

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

TOMMY LEWIS, PRESIDENT, PRESIDING

October 26, 1998

A. CALL TO ORDER

The October 26, 1998, meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Tommy Lewis of DeSoto County.

Deputy Sheriff Charlie Brown of DeSoto County was present and did open the DeSoto County Board of Supervisors meeting in a regular session to hear any and all business to come before the Board. The following were present:

- Jessie Medlin-----District 1
- Eugene C. Thach-----District 2
- James D. Pearson-----District 3
- John Caldwell-----District 4
- Tommy Lewis-----District 5
- W. E. "Sluggo" Davis-----Chancery Clerk
- Charlie Brown-----Deputy Sheriff of DeSoto County
- Clovis Reed-----County Administrator, Absent
- Bill Austin-----Board Attorney

B. INVOCATION

The invocation was presented by Supervisor Eugene Thach.

C. OLD BUSINESS

1. Appointment - 2000 Census Contact

Supervisor Tommy Lewis asked the Board of Supervisors for recommendations to the 2000 Census Contact.

Supervisor Eugene Thach said he knew of no one who would be willing to take this appointment for the next two (2) years on a volunteer basis. Supervisor Thach said whomever would consider this appointment must be well organized, as they will have to work closely with the cities.

Supervisor Jessie Medlin said Sam Russell, of the Planning Commission was given as a contact name, however, with Sam's resignation, this responsibility would need to go to someone else. Vanessa Lynchard responded, Sam Russell was appointed the census contact for the purpose of supplying County information to the Census Bureau. This is a State effort to assure all citizens are counted.

Supervisor Eugene Thach said the Board of Supervisors may have to hire someone to fill this position, as he reiterated no one would likely accept this position on a volunteer basis for two (2) years.

ITEM C.1, CONTINUED,

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Board Attorney, Bill Austin recommended a retiree for the position, with the knowledge of the area in DeSoto County. Supervisor Jessie Medlin asked if the Board could pay mileage expenses for this position. Board Attorney, Bill Austin recommended a contract for this position, as not to effect someone's retirement benefits.

Supervisor Jessie Medlin asked if the Board has received a packet outlining the duties of this position. Supervisor Eugene Thach said while in Hattiesburg at the convention, he received a packet of information pertaining to the 2000 Census Contact. Supervisor Medlin said if the Board could get someone local the County would benefit.

Supervisor Tommy Lewis recommended Mr. Albert Broadway of Olive Branch, Mississippi. Supervisor Lewis said he would be in contact with Mr. Broadway to see if he will accept the Appointment of the 2000 Census Contact.

No motions nor votes were taken on this issue. This issue was held over until November 2, 1998. ****SEE EXHIBIT C.1****

2. Civic Center - Approval of Loan Agreement

Supervisor Tommy Lewis asked Board Attorney, Bill Austin if a draft of the loan agreement had been presented to the CVB. Mr. Austin replied, no, as he wanted the Board's approval of the draft before presenting same to the CVB.

Supervisor Lewis asked when the CVB meets again. Mr. Austin replied, the CVB meets every third (3rd) Thursday of each month. The Board of Supervisors instructed Board Attorney, Bill Austin to present the draft of the loan agreement to Mr. Rex Haynes of the CVB for review with recommendations on November 2, 1998. The Board of Supervisors agreed to review loan agreement for recommendations on November 2, 1998, and asked the County Administrator to follow up with Mr. Haynes.

This item was held over until November 2, 1998. ****SEE EXHIBIT C.2****

3. Metro Narcotics - Approval for Sole Source of Video System

Gary Smith of Metro Narcotics submitted a letter from DTC Communications, Inc., identifying them as a sole source supplier for video equipment.

In accordance with Section 31-7-13 of the Mississippi Code, Supervisor Eugene Thach made the motion, and Supervisor Jessie Medlin seconded the motion with the recommendation of the Board Attorney, Bill Austin to accept DTC Communications, Inc., as a sole source for Video System. The **motion passed** by a unanimous vote. ****SEE EXHIBIT C.3****

4. Inventory Control Dispositions

Vanessa Lynchard presented the Inventory Control Dispositions to the Board of Supervisors for approval. Vanessa Lynchard said these items were presented to the Board on October 5th, 1998.

Vanessa said Bonnie Gatlin spoke with Kenny Gunn, and Kenny Evans regarding discrepancies on the inventory report. Vanessa said in Mr. Evans' situation, most of this inventory was disposed of before his hiring.

ITEM C.4, CONTINUED,

Vanessa said Ms. Gatlin conducted a meeting with all department heads regarding inventory. Ms. Lynchard also stated in the next couple of weeks, there will be policies,

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and procedures set in place for all department heads to follow.

After reviewing the inventory list Supervisor Tommy Lewis said the address of the landfill should be listed under the designated location of the item. Supervisor Jessie Medlin asked what happened to the 3000 gallon fuel tank which had been previously listed. Vanessa responded possibly they have located that particular item.

Supervisor Jake Pearson said locks should be placed on the buildings previously housing the items missing. Supervisor Jessie Medlin asked who "CM" is on the reports. Vanessa said that refers to Central Maintenance. Supervisor Tommy Lewis suggested speaking directly with Mr. Gunn in connection with the inventory control dispositions.

Supervisor John Caldwell made the motion, and Supervisor Jessie Medlin seconded the motion to accept the Inventory Control Disposition report. The **motion passed** by a unanimous vote. ****SEE EXHIBIT C.4****

D. NEW BUSINESS

1. Kelly McGee - State Auditor - Pre Entrance Meeting

Ms. Kelly McGee, of the State Auditor's office presented a Primary Government Letter of Engagement to the Board of Supervisors for signature to perform the audit. Supervisor Tommy Lewis asked Ms. McGee if this was a standard agreement. Ms. McGee replied, yes. Ms. McGee also presented a letter of stating the responsibilities of the auditor and a letter from the Mississippi State Auditor's Association.

Supervisor Eugene Thach made the motion, and Supervisor Jake Pearson seconded the motion for the Board President, Supervisor Tommy Lewis to sign the Primary Government Letter of Engagement in connection with the State's audit. The **motion passed** by a unanimous vote. ****SEE EXHIBIT D.1****

2. Bids Under Advisement

(1) Pest Control

Vanessa Lynchard presented the Bid Tabulations for Pest and Termite Control Services for the County Buildings, Bid # 98-120-006, for approval by the Board of Supervisors.

Vanessa said the low bidder for the Pest Control Services for County Buildings was Redd Pest Control at \$ 240.00 per month. Vanessa said she had spoken with Jim Bearden in connection with the termite control and Mr. Bearden recommends extending the current contract with Holiday Pest Control, for termite services as the existing contract is still lower than bids received.

Supervisor John Caldwell made the motion, and Supervisor Eugene Thach seconded the motion to award the Pest Control Services to Redd Pest Control for the County Buildings, at \$ 240.00 per month, to reject all other termite bids, and to extend the termite contract with Holiday Pest Control for the County Buildings. The **motion passed** by unanimous vote.

****SEE EXHIBIT D.2(1)****

ITEM D.2.(2), CONTINUED,

(2) Cutting/Bailing Hay on DeSoto County Landfill

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Vanessa Lynchard notified the Board of Supervisors no bids were received on the Cutting/Bailing Hay on the DeSoto County Landfill.

Vanessa Lynchard said she had spoken with Kenny Gunn in connection with the landfill and Mr. Gunn will go ahead and cut the landfill. Supervisor Jessie Medlin said he thought Mr. Gunn already had someone to cut and bail the landfill. Vanessa Lynchard said bids were not received due to the bid specifications requiring damage to be corrected in connection with the cutting/bailing of hay on the DeSoto County Landfill, and DEQ regulations.

No motions nor votes were taken on this issue. ****SEE EXHIBIT D.2.(2)****

3. City Wide Tax Equity Study

Supervisor Eugene Thach said he requested this item be added to the agenda. Supervisor Thach said he would like to see the County join the cities in this study. Supervisor Thach said this would provide beneficial information to the County, possibly recommendations for change, and would prepare the County to work with the State Legislators. Supervisor Thach said he thought the money would be well spent and felt as though the County should be a part of this issue.

Supervisor Tommy Lewis expressed concern with the four (4) cities hiring a Law Firm for the study instead of a Consulting Firm. Supervisor Eugene Thach stated the four (4) cities are not planning to sue the County. Supervisor Thach said one of the issues could be County Ambulance. Supervisor John Caldwell replied, the ambulance should not be an issue. Supervisor John Caldwell said the County would likely add additional areas of study, such as sales tax equity.

Supervisor Eugene Thach said the tax procedures in the State of Mississippi are very complicated, and this study would benefit DeSoto County, as the Board of Supervisors represent all of the taxpayers.

Supervisor Tommy Lewis asked Supervisor Eugene Thach what cost would be involved. Supervisor Eugene Thach replied, the County's part would be \$ 4,000.00. Supervisor John Caldwell said the cost could be slightly higher if the Board of Supervisors requested different areas of study. Supervisor Thach made the motion to join in the Tax Equity Study. Supervisor John Caldwell seconded the motion.

Supervisor Tommy Lewis said in all due respect for the Board of Supervisors, a representative from the Law Firm and at least one representative of the cities should appear before the Board to express concerns in connection with the City Wide Tax Equity Study.

Supervisor Tommy Lewis said he is not opposed to the study, however, this study appears cities versus county, and this should not be. Supervisor Tommy Lewis asked Supervisor Eugene Thach if the County had been invited to join in this study. Supervisor Eugene Thach said they would be happy for us to join. Supervisor Jessie Medlin said he feels though the cities should appear before the Board of Supervisors with an explanation of what the cities are looking for in this study. Supervisor John Caldwell said he feels people will be pleasantly surprised with the outcome of this study. Supervisor Thach withdrew his motion until further study could be made. Supervisor Caldwell withdrew the second.

ITEM D.3, CONTINUED,

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Supervisor Tommy Lewis asked if the Board is going to set a limit of funding on this project. Supervisor Lewis said the Board should look at the overall study. Supervisor John Caldwell suggested to approve joining the study with the recommendation of the Board Attorney, upon review of the contract.

This item was held over until November 2, 1998, to allow the cities and Holcomb & Dunbar to address the Board on the scope and purpose of the study.

4. Secretary of State - Proclaimed Holiday - Wednesday, November 11th, 1998

The Board of Supervisors acknowledges Wednesday, November 11th, 1998, as a County holiday as proclaimed by the Governor.

****SEE EXHIBIT D.4****

5. Allied Enterprises - Change Order

Vanessa Lynchard presented a change order from Universal Steel Buildings in connection with Allied Enterprises in the amount of \$ 29,180.00. Vanessa said this change order would be covered under the grant, however, the Board of Supervisors were not pleased with the change order.

Supervisor Jessie Medlin made the motion, and Supervisor Jake Pearson seconded the motion to approve the change order for Universal Steel Buildings in connection with Allied Enterprises. The **motion passed** by a vote as follows:

Jessie Medlin-----Yes
Eugene C. Thach-----Yes
James D. Pearson-----Yes
John Caldwell-----No
Tommy Lewis-----Yes

****SEE EXHIBIT D.5****

6. DEQ Regulations

Supervisor Tommy Lewis said Supervisor John Caldwell, and Supervisor Eugene Thach attended the DEQ meeting. Supervisor Lewis said the DEQ has concerns with air quality, and ground water. Supervisor Lewis said air quality today does not meet their standards nor will the quality meet their standards in the year 2000.

Supervisor Lewis said in connection with the ground water, the DEQ is also concerned about streams. Supervisor Lewis said a gentleman from Yazoo Joint Water Commission Management Project stated they could be specific on whom is using the County's ground water.

Supervisor John Caldwell stated concerns about the refusal of Industry for certain size wells to be drilled. Supervisor Tommy Lewis requested a committee to be set up for determining whom is using the County's ground water and suggested including Art Smith.

Supervisor Jessie Medlin estimated 4 to 5 million gallons daily going into the Memphis area. Supervisor Tommy Lewis suggested a committee of farmers and developers come together to help reduce silting in our lakes and streams. Supervisor Lewis said if something is not done, DeSoto County will have problems with Economic Development.

ITEM D.6, CONTINUED,

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Supervisor Tommy Lewis said he has spoken with Art Smith in connection with the DEQ Regulations. Supervisor Lewis said Mr. Smith stated farmers are into no till farming and planting along creek beds to prevent soil erosion. Supervisor John Caldwell said guidelines are in place, however, enforcement of these guidelines are not in place.

Vanessa Lynchard notified the Board of Supervisors, Mr. Boyd Green is requesting approval to submit a proposal to handle a study of drainage problems in DeSoto County. Supervisor Tommy Lewis stated the Board of Supervisors needs to review the regulations set forth by the DEQ.

This item was held over until November 2, 1998 for recommendations on a committee.

7. Waggoner Engineering - Waste Water Study

Mr. Joe Waggoner of Waggoner Engineering presented a Mississippi State Tax Commission Compliance Plan and GIS Needs Assessment to the Board of Supervisors for approval.

Mr. Waggoner said the primary focus is for DeSoto County to be in compliance with the Mississippi State Tax Commission. Mr. Waggoner said with changes occurring daily, as well as annually, the Tax Commission requires maps to be updated every ten (10) years.

Mr. Waggoner notified the Board of Supervisors of calendar dates to remain in compliance with the Tax Commission.

Mr. Waggoner said the State Tax Commission has approved the planned compliance from Waggoner Engineer. Mr. Waggoner also stated would have aerial photos must be completed by March 31st, 1999.

Mr. Waggoner said DeSoto County has the following three (3) options:

(1) This option will produce a hard copy of aerial photos to meet all scales for the State Tax Commission. This option is estimated at a cost of \$ 105,000.00

(2) The second will produce electronic aerial photos, which can be printed as a hard copy. Mr. Waggoner said produces approximately 1" to 1' scale for municipalities. This option is estimated at a cost of \$ 625,000.00.

(3) The third option will produce a digital aerial photos, providing municipality information to design infrastructure, whether immediate growth is present or not. This option is estimated at a cost of \$ 980,000.00.

Mr. Waggoner said to receive EPA money is in the timing, and it is possible to receive direct financial contribution from Waste Water EPA money. Mr. Waggoner said the County could possibly receive credit back for parts of this study already being done.

Supervisor Tommy Lewis asked Mr. Waggoner if EPA money could be used for the flight. Mr. Waggoner responded, EPA will not pay for everything in connection with GIS. Supervisor John Caldwell asked if 1" to 500' scale is a minimal. Mr. Waggoner replied, no, you can receive a 1" to 700' scale.

Board Attorney, Bill Austin asked Mr. Waggoner if contouring of the County is included in the price. Mr. Waggoner said no. Mr. Waggoner said all Counties in Mississippi are under the same deadline as DeSoto County.

ITEM D.7, CONTINUED,

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Supervisor Jessie Medlin asked Mr. Waggoneer what type of time frame is the County looking at. Mr. Waggoneer replied, this will be over the next two (2) fiscal years.

Supervisor Eugene Thach asked Mr. Waggoneer his recommendations for DeSoto County. Mr. Waggoneer said he would recommend going with the assessment of \$ 105,000.00 until the Board can determine exactly what kind of mapping they need.

Supervisor Tommy Lewis asked Mr. Waggoneer the cost involved for Waggoneer Engineer to begin the study for GIS and make recommendations for DeSoto County. Mr. Waggoneer said the estimated cost would be \$ 34,750.00. Supervisor Lewis asked Supervisor Caldwell what amount was allotted in the budget for this item. Supervisor Caldwell replied, \$ 30,000.00.

Supervisor Lewis asked Mr. Waggoneer the approximate cost of computers and software with the completion of the study. Mr. Waggoneer said an approximate cost of \$ 50,000.00 to \$ 75,000.00 per computer station and the software cost would be another \$ 50,000.00 to \$ 75,000.00. Board Attorney, Bill Austin asked Mr. Waggoneer if there was a standard software available. Mr. Waggoneer said yes, however, this software would not benefit DeSoto County in several areas.

Supervisor John Caldwell made the motion, and Supervisor Tommy Lewis seconded the motion to terminate negotiations with Fisher & Arnold in connection with the GIS Needs Assessment and to hire Waggoneer Engineering to conduct the GIS Needs Assessment Study for \$ 30,000.00, and to accept reports with recommendations on the Tax Compliance. The **motion passed** by a unanimous vote. ****SEE EXHIBIT D.7****

8. Dale Thompson

a. Interfund Loan - Volunteer Fire Department

At recommendation of Dale Thompson, Comptroller, Supervisor John Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve an interfund loan as follows:

From	001-000-053	General County	\$ 40,000.00
To	001-000-148	Volunteer Fire Fund	\$ 40,000.00

The **motion passed** by a unanimous vote. ****SEE EXHIBIT D.8.a****

b. Transfer - Metro Narcotics

At the recommendation of Dale Thompson, Comptroller, Supervisor John Caldwell made the motion, and Supervisor Eugene Thach seconded the motion to approve transfer of matching funds from Metro Narcotics Forfeitures to Metro Narcotics Grant for FY99 in the amount of \$ 10,000.00, pursuant to Section 41-29-185 of the Mississippi Code of 1972, and instructed the Chancery Clerk to write the check.

From	105-227-950	Metro Narcotics Forfeitures	\$ 10,000.00
To	115-000-384	Metro Narcotics Grant	\$ 10,000.00

The **motion passed** by a unanimous vote. ****SEE EXHIBIT D.8.b****

ITEM D.9, CONTINUED,

9. E 911 Commission - Appointment of Representative from Fire Department

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Supervisor Tommy Lewis notified the Board of Supervisors that he was approached by members of the Fire Department in connection with no representation on the E 911 Commission.

Board Attorney, Bill Austin stated this representation was originally set up from the municipalities, instead of representation of specific departments. Mr. Austin said the Fire Departments do have representation on the E 911 Commission with Ronnie White, whose term expiration is September 7, 1999, and Greg Phillips, whose term expiration is September 7, 1999.

No motions nor votes were taken on this issue.

10. Approval of Invoices from Jane Heidleberg - Personnel Manual & Personnel Issues

Vanessa Lynchard presented two (2) invoices in the amount of \$ 1,979.27 for approval by the Board of Supervisors. Vanessa said these invoices represented services in connection with the Personnel Manual and the handling of Personnel Issues.

Supervisor Tommy Lewis made the motion, and Supervisor Jessie Medlin seconded the motion to approve two (2) invoices for payment from Jane Heidleberg in the amount of \$ 812.50 and \$ 1,166.67 totaling \$ 1,979.27, dated October 23, 1998, representing services in connection with the Personnel Manual and the handling of Personnel Issues. The **motion passed** by a unanimous vote.

****SEE EXHIBIT D.10****

E. EXECUTIVE SESSION

The "Executive Session" portion of this meeting is presented under the portion of minutes called "Executive Session.

F. OTHER ISSUES

1. Bonnie Gatlin - Inventory Supplies

Ms. Bonnie Gatlin appeared before the Board of Supervisors requesting approval to order Inventory Labels. Ms. Gatlin notified the Board a budget amendment would need to be in place before any ordering could take place for these labels.

Supervisor John Caldwell explained to the Board he had spoken with the State Auditor in regards to ordering inventory labels. Supervisor Caldwell said he was given a manufacturer who produces inventory labels, and the County could order these labels at \$.25 each with no minimum order. Ms. Gatlin asked Supervisor Caldwell if this company was Metal Craft. Supervisor Caldwell said he was unsure.

Supervisor Caldwell asked Ms. Gatlin how many labels were needed. Ms. Gatlin replied, she normally orders 5,000 per year. Supervisor Tommy Lewis asked Ms. Gatlin if the County has that many inventory items added each year. Supervisor Lewis asked Ms. Gatlin to give the Board an approximate count of labels needed. Vanessa Lynchard asked Ms. Gatlin how many items were added to the inventory last year.

ITEM F.1, CONTINUED,

Supervisor Jessie Medlin asked Ms. Gatlin about the disposition of the fuel tank at Central Maintenance. Supervisor Tommy Lewis stated the Board needs to discuss the disposition of this tank with Mr. Kenny Gunn.

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This item was held over until November 2nd, 1998, when Ms. Gatlin is to return with an approximate count of labels needed, and disposition of the fuel tank.

2. Extension of Allison Road & Charles Road

Supervisor Eugene Thach made the motion, and Supervisor Jessie Medlin seconded the motion to approve the extension of Allison Road & Charles Road. The **motion passed** by a unanimous vote.

3. Nolan Road - County Road

Supervisor Eugene Thach made the motion, and Supervisor Jessie Medlin seconded the motion to accept the request of the people living on Nolan Road to make the extension of Nolan Road as a County road providing the landowners give the right of way. The **motion passed** by a unanimous vote.

4. DeSoto Council - Monthly Allocation

At the recommendation of the Comptroller, Dale Thompson, Supervisor Jake Pearson made the motion, and Supervisor John Caldwell seconded the motion to authorize the Comptroller to disburse the monthly allocation to DeSoto Council and to authorize the clerk to write the check in the amount of \$ 18,750.00. The **motion passed** by a unanimous vote.

THIS the 26th day of October, 1998, these minutes have been read and approved by the DeSoto County Board of Supervisors.

TOMMY LEWIS, President
DeSoto County Board of Supervisors

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