allow the Board Attorney to draft a contract for the service. He said anything that is not covered in the contract will come before the Board for consideration.

Supervisor Jessie Medlin said he thought there was a budget line item for this service set up in the bridge fund. Mr. Swims said yes.

The Board briefly discussed beaver situations in the county over the past years that Mr. Gee resolved. Mr. Swims said they are still working on some of the details but Mr. Gee is very qualified to do the job.

Supervisor Medlin suggested that the road crew should inform Mr. Swims if they see flooding in areas around the county, that is a good sign there is a beaver issue nearby.

Supervisor Mark Gardner asked what would happen if the county pays \$350 and Mr. Gee comes up empty handed. Mr. Swims said they would work with work orders for beaver related jobs.

Supervisor Jessie Medlin made the motion and Supervisor Harvey Lee seconded the motion to hire the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to draft a contract to hire Joseph Gee for beaver control in the county and to bring it back to the Board.

The motion passed by a vote as follows:

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

Supervisor Harvey Lee, Fifth District

YES

See Exhibit I.8.a

c. Fleet Management Update

Road Manager Andy Swims updated the Board of Supervisors on his department taking on the responsibility of fleet management. Mr. Swims said he met with Sheriff Bill Rasco and several Road Department employees and concluded that fleet management could be done by the Road Department. He said there is an existing bay that is used for oil changes and that could be utilized for work on vehicles.

Mr. Swims said that IT provided them with fleet management software and everyone agreed it is worth trying to save money for the county. He said they still have some preliminary set up to get ready for the fleet management. Mr. Swims said they will be able to do the work on vehicles and keep track of each vehicle with maintenance records using the software programs.

The Board discussed certain vehicles and departments in addition to different types of maintenance.

Mr. Swims said he wants to meet with the Department Heads and Sheriff Rasco to discuss the procedures and make sure everyone is clear on the process.

Supervisor Bill Russell said he wants to make sure they are strict about doing repairs by appointment only and not take drop in repair.

9. County Administrator

a. Request to Seek Attorney General’s Opinion for County Responsibility for Drug Court Leave

County Administrator Vanessa Lynchard said it was brought to her attention that there is at least one employee in Drug Court who has accumulated a lot of leave hours and has not taken any time off since 2007. Ms. Lynchard recommended seeking an Attorney General’s opinion to clarify County responsibility about payment for the leave time since this is a Drug Court employee and their time is usually paid for by the Administrative Office of Court (AOC).

Supervisor Jessie Medlin asked what the county policy states for how much time an employee can carry over. Ms. Lynchard said the policy states an employee can only accumulate 400 hours and then they lose hours over this amount.

Board Attorney Tony Nowak said these employees go through AOC and we have no direction on who would be responsible for these hours. The AG Opinion will answer who is responsible for leave and not who the employee belongs too.

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Smith, Phillips, Mitchell, Scott and Nowak Law Firm to seek an Attorney General’s Opinion regarding who is responsible for employee leave in Drug 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 Harvey Lee, Fifth District	<u>YES</u>

b. Agricultural Building Update

County Administrator Vanessa Lynchard said the USDA did not renew the lease for space in the Agricultural Building so it is partially vacated. Ms. Lynchard said that NRCS is a tenant

and Scott Griffin with NRCS is interested in moving across the hall into the vacated offices. She said there are a few maintenance items that need to be done such as ceiling leaks, holes in walls among other things. She said it appears there are not major issues and that the county could do the work. Ms. Lynchard recommended having Facilities Management do an assessment of the building so they can give NRCS an answer.

Supervisor Bill Russell said he appreciated all the work Ms. Lynchard did, but he would like an assessment of the entire building. Supervisor Mark Gardner and Supervisor Harvey Lee agree with Supervisor Russell.

Supervisor Jessie Medlin said he didn't mind seeing what needs to be done, but he does not want to fix it up and then no one uses the building.

Supervisor Russell said an increase in rent would pay for the remodeling.

Supervisor Lee said he also looked at the building and it looks like it just needs a good cleaning.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize Facilities Management to assess the Agricultural Building and give an estimate for the repairs and bring the information back to the Board.

The motion passed by a vote as follows:

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

J. PLANNING COMMISSION AGENDA

1. New Business

a. New Jail Operation: Trash Compactor Agreement Waste Connections and DeSoto County for New Jail

Mr. Ray Laughter, Environmental Services Manager, presented the Trash Compactor Agreement with Waste Connections for the new jail site. He stated the terms of the service will cost \$530 per month which includes a lease fee of \$285.00 a month plus one haul a month at \$245.00. He then stated the yearly total will be \$6360.00. Mr. Laughter stated there will be a one-time fee for installation and electrical set-up charge of \$750.

Mr. Laughter stated he recommended the Board of Supervisors approve the Trash Compactor Agreement with Waste Connections.

Supervisor Jessie Medlin stated when the original contract for trash service for the County was approved the new jail was not involved, thus, the existing contract does not include service for the new jail.

Supervisor Lee Caldwell asked if there will be recycling at the new jail site. Mr. Laughter stated that recycling is done at the current jail and will also be done at the new jail site. He stated a large amount of cardboard is recycled at the jail.

Supervisor Harvey Lee asked if Waste Connections will be responsible for the upkeep and maintenance of the trash compactor at the new jail site. Ms. Stacy Michaels, with Waste Connections, stated Waste Connections will be responsible for the upkeep and maintenance of

the trash compactor at the new jail site. Supervisor Lee asked if the trash compactor were to break down will Waste Connections provide a bin at no cost for the jail site to use until the trash compactor is repaired. Ms. Michaels stated she that is something she will need to look into and that she will need to speak to someone at Waste Connections as she is not authorized to make the decision to provide a bin at no cost.

Supervisor Medlin suggested returning to this item after Ms. Michaels has a chance to speak with someone at Waste Connection to see if they can provide a bin in the case that the compactor were to break down.

Later in the meeting Mr. Laughter came back and stated he spoke with Ms. Michaels and she stated Waste Connections can provide an alternate bin at the same cost should the compactor break down, but that Waste Connections cannot provide a free second compactor.

Supervisor Harvey Lee made the motion to approve the contract for the Trash Compactor for the new jail site conditioned upon it being amended to reflect Waste Connections will provide a back-up trash bin, at the same cost, should the trash compactor fail to operate. Supervisor Medlin seconded the Motion.

The motion passed by a vote as follows:

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

K. EXECUTIVE SESSION

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

L. OTHER ITEMS

1. Phase II of Scenic By-Ways

Mr. Jarrett said he received the letter from the Mississippi Department of Transportation approving the second phase of the Scenic By Ways. Mr. Jarrett said the Board needs to have the Legislature to approve the Scenic By-Way.

Ms. Lynchard said the Scenic By Way would be added to the Legislative Wish List.

2. Polling Places

Supervisor Jessie Medlin said he wanted to make sure that all the voting places were fully equipped and to make sure they have everything they need for Election Day tomorrow.

Facilities Management Director Tony Martin said he was working with the Election Commissioners and everything has been taken care of. They will let him know if they need further assistance.

3. Office of Procurement – Guardrails

Supervisor Bill Russell made the motion and Supervisor Jessie Medlin seconded the motion to approve rejecting the bid for guardrails due to no vendors meeting bid specifications and rebid the guardrails as follows:

DESOTO COUNTY BOARD OF SUPERVISORS					
OFFICE OF PROCUREMENT					
BID TAB SHEET					
BID ITEM: Annual Bid-Guardrails		BID FILE NUMBER: 13-156-002			
BID OPENING DATE: October 16, 2012		BID OPENING TIME: 2:00 p.m.			
ITEM	COMADE, INC.	TRI-STATE GUARDRAIL & SIGN CO. INC.			
Class A	\$ 7.14	\$ 20.75	PER LINEAR FOOT		
GR Bridge Ends	\$ 1,785.71	\$ 3,395.00	each		
Type 2 Terminal Ends Section ET-2000	\$ 1,726.19	\$ 3,000.00	each		
Guardrail Terminal Anchor, Flared	No Bid	\$ 2,550.00			
Do you agree to sell to other jurisdictions at the county price?					
	Yes	Yes, requires advanced notice			
RECOMMENDATION: TRI-STATE GUARDRAIL AND SIGN CO. INC					
Comade pricing was the lowest bid, but pricing only included materials & not installation					
ITEM	FY10 EXPENSE	FY11 EXPENSE	FY12 EXPENSE	FY 13 EXPENSE BASED ON FY12 USAGE	FY12 Pricing
Class A	\$ 4,571.00	\$ 13,335.80	\$ 6,904.60	\$ 2,143.43	\$ 23.00
GR Bridge Ends	\$ -	\$ -	None	\$ -	\$ 2,400.00
Type 2 Terminal Ends Section ET-2000	\$ 5,000.00	\$ 2,500.00	\$ 5,120.00	\$ 3,452.38	\$ 2,560.00
Guardrail Terminal Anchor, Flared	Not on Bid	Not on Bid	Usage not Tracked		\$ 2,575.00
TOTAL	\$ 9,571.00	\$ 15,835.80	\$ 12,024.60	\$ 5,595.81	
BUDGET IMPACT: 0.108433735 Decrease					

The motion passed by a vote as follows:

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

The Board of Supervisors moved the meeting to the Old Jail facility for the Board to do an inspection of the facility.

Supervisor Lee Caldwell made the motion to recess the Board meeting until November 19, 2012 at 9:00 a.m. The motion was seconded by Supervisor Harvey Lee.

The motion passed by a vote as follows:

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

THIS the 5th day of November 2012, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors