

**DESOTO COUNTY BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**  
**DISTRICT FIVE SUPERVISOR MICHAEL LEE, PRESIDING**  
**May 15, 2017**

**A. CALL TO ORDER**

The May 15, 2017 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Michael Lee, Board President.

Chief Deputy Macon Moore 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
Chief Deputy Macon Moore	Sheriff's Department
Misty Heffner	Chancery Clerk
Vanessa Lynchard	County Administrator
Robert Quimby	Board Attorney

**B. INVOCATION**

Mr. Cecil Sowell was present and gave the invocation.

**C. PLEDGE OF ALLEGIANCE**

**D. CITIZENS REMARKS & PRESENTATIONS**

Supervisor Lee asked if there was anyone present who wished to speak on anything not on the agenda. No one came forward.

**E. APPROVAL OF AGENDA: ADDITIONS AND DELETIONS**

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

**1. County Administrator Vanessa Lynchard requested to change the following:**

- a. F.2.a. - Budget Amendments – Environmental Svc/Finance – Move to New H.6.
- b. F.6.a. – MSU Dates will be May 24 & 25
- c. F.11. – RFQ – Move to Old G.4.
- d. H.8.b. – Preliminary/Final Inventory Dispositions - Change EMA to Preliminary (H.8.a.)

**2. County Administrator Vanessa Lynchard requested to add the following:**

- a. Parks Department – Murals for Courthouse & County Parks – (Old G.3.)

**4. Supervisor Mark Gardner announced the following:**

Southaven Police Department special service in memory of Lt. Billy Lance – Sea of Blue at 7:30 p.m.

5. Supervisor Jessie Medlin requested to add the following:

- a. Ingrams Mill Schoolhouse (New, H.20. )

6. Chancery Clerk Misty Heffner requested to add the following:

- a. Update on Land Records Software (Old, G.5.)

7. Director of Procurement and Administrative Services Pat McLeod requested to add the following:

- a. Business Investment Request – Five Below (New, H.2.f.)

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the Agenda with the additions, deletions and corrections as set forth above.

The motion passed by a vote as follows:

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

F. CONSENT AGENDA

1. Publication of Board Proceedings

ORDER APPROVING ALL COUNTY BILLS THE MONTH OF April 2017,  
AS AUTHORIZED AND PROVIDED UNDER SECTION 19-3-67 AND 19-3-35, MISSISSIPPI  
CODE 1972 AMENDED.

FOR CLAIMS NUMBERED 2818-3020 (Fund 001); 31-34 (Fund 024); 67-77 (Fund 025); 85-97 (Fund 026); 59-63 (Fund 027); 62-67 (Fund 028); 7 (Fund 033); 62-70 (Fund 044); 25-27 (Fund 075); 8 (Fund 097); 55-74 (Fund 101); 110-127 (Fund 105); 21-25 (Fund 108); 2 (Fund 114); 25-26 (Fund 120); 603-696 (Fund 156); 262-305 (Fund 160); 4 Fund 227); 2 (Fund 228); 2 (Fund 233); 2 (Fund 234); 69-72 (Fund 315); 52-54 (Fund 380); 52-59 (Fund 501); 6 (Fund 604); 19-20 (Fund 650); 7 (Fund 654); -240 (Fund 681); 20 (Fund 682); 6 (Fund 690); 6 (Fund 691)  
**TOTALING \$ 9,398,222.63**

**BE IT ORDERED:**  
That all county bills for **DESOTO COUNTY** for the month April 2017 claims numbered as noted above totaling **\$ 9,398,222.63** is hereby approved as presented by the Chancery Court Clerk of DeSoto County.

These are claims presented and approved during the month of April 2017,  
ORDERED AND DONE THIS 17<sup>th</sup> DAY of April 2017.

Supervisors that were present at the April 17, 2017 meeting were Michael Lee, Jessie Medlin, Mark Gardner, William Russell and Lee Caldwell.

Michael Lee, PRESIDENT  
DESOTO COUNTY BOARD OF SUPERVISORS

CLAIM#	NAME	PURPOSE	AMOUNT
3007	BankCard Center	M.Gardner/Washington	\$ 884.02
3008	BankCard Center	M.Lee/Washington	\$ 1,108.24
3009	BankCard Center	L.Caldwell/Washington	\$ 1,269.48

2. Office of Finance & Accounting

- a. **Budget Amendments** – Patrol/Law Enforcement, Other/Court Bond Remissions, Facility Range Operations/Sheriff’s Dept, Board of Supervisors, Chancery Court Reporters, Veteran Service Office, Aviation, Tax Assessor, Tax Collector, Juvenile Drug Court, Garbage & Solid Waste, Animal Services

	Fund/Department #		001 / 202			Updated 7/15
(1)	Patrol / Law Enforcement					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-202-922	Other Capital Outlay Over \$5000	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00		\$ 16,000.00
001-202-925	Radios	\$ 104,953.70	\$ 117,700.00		\$ 9,130.00	\$ 108,570.00
001-202-548	Radio Repairs & Maint	\$ 5,178.00	\$ 6,800.00	\$ 1,130.00		\$ 7,930.00
	TOTALS		\$ 132,500.00	\$ 9,130.00	\$ 9,130.00	\$ 132,500.00
Reason for Request: (Show detailed justification)	To replace K-9.					
Requested by:	Bill Rasco / Donna Ford					
	Fund/Department #		001 / 901			
(2)	Other - Court Bond Remissions					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
	REVENUE					
001-000-237	Bond Forfeitures	\$ 79,368.50	\$ 60,000.00	\$ 19,000.00		\$ 79,000.00
	EXPENSE					
001-901-958	Bond / Court Remissions & Refunds	\$ 40,074.50	\$ 42,000.00	\$ 19,000.00		\$ 61,000.00
	TOTALS		OVERALL INCREASE		\$19,000.00	
Reason for Request: (Show detailed justification)	Increase revenue to offset increase in expense for court bond remissions.					
Requested by:	Andrea Freeze					
	Fund/Department #		001 / 202,200,150			
(3)	Facility Range Operations / Sheriff's Dept					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-200-404	Office Clerical	\$ 340,778.22	\$ 545,742.00		\$ 20,115.00	\$ 525,627.00
001-200-441	Overtime	\$ 15,982.92	\$ 33,500.00		\$ 1,346.00	\$ 32,154.00
001-200-465	State Retirement Matching	\$ 71,456.89	\$ 121,082.00		\$ 3,380.00	\$ 117,702.00
001-200-466	Social Security Matching	\$ 34,823.76	\$ 58,811.00		\$ 1,642.00	\$ 57,169.00
001-200-468	Group Insurance	\$ 60,781.16	\$ 98,164.00		\$ 3,063.00	\$ 95,101.00
001-202-671	Motor Vehicle Fuel	\$ 254,938.65	\$ 472,558.00		\$ 1,301.00	\$ 471,257.00
001-202-689	Clothing Allowance	\$ 2,461.21	\$ 9,300.00		\$ 190.00	\$ 9,110.00
001-150-402	Deputies / Assistant Managers	\$ -	\$ -	\$ 20,115.00		\$ 20,115.00
001-150-441	Overtime	\$ -	\$ -	\$ 1,346.00		\$ 1,346.00
001-150-465	State Retirement Matching	\$ -	\$ -	\$ 3,380.00		\$ 3,380.00
001-150-466	Social Security Matching	\$ -	\$ -	\$ 1,642.00		\$ 1,642.00
001-150-468	Group Insurance	\$ -	\$ -	\$ 3,063.00		\$ 3,063.00
001-150-689	Clothing Allowance	\$ -	\$ -	\$ 190.00		\$ 190.00
001-346-671	Motor Vehicle Fuel	\$ 44,962.21	\$ 100,000.00	\$ 1,301.00		\$ 101,301.00
			\$ 1,439,157.00	\$ 31,037.00	\$ 31,037.00	\$ 1,439,157.00
Reason for Request: (Show detailed justification)	Reallocate budget amounts to account for additional Facility Management Department (Range Operations).					
Requested by:	Vanessa Lynchard / Robert Jarman / Bill Rasco / Donna Ford					
	Fund/Department #		001 / 100			
(4)	Board of Supervisors					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
001-100-476	Meals and Lodging	\$ 10,418.46	\$ 10,420.00	\$ 300.00		\$ 10,720.00
001-100-919	Furn / Office Equip Under \$5000	\$ -	\$ 500.00		\$ 300.00	\$ 200.00
			\$ 10,920.00	\$ 300.00	\$ 300.00	\$ 10,920.00
Reason for Request: (Show detailed justification)	Increase to cover travel expenses.					
Requested by:	Pat McLeod					
	Fund/Department #		027 / 174			
(5)	Chancery Court Reporters					
		YEAR TO DATE	ADOPTED			REVISED
ACCT #	LINE ITEM	EXPENSES	BUDGET	INCREASE	DECREASE	BUDGET
027-174-503	Cellular Telephone Service	\$ -	\$ 750.00		\$ 250.00	\$ 500.00
027-174-544	Service/Maintenance Contract	\$ 3,339.00	\$ 3,900.00	\$ 500.00		\$ 4,400.00
027-174-603	Office Supplies and Materials	\$ 377.24	\$ 2,000.00		\$ 250.00	\$ 1,750.00
			\$ 6,650.00	\$ 500.00	\$ 500.00	\$ 6,650.00
Reason for Request: (Show detailed justification)	Increase to cover additional equipment maintenance.					
Requested by:	Amanda Kisor					

		Fund/Department #	001 / 154			
(6)	Veteran Service Office					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-154-544	Service/Maintenance Contract	\$ -	\$ 450.00	\$ 50.00		\$ 500.00
001-154-610	Professional Supplies	\$ -	\$ 400.00		\$ 50.00	\$ 350.00
			\$ 850.00	\$ 50.00	\$ 50.00	\$ 850.00
Reason for Request: (Show detailed justification)	Increase to cover full amount of VIMS yearly maintenance contract.					
Requested by:	Roy Andrews					
		Fund/Department #	001 / 201			
(7)	Aviation					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-201-681	Repair & Replace Parts	\$ 245.38	\$ 23,905.00	\$ 10,000.00		\$ 33,905.00
001-201-677	Aviation Fuel	\$ 16,207.77	\$ 35,040.00		\$ 10,000.00	\$ 25,040.00
	TOTALS		\$ 58,945.00	\$ 10,000.00	\$ 10,000.00	\$ 58,945.00
Reason for Request: (Show detailed justification)	Repairs to new helicopter.					
Requested by:	Bill Rasco / Donna Ford					
		Fund/Department #	001 / 103			
(8)	Tax Assessor					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-103-544	Service/Maintenance Contract	\$ -	\$ 2,400.00	\$ 24.00		\$ 2,424.00
001-103-603	Office Supplies and Materials	\$ 675.03	\$ 2,500.00		\$ 24.00	\$ 2,476.00
001-103-919	Furn/Office Equip - Under \$5000	\$ 1,412.08	\$ 1,803.00	\$ 604.00		\$ 2,407.00
001-103-691	Uniforms	\$ -	\$ 604.00		\$ 604.00	\$ -
			\$ 7,307.00	\$ 628.00	\$ 628.00	\$ 7,307.00
Reason for Request: (Show detailed justification)	Increase to cover ESRI software maintenance and purchase a laser measurer for warehouses for staff.					
Requested by:	Parker Pickle / Linda White					
		Fund/Department #	001 / 104			
(9)	Tax Collector					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-104-571	Dues and Subscriptions	\$ 2,890.00	\$ 3,200.00	\$ 234.00		\$ 3,434.00
001-104-574	On-line Service	\$ -	\$ 3,300.00		\$ 234.00	\$ 3,066.00
	TOTALS		\$ 6,500.00	\$ 234.00	\$ 234.00	\$ 6,500.00
Reason for Request: (Show detailed justification)	To cover tax collector books from West Group.					
Requested by:	Joey Treadway / Carol Carpenter					
		Fund/Department #	032 / 243			
(10)	Juvenile Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
032-243-616	Other Court Costs	\$ -	\$ 20,000.00		\$ 825.00	\$ 19,175.00
032-243-476	Meals and Lodging	\$ -	\$ -	\$ 825.00		\$ 825.00
	TOTALS		\$ 20,000.00	\$ 825.00	\$ 825.00	\$ 20,000.00
Reason for Request: (Show detailed justification)	To cover national drug court conference in Washington D.C.					
Requested by:	Erica Banks					
		Fund/Department #	105 / 341			
(11)	Garbage and Solid Waste					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
105-341-594	Other Contractual Services	\$ 14,722.81	\$ 25,000.00	\$ 18,000.00		\$ 43,000.00
105-999-999	Ending Cash	\$ -	\$ 2,091,144.00		\$ 18,000.00	\$ 2,073,144.00
	TOTALS		\$ 2,116,144.00	\$ 18,000.00	\$ 18,000.00	\$ 2,116,144.00
Reason for Request: (Show detailed justification)	To cover contractual services for the rubbish facility space utilization project provided by Environmental Business Services and Allen Engineering.					
Requested by:	Ray Laughter					
		Fund/Department #	001 / 445			
(12)	Animal Services					
ACCT #	LINE ITEM	YEAR TO DATE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
	REVENUE					
001-000-370	Animal Shelter Donations	\$ 4,462.54	\$ 4,314.00	\$ 148.00		\$ 4,462.00
	EXPENSE					
001-445-698	Canine Supplies - Food	\$ 7,953.36	\$ 20,814.00	\$ 50.00		\$ 20,864.00
001-445-696	Pharmacy Supplies	\$ 527.48	\$ 2,600.00	\$ 25.00		\$ 2,625.00
001-445-921	Other Cap Outlay Under \$5000	\$ -	\$ 7,410.00	\$ 73.00		\$ 7,483.00
	TOTALS		OVERALL INCREASE		\$ 148.00	
Reason for Request: (Show detailed justification)	Increase revenue and increase expenses to account for recent donations given to the animal shelter.					
Requested by:	Monica Mock					

The following seized funds listed have been forfeited by court order to be transferred from the seized account to the forfeiture account. Please approve the transfer of the funds.

Transfer from Sheriff-Seized Fund	(123-000-139)	\$ 1,833.00
Transfer to Sheriff-Forfeiture Fund	(120-000-238)	\$ 1,833.00

FISCAL YEAR: **2016/2017**  
FORM REVISED: 08/25/13

FINAL

INVENTORY DISPOSITION  
1 OF 1

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

[illegible]

AUTHORIZATION TO DISPOSE		INVENTORY CLERK		NOTES
DISPOSED BY: <u>[Signature]</u>	DATE: <u>5/9/17</u>	INFORMATION		
PRINT NAME: <u>Justin Smith</u>		PRELIMINARY PRESENT TO BOS		
		<b>May 1, 2017</b>		
DISPOSED BY: <u>[Signature]</u>	DATE: <u>5/9/17</u>	FINAL PRESENT TO BOS		
PRINT NAME: <u>Amy Henken</u>		<b>May 15, 2017</b>		
		DATE INVENTORY DISPOSED IN ASBIS		
INV CLERK: <u>[Signature]</u>	DATE: <u>5/9/17</u>			
<u>Alice Taylor</u>		DATE BOS FINAL MINS ATTACHED		



FISCAL YEAR: 2015/2016

REVISED SEP 2015

## PRELIMINARY

## INVENTORY DISPOSITION

1 OF 2

DEPT  
NAME:

Sheriff - Shop

NR = NON REPAIRABLE (COST) K = THOUSANDS

NR = NON REPAIRABLE H = HUNDREDS

DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #:

LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	DATE	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
35042	MDE Digital Video Sytle	00017	Broken	2007/26/75	50 Shop	8/1/16			
35043	"	00018	No longer in use	2007/26/75	50 Shop				
35044	"	00019	Broken	2007/26/75	50 Shop				
35047	"	00022	No longer in use	2007/26/75	50 Shop				
35049	"	00024	"	2007/26/75	50 Shop				
35050	"	00023	"	2007/26/75	50 Shop				
35058	"	00023	Broken	2007/26/75	50 Shop				
35051	"	00028	"	2007/26/75	50 Shop				
35056	"	00021	No longer in use	2007/26/75	50 Shop				
35040	"	0015	"	2007/26/75	50 Shop				
35052	"	0027	"	2007/26/75	50 Shop				
35050	"	0025	"	2007/26/75	50 Shop				
35053	"	0028	"	2007/26/75	50 Shop				
35054	"	0029	"	2007/26/75	50 Shop				
35055	"	0030	Broken	2007/26/75	50 Shop				
35056	"	0031	"	2007/26/75	50 Shop				
35057	"	0032	"	2007/26/75	50 Shop				
35059	MDE Digital Video	0004	No longer in use	2007/26/75	50 Shop				
32122	Motocota 8250	921TC00259	"	2002/8/1	50 Shop				

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY:	DATE:	PRELIMINARY PRESENT TO BOS	
PRINT NAME:		FINAL PRESENT TO BOS	
DISPOSED BY:	DATE:	DATE INVENTORY DISPOSED IN AS400	
PRINT NAME:		DATE BOS FINAL MMS ATTACHED	
BY CLERK:	DATE:		

3084

FISCAL YEAR: 2015/2016

REVISED SEP 2015

## PRELIMINARY

## INVENTORY DISPOSITION

1 OF 2

DEPT  
NAME:

Sheriff - Shop

NR = NON REPAIRABLE (COST) K = THOUSANDS

NR = NON REPAIRABLE H = HUNDREDS

DAS = DECLARE AS SURPLUS D = DOLLARS

DEPT #:

LOC #:

ASSET #	DESCRIPTION	SERIAL #	ISSUE/REASON FOR DISPOSAL	DATE	LOCATION AT PRELIMINARY	PRELIMINARY APPROVAL DATE	DISPOSED OF BY	FINAL DISPOSAL LOCATION	DATE OF FINAL APPROVAL
40683	E seek Card Reader	2500127955	No longer in use	2010/3/9	50 Shop	8/1/16			
40688	"	2500128048	"	2010/3/9	50 Shop				
40694	"	2500127610	"	2010/3/9	50 Shop				
40728	"	2500127310	"	2010/3/9	50 Shop				
40728	"	2500126988	"	2010/3/9	50 Shop				
42832	Deix H Impact Drive	580718	Broken	2004/11/7	50 Shop				
43505	Zebra Mobile Printer	44A027P10244	No longer in use	2004/11/7	50 Shop				
35757	Canon Scanner	0026	"	2007/26/75	50 Shop				
38472	Canon Scanner	MCE08910751	"	2009/26/75	50 Shop				
40693	Canon Scanner	MCE48812144	"	2010/2/16	50 Shop				
35524	Canon Digital Camera	KCP4X8490F03	"	2007/26/75	50 Shop				
35031	MDE Digital Video Sytle	00004	No longer in use	2007/26/75	50 Shop				
35033	MDE Digital Video Sytle	00007	Broken	2007/26/75	50 Shop				
35034	"	00009	Broken	2007/26/75	50 Shop				
35035	"	00010	No longer in use	2007/26/75	50 Shop				
35036	"	00011	Broken	2007/26/75	50 Shop				
35037	"	00012	Broken	2007/26/75	50 Shop				
35038	"	00013	No longer in use	2007/26/75	50 Shop				
35039	"	00014	"	2007/26/75	50 Shop				
35040	"	00015	"	2007/26/75	50 Shop				

AUTHORIZATION TO DISPOSE		INVENTORY CLERK INFORMATION	NOTES
SIGNED BY:	DATE:	PRELIMINARY PRESENT TO BOS	
PRINT NAME:		FINAL PRESENT TO BOS	
DISPOSED BY:	DATE:	DATE INVENTORY DISPOSED IN AS400	
PRINT NAME:		DATE BOS FINAL MMS ATTACHED	
BY CLERK:	DATE:		

4084

[illegible]

**Inventory Control Disposition** **FINAL**

Department: Circuit Clerk Office

Fiscal Year: 2017

[illegible]

**Authorization to Dispose**

Department Head:	<u>Ala K Thompson</u>	Date:	<u>3.27.17</u>
Disposed By:	<u>Angie Tapley</u>	Date:	<u>5/10/17</u>
Inventory Clerk:	<u>Angie Tapley</u>	Date:	<u>3.27.17</u>

**Notes:**

#### **d. Star Landing/Tulane to Getwell Update**

**Starlanding Rd Design: Tulane Rd to Getwell Rd**  
 Notice to Proceed: 4/28/16      Termination Date: 12/31/18

MDOT Project No. STP-0906-00(005)LPA				
156-370-555		Budget		156-000-305
County Paid			MDOT Reimbursed	
Amount	Date	ESTIMATE	Amount	Date
\$39,934.42	6/29/2016	1	\$36,551.38	1/31/2017
\$129,184.97	8/1/2016	2	\$124,656.22	1/31/2017
\$102,238.46	9/7/2016	3	\$100,805.20	10/13/2016
\$157,166.68	9/30/2016	4	\$157,166.68	12/21/2016
\$48,322.03	11/2/2016	5	\$48,322.03	12/21/2016
\$40,469.43	11/15/2016	6	\$40,469.43	12/21/2016
\$76,456.19	1/10/2017	7	\$76,456.19	2/22/2017
\$116,947.30	1/25/2017	8	\$116,947.30	4/3/2017
\$52,105.09	3/20/2017	9	\$52,105.09	4/17/2017
\$62,307.05	4/3/2017	10		
\$49,763.47	5/15/2017	11		
		12		
		13		
		14		
		15		
		16		
		17		
EAI/WEI paid			\$9,345.05	10/11/2016

			EA/WEI Reimbursed	
Est.	Revision	Rev Date	Amount	Date
1-Rev	\$36,551.38	9/22/2016	\$3,383.04	10/11/2016
2-REV	\$124,656.22	9/22/2016	\$4,528.75	10/11/2016
3-REV	\$100,805.20	9/28/2016	\$1,433.26	10/11/2016
<b>EA/WEI Owes County</b>			<b>\$9,345.05</b>	<b>10/11/2016</b>

51% Complete

**87%**  
**Reimbursed**

\$ 1,722,457.00 NTE  
\$ 847,561.91 Remain



3. Office of Procurement

- a. Request to Approve Bid specifications and Solicit Bids for the Sale of Surplus Radios: Bid File # 17-100-001
- b. April 2017 Procurement Card Purchases – Extension Services

April 2017

PROCUREMENT CARD LOG SHEET  
CARD NUMBERS: 4715 6215 8600 0011, 0003, 0037

Date Out	Time Out	Time In	Vendor	Department	Employee	Description of Purchase	TOTAL RECEIPT	Issues, if any
3/30/2017	2:30	2:45	Family Farmed	Ext Services	Joy Anderson	Manual-Wholesale Succes - A Farmers	\$ 80.00	None

4. Contract Administration – Enter Into the Formal Record and Make a Part of the Board Minutes – All Signatures Achieved
- a. Adult Drug Court – Siemens Healthcare Diagnostics

5. Road Department

- a. Changes to Road Register – Request to Make Part of Permanent Board Minutes

The attached revised official DeSoto County Road Register and Official Road Map reflect the changes that were approved at the 5/1/17 Board of Supervisors Meeting to remove DeSoto Road (from Polk Lane to Eastern Drive); Old Polk Lane (from Thompson Road – End); and Polk Lane (from DeSoto Road – End) due to annexation by the City of Olive Branch

We are requesting that these updated documents be made a part of the permanent Board of Supervisors meeting minutes.

- b. Safety Report

Workman Compensation Claims

There were two workman compensation claims for this period. Both were report only.

Josh Bullion aggravated and old back injury when he was loading a track hoe and it jarred, hurting his back.

Chris Bradshaw popped his right knee while getting out of limb truck.

Accidents

There have not been any incidents of broken glass or vehicle accidents

Roadside Mowing

The tractors have been mowing for a couple of weeks now and things are running smoothly. We have had trees down due to rain and wind but we are very lucky compared to other nearby areas.

  
Kenny Woods Risk Management Officer/DeSoto County Road Dept.

6. Animal Services

- a. MSU Visits on May 25 & 26, June 22 & 23
- b. Wings of Rescue Update

						total Animals	Costs Vacc/Testing
1/18/2017	#	9	35	4		48	
		\$116.91	\$269.85	\$57.72			\$444.48
2/14/2017	#	33	9	9		51	
		\$426.03	\$69.39	\$129.87			\$625.29
3/8/2017	#		6	Only 2 lept		6	
			\$25.00				\$25.00
3/28/2017	#	7	9			16	
		\$72.42	\$48.24				\$120.66
5/3/2017	#	9	5			14	
		\$120.87	\$40.70				\$161.57
						135	\$1,377.00

## 7. Environmental Services – Parks & Greenways – Monthly Update

### 8. EMS Monthly Report – April

Number of ambulance runs billed: 132

Amount billed: \$86,582.80

Amount collected: \$50,452.51

Un-collectable amount: \$15,925.58

	Eudora	Lewisburg	Walls
Dispatched Calls:	74	100	64
Refusals:	25	41	15
Standby Only:	2	1	1
Billed:	42	49	41
Other:	5	9	7

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

### 9. Justice Court Monthly Report

April 2017

Criminal Cases Filed	225
Civil Cases Filed	881
Traffic Tickets Filed	852
Total Cases Filed	1,958
State Assessments	\$72,557.48
County General Fund	\$128,857.68
DPS	\$4,200.00
Total Collections	\$205,615.16

Submitted by	Pat Sanford
Date	30-Apr-17

### 10. DeSoto Letter of Intent – Memphis Metropolitan Area Storm Water Management Program

### 11. Request for Qualifications – Architect Services for Master Plan of Star Landing Project

### 12. Sheriff's Department – Uniform Reimbursement

#### Corrections:

#### F.2.a. – Budget Amendment - Environmental Services/Fin & Accounting

Moved to New Business, (H.8.)

#### F.6.a. – MSU Visits - Dates will be May 24 & 25

#### F.11. – RFQ – Move to Old Business (G.4.)

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the actions and matters presented in the Consent Agenda with the corrections listed above.

The motion passed by a vote as follows:

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

**See Exhibit F.**

## **G. OLD BUSINESS**

### **1. Environmental Services – Spring Clean-Up Recap**

Environmental Services Director Ray Laughter informed the Board that there were a lot of volunteers that participated and over 42 tons of rubbish was disposed of. He showed pictures of the Southaven High School Honor Society, Southaven Mayor's Youth Council, Supervisor Caldwell's crew, Supervisor Russell's crew, Walls Fire Department, and Town of Walls Administration.

Mr. Laughter stated his department is looking forward to Household Hazardous Waste Day on October 7<sup>th</sup>, as well as Fall Clean-Up. He reported the new litter crew is doing great and stated they encourage the public to report litter to Environmental Services.

Mrs. Lynchard praised Mr. Laughter and his department for working so hard to get Spring Clean-Up together.

**See Exhibit G.1.**

### **2. Contract Administration – Juvenile Court Renovations**

Mrs. McLeod stated the corrections to the contract were made, and the contractor signed the corrected copy and sent the contract to Facilities. She said Mr. Nowak has confirmed this is the corrected contract.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the contract with Murphy & Sons and ratify the Board President's signature.

The motion passed by a vote as follows:

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

**See Exhibit G.2.**

### **3. Courthouse Murals**

Mr. Laughter stated the signs were purchased with a grant that was awarded to the Economic Council, Teachers for Excellence for Education Fund. He said he has seen the signs, and he,

Brian Hicks, and the Chickasaw Nation have hashed out some of the language. He said there will be 3 outside the courthouse and 6 or 7 inside installed on the wall with 2-sided tape. Mr. Laughter stated he felt this will be a good, positive project.

Mr. Laughter stated Susan at the Economic Council said the grant will cover all expenses. He informed the Board that through a phone conversation with Brian Hicks who represents the Chickasaw Nation, they are okay with the changes.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to approve the installation of the signs at the Courthouse with the changes recommended by Mr. Laughter and approved by Brian Hicks as the Chickasaw Nation representative.

The motion passed by a vote as follows:

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

#### **4. Request for Statement of Qualifications: Architectural Engineer Services for Master Plan of Star Landing Project**

Supervisor Russell stated he had some concerns regarding this item. He said typically counties do not support park systems. He further stated he is not opposed to doing projects with the cities, and he thinks the cities should be involved with some projects in the county. He pointed out the county does not have the base revenue coming in like cities do. Supervisor Russell said he does not think this is the time to step off too deep spending money on parks, and he said the Board needs to look at salaries.

Supervisor Medlin stated he was the one that brought the idea up, but he did not want to spend a lot of money on it. He said he did want a master plan because it will help better utilize the land.

Supervisor Caldwell said this is a long-range plan. She stated 5 years ago the County did a study about having an agri-ed center there. She stated when the armory comes in and builds a road that the County will be able to utilize, there needs to be a plan where buildings will be. She said farm services, the extension service, 4-H, and others are outgrowing their facilities. She said the expenses will be shared, but they will have to see who will be paying for different things. The RFQ is a necessary step.

Supervisor Medlin said he thought the county should get into parks more. He stated the little league fields and soccer fields are always crowded.

Supervisor Lee said he agrees on the master plan, but he does want the board to look at Holly Springs Road and possibly bond the money to get going on that. He said he also wants to see about doing it in phases. Supervisor Russell suggested talking to MPO. Supervisor Caldwell said she has asked them to look at it, but they may have to take something else off the list.

Supervisor Russell said he will not vote for the study, but he wants the board to keep in mind things that benefit the whole county, and to involve the cities.

Supervisor Gardner stated the Board budgets well and spends time scrutinizing the budget. He said not everything everyone wants gets bought on county money. Supervisor Russell stated that is a good point and it is time to dust off the salary schedule again. Supervisor Caldwell agreed, pointing out that the Sheriff found the money for raises within his budget.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the specs for the Request for Qualifications (RFQ).

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>NO</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

**See Exhibit G.4.**

## **5. Chancery Clerk – Land Records Software Update**

Chancery Clerk Misty Heffner stated the change to the new software has been pretty painful, but it is going. She stated her staff has really been tested through the process. She said the Land Records Office will have a really good system when all the bugs are worked out. Mrs. Heffner said the new system gives a lot more flexibility with input and what you can get out of it compared to the old system, which was very limited.

IT Director John Mitchell stated the County has a support contract with Granicus that provides Granicus will take care of software support and IT will take care of hardware. He said they have been working closely together through the transition process.

Mrs. Heffner stated they will do a demo when they have the kinks worked out. Supervisor Gardner asked Mrs. Heffner if Land Records could have an in-service with the Board of Realtors. Mrs. Heffner said she would like to do that.

Supervisor Gardner said DeSoto County has a better system than the surrounding counties even before the upgrade. Mrs. Heffner said the software company said that DeSoto offered a lot more than other counties. She said they take pride in catching things that are not right, and want to continue to offer the level of service that DeSoto County is known for.

## **H. NEW BUSINESS**

### **1. DHS – Request to Organize One Stop Shop**

DHS Director Kristie Greer stated they are finally ready to proceed with their one stop shop for DHS clients to help them enter the work force. She gave out a list of entities that will be participating in this program that included Region IV, WIN Job Center, Youth Services, Families First, Northwest Workforce Development, Medicaid, Health Department, Child Protection Services, and Child Support. Mrs. Greer stated a concern over fewer hours at the Health Department, and the Board asked Mrs. Lynchard to check on the Health Department hours.

Mrs. Lynchard stated Mrs. Greer is trying to overcome a lack of transportation that affects her clients and trying to provide services on campus to help them.

Supervisor Caldwell asked if people would be scheduled to come in. Mrs. Greer affirmed. Supervisor Caldwell asked if there would be volunteers to help. Mrs. Greer stated she would love to have some volunteers. Supervisor Caldwell said there is a ladies group that wants to help and said she would give Mrs. Greer their contact information. Mrs. Greer said she has reached out to a couple of churches and they are going to help with the clothes closet.

Supervisor Gardner thanked Mrs. Greer for what she is doing. Mrs. Greer stated self-reliance is the key to getting people off assistance. She shared one recent success story and said there will be many more with these services. Mrs. Greer said they have a growth in clients, and the program is coming along. She also stated her goal is to get reimbursement of 100%, where is it now at 75%.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to allow DHS to occupy the building vacated by Child Support and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up any necessary lease agreements.

The motion passed by a vote as follows:

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

**See Exhibit H.1.**

## **2. 1:30 p.m. – Business Investment Incentives**

### **a. BPI Coatings Solutions, LLC - Free Port Warehouse (New) 10-Yr. Real & Personal Property (New) \$ 4,653,898.94 (\$3,000,058.46 – Real + \$1,653,840.48 – Personal)**

Bobby Dunn, President of BPI, introduced Scott Amore, Allen Young, and Greg Parker. He stated they are a custom contract packager of liquid and dry products. He stated they are looking at getting into a coating product. He stated they bought the old Sherwin Williams facility in 2015 and want to recommission this building to a state-of-the-art manufacturing plant. He stated their customers are typical Fortune 500 companies.

Mr. Young, Olive Branch Plant Manager, stated they began fixing up the 3,000 sq. ft. building and outfitting it with equipment in 2016. He stated they spent \$3 million in 2016, and will spend \$6.5 million more in 2017 on the building with an additional \$8 million on manufacturing equipment. He said they will spend about \$2.5 million in 2018 to be a \$15.5 million project over 3 years and re-open an under-utilized building as a manufacturing facility.

Greg Parker, Vice-President of Operations, stated they have spent a lot of money on equipment and upgrading the facility. He stated they kept a lot of construction workers busy the last 2 years and they currently employ about 50 people. He stated they will have 50-100 over the next 2 years, and 150 by the third year. He stated it has been a lot of work, but they have had fun putting it all together.

Mr. Dunn stated this facility will be for paint coatings and Bondo production that will be moving from Atlanta.

Supervisor Gardner stated he was excited to hear about new jobs and excited about bringing a building back to life. Supervisor Medlin said he was glad to see BPI renovate and open an old building.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the Free Port exemption and 10-Yr Real & Personal Property exemption in the amount of \$4,653,898.94 as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

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

**See Exhibit H.2.a.**

**b. Diamond Comic Distributors, Inc. 5-Yr. Personal Property (Expanded)  
\$ 8,377,245.27**

Mr. Shawn Hamrick stated Diamond is the world's leader in English printed comics and comic paraphernalia. He stated they moved into Olive Branch with well over 40,000 skus. He stated they had to expand to keep up and that their capacity is through the roof. Mr. Hamrick said they can now go out and seek more work, where they were turning it away previously. Mrs. Lynchard stated Mr. Hamrick introduced DeSoto County to Diamond and encouraged them to expand here.

Supervisor Gardner congratulated Mr. Hamrick on their growth. Mr. Hamrick stated they implemented the expansion without losing one day of work.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve a 5-year Personal Property exemption in the amount of \$8,377,245.27 as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

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

**See Exhibit H.2.b.**

**c. Intuitive Surgical, Inc. 10-Yr. Real & Personal Property (New)      \$38,900,690.25  
(\$35,700,000.00 – Real + \$3,200,690.25 – Personal)  
(Free Port Warehouse granted on 12/19/2016)**

Mr. Harry Welch stated Intuitive makes a surgical robot. He stated they are the world leader in robotic assisted surgeries. He stated they are repairing the facility in Southaven and currently have 35-40 employees.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve a 10-year Real & Personal Property exemption in the amount of \$38,900,690.25 as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

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

**See Exhibit H.2.c.**

**d. Olympia Tools International, Inc.      10-Yr. Real Property (New) \$ 3,641,250.00**  
**5-Yr. Personal Property (New) \$ 517,590.00**

Mrs. Jennifer Richardson stated they import and distribute hand tools and provide Wal-Mart with Ozark Trail Tumblers. She stated they currently have 20 employees and plan to double that number during the next year. She stated the company is moving shipping and warehousing to Olive Branch.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the 10-Year Real Property in the amount of \$3,641,250.00 and 5-Year Personal Property in the amount of \$517,590.00 as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

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

**See Exhibit H.2.d.**

**e. Zimmer US, Inc. – Free Port Warehouse**

Mr. John Garvey stated he is the Director of Distributing for Zimmer US, a distributor of medical implants and instruments.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the Free Port Exemption as recommended by the Business Investment Incentive Committee.

The motion passed by a vote as follows:

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

**See Exhibit H.2.e.**

**f. Five Below**

Mr. Brian Punt, Director of Operations, stated they hired 26 people when they opened and hire more through their peak season. He stated they currently have 194 stores and about 110 employees, along with temps. He expects that number to grow to 190 during the holiday season. Mr. Punt stated they will add a 2<sup>nd</sup> shift and maintain it for a while.

Supervisor Gardner asked if they occupy the whole building. Mr. Punt stated they have leased some of the building, but will not be leasing any as the holiday season gets here.

Mrs. McLeod stated this is a 5-year Personal Exemption for expansion. Mrs. Lynchard informed the Board this is a different request than they have received before, as it is a request to cover materials to maintain a conveyor system. Mrs. McLeod stated Five Below needed to submit a corrected asset listing.



Mr. Punt stated these are critical spare parts and the motors are very expensive. He stated the conveyor belts keep the company going. Mrs. Lynchard state the whole exemption is \$1million, and the parts are about \$200,000.00. Supervisor Gardner asked if the Board could approve the exemption pending getting the updated asset listing. Mr. Quimby affirmed.

Mrs. McLeod pointed out that some spare parts were very costly, and some were not. Supervisor Russell expressed concern over approving spare parts, and more companies asking for that.

Supervisor Medlin asked if there was a deadline on this to be met. Mrs. Lynchard stated the time limit has been met, and the Board did not have to act today.

Supervisor Mark Gardner made the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to research the validity of the request, and have the Business Investment Incentive Committee to review the request. There was no second. Supervisor Gardner withdrew the motion.

Supervisor Caldwell expressed the concern, that even if the request was legal, the Board would open the door for other companies to request exemption for spare parts and tools.

### **3. Fire/EMA – MS Fire/Law Enforcement Disability Trust Fund Program**

Deputy Chief Josh Harper informed the Board that at the statewide Fire Fighters meeting, the Attorney General talked about the trust fund program. He brought a pamphlet that explained the program extended to volunteer fire fighters and auxiliary police officers.

Supervisor Medlin stated the County policy is for law enforcement and County employees that qualify, but it does not cover volunteers. Mr. Harper stated he will get more information and take it to the Fire/EMA Committee. Mrs. Lynchard stated volunteers can apply to the AG directly, but the county policy bridges the gap for employees until they are accepted for the AG program.

Supervisor Caldwell stated it would be good to research and get more information to take back to the volunteer departments and chiefs.

**See Exhibit H.3.**

### **4. Animal Shelter – Permission to Participate in Cough Research with MSU**

Animal Services Director Monica Mock informed the Board that MSU wants to do a further study on Tramadol. She stated they want to do an “under anesthesia” study that will trigger the dog to cough. She said they will be doing the study on dogs scheduled for spay/neuter.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve participation in the Cough Research Study with MSU.

The motion passed by a vote as follows:

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

**See Exhibit H.4.**

**Addition:**

Mrs. Mock said MSU also wants to do a trial run of a MASH unit. She stated they will bring their equipment and use the Animal Shelter med room. She stated the mobile rig is getting old, and if they have to rely on it, they cannot come as often. Mrs. Mock stated the County will have to provide oxygen for the surgeries, and the cost will be approximately \$125.00.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the trial runs of a MASH unit by MSU and authorize the purchase of oxygen by the Animal Shelter for the surgeries.

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>

**5. GIS Census Update**

GIS Analyst Scott Trapolino stated the County has had one annexation since 2010. He stated the current census will not make a difference with numbers, just area. He stated that DeSoto County gets estimates because of being a high-growth area. Mr. Trapolino stated the 2016 population estimate is 175,611 in the County, but it is not broken down by municipalities. He also informed the Board that the Census Bureau will be using DeSoto County's addressing system rather than their own, because the County's is more accurate.

Mrs. Lynchard stressed the importance of getting an accurate count. She said GIS has the tools and Mr. Trapolino has the knowledge to use them.

**See Exhibit H.5.**

**6. Environmental Services – Request to Purchase Desk**

Mrs. Lynchard stated that Mr. Laughter did not request this; he found a desk return and bolted it to a file cabinet as a temporary solution. Mrs. Lynchard stated it was not sturdy or safe. She stated Mr. Laughter got some quotes for a desk and the least expensive was \$379.50. She stated Accounting said they could find \$350 in their budget and Environmental Services will come up with the balance.

Mr. Laughter stated D.W. has to come in the office to clock in/out and to fill out his safety sheets.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the purchase of the desk for Environmental Services at \$379.50 and authorize the necessary budget amendments.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>NO</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>

**7. Request to Void Tax Sale**

Mrs. Lynchard presented the request to void a tax sale by the Tax Collector.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to set aside the prior tax sale for Parcel #3084-1701.0-00004.00 and approve refunding the money received from the prior tax sale as further explained in Exhibit H.7.

The motion passed by a vote as follows:

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

**See Exhibit H.7.**

## **8. Office of Finance & Accounting**

### **a. Inventory Dispositions – Preliminary – Road Department, Planning, EMA**

Deputy Director of Finance Stephanie Hanks stated Mrs. Tapley has been doing inventory at the Road Department for the past few weeks. She also stated that Felicia Hopper in IT has been a great asset to Mrs. Tapley with the inventory.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the preliminary inventory disposition for the Road Department 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>

Mrs. Hanks stated when Mrs. Scott was leaving the Planning Department they did an inventory and found these cameras. Mrs. Hanks will do some research and see how to dispose of them to a group that can utilize them.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the preliminary inventory disposition for the Planning Department 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>

Mrs. Hanks stated the EMA inventory disposition was a preliminary not a preliminary/final, it is for radios that will be included in the radio bid.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the preliminary inventory disposition for EMA of radios that will be included in the radio bid.

The motion passed by a vote as follows:

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

**See Exhibit H.8.a.**

**b. Inventory Dispositions – Preliminary/Final – Environmental Services, GIS, Sheriff**

Mrs. Hanks stated they now have a lost affidavit for the ice machine that was taken to the scrap yard.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the preliminary/final disposition of an ice machine from Environmental Services.

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>

Mrs. Hanks presented a lost affidavit for a Garmin GPS from the GIS department.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the preliminary/final disposition of a Garmin GPS from the GIS 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>

Mrs. Hanks presented items from the Sheriff's Department that are obsolete and will be ewaste.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the preliminary/final disposition of obsolete items from the Sheriff's 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 H.8.b.**

**c. Approval of Volunteer Fire Department Tax Distribution**

Director of Finance & Accounting Andrea Freeze requested authorization to write checks to the Fire Departments for the 1<sup>st</sup> tax distribution of this year as presented.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to write check to the Fire Departments for tax distribution 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 H.8.c.**

#### **d. Approval of Motor Vehicle Diversions to Cities**

Mrs. Freeze stated this money comes from the State with a report that tells which city it came from. She requested authorization to divert the funds to the cities.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the clerk to write checks to the cities to divert motor vehicle diversion to the cities 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 H.8.d.**

#### **e. Claims Docket**

Director of Finance & Accounting Andrea Freeze presented a page by page declaration of the Claims Docket. Deputy Finance Director Stephanie Hanks brought invoice documentation to address any questions.

**Supervisor Jessie Medlin did not have any questions.**

#### **Supervisor Mark Gardner asked about the following claims:**

Page 1 – Crimestoppers – How is it doing? – Chief Moore stated it is very dysfunctional. He said it could be useful and does great in other areas.

Page 8 – Atlantic Group \$1500 – Mrs. Freeze stated they pay on the aerial photography as the work is done. She said when GIS tells them to bill the other agencies, they will.

Page 12 – Upchurch - \$1800 to repair water line at OB Library – Check and see if someone damaged it and if so, make sure the County billed them.

Page 15 – Flags – The invoice showed 30 of each flag. Mrs. Lynchard stated Facilities keeps a stockpile and flags are being installed at all the parks.

Page 17 – Jolly Roofing \$3500 – This was an inspection of the whole building, and covered repairs. Mrs. Heffner stated they appear to be fixed.

Page 17 – Tomco – Mrs. Lynchard stated there was a complaint at the Library and the County had to install an ADA approved pad and sidewalk.

Page 18 – IT Outlet – this was not answered

Page 31 – Aviation – Thoroughbred Aviation – Chief Moore said this was for the new helicopter

Page 31 – MS Office of Surplus – Chief Moore stated that was money carried over and used for the new helicopter.

Page 32 – Oxford Police Department – Chief Moore stated they hired an officer from Oxford PD and had to pay back the cost of his certification.  
 Page 52 – Infoware – Mrs. Freeze stated one of the court reporters needed a new machine  
 Page 61 – Forklift Rental – Mr. Kuntz stated that was for the Structural Collapse training with the task force. He stated the grant will reimburse this.  
 Page 73 – Pickering – Mr. Swims stated they asked for a change on the new shop design.  
 Page 80 – Counter Connections – Mrs. Heffner stated that was for counters at Land Records  
 Page 80 – Tomco – Mr. Jarman stated that was for a sidewalk to Land Records.

**Supervisor Russell did not have any questions.**

**Supervisor Caldwell did not have any questions.**

**Supervisor Lee asked about the following:**

Page 67 – 3 officers to pick up dogs in Houston, TX – Chief Moore stated they picked up 3 dogs to bring back and test. He stated they kept 1 that Neil Riley will handle.

In accordance with Section 19-13-31 and Section 19-11-23 of the Mississippi Code Annotated, Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the claims docket and 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 Michael Lee, Fifth District	<u>YES</u>

## **9. Contract Administration**

### **a. Veteran Service Officer – Sterling Solutions – Pre-payment**

Director of Procurement and Administrative Services Pat McLeod stated this is a contract for Mr. Roy Andrews, the County Veteran Services Office, and the County has done business with this company for 8 years. She stated Mr. Andrews has found the software to be a valuable tool.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to authorize the contract with Sterling Solutions for the Veteran Services Office software maintenance, authorize prepayment finding the County has done business with this company for 8 years and they provide an immediate and necessary benefit to the County, and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

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

**See Exhibit H.9.a.**

### **b. Road Department – Neel Schaffer General Services**

Mrs. McLeod stated the Road Department has had this contract, but now it has 2017 prices that have been approved by Scott Young. She stated Mr. Nowak has also approved the contract.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the contract with Neel Schaffer General Services and authorize the Board President to sign the necessary documents.

The motion passed by a vote as follows:

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

**See Exhibit H.9.b.**

#### **10. Road Department – Veterans’ Park Site Work**

Supervisor Caldwell stated they met with the City of Southaven, Convention & Visitor’s Board, RG & Diane Moore, and the Road Department to get on the same page and agree on which group would take responsibility for what. Mr. Swims stated there are ways the County can help.

Supervisor Caldwell said the City is doing the engineering, bank stabilization, erosion control, sod planting grass, and waiving the permit fees. Mr. Swims stated the Road Department will clean out around the lake and take out the scrub. He stated they will build up where the sidewalk will be going in as well as clean out overgrowth, do some grading work, and maybe bring some dirt and do a little drainage work.

Supervisor Caldwell stated the Moores have gotten donations for a lot of subcontract work and raised funds for a concrete sidewalk and have contractors to do the concrete work.

Mr. Swims stated his estimate for the job is \$8,097.68.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to authorize the Road Department to do the work at the Veterans’ Park as presented and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an MOU with the necessary parties.

The motion passed by a vote as follows:

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

**See Exhibit H.10**

#### **11. Request from Crenshaw PD**

Chief Deputy Macon Moore stated Crenshaw asked for 2 Crown Vics. He stated they typically sell the cars on Gov Deals and may get \$800-\$1500 per car.

The Board discussed the request and determined to offer the cars to Crenshaw PD at \$500 each.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to offer 2 Crown Vics to Crenshaw PD at \$500 each and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up an agreement with the Crenshaw PD should they accept the offer.

The motion passed by a vote as follows:

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

**See Exhibit H.11.**

**12. Approval to Purchase 2015 Chevy Tahoe for K9 Unit from MO State Highway Patrol**

Mrs. McLeod stated the Sheriff wants to buy a used Tahoe from Missouri. She stated they have had 2 contracts with Missouri, but they have both expired. She stated she has checked to see if they can buy it using intergovernmental sales and transfers.

Chief Moore stated they put a K9 Tahoe in the budget this year and ordered it in October. He stated it came in last week. He stated the price for a new one is about \$40,000.00. Chief Moore stated this Tahoe is \$22,000 and has 67,463 miles on it.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the purchase of a 2015 Chevy Tahoe from the Missouri State Highway Patrol at a cost of \$22,000, and authorize the clerk to purchase tags, title, license, and pay any applicable taxes.

The motion passed by a vote as follows:

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

**See Exhibit H.12.**

**13. Grant Administration - Request Board approval to apply for the Edward Byrne Memorial Justice Assistance Grant and to collect all necessary signatures for the grant application**

Grant Administrator Tanner Kuntz stated this grant was used last year to buy 5 tasers for the Sheriff's Department. He stated the County is eligible to apply again, and the 25% match will come out of the Sheriff's equipment budget.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve applying for the Edward Byrne Memorial JAG and to authorize all necessary signatures for the grant application.

The motion passed by a vote as follows:

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

**See Exhibit H.13.**

**14. Clarification of County Owned Properties**

- a. Greenbrook – 1.58 acres**
- b. Greenbrook – 7.14 acres**
- c. Southaven Park - .258 acres**
- d. Summerwood – 3.31 acres**

Mrs. Lynchard stated GIS identified these properties, and they are all parks within the Southaven city limits. She said Southaven has been maintaining the properties and they are ready to take them into their inventory. She stated the only one that is questionable is the one in Summerwood that has something to do with their HOA. She stated Mr. Nowak has looked into it, and since the



city has maintained it for all these years, it can most likely be transferred because maintenance would more than pay for fair market value.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to turn the properties presented over to the City of Southaven and authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to draw up the necessary paperwork to transfer the properties pending acceptance of the City of Southaven on the Summerwood property.

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 Exhibits H.14.a. – d.**

#### **15. Recognition of Memorial Day Holiday – Monday, May 29, 2017**

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to recognize the proclamation by the Governor of the State of MS to close on Monday, May 29, 2017 in recognition of Memorial Day.

The motion passed by a vote as follows:

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

**See Exhibit H.15.**

#### **16. Chancery Clerk – Homestead Reimbursement Request**

Mrs. Heffner stated the family of Raymond & Sallie Boggan came in and asked for a refund after discovering their mother's social security number was wrong on the homestead form. She stated her office had received a letter from the state to verify the number, and sent a letter to the address on the homestead application. She said her office never received a response. Mrs. Heffner stated Mrs. Boggan was in a nursing home at the time the letter was sent, and Mr. Boggan was deceased. Mrs. Boggan is deceased now also. Mrs. Heffner stated the family is asking for a reimbursement of the homestead credit.

Mr. Quimby stated he felt the request for reimbursement would need to come from the applicant, but she has been deceased since 2013. Mrs. Heffner stated Mr. Nowak had said the same thing; that if the request had been made while Mrs. Boggan was alive something could possibly have been done. She said he did not think anything could be done now. Mr. Quimby agreed.

Mrs. Heffner requested authorization for Mr. Quimby or Mr. Nowak to write a letter to the family explaining why there could not be a refund issued.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to respond to the Boggan family and explain why a refund could not be authorized.

The motion passed by a vote as follows:

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

**See Exhibit H.16.**

#### **17. Juvenile Court/Detention – Electronic Monitoring**

Mrs. Lynchard stated DeSoto County has been in a pilot program with the State to pay for ankle monitoring for juveniles. When the program ended last year, Judge Wilson asked to keep the juveniles in the monitors to stay until their time was up to keep from going back to trial. She stated Chief Moore and Commander Wicker realized that the jail telephone service can take up that cost, and in some cases the parents will pay.

Mrs. Lynchard pointed out that sometimes the ankle bracelets are for the protection of the child or in medical cases where a juvenile inmate needs to go to the hospital for treatment. She also stated that it would make sense for any revenue from the bracelets to go into the Sheriff's budget.

Chief Moore informed the Board that it costs \$110 per day to keep a child detained, and the ankle bracelets are \$12 per day to monitor.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the revenue from ankle bracelets go back into the Sheriff's budget.

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>

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#### **18. Emergency Purchase – Freezer Repair at Jail**

Facilities Director Robert Jarman stated some wires burned out in the freezer motor. He stated it took Hobart all day to find the problem as they had to trace the whole system. Mr. Jarman said there have been a lot of low power issues in Hernando for a couple of weeks that have caused several problems. He did not know if that affected the freezer or not.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell to approve payment to Hobart of \$716.00 for an emergency repair to the freezer at the jail.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</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 Michael Lee, Fifth District	<u>YES</u>

**See Exhibit H.18**

## 19. Request for Proclamation for NAACP Day

Supervisor Caldwell stated she had been asked to have the Board make a proclamation naming June 3<sup>rd</sup> NAACP day and to give a donation. She stated she told the group the Board could not make a donation but she would bring up the proclamation.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to proclaim June 3, 2017, as NAACP Day in Desoto County.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</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 Michael Lee, Fifth District	<u>YES</u>

## 20. Ingrams Mill Schoolhouse

Supervisor Medlin asked the Board to authorize Mr. Nowak to research and find out who owns the Ingrams Mill school house and see if the Board can take it over to be a community center.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to research ownership of the Ingrams Mill Schoolhouse and the possibility of the County gaining ownership.

The motion passed by a vote as follows:

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

## I. PLANNING

### 1. New Business

#### i. Preliminary Subdivision

- a. **St. Expedite (7123) – Application is for preliminary subdivision approval to create 42 lots on 80.48 acres. Identified as parcel(s) #3-09-2-10-00-0-00001-02 and #3-09-2-10-00-0-00001-01. Subject property is located on the south side of Newell Road and east of Hwy 301 S. in Section 10, Township 3, Range 9 and is zoned A (District 4) Applicant: Pete Riley**

Mr. Hopkins presented the application for St. Expedite Subdivision for preliminary subdivision approval of 42 lots on 80.48 acres. He stated the Planning Commission recommended approval with the following conditions:

1. Must meet engineering request for improvement of Newell Road;
2. The cul-de-sac must go all the way to the edge of the property of the lots;
3. Covenants must be presented for approval when Final Subdivision is applied for;
4. All homes must be stick built;
5. Must meet all staff recommendations; and
6. Specific attention must be given by County Engineer to the pre and post run-off of this development.

Mr. Henry Porter was present to present the application.

Supervisor Medlin asked what the engineer is requesting as improvements to Newell Road. Mr. Hopkins stated dedication of 53 feet of right way on the south side of Newell Road, the length of the property, is requested. Supervisor Medlin asked how wide Newell Road is. Mr. Hopkins stated Newell Road is 24 feet wide. Mr. Swims stated this is a section line road. Supervisor Caldwell stated the applicant has agreed to add a deceleration lane the length of the property.

Mr. Hopkins stated the Board should keep in mind when considering the condition that all homes are stick built that there are other building materials that are acceptable in the Building Code. Supervisor Caldwell stated she feels the concern of the neighbors is to not have prefabricated or manufactured homes in the development.

Supervisor Medlin asked if the second entrance between Lots 29 and 30 on to Newell Road will be built now. Mr. Cardosi confirmed that the second entrance between Lots 29 and 30 will be built now as a temporary access until the road into the future phase of Flowering Meadow Subdivision is built. There was discussion of where the access roads for the subdivision will be. Supervisor Russell asked what the material of the temporary road will be. Mr. Hopkins stated it will be constructed of gravel as approved by the fire marshal. Supervisor Russell asked why the access road between Lots 29 and 30 could not be a permanent access road. Mr. Hopkins stated that the temporary access road will split two lots and once the permanent second access road is built the land being used for the temporary road will go back to being part of Lots 29 and 30.

Henry Porter came forward and stated he is presenting the application for 42 lots on 80 acres that fits in with the character of the neighborhood for preliminary subdivision. He stated the planned permanent second access is through Flowering Meadows Subdivision. He stated there will be a temporary emergency access onto Newell Road, but it will go back to Lots 29 and 30 once access is available through Flowering Meadows Subdivision. Mr. Porter stated he feels this plan follows the growth already approved and occurring in the area. He stated the applicant is proposing a minimum house size of the subdivision to be 2,500 sq. ft. He then stated that at no point will mobile homes be allowed; the covenants will prohibit mobile homes.

Mr. Pete Riley came forward and stated he would like to develop the subdivision with stick built, single family homes that are a minimum of 2,500 sq. ft., and that he wants his development to fit into the community. He stated he does not want mobile homes in this subdivision. He would like nice homes to be built in the subdivision.

Supervisor Russell asked if there is any building material requirements listed in the covenants. Mr. Riley stated that will be addressed and made a part of the covenants when they are created, but they will possibly state that a majority of the home or 2/3 of the home be brick. Supervisor Caldwell stated she thinks the concern of the neighbors is not the material of the home, but that they do not want mobile homes in the subdivision. Mr. Riley stated they do not want mobile homes in the subdivision either. Supervisor Lee asked if there will be an HOA. Mr. Riley stated there will be an HOA.

Mr. Porter discussed concerns he has of being able to meet safety requirements that need to be met for a county road with widening Newell Road due to the vertical curves. Supervisor Russell asked if the developer plans to build an additional lane on Newell Road. Mr. Porter stated they plan to build an additional lane at the entrance but would like to do payment in lieu of widening Newell Road. Supervisor Caldwell stated that was not discussed at any of the earlier meetings between Mr. Porter and Planning staff. She then stated it should have been mentioned there and not at this meeting. Supervisor Russell stated that he feels the turning lane should be built as well as the temporary and permanent access roads at the time the development is started. Mr. Swims stated the requirement is typically a lane and half the entire length of the property. Supervisor Medlin stated what Mr. Porter is saying is that he thinks, due to the curves and the hills on Newell Road, adding more hills would cause safety issues and is suggesting putting money in escrow to widen the road later. Supervisor Caldwell stated they don't want to do anything unsafe but the development needs a turn lane, they just need to determine how long of a turn lane.

Supervisor Lee asked if there was anyone to speak for or against this item.

Mike Walton came forward and has the following concerns:

- Storm water run-off onto his property
- Number of on-site waste treatment systems in the proposed subdivision
- The width of Newell Road and Baldwin Road

Supervisor Caldwell asked Mr. Swims to explain the storm-water run-off requirements. Mr. Swims explained that the engineer for this project would have to present a plan that ensures the post development run-off does not exceed the pre-development run-off.

Charles and Christie Carroll – 1481 Baldwin Rd. – came forward and had the following concerns:

- The amount of right away along Newell Road. Stated it should be clarified how much right of way and where it will be located
- Wants the right of way on the north side of Newell Road to be 20 feet
- Traffic safety
- Flooding on Baldwin Road
- Safety and the number of sheriffs' deputies in the area

Supervisor Russell stated this application does not affect the property on the north side of Newell Road. Mr. Robert Quimby explained that this application only affects the property on the south side of Newell Road. He then stated the 53 feet of right of way being discussed at this time would only be dedicated on the south side of Newell Road and if and when the owners of the property on the north side of Newell Road decide to develop the 53 feet of right of way on the north would be discussed.

Ms. Carroll asked if there will be a nice entrance monument. Mr. Riley stated they would be willing to do whatever the neighbors wanted as far as the entrance monument goes.

Supervisor Lee stated there is a parking ordinance in the county that must be followed. Mr. Riley stated parking will be addressed in the covenants and that no construction vehicles or equipment will be parked on the lots.

Supervisor Caldwell made a Motion and Supervisor Russell seconded the Motion to approve St. Expedite Subdivision for preliminary subdivision approval of 42 lots on 80.48 acres with the following conditions:

1. Must meet engineering request for improvement of Newell Road;
2. The cul-de-sac must go all the way to the edge of the property of the lots;
3. Covenants must be presented for approval when Final Subdivision is applied for;
4. All homes must be stick built;
5. Must meet all staff recommendations;
6. Specific attention must be given by County Engineer to the pre and post run-off of this development;
7. 53' feet of ROW dedication on the South side of Newell Road and improvements, either constructed or payment in lieu, as directed by the Road Manager;
8. Homes shall be a minimum of 50% brick; and
9. There shall be a designed entrance monument.

#### **THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

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

#### **ii. CONSENT**

- a. **Marion Blunt Minor Lot (7131) – Application is for final subdivision of 1 lot on 4.80 acres. Identified as Parcel(s) #3-06-7-26-00-0-00019-00. Subject property is located on the east side of Hwy 305 and north of Allen Rd. in Section 26, Township 3, Range 6 Zoned A (District 5) Applicant: Marion Blunt**

Mr. Hopkins presented the Consent Agenda. He then stated the application meets all Subdivision Ordinance requirements.

Supervisor Lee made the motion and Supervisor Medlin seconded the motion to approve the Consent Agenda items as presented.

#### **THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

<b>FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN</b>	<b>YES</b>
<b>SECOND DISTRICT SUPERVISOR, MARK GARDNER</b>	<b>YES</b>

THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	YES
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

iii. OTHER

a. **Scrivener’s Error – Red Banks Road Subdivision Phase 2**

Supervisor Caldwell recused herself from this item.

Mr. Hopkins requested the Board approve the scrivener’s error to add the culvert table to be added to the Red Banks Road Subdivision Section “B”. This plat was approved in November 2016, and the table was not included. Red Banks Road Section “B” is located in Section 7 Township 3 Range 5 and is recorded in Plat Book 119 Page 41-44.

Supervisor Medlin made the motion and Supervisor Gardner seconded the motion to approve the scrivener’s error to add the culvert table to be added to the Red Banks Road Subdivision Section “B located in Section 7 Township 3 Range 5 and recorded in Plat Book 119 Page 41-44.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

FIRST DISTRICT SUPERVISOR, JESSIE MEDLIN	YES
SECOND DISTRICT SUPERVISOR, MARK GARDNER	YES
THIRD DISTRICT SUPERVISOR, BILL RUSSELL	YES
FOURTH DISTRICT SUPERVISOR, LEE CALDWELL	ABSENT
FIFTH DISTRICT SUPERVISOR, MICHAEL LEE	YES

b. **Johnson Creek Supplemental Agreement**

Mr. Cardosi presented the request to send the supplemental agreement to combine Phase 1 and Phase 2 of the Johnson Creek Greenway that has been drafted by Waggoner Engineering to MDOT for approval.

Supervisor Russell made the motion and Supervisor Lee seconded the motion to approve the request to send the supplemental agreement to combine Phase 1 and Phase 2 of the Johnson Creek Greenway that has been drafted by Waggoner Engineering to MDOT for approval.

**THE FOLLOWING ACTION WAS TAKEN ON THIS MATTER:**

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

c. **Building Permit Report**

Mr. Cardosi presented the Building Permit Report for April.

**J. EXECUTIVE**

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

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to adjourn the Board meeting until Monday, June 5, 2017, 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 15th day of May, 2017, these minutes have been read and approved by the DeSoto County Board of Supervisors.

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Michael Lee, President  
DeSoto County Board of Supervisors