

DESOTO COUNTY BOARD OF SUPERVISORS
BOARD MEETING MINUTES
DISTRICT ONE JESSIE MEDLIN, PRESIDING

August 29, 2016

A. CALL TO ORDER

The August 29, 2016 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

Supervisor Michael Lee opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff - ABSENT
Misty Heffner	Chancery Clerk - ABSENT
Vanessa Lynchard	County Administrator
Tony Nowak	Board Attorney

B. INVOCATION

County Administrator Vanessa Lynchard presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS & PRESENTATIONS

E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS

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

1. Additions to Agenda

Board Attorney Tony Nowak requested to add the following:

1.a. Bond Issue

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve agenda with the above additions and deletions.

The motion passed by a vote as follows:

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

1.a. Bond Issue

Mr. Nowak stated Raymond James sent a document for the Board President to sign authorizing them as the Bidding Agent for the County. The document secures Raymond James as Agent for escrow securities.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the escrow agent documents from Raymond James and authorize the Board President to sign.

The motion passed by a vote as follows:

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

F. CONSENT AGENDA

G. OLD BUSINESS – Budget FY17

Supervisor Bill Russell joined the meeting.

1. County Court – Page 23

Mrs. Lynchard stated the personnel issues need to be heard in Executive Session except for the Court Reporters. The Board agreed to talk about Court Reporters and personnel issues after the whole budget is settled.

See Exhibit G.1.

2. Region IV – Page 58

Mrs. Lynchard stated that Region IV attended the COG meeting, at the suggestion of the Supervisors, and it went very well. She stated the cities seemed receptive to helping fund Region IV.

Supervisor Caldwell said the cities' eyes were opened to what Region IV did and had to offer; especially in the way of the Crisis Teams. She said the Mayors want to talk to their aldermen and get Region IV on their agendas. Supervisor Caldwell stated the cities want a breakdown of Region IV services and how much they want to request. She said they were also informed about the volume in Youth Court and past problems with not having psychological evaluations done in a timely manner; and how Region IV stepped in and hired another psychologist and got those cases out of the jail, thus saving the cities money. Mrs. Lynchard stated that the law enforcement representatives also shared the value of Region IV's services.

Supervisor Gardner stated there is an active group looking into doing the CIT program even if the grant for it does not come through. Supervisor Caldwell stated Methodist Hospital has also expressed interest in being involved.

Supervisor Caldwell stated the committee recommends holding off on the \$100,000.00 increase that Region IV has requested to see at what level the cities will participate.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the \$200,000.00 allocation to Region IV.

The motion passed by a vote as follows:

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

See Exhibit G.2.

3. Region IV NFusion Grant – Page 59

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Region IV NFusion Grant budget as presented on page 59.

The motion passed by a vote as follows:

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

See Exhibit G.3.

4. Library Allocation – Page 70

Supervisor Medlin stated the library asked for computers last year and they are asking for them again this year. He said he felt the Board could grant part of the request for them and note it as a one-time allowance to be used for computers.

Supervisor Gardner said he was thinking about \$30,000.00 which is half of what they are asking. Supervisor Caldwell said she definitely thought this was a legitimate need and that would be \$6,000.00 per library, which would give them a few per location.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Library budget of \$1,307,475.00 as presented on page 70 with a one-time allocation of \$30,000.00 to be earmarked for computers.

The motion passed by a vote as follows:

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

See Exhibit G.4.

5. Child Development – Page 70

Supervisor Caldwell stated she would like to get in touch with the directors and see what their fundings are; and what the differences are in their program and some new DeSoto County School programs.

6. Miscellaneous Topics

Mrs. Lynchard pointed out that the Board, with the adds at this meeting so far, is at a budget of \$45,306,584. She stated Mrs. Freeze and Mrs. Hanks will be tallying the figures and the Board will have a true picture of the budget as they go along. Mrs. Lynchard handed out a budget recap.

Mrs. Lynchard stated there are interfund transfers of 2.5 million that will change when the Board decides what to do on the Court Reporters’ salaries.

Supervisor Caldwell stated the Youth Court attorney needed to find furniture that is not being used, and not buy all new furniture for that office.

Mrs. Freeze presented the financial assistance information that was received from House of Grace.

Planning Commission

Mrs. Lynchard stated the Board did not approve the I-pads that were requested to use in the field. IT Director John Mitchell stated these will probably not be I-pads, but a computer system similar to what the deputies have in their cars and accessories to process credit cards. He stated they will be able to transfer data back to the Planning Office without having to write reports and bring them back to turn in.

Supervisor Lee stated he felt this would be a much more efficient use of time and vehicles, saving on man hours, gas and vehicle maintenance.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the Planning Commission's request for computers and other equipment to use in the field at an estimated cost of \$3,500.00.

The motion passed by a vote as follows:

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

Information Technology

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve the hiring of a part-time person for IT as previously requested by IT Director John Mitchell.

The motion passed by a vote as follows:

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

Sheriff's Department

Mrs. Lynchard reported that the Sheriff has told her they have all the holiday back pay in their FY16 budget.

Daytime Firemen

Supervisor Caldwell stated as the Fire/EMA Committee was discussing the daytime firemen, they discovered the County can only fund out of the ¼ mill and that has almost been used up. She stated they can help with expenses but it has to come out of the ¼ mill. Supervisor Caldwell said a countywide fire system is very complicated.

Board Attorney Tony Nowak stated, according to recent tort claims cases, if the County creates a countywide fire system, it is mandatory the County be able to continue to adequately fund, staff and equip it.

Supervisor Caldwell stated the Fire/EMA Committee has discussed this at great length and they are for setting up a pilot program, possibly putting 2 daytime firemen each in the east, west, and south sectors of the County. Supervisor Caldwell handed out a letter from the Eudora Volunteer Fire Department expressing some concerns of the department. She said they need to do more work on the logistics of the idea, but the biggest thing now is to try and get local and private legislation to raise the cap to ¾ mill. Mrs. Freeze stated that would amount to approximately \$1,070,000.

Supervisor Gardner said he is for asking for legislative help with this. Supervisor Caldwell said the Fire/EMA Committee recommends asking for legislation and working out the parameters and details later.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to allow the firm of Smith, Phillips, Mitchell, Scott & Nowak to seek legislation raising the cap under Miss. Code Ann. §19-5-95 on paying daytime firemen to ¾ mill and draft a letter to the fire chiefs and legislators to ask for their support.

The motion passed by a vote as follows:

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

Supervisor Caldwell asked that Mrs. McLeod also put this in the Legislative Request book.

Denials:

Mrs. Lynchard pointed out that the Board has denied \$825,290.00 in requests so far.

See Exhibit G.6.

7. Health Insurance – Page 124

Mrs. Lynchard handed out a chart showing where the fund balance has been since May 2015. She attributed the loss of over \$300,000.00 in the fund balance to the medical industry manipulating funds on pharmaceuticals. She stated Pharmacy claims have gone up from 18% to 24% since 2015. Mrs. Lynchard also pointed out an increase in the number of employees in the last 9 years and a significant increase in the number of members as employees are adding families to their policies.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to shift \$243,600.00 from the .44 millage to Fund 501, Line 387 for Self-Funded Health Risk Management, approve the budget request as presented on page 124 for Self-Funded Health Risk Management and Employee Health Insurance, and add \$35.00 per employee for insurance coverage.

The motion passed by a vote as follows:

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

See Exhibit G.7.

8. Election Commissioners - Pages 36, 123

Mrs. Freeze pointed out Fund 180, Line 924 and noted that the Election Commissioners wanted to lower their budget, Fund 180, as shown on Page 36 by just over \$40,000.00 and transfer \$30,000.00 from Fund 180 to a separate line (Line 924) to hold for the purchase of election equipment.

Supervisor Bill Russell made the motion and Supervisor Mark Gardner seconded the motion to approve transfer of \$30,000.00 from Fund 180 to a separate line (Line 924) to hold for the purchase of election equipment and stipulate that the Board must approve all purchases from this line.

The motion passed by a vote as follows:

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

See Exhibit G.8.

9. Recreation District, Countywide Park System – Pages 90, 91, 122

Supervisor Caldwell restated the purpose for looking at this fund to catch Supervisor Russell up. Supervisor Russell said the Board that began funding the Greenways program knew the County would eventually take over the Parks and Greenways, but the day seems to have come sooner than expected.

Supervisor Gardner asked Mrs. Freeze how much the total allocation to parks and greenways is per year. Mrs. Freeze stated it is \$317,500. Supervisor Russell stated one reason this was set up through the Economic Council was to get the cities involved. Supervisor Gardner stated the cities have not been involved so far.

Supervisor Caldwell stated she is excited about the County parks and how they are growing and being used; they just need some overseeing.

Mr. Nowak stated at the time the greenways project started, the recreational district was not functioning, and the County was trying to find ways to promote the greenways. He said the Economic Council was used to promote them as they had more flexibility to spend money to promote and market.

Mrs. Lynchard stated she has spoken with Jim Flanagan and Larry Jarrett, and there seems to be a spirit of cooperation in making a County Parks & Recreation Department.

The Board discussed their visions of how a Parks & Recreation Department would work. Supervisor Caldwell suggested putting it under the Environmental Services umbrella to start. Mrs. Lynchard stated that Ray Laughter already does a good bit of the work. She said the Board could put Parks & Recreation under Environmental Services in October, possibly hire 1 or 2 people, let the Road Department continue to cut the grass; and by spring, the Board will know what the department needs. She stated as we are going into winter, there is no need for a full-time director at this time.

Mrs. Lynchard said the Board already voted to separate the funds and stop the transfer to the Economic Council for parks.

Supervisor Russell asked if the plan was to do away with the Recreation Commissioners. Supervisor Caldwell and Supervisor Gardner stated that the Commissioners would be vital to the success of the department. Supervisor Caldwell stated that the DeSoto Council money would now be for staff and park operations.

Supervisor Caldwell asked if the Johnson Creek Project money on page 122 could be combined with the Recreation District Fund on pages 90 and 91 so that all the revenues and expenses are together. Mrs. Freeze stated she can do that.

See Exhibit G.9.

10. Volunteer Fire Department Buildings – Page 119

Mrs. Lynchard said this is the fund that the Board has used to help several volunteer fire departments build additions, satellites, etc. Supervisor Lee said the money spent from Love VFD was for a parking lot at their satellite location.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to add \$125,000.00 to the Fund 313, Line 387 for ACI Volunteer Fire Department.

The motion passed by a vote as follows:

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

See Exhibit G.10.

11. Facilities Capital Improvement Projects – Pages 120, 121

Mrs. Lynchard stated they feel like the numbers on these pages are good. She said the \$349,000.00 on Line 387 of Fund 315 came from an old phase 1 jail fund and was bond money. She also informed the Board that Fund 450, Line 594 might go away when the Child Support office privatizes in October.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Facilities Capital Improvement Projects budget as presented.

The motion passed by a vote as follows:

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

See Exhibit G.11.

12. Capital Expenditures – Page 123

Mrs. Lynchard pointed out that Fund 380, Dept. 120, Line 922 was set aside for flooring when the Administration Building was redone some years ago, and she recommends setting that money aside for the ADA Administration Building Parking. She also pointed out that on Aviation Project Fund 380, Dept. 201, Line 902, the \$78,000.00 came from the Sheriff’s Forfeitures and the rest will be funded from County funds. Fund 380, Dept. 240 was set aside for ambulances each year and is now in the General Fund and EMS Dept. 240. Mrs. Lynchard stated Fund 380, Dept. 301 is for County Building Roofs.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Capital Expenditures budget as presented.

The motion passed by a vote as follows:

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

See Exhibit G.12.

13. Sheriff Canteen Fund – Page 86

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Sheriff Canteen Fund budget as presented.

The motion passed by a vote as follows:

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

See Exhibit G.13.

14. Sheriff Equitable Sharing Funds – Page 87

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Sheriff Equitable Sharing Funds as presented.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>

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

See Exhibit G.14.

15. Grants Administration – Tanner Kuntz

Mr. Kuntz handed out a sheet showing the status of FY17 grants. He stated that the Homeland Security Grant looks like it will happen, and the EMSOF grant will be applied for when appropriate.

Page 88 – EMA Grants

Mr. Kuntz stated these grants reimburse one half of the EMA Fund 001-260, Chris Olsen’s salary in Fund 044-271, Travel Expenses in Fund 044-287, and Task Force expenses in Fund 044-280.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the Grants as presented.

The motion passed by a vote as follows:

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

See Exhibit G.15.

16. State Aid Projects – Page 112

Mrs. Freeze presented a handout defining the State Aid Projects. Mrs. Lynchard said DeSoto County pays engineering on projects and State Aid reimburses; DeSoto County pays utility relocation, ROW acquisition, and legal fees; and State Aid pays the contractor directly. Mrs. Lynchard stated the Finance Department is proposing to do an interfund loan every year for State Aid. They have worked with Tracy Huffman to notify Mrs. Hanks of each project and project number. She will know how much is to be reimbursed for each project. Mrs. Lynchard stated, beginning in FY17, they will hold over money by projects, not just a lump sum for better record keeping.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the State Aid Projects budget as presented and approve the plan proposed by the Finance Department for record keeping on State Aid Projects.

The motion passed by a vote as follows:

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

See Exhibit G.16.

17. Update on Proposed School Board Budget

Supervisor Gardner stated he talked with Superintendent Uselton. Mr. Uselton said the School Board Policy says they should have 25% of their income in reserve. He further stated they have been operating at a \$10,000,000.00 deficit. Mr. Uselton stated they understand the budget will mean an increased tax millage for citizens; and they are contracting with a firm to conduct an efficiency study to try and cut expenses without cutting services. Supervisor Gardner stated he addressed the verbiage in the School Board Order that said the budget did not reflect a tax increase and informed Mr. Uselton that

the Board of Supervisors took exception to the way it was stated.

18. Update on Swinnea Road

Supervisor Gardner informed the Board there is a meeting at Southaven City Hall on Wednesday to address the issues with Swinnea Road. He stated repairs have begun. Supervisor Gardner said Geo Tech Engineers have done core samples and found a very soft sub bed about 20 feet below the surface. They are cutting out some sections of asphalt, packing in limestone, and will resurface the whole road. Supervisor Gardner gave this information for the Board to be able to answer their constituents.

19. Update on Tennis Center

Supervisor Gardner stated he has had some good meetings and feels the next step is to go to the CVB meeting and talk to that Board.

20. Update on National Guard Armory

Supervisor Caldwell stated she will have more concrete information on Friday, September 2.

H. NEW BUSINESS

I. PLANNING COMMISSION

J. EXECUTIVE SESSION

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

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to adjourn the Board meeting until September 6, 2016, at 9:00 a.m.

The motion passed by a vote as follows:

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

THIS the 29th day of August, 2016, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors