

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

September 6, 2016

A. CALL TO ORDER

The September 6, 2016 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Jessie Medlin, Board President.

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

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

B. INVOCATION

Mr. Cecil Sowell presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. 9:00 PUBLIC HEARING FOR FY17 BUDGET

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to open the public hearing for the purpose of hearing the 2017 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>

County Administrator Vanessa Lynchard stated this Board of Supervisors knows what is in the budget and how the County budget works. She said the Sheriff knows his budget and everyone has spent a tremendous amount of time putting everything together. Mrs. Lynchard presented a slide show noting the millage has been the same since 2008, with the Countywide millage being fairly constant, levy district increases, and fire protection increases. The County Debt Balance lowered from \$94,000,000 to \$85,000,000. There is a staff increase planned for 2017 in the Planning and IT Departments. Mrs. Lynchard stated this Board has invited elected officials to find responsible solutions to increased costs and talked to State Legislators. She stated that the Board making a position of Fleet Manager has accomplished having the County fleet match needs and not desires. By implementing a Safety Program, accidents and Workers Comp premiums are down. Mrs. Lynchard said this Board's attention to expenses has maintained level budgets. Some highlights of the FY17 budget are Planning, GIS Aerial, Facilities increases, Legislative mandates, Justice Court Part-time Attorney, IT, Election Equipment, Sheriff vehicles (Mrs. Lynchard pointed out the Sheriff had asked for more, but found ways within his own budget to meet the needs of the Department.), .54 mills for projects, Recreation District

(Moved Funding for Greenways to County Recreation District, which has been the long-term goal of the County), added money to solid waste to renegotiate contract, and funded road projects (both Federal and State). Mrs. Lynchard said the Board found ways to implement priorities while maintaining a healthy ending cash balance that the Board is responsible for keeping in case of emergency.

Supervisor Medlin complimented Mrs. Lynchard on her presentation of the FY17 Budget and asked if anyone from the public wanted to comment. Supervisor Medlin stated he will ask the Board to continue the Public Hearing to September 15, 2016 at 1:00 p.m. to set the millage and comments will also be received at that time.

Supervisor Caldwell expressed her appreciation to Mrs. Lynchard for her hard work; and to the citizens in attendance. She stated this Board takes seriously the responsibility of spending the citizens' money.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to continue the public hearing to September 15, 2016 at 1:00 p.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>

See Exhibit D.

E. 10:00 PUBLIC HEARINGS FOR EUDORA & FAIRHAVEN GRADED FIRE DISTRICTS

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to open the public hearing for the purpose of giving the final approval of Eudora & Fairhaven Graded Fire Districts.

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>

Board Attorney Tony Nowak stated this is the final stage of approval needed for the Eudora and Fairhaven Graded Fire Districts. He stated that Chief Storey explained the benefits of having a graded district at the August 1, 2016 meeting; he has advertised for the public hearing for the final approval process for the proper amount of time; there have been no written protests; and there is no one present to protest. The Clerk of the Board, Misty Heffner, confirmed that no written protests had been received.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion determining no protests were filed; this will mean a savings to the citizens; and establishing the Eudora and Fairhaven Graded Fire Districts and adopting the final board resolutions for the establishment of these districts.

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>

Chief Bobby Storey stated he would like to thank the steering committee, Board of Supervisors, Mr.

Nowak, and all the volunteers that made this happen. He stated he will notify the rating bureau today and get on their list. He said his department will have to figure out what grade they will accomplish with these fire departments.

Supervisor Lee asked about Bridgetown Fire Department's rating. Chief Storey stated Bridgetown went from a Class 10 to a Class 6 and that would result in a huge savings for the citizens in that district. Chief Storey credited the people in Bridgetown Fire Department for doing a great job.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to close the public hearing.

The motion passed by a vote as follows:

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

See Exhibit E.

F. CITIZEN REMARKS & PRESENTATIONS

1. Steve Crampton, Candidate for MS Supreme Court

Mr. Crampton thanked the Board for allowing him the opportunity to speak. Mr. Crampton spoke to the Board about his qualifications and background.

2. Horse Arena for DeSoto County

Greg Guy – Mr. Guy stated there is a need in DeSoto County for a multi-purpose arena that could be a destination. He said he understands the challenge to spend the public's money wisely and do things for the greater good for most people. He stated a multi-purpose facility could benefit groups such as 4-H and Future Farmers of America; hold classes on food preservation and gardening; possibly have a greenhouse and partner with Mississippi State Economic Service on classes. He encouraged the Board to consider looking at a horse arena as much more. Mr. Guy stated, if done properly on the front end, a facility could benefit many people. He cited the arena in Southaven as one that makes close to \$1,000,000 per year without being used as a horse arena. He said its original intention was to be a horse arena, but lacked proper infrastructure to do so.

George Ready – Mr. Ready stated he was speaking on behalf of building an arena. He said he felt it would be a big asset for community. Mr. Ready said he is afraid we have lost sight of where DeSoto County came from, and cited Agriculture as still being the biggest industry in DeSoto County. He said Agriculture has been neglected by not having a place for people to have shows of various kinds. He stated there used to be 18 saddle clubs in DeSoto County and now there are 3; with those 3 having uncovered arenas. Mr. Ready stated a covered arena would provide a place to come and could have weekend visitors if the arena was covered and had stalls. Mr. Ready pointed back to the Fair Building and grounds that DeSoto County used to have and said the Extension Service could be moved to be housed at the new facility, freeing up office space for other offices at the Highway 51 location. Mr. Ready also pointed out that past Boards missed the boat in the early 80s when the State was giving money away for such facilities.

Supervisor Caldwell stated they have polled the 22 counties that did not participate in those grants and 12 have expressed regret at that decision. She stated she has spoken with Agricultural Commissioner Cindy Hyde Smith and asked her to extend those grants again.

Mr. Ready pointed out the large crowd in attendance in support of the arena and stated the large shows in the state have 3,000 – 4,000 horses and last a week. He stated that is revenue from hotels, restaurants, and local retailers.

Sheriff Rasco stated that kids who are involved with 4-H and saddle clubs are all about their animals and show preparation. He said it keeps them out of trouble, and he thinks this would benefit the County.

Supervisor Medlin stated Supervisor Caldwell has talked a lot about an AgriEd Center and they have been looking for funding. Supervisor Caldwell stated DeSoto County has about 400 4-H members and she feels that number should be more around 4,000. She stated she and Supervisor Gardner have visited many arenas across the state and the Board has to figure out how to come up with the money.

Supervisor Gardner stated the facility must be self-sufficient or close to it. He said they want to learn from other counties and make this a successful venture. Sheriff Rasco stated management will be important.

Jennine Ramage said she cannot say enough good about this project. She stated having horses teaches responsibility and discipline. She said a local arena will allow more involvement; and as kids are involved in good things, there is less trouble.

Supervisor Lee stated he sees the horse industry in DeSoto County coming around again. He stated part of the reason people move to DeSoto County is for the agricultural opportunities the County offers.

Mr. Buddy Malone stated he is all for the horse arena, and does not want the arena to be a community flea market. He stated that is what the Southaven arena turned into, and DeSoto needs to have a facility comparable to Tunica to be a success. He stated people invest a lot of money in horses and need an arena. He said people go where the facilities are.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to set up an exploratory committee of two appointees per Supervisor district and 2 at-large appointees to do an interest inventory of the public and look into the arena prospects.

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>

3. Kelly Jacobs

Mrs. Jacobs suggested having the property use form available for the applicants, and stated that the persons using County property are not in charge of enforcement of the property and should call authorities if they need to enforce any rules.

Mrs. Jacobs also proposed a Boys & Girls Club chapter in DeSoto County. Supervisor Caldwell stated she has been working with Stacy Dodd of Horn Lake regarding starting a Boys & Girls Club, and she suggested Mrs. Jacobs contact him. She said Mr. Dodd has been putting together some resources and Mrs. Jacobs would have to start at ground zero.

G. APPROVAL OF AUGUST MINUTES

Supervisor Medlin asked if everyone had read over the August minutes.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the minutes of the Board of Supervisors for August, 2016, as presented this date with no changes to the draft minutes previously submitted; pursuant to Section 19-3-27 of the Mississippi Code of 1972, annotated.

The motion passed by a vote as follows:

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

Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit G.

H. 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

a. County Administrator Vanessa Lynchard requested to add the following in Old Business:

- 1) **Juvenile Court – Furniture for Parent Attorney** (Old, J.5.)

County Administrator Vanessa Lynchard requested to add the following in New Business:

- 1) **Late Bills** (New, K.16.)
 - a. Aviation Road
 - b. Eudora Fire Department
 - c. Love Fire Department
 - d. Alquez Painting – Juvenile

County Administrator Vanessa Lynchard requested to have the following considered for Executive Session:

- 1) **Personnel – EMS – 1 new hire, 1 promotion** (Executive, M.1.a.3.)
- 2) **Personnel – Facilities** (Executive, M.1.a.4.)
- 3) **Industrial Prospect - Project Pro** – (Executive, M.4.)
- 4) **Potential Litigation – Vernon Wayne Perkins vs. DC** (Executive, M.5.)

County Administrator Vanessa Lynchard requested to delete the following items:

- 1) **Audit Exit Report** (New, K.2.)
- 2) **Potential Armory Relocation** (New, K.15.)

b. Road Manager Andy Swims requested to add the following items:

- 1) **Finding of Fact on Ditch Adjacent to Hallum Estates Sub.** (New, K.11.d.)

c. Sheriff Bill Rasco requested to have the following considered for Executive Session:

- 1) **City Inmates**

d. Supervisor Bill Russell requested to add the following items:

- 1) **Filing Fee Increase** – County Administrator Vanessa Lynchard said the State sends out a request every year to increase fees for Archives and History by \$1.00. They split the fee with the County 50/50. The money is spent for record retention. They want to attach this fee to any document that has to be filed.

Supervisor Russell asked what the funds would be spent on.

Chancery Clerk Misty Heffner said that the fee they collect helps to run the office.

Ms. Lynchard said Countywide there is a range of documents totaling 10,000 to 25,000 documents. She stated that Archives and History manage documents for the State.

Ms. Heffner said she charges an extra dollar on deeds, but they keep all the money. She said when the office goes on the new system; they are going to charge the extra fee.

Ms. Lynchard said this fee would allow them to operate their office. They are contacted to give guidelines to the County when we purge documents.

Supervisor Russell stated that Archives and History awards grants also.

Supervisor Mark Gardner said he was not for raising fees unless we know what the funds will be used for.

Supervisor Lee Caldwell agreed and said we do not need a motion on this item.

See Exhibit H.1.d.1.

2) Cleaning Service Update – Facilities Director Robert Jarman was present and stated he had a meeting with the cleaning people and asked them to correct certain things. He said they did good for about a week; and they have not followed through on what they said they would do. He wants to re-bid and break the County buildings into 5 separate sections. Supervisor Russell asked if one company could bid on all locations. Mr. Jarman stated they can, but there will be a separate contract for each section. He also stated he is asking for a day porter in the larger public buildings. Mr. Jarman said this is the third cleaning service the County has had since he has been here, and he is trying to correct the situation. He stated he will give a 30-day notice to the current company and get other vendors in to bid.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to work on the termination of contract with the current cleaning company and give proper notice to them.

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.d.2.

e. Supervisor Mark Gardner asked to add the following:

- 1) Update on Swinnea Road** – Supervisor Gardner reported he met with Mayor Musselwhite and the engineers for the Swinnea Road project and repairs are not going to be as extensive as originally thought. The engineers think all the settling has occurred and the cost to repair will be about \$75,000.00. He stated the City of Southaven is asking the engineering group to pay all or a portion of the expenses and the road should be fixed in a few weeks.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the agenda items and actions with the additions, deletions, and changes 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>

I. CONSENT AGENDA

1. Publication of Board Proceedings

2. Department of Human Resources: Monthly Health Claims Report

Funding Request	Date Paid	Amount	Claim Type
Date			
8/1/16	8/1/16	\$77,150.08	Administration Fees
8/1/16	8/3/16	\$17,575.49	Medical
8/1/16	8/3/16	\$4,988.90	Dental
8/1/16	8/3/16	\$23,138.65	Pharmacy
8/8/16	8/9/16	\$87,442.10	Medical
8/8/16	8/9/16	\$4,217.10	Dental
8/8/16	8/9/16	\$22,616.53	Pharmacy
8/17/16	8/17/16	\$30,031.72	Medical
8/17/16	8/17/16	\$3,743.35	Dental
8/17/16	8/17/16	\$33,949.27	Pharmacy
8/22/16	8/23/16	\$54,535.95	Medical
8/22/16	8/23/16	\$6,211.50	Dental
8/22/16	8/23/16	\$35,095.26	Pharmacy
8/29/16	8/30/16	\$55,902.55	Medical
8/29/16	8/30/16	\$7,463.10	Dental
8/29/16	8/30/16	\$21,679.60	Pharmacy
	TOTAL	\$485,741.15	

3. Office of Finance & Accounting

a. Budget Amendments - Recreation District/Johnson Creek Greenway, Recreation District, Road maintenance, Juvenile Court, EMS, EMA Response Team Grant, Chancery Court Administrators, Chancery Court Reporters, Circuit Court, EMA, Juvenile Drug Court, Coroner, DA/County Prosecutor, GIS/IT, Veteran Service Office, Facilities Management, Finance and Administration, Tax Collector, Tax Assessor, Chancery Clerk, Sheriff’s Department, NFusion Grant, Capital Expenditures/Aviation Project, Facilities Projects/Chancery Clerk Land Records, IT

		Fund/Department #	101-530 & 316-530				Updated 7/15
		Date:	9/6/2016				
(1)	Recreation District / Johnson Creek Greenway						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
101-530-555	Engineering Fees	\$ 1,885.50	\$ 7,755.00		\$ 1,200.00	\$ 6,555.00	
101-900-951	Transfer Out-Governmt Funds	\$ 2,245.00	\$ 37,245.00	\$ 1,200.00		\$ 38,445.00	
TOTALS			\$ 45,000.00	\$ 1,200.00	\$ 1,200.00	\$ 45,000.00	
Reason for Request:	Transfer to cover overage in engineering cost for greenway project.						
Requested by:	Andrea Freeze / Ray Laughter						
(2a)	Recreation District / Johnson Creek Greenway						
ACCT #	LINE ITEM	YEAR TO DATE REVENUE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
316-000-387	Transfers in from Govt Funds	\$ 2,245.00	\$ 2,245.00	\$ 1,200.00		\$ 3,445.00	
TOTALS			\$ 2,245.00	\$ 1,200.00		\$ 3,445.00	
(2b)	Recreation District / Johnson Creek Greenway						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
EXPENSE							
316-530-555	Engineering Fees	\$ 3,437.50	\$ 2,245.00	\$ 1,200.00		\$ 3,445.00	
TOTALS			\$ 2,245.00	\$ 1,200.00	\$ -	\$ 3,445.00	
Reason for Request:	Transfer to cover overage in engineering cost for greenway project.						
Requested by:	Andrea Freeze / Ray Laughter						
		Fund/Department #	101-530				Updated 7/15
		Date:	9/6/2016				
(3)	Recreation District						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
101-530-465	State Retirement	\$ 70.86	\$ -	\$ 75.00		\$ 75.00	
101-530-510	Utilities	\$ 5,783.05	\$ 7,250.00		\$ 75.00	\$ 7,175.00	
TOTALS			\$ 7,250.00	\$ 75.00	\$ 75.00	\$ 7,250.00	
Reason for Request:	To account for park commissioner that pays state retirement due to past employment in state retirement system.						
Requested by:	Andrea Freeze / Ray Laughter						
		Fund/Department #	156-300				Updated 7/15
		Date:	9/6/2016				
(4)	Road Maintenance						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
156-300-680	Tire Replacement	\$ 71,067.61	\$ 70,000.00	\$ 1,200.00		\$ 71,200.00	
156-300-681	Repair & Replacement Parts	\$ 175,106.71	\$ 202,762.00		\$ 1,200.00	\$ 201,562.00	
156-300-502	Regular Telephone Service	\$ 1,903.57	\$ 1,750.00	\$ 500.00		\$ 2,250.00	
156-300-510	Utilities	\$ 26,785.28	\$ 41,005.00		\$ 500.00	\$ 40,505.00	
TOTALS			\$ 315,517.00	\$ 1,700.00	\$ 1,700.00	\$ 315,517.00	
Reason for Request:	To account for budget deficits.						
Requested by:	Andrea Freeze / Andy Swims						
		Fund/Department #	001-163				Updated 7/15
		Date:	9/6/2016				
(5)	Juvenile Court						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-163-405	Attorneys	\$ 45,970.86	\$ 49,863.00	\$ 5,000.00		\$ 54,863.00	
001-163-465	State Retirement Matching	\$ 24,637.23	\$ 30,753.00	\$ 789.00		\$ 31,542.00	
001-163-466	Social Security Matching	\$ 14,025.54	\$ 16,139.00	\$ 385.00		\$ 16,524.00	
001-163-550	Legal Fees	\$ 2,000.00	\$ 1,500.00	\$ 500.00		\$ 2,000.00	
001-163-552	Medical Fees	\$ 6,693.00	\$ 18,000.00		\$ 1,700.00	\$ 16,300.00	
001-163-554	Consultant/Counseling Fees	\$ 582.00	\$ 29,800.00		\$ 6,174.00	\$ 23,626.00	
001-163-563	Guardian Ad Litem	\$ 20,674.00	\$ 19,500.00	\$ 1,200.00		\$ 20,700.00	
TOTALS			\$ 165,555.00	\$ 7,874.00	\$ 7,874.00	\$ 165,555.00	
Reason for Request:	To include new parent attorney as approved by the Board.						
Requested by:	Celeste Wilson						
		Fund/Department #	001-240				Updated 7/15
		Date:	9/6/2016				
(6)	Emergency Medical Services						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-240-594	Other Contractual Services	\$ 15,985.80	\$ 17,500.00	\$ 4,320.00		\$ 21,820.00	
001-240-921	Other Cap Outlay Under \$5,000	\$ 1,740.00	\$ 9,000.00		\$ 4,320.00	\$ 4,680.00	
TOTALS			\$ 26,500.00	\$ 4,320.00	\$ 4,320.00	\$ 26,500.00	
Reason for Request:	To account for cardiac monitor warranties for new defibrillators that were previously approved.						
Requested by:	Mark Davis						

The below amendments are to clean up the FY 2016 Budget as done in previous years:						
		Fund/Department #		044-287		Updated 7/15
		Date:		9/6/2016		
(7)	EMA Response Team Grant					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
044-287-502	Regular Telephone Service	\$ 2,116.15	\$ 2,700.00		\$ 50.00	\$ 2,650.00
044-287-594	Other Contractual Services	\$ 4,849.73	\$ 4,800.00	\$ 50.00		\$ 4,850.00
TOTALS			\$ 7,500.00	\$ 50.00	\$ 50.00	\$ 7,500.00
Reason for Request: To correct budget deficit.						
		Fund/Department #		028-172		Updated 7/15
		Date:		9/6/2016		
(8)	Chancery Court Administrators					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
028-172-503	Cellular Telephone Service	\$ 2,211.20	\$ 2,000.00	\$ 225.00		\$ 2,225.00
028-172-587	Training & Registration	\$ 25.00	\$ 800.00		\$ 225.00	\$ 575.00
TOTALS			\$ 2,800.00	\$ 225.00	\$ 225.00	\$ 2,800.00
Reason for Request: To correct budget deficit.						
		Fund/Department #		027-174		Updated 7/15
		Date:		9/6/2016		
(9)	Chancery Court Reporters					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
027-174-476	Meals and Lodging	\$ 3,767.73	\$ 3,000.00	\$ 800.00		\$ 3,800.00
027-174-603	Office Supplies and Materials	\$ 576.18	\$ 2,000.00		\$ 1,130.00	\$ 870.00
027-174-919	Furn/Office Equip Under \$5000	\$ -	\$ 800.00		\$ 200.00	\$ 600.00
027-174-924	Computer Hardware & Software	\$ 405.53	\$ 2,000.00	\$ 3,495.00		\$ 5,495.00
027-174-920	Furn/Office Equip Over \$5000	\$ -	\$ 1,965.00		\$ 1,965.00	\$ -
027-174-475	Mileage & Other Travel Costs	\$ 13,528.84	\$ 15,000.00		\$ 1,000.00	\$ 14,000.00
TOTALS			\$ 24,765.00	\$ 4,295.00	\$ 4,295.00	\$ 24,765.00
Reason for Request: To correct budget deficit and account for new court reporting equipment for Kimberly Land per Judges orders.						
		Fund/Department #		024-161		Updated 7/15
		Date:		9/6/2016		
(10)	Circuit Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
024-161-603	Office Supplies and Materials	\$ 4,598.68	\$ 4,500.00	\$ 100.00		\$ 4,600.00
024-161-606	Computer Supplies	\$ 1,444.81	\$ 1,800.00		\$ 100.00	\$ 1,700.00
TOTALS			\$ 6,300.00	\$ 100.00	\$ 100.00	\$ 6,300.00
Reason for Request: To correct budget deficit.						
		Fund/Department #		001-260		Updated 7/15
		Date:		9/6/2016		
(11)	Emergency Management Agency					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-260-698	Canine Supplies	\$ -	\$ 400.00		\$ 50.00	\$ 350.00
001-260-699	Other Consumable Supplies	\$ 1,048.39	\$ 1,000.00	\$ 50.00		\$ 1,050.00
TOTALS			\$ 1,400.00	\$ 50.00	\$ 50.00	\$ 1,400.00
Reason for Request: To correct budget deficit.						
		Fund/Department #		001-243		Updated 7/15
		Date:		9/6/2016		
(12)	Juvenile Drug Court					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-243-475	Mileage & Other Travel Costs	\$ 1,773.52	\$ 2,000.00	\$ 275.00		\$ 2,275.00
001-243-476	Meals and Lodging	\$ 2,525.56	\$ 3,300.00		\$ 275.00	\$ 3,025.00
001-243-552	Medical Fees	\$ 12,982.95	\$ 29,575.00		\$ 150.00	\$ 29,425.00
001-243-587	Training & Registration	\$ 2,175.00	\$ 2,025.00	\$ 150.00		\$ 2,175.00
TOTALS			\$ 36,900.00	\$ 425.00	\$ 425.00	\$ 36,900.00
Reason for Request: To cover an increase in travel cost.						
		Fund/Department #		001-167		Updated 7/15
		Date:		9/6/2016		
(13)	Coroner					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-167-401	Administrative/Manager/Foreman	\$ 32,003.20	\$ 31,429.00	\$ 3,000.00		\$ 34,429.00
001-167-567	Autopsies	\$ 56,930.00	\$ 94,025.00		\$ 3,000.00	\$ 91,025.00
TOTALS			\$ 125,454.00	\$ 3,000.00	\$ 3,000.00	\$ 125,454.00
Reason for Request: To cover pay increase given during the budget year.						
		Fund/Department #		001-168 & 169		Updated 7/15
		Date:		9/6/2016		
(14)	District Attorney / County Prosecutor					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-168-405	Attorneys	\$ 131,199.76	\$ 130,900.00	\$ 13,000.00		\$ 143,900.00
001-169-418	Assistant County Prosecutor	\$ -	\$ 18,186.00		\$ 13,000.00	\$ 5,186.00
TOTALS			\$ 149,086.00	\$ 13,000.00	\$ 13,000.00	\$ 149,086.00
Reason for Request: To cover pay increases given during the budget year.						

Fund/Department #		001-109 & 152				Updated 7/15
Date:		9/6/2016				
(15)	GIS / IT					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-109-476	Meals and Lodging	\$ 492.48	\$ 3,200.00		\$ 1,375.00	\$ 1,825.00
001-109-544	Service/Maintenance Contract	\$ 15,373.00	\$ 11,000.00	\$ 4,375.00		\$ 15,375.00
001-152-503	Cellular Telephone Service	\$ 99,224.79	\$ 144,114.00		\$ 6,000.00	\$ 138,114.00
001-152-544	Service/Maintenance Contract	\$ 134,530.35	\$ 132,700.00	\$ 3,000.00		\$ 135,700.00
TOTALS			\$ 291,014.00	\$ 7,375.00	\$ 7,375.00	\$ 291,014.00
Reason for Request:	To cover increase in maintenance contracts that were FY 2015 expenses that were paid out of FY 2016 due to billing issues.					
Fund/Department #		001-154				Updated 7/15
Date:		9/6/2016				
(16)	Veteran Service Office					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-154-465	State Retirement Matching	\$ 184.28	\$ -	\$ 185.00		\$ 185.00
001-154-475	Mileage & Other Travel Costs	\$ -	\$ 1,500.00		\$ 185.00	\$ 1,315.00
TOTALS			\$ 1,500.00	\$ 185.00	\$ 185.00	\$ 1,500.00
Reason for Request:	To cover retirement of employee hired to train new Veteran's Service Officer.					
Fund/Department #		001-151				Updated 7/15
Date:		9/6/2016				
(17)	Facilities Management					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-151-440	Part Time Employees	\$ 3,208.37	\$ 3,000.00	\$ 1,000.00		\$ 4,000.00
001-151-441	Overtime	\$ 2,519.54	\$ 6,400.00		\$ 1,000.00	\$ 5,400.00
TOTALS			\$ 9,400.00	\$ 1,000.00	\$ 1,000.00	\$ 9,400.00
Reason for Request:	To cover increase in part time employees due to personnel being out on medical leave.					
Fund/Department #		001-121				Updated 7/15
Date:		9/6/2016				
(18)	Finance and Administration					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-121-571	Dues and Subscriptions	\$ 1,978.25	\$ 2,500.00		\$ 25.00	\$ 2,475.00
001-121-587	Training & Registration	\$ 375.00	\$ 350.00	\$ 25.00		\$ 375.00
TOTALS			\$ 2,850.00	\$ 25.00	\$ 25.00	\$ 2,850.00
Reason for Request:	To cover increase in registration fees for class.					
Fund/Department #		001-104				Updated 7/15
Date:		9/6/2016				
(19)	Tax Collector					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-104-440	Part Time Employees	\$ 15,697.65	\$ 15,377.00	\$ 2,000.00		\$ 17,377.00
001-104-402	Deputies/Assistant Managers	\$ 727,576.56	\$ 819,910.00		\$ 2,000.00	\$ 817,910.00
001-104-543	Repairs-Office Furn & Equip	\$ -	\$ 1,500.00		\$ 500.00	\$ 1,000.00
001-104-571	Dues and Subscriptions	\$ 3,621.20	\$ 3,200.00	\$ 500.00		\$ 3,700.00
TOTALS			\$ 839,987.00	\$ 2,500.00	\$ 2,500.00	\$ 839,987.00
Reason for Request:	To correct amount in part time employee line item and increase in dues paid.					
Fund/Department #		001-103				Updated 7/15
Date:		9/6/2016				
(20)	Tax Assessor					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-102-456	Reappraisal Update	\$ 52,750.45	\$ 84,212.00		\$ 1,850.00	\$ 82,362.00
001-102-544	Service/Maintenance Contract	\$ 4,248.00	\$ 2,400.00	\$ 1,850.00		\$ 4,250.00
TOTALS			\$ 86,612.00	\$ 1,850.00	\$ 1,850.00	\$ 86,612.00
Reason for Request:	To cover increase in maintenance contracts that were FY 2015 expenses that were paid out of FY 2016 due to billing issues.					
Fund/Department #		001-101				Updated 7/15
Date:		9/6/2016				
(21)	Chancery Clerk					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-101-587	Training & Registration	\$ 450.00	\$ 400.00	\$ 50.00		\$ 450.00
001-101-556	Recording Fees	\$ 6,588.00	\$ 14,000.00		\$ 50.00	\$ 13,950.00
TOTALS			\$ 14,400.00	\$ 50.00	\$ 50.00	\$ 14,400.00
Reason for Request:	To cover increase in registration fees.					
Fund/Department #		001-200,201,202 & 220				Updated 7/15
Date:		9/6/2016				
(22)	Sheriff Department					
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET
001-200-603	Office Supplies and Materials	\$ 16,608.84	\$ 17,100.00	\$ 800.00		\$ 17,900.00
001-200-604	Printer Consumables	\$ 16,443.21	\$ 21,100.00		\$ 800.00	\$ 20,300.00
001-201-439	Other Service Employees	\$ 124,848.66	\$ 171,546.00		\$ 33,000.00	\$ 138,546.00
001-202-403	Investigators/Detectives	\$ 495,425.43	\$ 515,597.00	\$ 22,000.00		\$ 537,597.00
001-202-404	Office Clerical	\$ 131,050.23	\$ 137,928.00	\$ 4,300.00		\$ 142,228.00
001-202-412	Bailiff	\$ 697,940.84	\$ 712,230.00	\$ 46,000.00		\$ 758,230.00
001-202-431	Radio Operator/Dispatcher	\$ 653,786.77	\$ 750,054.00		\$ 30,000.00	\$ 720,054.00
001-202-444	Fugitive Officers	\$ 347,845.27	\$ 376,373.00	\$ 2,200.00		\$ 378,573.00
001-202-465	State Retirement Matching	\$ 1,039,816.80	\$ 1,105,787.00	\$ 18,500.00		\$ 1,124,287.00
001-202-468	Group Insurance	\$ 985,844.64	\$ 1,116,000.00		\$ 30,000.00	\$ 1,086,000.00
001-202-544	Service / Maintenance Contract	\$ 60,211.34	\$ 90,437.00		\$ 7,000.00	\$ 83,437.00
001-202-587	Training & Registration	\$ 40,248.94	\$ 40,000.00	\$ 2,000.00		\$ 42,000.00
001-202-613	Law Enforcement Supplies	\$ 150,114.53	\$ 150,500.00	\$ 1,500.00		\$ 152,000.00
001-202-680	Tire Replacement	\$ 39,278.36	\$ 43,000.00	\$ 1,500.00		\$ 44,500.00
001-202-921	Other Cap Outlay Under \$5000	\$ 167,300.92	\$ 168,002.00	\$ 2,000.00		\$ 170,002.00
001-220-402	Deputies/Assistant Managers	\$ 63,563.70	\$ 63,931.00	\$ 4,551.00		\$ 68,482.00
001-220-439	Other Service Employees	\$ 167,018.26	\$ 198,876.00		\$ 4,551.00	\$ 194,325.00
TOTALS			\$ 5,678,461.00	\$ 105,351.00	\$ 105,351.00	\$ 5,678,461.00
Reason for Request:	Adjust various accounts for budget deficits.					
Requested by:	Donna Ford / Bill Rasco					

		Fund/Department #	001-422				Updated 7/15
		Date:	9/6/2016				
(23a)	Nfusion Grant Revenue						
ACCT #	LINE ITEM	YEAR TO DATE REVENUE	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
REVENUE							
001-000-258	Nfusion Grant Revenue	\$ 491,737.00	\$ 983,474.00		\$ 491,737.00	\$ 491,737.00	
	TOTALS		\$ 983,474.00	\$ -	\$ 491,737.00	\$ 491,737.00	
(23b)	Nfusion Grant Expenses						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-422-475	Mileage & Other Travel Costs	\$ 7,977.95	\$ 75,000.00		\$ 35,000.00	\$ 40,000.00	
001-422-476	Meals and Lodging	\$ 8,518.67	\$ 64,195.00		\$ 24,195.00	\$ 40,000.00	
001-422-518	Nfusion Grant Personnel	\$ 44,779.70	\$ 425,655.00		\$ 295,655.00	\$ 130,000.00	
001-422-559	Other Prof Fees & Services	\$ 2,410.30	\$ 31,200.00		\$ 2,000.00	\$ 29,200.00	
001-422-594	Other Contractual Services	\$ 81,802.60	\$ 297,250.00		\$ 107,250.00	\$ 190,000.00	
001-422-603	Office Supplies and Materials	\$ 202.64	\$ 45,200.00		\$ 27,637.00	\$ 17,563.00	
	TOTALS		\$ 938,500.00	\$ -	\$ 491,737.00	\$ 446,763.00	
Reason for Request:	Adjust accounts based on revenues applied for and expenses paid and to get numbers in line to move to new Nfusion fund in FY 2017.						
Requested by:	Tanner Kuntz / Andrea Freeze						
		Fund/Department #	380-201				Updated 7/15
		Date:	9/6/2016				
(24)	Capital Expenditures - Not Bond Funds - Aviation Project						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
380-201-510	Utilities			\$ 800.00		\$ 800.00	
380-201-540	Service Calls			\$ 10,000.00		\$ 10,000.00	
380-201-641	Materials			\$ 10,000.00		\$ 10,000.00	
380-201-902	Buildings	\$ 38,424.72	\$ 78,000.00		\$ 20,800.00	\$ 57,200.00	
	TOTALS		\$ 78,000.00	\$ 20,800.00	\$ 20,800.00	\$ 78,000.00	
Reason for Request:	To move funds to correct expense accounts.						
Requested by:	Bob Jarman						
		Fund/Department #	315-101				Updated 7/15
		Date:	9/6/2016				
(25)	2014 Facilities Projects - Chancery Clerk Land Records						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
315-101-510	Utilities		\$ -	\$ 3,000.00		\$ 3,000.00	
315-101-533	Rental of Equipment		\$ -	\$ 1,000.00		\$ 1,000.00	
315-101-540	Service Calls		\$ -	\$ 30,000.00		\$ 30,000.00	
315-101-564	Architect Fees		\$ 19,595.00		\$ 16,595.00	\$ 3,000.00	
315-101-594	Other Contractual Services		\$ 250,034.00		\$ 47,405.00	\$ 202,629.00	
315-101-641	Materials		\$ -	\$ 30,000.00		\$ 30,000.00	
	TOTALS		\$ 269,629.00	\$ 64,000.00	\$ 64,000.00	\$ 269,629.00	
Reason for Request:	To move funds to correct expense accounts.						
Requested by:	Bob Jarman						
		Fund/Department #	001-152				Updated 7/15
		Date:	9/6/2016				
	Information Technology						
ACCT #	LINE ITEM	YEAR TO DATE EXPENSES	ADOPTED BUDGET	INCREASE	DECREASE	REVISED BUDGET	
001-152-544	Service/Maintenance Contract	\$ 131,708.35	\$ 132,700.00	\$ 7,000.00		\$ 139,700.00	
001-152-924	Computer Hardware and Software	\$ 286,437.16	\$ 288,000.00	\$ 10,000.00		\$ 298,000.00	
001-152-503	Cellular Telephone Service	\$ 99,224.79	\$ 138,114.00		\$ 17,000.00	\$ 121,114.00	
	TOTALS		\$ 558,814.00	\$ 17,000.00	\$ 17,000.00	\$ 558,814.00	
Reason for Request:	To cover necessary expenses through the fiscal year end.						
Requested by:	John Mitchell						

4. Office of Procurement – Appointment of Requisition Signers

- a. Add for All Budget Lines for Department 024-161: Gerald Chatham, Smith Murphy, Jimmy McClure
- b. Add for All Budget Lines for Department 025-171: Robert Chamberlin

5. Road Department

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

6. Contract Administration

a. Auto Renewal – ADAPTS Electronic Monitoring – Youth Court

b. Auto Renewal – Tina Hill Agreement with Tax Collector

7. Accept Restricted Donation to Animal Shelter

8. Justice Court Monthly Report

Criminal Cases Filed	165
Civil Cases Filed	874
Traffic Tickets Filed	795
Total Cases Filed	1,834
State Assessments	\$85,211.25
County General Fund	\$145,275.06
DPS	\$1,975.00
Total Collections	\$232,461.31

Submitted by Pat Sanford
Date 31-Aug-16

9. Enter Into the Formal Record and Make Part of the Board Minutes – All Signatures Achieved

- a. Sheriff’s Department – Securus Technologies**
- b. Human Resources – Humana Summary of Benefits & Coverage**
- c. Facilities Management – Mississippi 811 Agreement**
- d. Extension Service – Mississippi State Agreement**

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

See Exhibit I

J. OLD BUSINESS

1. Northwest Community College Affiliation Agreement

Mr. Nowak stated a similar agreement has been in place for a number of years between the Sheriff’s Department and Northwest Community College, but it recently expired. He said the agreement allows students in the Criminal Justice Program to shadow DeSoto County Deputies. The Sheriff stated the program is very beneficial to the students and Sheriff’s Department.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the agreement with Northwest Community College and authorize the Board President to sign the agreement.

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 J.1.

2. Update on Library Advisory Boards

Mr. Nowak informed the Board he has received all the MOUs from the cities and requested making them a part of the minutes. He stated the Board may now make appointments to the Library Advisory Boards. Mrs. McLeod sent names from Olive Branch and Southaven that those cities have approved.

Mr. Nowak stated he will notify the Library when the names are submitted to get in touch with them and let all entities know how to proceed. He stated the Library Advisory Board will meet and adopt the draft of their by-laws.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to make the MOUs with the Cities and the draft by-laws a part of the Board minutes.

The motion passed by a vote as follows:

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

See Exhibit J.2.

3. Legislative Requests

Daytime Fireman Compensation

Mr. Nowak stated he has drawn up draft Legislation to amend the statute to be able to fund daytime coverage for firemen. The draft bill looks at amending the statute that provides for an amount equivalent to one-fourth of the millage by increasing the permitted amount to the equivalent to three-fourths of the millage for all counties. The second option would be to just amend the statute for certain size counties.

Supervisor Caldwell suggested contacting MAS to be sure this will not adversely affect any counties. Supervisor Gardner asked how much the increase would amount to in dollars. Mrs. Lynchard and Mrs. Freeze said it would be about \$750,000 - \$800,000. Supervisor Caldwell stated the fire departments are aware the money is not available at this time, but the Board is working toward providing daytime fire coverage.

Chancery Clerk – Amend Recording Fees & Recording Requirements

Mrs. Heffner addressed the increase of Chancery recording fees. She was asked if this would be better served through the Chancery Court Association. Mrs. Heffner stated that group has lobbied for the increase and it does not go anywhere. She stated, compared to other states in the region, Mississippi has very low recording fees; and she feels the fee should be increased to at least \$35. Supervisor Gardner asked if it would help if MAS got involved and Mrs. Heffner said she thought it would.

Homeowners Associations

Supervisor Russell stated he cannot figure out how to generate support in Jackson. He suggested asking to apply to certain size counties. Supervisor Russell also questioned if the Secretary of State will still handle the HOAs if this is not a statewide issue. Mr. Nowak stated the HOAs will still have to file with the Secretary of State’s office as a business. Mrs. McLeod stated she will change the wording of the request.

Unfunded Mandates

Mrs. McLeod asked if the Supervisors wanted to present each topic or have someone address them as a whole. Supervisor Russell stated he felt it would be good for the whole request to come from Mrs. Lynchard and she could present the dollar amounts each one cost the County. Mrs. Lynchard stated some of the requests would not have specific dollar amounts, but she would get the information together.

See Exhibit J.3.

4. Report of Bond Sale

Mrs. Lynchard informed the Board that the bond sale went through and stated Raymond James did a good job at posting the bond. She stated that Demery Grubbs kept in close contact with the Board as well. Supervisor Gardner stated he participated in phone calls on some of the negotiations and it was very interesting. Mrs. Lynchard gave a sheet showing the end result on savings over a 13-year period of approximately \$537,000.

Mr. Nowak stated this bond wraps portions of three prior bonds together. He requested the Board authorize his firm to draw up an agreement with the CVB to repay portion of the bond debt attributable to the partial refunding of the CVB bonds.

Supervisor Mark Gardner made the motion Supervisor Jessie Medlin seconded the motion to authorize the firm of Smith, Phillips, Mitchell, Scott & Nowak to put an agreement in place with the CVB to repay their pro rata portion of the bond debt service.

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 J.4.

5. Juvenile Court – Furniture for Parent Attorney

Supervisor Medlin acknowledged Judge Couch and Judge Wilson and asked them to come forward. Mrs. Lynchard reminded the Board they asked Juvenile Court to look within the County for furniture and Mr. Jarman has found none to be suitable. Judge Wilson stated she has money within her budget to help with the purchase. Judge Couch stated they have hired an attorney and she will start Monday, September 12. Mrs. Freeze stated Judge Wilson has asked to move \$2500 within her budget to purchase furniture. Mrs. Lynchard stated some money may have to come from ending cash. Supervisor Caldwell asked if a computer was covered in that amendment. Judge Wilson stated IT is working on getting them a computer, and she does not know where it is coming from. She also stated they have found some file cabinets to use in the office. Sheriff Rasco stated he some nice file cabinets if they wanted to use them.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the budget amendment of \$2500 to Judge Wilson’s budget, approve using ending cash to supplement buying a desk and chair if needed, and authorize the purchase of a desk and chair for the Parent Attorney.

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>

Judge Couch presented the Court Order appointing Jennifer Morgan as the Juvenile Court Parent Attorney. He stated Ms. Morgan worked for Jim Holland and has a good bit of experience in Youth Court. Both judges said they feel she will be a good fit. Judge Wilson stated Ms. Morgan has also worked with DHS as a child support attorney and she is well versed on the issues of Juvenile Court.

See Exhibit J.5.

K. NEW BUSINESS

1. Budget FY17

Mrs. Lynchard stated she has just a few things to go over regarding the budget and some of those will be requested to be heard in Executive Session. Mrs. Lynchard confirmed that the Board authorized a 3% raise for County Court Reporters based on 100% of their base salary; and a 3% raise for Circuit and Chancery Court Reporters based on DeSoto County's obligation percentage to the base salary. The Board affirmed.

Mrs. Freeze asked if the Court Administrator got a 3% raise. Mrs. Lynchard stated she is set by statute, and they will have to check to see if she is at her maximum.

Supervisor Russell asked if the judges were getting the 3% to distribute at their discretion. Mrs. Lynchard stated Judge Couch has put in for an even \$3,000 in his budget.

Region IV – Supervisor Russell stated the Board agreed to fund Region IV the same as last year, but he would like to give them a \$25,000 increase and hope the cities will follow suit. Supervisor Caldwell stated she would like to stipulate this is a one-year increase.

Supervisor Bill Russell made the motion and Supervisor Lee Caldwell seconded the motion to increase funding to Region IV by \$25,000 this budget year contingent on the cities' participation and Region IV following through on their land purchase.

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. Lynchard stated she will request the rest be heard in Executive Session.

2. Audit Exit Report

This item was deleted from the agenda. Mrs. Lynchard informed the Board that Mr. David Engel is very busy at this time, but their exit report will be good and he will meet with them as soon as possible.

3. Grants Administration

a. NFusion Program Update

Mrs. Pat Sylvester reported that, as of last week, NFusion has 51 kids in the program and 16 in the process. She stated they have not spent much money, but she thinks it is because they are so used to carefully watching every penny; and hiring employees to match the grant specifications has been difficult. Mrs. Sylvester anticipates spending more and hiring more next year, as they settle into the program.

Supervisor Gardner asked what positions they were having trouble hiring. Mrs. Sylvester stated therapists in particular. She said they are having trouble marketing the position. Supervisor Gardner asked Mr. Kuntz to get the job openings for NFusion on the County's website and social media. Mr. Kuntz stated he will confer with Mrs. Sylvester and get the job descriptions.

Mrs. Sylvester stated they have done a lot of marketing to get participants through the City Chambers, libraries, Judge Wilson, schools, Health Department, and Youth Services. She stated they are starting to see the County embrace and use the program more and more. Mrs. Sylvester also informed the Board of a program that was built into the grant that allows them to take children and their families to meetings. She stated they chose one family this year, based on how the child is doing in therapy, to go to a meeting in Arizona.

Mrs. Sylvester stated space is a problem, and the building they are currently using is not big enough to do what they need. She said the grant pays rent, and they are looking for something bigger to rent.

Mrs. Lynchard stated part of Mrs. Sylvester's job is to balance understanding the needs of Region IV with the needs of the County. She complimented Mrs. Sylvester on doing a good job of explaining to each what the other needs. Mrs. Lynchard also said one of the things the Board asked about was support from the grant for bill paying. Mrs. Hanks reported, as a result of a meeting with Region IV, it was determined Region IV will be processing the bills and sending copies to the Accounting Department for reporting purposes.

Supervisor Caldwell asked if the County took a lot of time doing the Region IV accounting. Mr. Kuntz said they are streamlining the process for Region IV to send the receipts to him, and then he will meet with Mrs. Hanks. He said some reports ask for a lot of information, and some just need reimbursement receipts. He stated it takes several hours to compile the information. Supervisor Caldwell asked the Accounting Department to track and know how much time it is taking to manage this grant.

Mrs. Freeze stated the grant was inflating revenues when co-mingled with other funds, and it is in its own fund now for tracking and managing purposes. She hopes this will bring more clarity to the Board for approval of bills. Mrs. Freeze also informed the Board that when they looked at the grant previously, it was taking about 20 hours per month for Mrs. Hanks to work with it. Mrs. Sylvester stated all these things were not worked out when the grant was started, and it made things difficult. She also stated there was money set aside for Region IV to do the bookkeeping, but not for the County. Mr. Kuntz said the hours could be used as an in-kind match for the County.

Mrs. Lynchard stated although the grant would allow certain expenses the State did not allow; it does not forgo the purchasing process. She said the County has learned a lot as time goes on. Mrs. Sylvester stated the money looks great for the first year, and it is in good hands.

b. Request Approval of Consulting Contract with Turnaround Achievement Network to be paid by NFusion Grant & Authorize Board President to Sign

Mr. Kuntz stated Turnaround Achievement Network provides the performance evaluations for the grant and they are funded by the grant.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the contract with Turnaround Achievement Network 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 K.3.b.

c. Request Acceptance of FY17 DUI Grant for \$154,577 and authorize Board President to Sign Award Documents

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to accept the FY17 DUI Grant in the amount of \$154,577.00 and authorize the Board President to sign the award documents, as discussed.

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. Eagle Scout Project Benefitting Animal Shelter

Animal Shelter Director Monica Mock stated the young man proposing the project has a great love for animals and contacted her to see if they had any needs. She suggested a play area for the play yard. Mrs. Mock stated the young man is looking at private and public funding. She said he is looking at several things depending on the money he raises.

Supervisor Medlin asked if there would be any cost to the County. Mrs. Mock stated there would not be any cost to the County; he just needs the signature of a benefactor to continue the application process.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to authorize the Board President to sign the benefactor documents to allow the Eagle Scout Project for the Animal Shelter to move forward.

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 K.4.

Mrs. Mock also reported that they have had 20 adoptions in the 2 ½ days that the “Pets”ember campaign has been active.

5. EMS

a. Purchase of Stair Chairs

EMS Director Mark Davis stated EMS is changing the protocol for transporting fall patients as spine boards have been found to cause damage in some patients. He stated the new model stair chairs have tracks and fold out so the patient is not jarred while getting downstairs. He stated there is no carrying, so it helps with paramedics’ backs and makes for less workers comp claims. Mr. Davis requested purchasing 3 chairs, one for each ambulance. He said he has gotten 3 quotes, and EEP was the best and most qualified quote.

Supervisor Jessie Medlin made the motion and Supervisor Mark Gardner seconded the motion to approve the purchase of 3 stair chairs from EEP, having found them to have the lowest and best qualified quote.

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 K.5.a.

b. Part-Time Employee Pay

Director Davis stated they are currently paying \$10 per hour for part-time paramedics and \$8 per hour for part-time EMTs. Mr. Davis stated the average pay across the County is \$18 for paramedics. Mr. Davis is proposing \$15 for paramedics and \$10 for EMTs. He stated this will cut down on overtime as it will allow the County to hire more part-time workers.

Supervisor Gardner stated this was also the recommendation of the EMS Committee.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to accept the recommendation of the EMS Committee and Director Mark Davis to increase the part-time pay to \$15 for paramedics and \$10 for EMTs.

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 K.5.b.

c. Outsourcing Billing

Mrs. Lynchard stated Mr. Davis has been looking at the current billing situation at EMS. She stated there are 2 people in the EMS office doing billing. She also stated there are resources connected to outside billers that the County does not have; mostly involving Medicare billing.

Mr. Davis stated Medicare policies change quite often, and they are almost impossible to keep up with. He stated he looked at 3 companies and is recommending AMB. Mr. Davis said they are a company with a local representative and they are used by Hernando and Southaven. AMB proposed a rate of 6% of what they collect, they will provide the County with software (The County is currently paying \$7,000 for software.), in-house training for medics, and will provide computers. They have a sister company that does collections and can handle them from the current company.

Supervisor Russell asked how this compared to what the County is doing now. Mrs. Lynchard stated it is much less. She said Ms. Bradshaw will stay and be the liaison between the billing company and the public; as well as performing administrative assistant duties for the office. Mrs. Lynchard informed the Board that AMB anticipates about \$140,000 more in collections. She said the real cost transfer would be the cost of the billing clerk salary and opportunity to save on computers and billing software. She stated, based on what EMS is collecting today, there would be a substantial savings.

Director Mark Davis stated AMB will also warranty what they provide. Supervisor Medlin stated the EMS Committee recommends the outsourced billing and using AMB. Supervisor Gardner stated he spoke with Southaven, and they are very pleased with the performance and having a local company rep.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the contract with AMB pending a review of the contract by the firm of Smith, Phillips, Mitchell, Scott and Nowak; and for Mr. Nowak to bring the contract back to the Board for the 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>

Mr. Davis stated it will take about 30-45 days once the contract is signed to get things switched over.

See Exhibit K.5.c.

d. Increase in Rates

Director Davis stated the County is currently billing less than any city within the County. He stated he could not find any record of the last time the rates were increased. Mr. Davis explained that non-transport charge would not apply to a community assist (helping up a fall, blood pressure check, etc.), but would apply when treatment occurred and medical supplies were used.

Supervisor Gardner stated AMB said the County is below the rate-scale on a multi-state basis, not just locally. Supervisor Caldwell pointed out that the County would still be lower, just not excessively so.

Mr. Davis stated the non-transport fee is to cut down on abuse of service and to help cover costs to make the calls.

Supervisor Russell stated he would like to start informing the public and not charge the non-transport fee for a while.

Supervisor Gardner stated the committee recommends adopting the fees as proposed by Mr. Davis.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to adopt the fees as presented with an effective date of October 1, 2016 on all but the non-transport fees; and an effective date of January 1, 2017 on the non-transport fees.

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 K.5.d.

6. Facilities Management – Aviation Building Installation

Facilities Director Robert Jarman appeared before the Board to present two quotes for the Aviation Building Installation. He stated the quotes for the metal building came from Southeastern Erectors and Z&J Construction. The cost for the building was the same, \$8,500.00, but Southeastern requires a 50% payment when the steel arrived and the balance upon completion of the job. Southeastern also stated if there were any issues with anchors not being set properly, there would be an extra \$50.00 fee per hole for any drilling or cutting provided by Southeastern. The quote from Z&J Construction had no extra charges for drilling for the anchors; there is no money required up front, the company is local; therefore he is recommending purchasing the building from Z&J Construction for the \$8,500.00.

Supervisor Jessie Medlin made the motion and Supervisor Bill Russell seconded the motion based on the Facilities Director’s recommendation, the fact that Z&J does not require up front fund, will not charge for extra drilling and is located closer to the County than Southeastern to purchase the Aviation Building Installation from Z&J Construction, as the lowest and best qualified bid, for the total price of \$8,500.00.

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 YES

See Exhibit K.6.

7. Environmental Services

a. Resolution Declaring Stormwater Awareness Week – September 26-30

Environmental Director Ray Laughter appeared before the Board requesting a Resolution Declaring Stormwater Awareness Week for September 26-30, 2016. Mr. Laughter said the week would consist of time spent with kindergarteners and first graders at all schools in DeSoto County teaching about Stormwater Awareness. They will go into the schools and read to the students.

Supervisor Jessie Medlin made the motion, and Supervisor Mark Gardner seconded the motion to authorize a Resolution declaring Stormwater Awareness Week for September 26-30, 2016 and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.7.a.

b. 1st Annual DeSoto County Fall Clean Up – September 24, 2016

Environmental Director Ray Laughter appeared before the Board presenting First Annual DeSoto County Clean and Green 2016 program. He stated the program would coincide with the State’s Keep American Beautiful program. This is the first fall weekend event for the County on September 24, 2016. The County wide roadside cleanup will begin at 9a.m. and go to noon. Mr. Laughter stated that Citizens, Homeowner’s Associations, Churches, School Clubs and Community Organization can take advantage of this Countywide clean-up all weekend from 9/24/16 to 9/26/16, by clearing the rubbish from their properties and adopting a section of road or intersection to clean up. He said that all five cities will be participating as well; and the County will have roll-off dumpsters conveniently placed throughout the County for disposal of rubbish materials and roadside litter picked up. Waste Connections will provide the dumpsters. Mr. Laughter passed out the flyer stating the locations where dumpsters would be located. There will be signs placed in the County about the event. Supervisor Bill Russell asked if the ROTC would have volunteers participating. Supervisor Lee Caldwell stated she would ask them.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the DeSoto County Clean and Green in 2016 event for September 24 weekend.

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 K.7.b.

8. Office of Procurement – Request to Award Bid Tabs for Annual Road Management Bids

Procurement Clerk Karen McNeil presented the following Road Management Bids to the Board of Supervisors.

a. Guardrails: 17-300-004

Two bids received, one from Tri-State Guardrail and one from Southern Guardrail. Procurement recommends award all items to Southern Guardrail with Tri-State Guardrail first alternate.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid for all items to Southern Guardrail with Tri-State Guardrail first alternate, the awarded vendor being the lowest and best qualified bidder and the alternate being the next lowest and best qualified bidder.

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

See Exhibit K.8.a.

b. Hot Mix Asphalt Patching: 17-300-005

Two bids received, one from North MS Driveways and one from Lehman Roberts. Procurement recommends award all items to North MS Driveways with Lehman Roberts first alternate for bid period October 1, 2016 through September 30, 2017.

Supervisor Bill Russell made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid for all items to North MS Driveways with Lehman Roberts first alternate for bid period October 1, 2016 through September 30, 2017, the awarded vendor being the lowest and best qualified bidder and the alternate being the next lowest and best qualified bidder.

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

See Exhibit K.8.b.

c. Mosquito Control Chemicals: 17-300-006

Four bids received, one from Univar, one from Adapco, one from Target Specialty and one from Clarke Mosquito Control. Procurement recommends award Univar the Kontrol products in drums and Clarke Mosquito Control as alternate. Award Clarke Mosquito Control the Kontrol products packaged in totes with Univar as alternate. Clark Mosquito Control is awarded Mosquitomist products with Univar as alternate. The 12-month bid term begins October 1, 2016.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award Univar the Kontrol products in drums and Clarke Mosquito Control as alternate; Award Clarke Mosquito Control the Kontrol products packaged in totes with Univar as alternate; Clark Mosquito Control is awarded Mosquitomist products with Univar as alternate and the 12-month bid term begins October 1, 2016, the awarded vendors being the lowest and best qualified bidders and the alternates being the next lowest and best qualified bidders.

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

See Exhibit K.8.c.

d. Poly Pipe: 17-300-007

Three bids received, one from G&O Supply, one from Southern Pipe, and one from Coburn Supply. Procurement recommends award bid for all pipes to Southern Pipe with G&O as first alternate and Coburn Supply as second alternate. Since there is no difference in price for delivery or pick up, the award is based on the proximity of the company. The bid period runs from October 1, 2016 to September 30, 2017.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion based on the Procurement recommendation to award bid for all pipes to Southern Pipe, based on the proximity of the company, with G&O as first alternate and Coburn Supply as second alternate, since there is no difference in price for delivery or pick up and the bid period runs from October 1, 2016 to September 30, 2017, the awarded vendor being the lowest and best qualified bidder and the alternate being the next lowest and best qualified bidder.

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 K.8.d.

e. Ready Mix Concrete: 17-300-008

Three bids received, one from MMC Materials, one from Metro Materials, and one from Memphis Ready Mix. Procurement recommends award to Metro Materials with Memphis Ready Mix as first alternate, with the bid term being for 12 months beginning on October 1, 2016.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid to Metro Materials with Memphis Ready Mix as first alternate, with the bid term being for 12 months beginning on October 1, 2016, the awarded vendor being the lowest and best qualified bidder and the alternate being the next lowest and best qualified bidder.

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 K.8.e.

f. Roadside Herbicides: 17-300-009

Six bids received, one from Tri-County Farm Services, one from Univar USA, one from DeSoto County Cooperative, one from VM Distribution Partners, one from Target Specialty Products, and one from SiteOne Landscape. Road Management said they would purchase tote size in MSMA since it saves additional money. Procurement recommended awarding bid to different vendors as follows:

Item	Award	1 st Alternate	2 nd . Alternate
Round-up (drum)	Tri-County Farm	VM Distribution	SiteOne Landscape
Round-up (tote)	SiteOne Landscape	Tri-County Farm	
MSMA 6.6 Gramoxone	Tri-County Farm	SiteOne Landscape	
	DeSoto County Coop	VM Distribution	Tri-County Farm

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to award

the Roadside Herbicides 17-300-009 bid to various vendors listed above, based upon the recommendations of the Procurement Department, the awarded vendors being the lowest and best qualified bidders and the alternates being the next lowest and best qualified bidders.

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 K.8.f.

g. Slurry, Micro and Scrub Seal: 17-300-010

One bid received from Vance Brothers, Inc. Procurement recommends awarding bid in all categories to Vance Brothers, Inc. for 12-month bid term beginning October 1, 2016.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid for all items to Vance Brothers, Inc. for 12 months beginning October 1, 2016, the awarded vendor being the lowest and best qualified bidder and the alternate being the next lowest and best qualified bidder.

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 K.8.g.

h. Traffic Signs and Accessories: 17-300-011

Six bids received from G&C Supply, Garden State Hwy Products, Vulcan Signs, Osburn Associates, Ennis Paint, and K&K Systems. Procurement recommends awarding bid for each category as follows:

Category	Award	1 st . Alternate	2 nd . Alternate
Road & Construction Signs	Vulcan Signs	G&C Supply	Garden State
Lettering-Black	Garden State	Vulcan Signs	G&C Supply
Lettering-Diamond Grade	Vulcan Signs	G&C Supply	Garden State
Post Reflectors	G&C Supply	Garden State	Osburn
6” Green Extruded Blanks	Osburn	G&C Supply	Vulcan Signs
9” Green Extruded Blanks	Garden State	G&C Supply	Osburn
Yellow Blanks	Vulcan Signs	G&C Supply	Osburn
Galvanized Posts	G&C Supply	Garden State	
Raised Pavement Markers	Ennis Paint	Vulcan Signs	G&C Supply
Bituminous Marker Adhesive	No Bids Received from any vendor		
Solar Flashing Beacon	K&K Systems		

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid to various vendors as listed above with bid award beginning October 1, 2016, the awarded vendors being the lowest and best qualified bidders and the alternates being the next lowest and best qualified bidders.

The motion passed by a vote as follows:

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

Supervisor Michael Lee, Fifth District YES

See Exhibit K.8.h.

i. Traffic Striping: 17-300-012

One bid received from Riverside Traffic. Procurement recommends award all items to Riverside Traffic Systems for a period of 12 months beginning on October 1, 2016.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion based on the Procurement recommendation to award bid for all items to Riverside Traffic Systems for a period of 12 months beginning on October 1, 2016.

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 K.8.i.

9. Office of Procurement

a. Request to Extend Dept. of Road Management Uniform Rental Bid 15-399-001

Procurement Clerk Karen McNeil requested from the Board to extend the Road Department Uniform Rental Bid for one year. Ms. McNeil said Road Management is happy with the current vendor and the vendor Paramount has agreed to hold all pricing for the additional extension period.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to extend the bid 15-399-001 for one year to Paramount for the Road Department Uniforms.

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 K.9.a.

b. Emergency Purchase to Repair a Light at Getwell & Byhalia

Procurement Clerk Karen McNeil presented the purchase request for emergency repairs on the light at Getwell and Byhalia Road. DeSoto County Electric was called to make this repair on Saturday.

Road Manager Andy Swim stated that the cost would be less than \$300 for this repair and DeSoto County Electric did the repair quickly at this location.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to approve the emergency purchase to repair a light at Getwell and Byhalia Road.

The motion passed by a vote as follows:

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

Supervisor Michael Lee, Fifth District YES

See Exhibit K.9.b.

c. Human Resources – 2016 Flu Shot Recommendation

Procurement Clerk Karen McNeil stated that Procurement Clerk Angie Irving had solicited quotes for the flu shots for DeSoto County employees. There were six vendors and only one, Funderburks, would accept Medicaid. Procurement is recommending Funderburks for the flu shots at \$18 per person and they will come to the Administration Building to administer the shots in October.

Supervisor Bill Russell suggested moving the date up, if possible.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve Funderburks for the 2016 Flu Shots for DeSoto County employees.

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 K.9.c.

10. Office of Finance and Accounting

a. Claims Docket

County Administrator Vanessa Lynchard said that TVA sends in their fee in lieu of taxes each month and accounting has to settle with the City of Southaven. If the Board authorizes to write the check upon receipt of funds from TVA, this would impact funds needed by the city because of the delay that occurs by holding the funds for the docket.

Supervisor Bill Russell made the motion and Supervisor Michael Lee seconded the motion to authorize accounting to write the check to the City of Southaven upon receipt of funds from TVA and then report expense at the next BOS meeting. Supervisor Lee withdrew his second.

Board Attorney Tony Nowak stated that these funds are a pass through in accounting.

After discussion, Supervisor Michael Lee seconded the motion made by Supervisor Bill Russell.

The motion vote was as follows:

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

Chief Financial Officer Andrea Freeze presented a page by page declaration of the Claims Docket. Accounting Office Manager Stephanie Hanks brought invoice documentation to address any questions.

Supervisor Bill Russell asked about the following claims:

Page 6 – Joey Treadway Tanger Outlet \$208.33

This is the Tax Collector’s fee for collection of the special assessments through his contract.

Supervisor Mark Gardner asked about the following claims:

Page 13 – Starlanding Rd \$1890 – Ben Vorlich \$1275

Tony Nowak said Starlanding expense is for appraisal on ROW for bridge and the Ben Vorlich is for

code enforcement.

Page 17 – Siemens \$6974.50

Facilities Director Bob Jarman said this was a quarterly cost for Siemens maintenance.

Page 42 – Furniture Specialist.

Sheriff Bill Rasco stated this was furniture for the Fugitive Division.

Page 49 – Houston K-9 Academy \$8000

Sheriff Bill Rasco said this was for a new dog. They now have 6 dogs at the Sheriff Dept.

Page 74 – Remission of Bond \$1750

This was settled by the Court to refund the bond amount.

Page 83 – Holiday Inn – David Harper

County Administrator Vanessa Lynchard said this is Josh Harper at EMA for certification.

Page 88 – L&T Services \$9900

Environmental Director Ray Laughter said this was for dirt at the Rubbish Pit.

Page 90- Firing Range \$2000

Sheriff Rasco said this was for advance training for officer.

Page 96 – L&T

Road Manager Andy Swims said this was for work on the railroad approach for a concrete header.

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 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>

See Exhibit K.10.a.

b. Inventory Dispositions – Preliminary & Final - Sheriff Department

Inventory Clerk, Ms. Angie Tapley, presented the inventory disposition for the Sheriff Department safety vests. She stated that Amy Henley had given this list of vests to be removed from inventory because the cost of the vests is less than \$1000.

County Administrator Vanessa Lynchard said the State has allowed the inventory value to change but the Board or the Sheriff can determine the value they want on inventory. These vests are considered walking inventory.

Sheriff Rasco stated that he would like to keep these vests on inventory so they can keep up with them.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion based on the Sheriff’s recommendation to keep this inventory list of vests on inventory.

The motion passed by a vote as follows:

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

Supervisor Michael Lee, Fifth District YES

See Exhibit K.10.b.

c. Inventory Dispositions – Preliminary

1) Sheriff’s Department

Inventory Clerk Angie Tapley said these items on the disposition report for the Sheriff will be sold or no longer works. The furniture workstation listed has been requested to donate to Hernando.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to approve the inventory as surplus and authorize Board Attorney to do agreement with Hernando for the purchase of the furniture workstation.

Asset # 39828, #44806, #40116, #40080, #39924, #39925, #38849

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 K.10.c.1.

2) Road Department

Ms. Tapley said the items listed on the Road Department disposition report are non-repairable and need to be removed from inventory.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to declare inventory items for the Road Department as surplus inventory and to be disposed of.

Asset #36080, #41320, # 41365

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 K.10.c.2.

3) Juvenile Court

Ms. Tapley said the items listed on the disposition for Juvenile Court is reported to be broken and declared as surplus inventory.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to declare inventory items list for Juvenile Court as surplus inventory and to be disposed of.

Asset #40407, #32551

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 K.10.c.3.

d. Inventory Disposition- Reversal of Final Disposition – Television will be reassigned

Ms. Tapley said the disposition report on the TV at the Sheriff’s department has been found to be working and it was on a disposition report for surplus on 10/9/15. We need to put this TV back on inventory.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to add back to inventory the TV at the Sheriff Department.

Asset#45112

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 K.10.d.

11. Road Department

a. Finding of Fact – East Williams Road, South of Cub Lake Road

Road Manager Andy Swims addressed the Board regarding a Finding of Fact on East Williams Road. He stated the road is located in District 4. Mr. Swims’ exhibit showed the situation where work is needed to improve roadside drainage and to create maintainable roadside slopes to promote the health, safety and welfare of the public. The estimated cost for this job is \$40,880.95. He stated there is a fence on the property that will have to be relocated.

Supervisor Lee Caldwell stated this road is narrow and with no ditches it needs to be corrected for the welfare of citizens driving on this road.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to approve the Road Manager’s recommendations based on a finding of fact that the work is necessary to protect the health, safety and welfare of the traveling public, to improve the ditches and shoulders on East Williams Road, at an estimated cost of \$40,880.95.

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 K.11.a.

b. Equipment – Truck Needs for 2016-17

Road Manager Andy Swims and members of his staff (Keith Pearson, Mike Kennedy, J.R. Conlee) appeared before the Board of Supervisors to give an explanation on Road Equipment needs and request disposition surplus of items to be sold at auction or sold to surrounding cities or counties.

1. Limb Trucks – Mr. Swims said they want to sell three limb trucks (Units 151, 160, 161) which have 150,000 miles on them, and the maintenance expense on these vehicles has become costly. The estimated value of 20 to 25 thousand is what we hope to get at auction per vehicle. We want to purchase 4 new limb trucks at \$125,000 each. This would give the Road Department a fleet of 7 limb trucks.

2. Mack Dump Trucks – Mr. Swims said they want to sell 3 trucks (Unit 238, 236, 241) and purchase 2 new dump trucks at \$150,000 each. All three trucks are 2007 models. The trucks should bring good salvage cost at auction of \$60,000 each.

Supervisor Mark Gardner said these are diesel trucks and the mileage is low for diesel.

Keith Pearson said the trucks are having electric and software problems and they have to be taken to the dealership to get repaired. The dealer can charge any amount for the repair. The expense for the year so far has been \$36,000.

3. Tractor Trailer – Mr. Swims said he wanted to purchase a tractor trailer this year at a cost of \$165,000. This unit will replace one of the Mack Dump Trucks. This trailer would be more useful in hauling than a dump truck. The trailer can haul more weight than a dump truck.

4. Backhoe – Mr. Swims said the maintenance issue on the backhoe (Unit 701) is the reason for selling. The backhoe operates out of the Northern Maintenance shop and they need a dependable backhoe. This will be sold at Crenshaw Auction. A new backhoe estimated cost is \$95,000.

5. Utility Truck – Mr. Swims said they want to purchase 2 utility trucks for a total cost of \$67,600. We want a truck without a bed on it and we will purchase a bed separate.

Supervisor Jessie Medlin asked what this truck would be used for.

Mr. Swims said it would be used to haul construction equipment like diesel tank, air compressor, air tools and it would be used for off road projects.

6. Passenger Trucks – Mr. Swims said they want to sell 4 trucks (Unit #06, #08, #15, #16) and purchase 2 new trucks. The high mileage (151,000, 160,000, 159,000, 171,000) and maintenance on these 4 trucks will bring in about \$7,000 each at auction. The cost for the 2 new trucks would be \$25,900 each off state contract.

7. Sports Utility Vehicle (SUV) – Mr. Swims said they want to purchase two 2017 Explorers, possibly off of State Contract at \$26,500 each. They would be used by Andy Swims and Scott Young. The existing vehicles would be passed down to our inspectors (Joel Neel and Steven Boland) who are currently driving F-250's which would be given to the Southern and Northern shops to be better utilized.

8. Boom Cutter Tractor – Mr. Swims said they have 2 John Deere 6430 tractors that have been in service for 9 years. The high cost to maintain these tractors is reason for selling. The salvage value is estimated at \$25,000 each. We will use the batwing mowers which have a wider span of cutting. We will not replace the 2 boom cutters (Unit #696, #702).

Supervisor Mark Gardner asked how many mowers were in the field. Mr. Swims said there are 12 mowers working.

9. Low-Boy Trailer – Mr. Swims said they want to sell the 1998 Trailboss 50 ton lowboy trailer (Unit #436). The estimated salvage value is \$20,000. This was not a good purchase item since it is not wide enough for Road Department uses. We will take to Crenshaw Auction or sell to Gov.Deals.

10. Tire Roller – Mr. Swims said they want to sell this equipment (Unit 508) since they do not have the equipment for asphalt work and have not done our own asphalt in over 10 years. The salvage value will only be \$3000 or \$3500 for this tire roller.

11. Fertilizer Spreader – Mr. Swims said this spreader has rusted out and cannot be used. Asked to declare as surplus and take off inventory.

12. Massey Ferguson Tractor - Mr. Swims said they have not used this tractor in 4 years and they have owned it for 17 years.

Supervisor Jessie Medlin said the mileage is low on some of this equipment.

J. R. Conlee said the trucks that are diesel have to run all the time with safety lights whenever they are working on the roads and this wears down the trucks.

Mr. Swims asked the Board to declare all the equipment as surplus inventory for it to be sold at auction and to go out for bids after October 1, 2016.

Supervisor Caldwell stated that this was a good team working at the Road Department and she commended them on this presentation.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to declare the above mentioned inventory items as surplus inventory and authorize the Road Department to sell equipment at auction as presented, and proceed with bids for new purchases to go out in October 2016, and authorize the use of State Contract pricing when needed.

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 K.11.b.

c. Release of Hawks Crossing Amenities Bond

Mr. Swims said the first amenities bond (\$147,794) is ready to be released since they have inspected and found everything completed as requested. This is for the Board of Supervisors information only.

No votes required.

See Exhibit K.11.c.

d. Finding of Fact – Ditch Adjacent to Hallum Estates

Mr. Swims informed the Board the Road Department has built a berm, took out trees, and put riprap down. He said MDOT has cleaned out some of the ditch that is on Highway 301. Mr. Swims stated all the area in question is privately owned by multiple landowners.

Board Attorney Tony Nowak stated he does not think the County can do the work because there is no existing public safety issue or threat of damage to the public road.

No Board action was required.

See Exhibit K.11.d.

12. Contract Administration

a. Sheriff's Department – Agreement with Dept. of Navy Naval Surface Warfare Center

Chief Deputy Macon Moore stated the Sheriff's Department needs to replace some old night vision equipment and the cost to buy it is \$2100 per unit. He stated the Navy has a program to rent the equipment for \$300 per unit. Chief Moore stated they can use funds that the Sheriff's Department will receive from teaching classes to pay for the equipment. He said they will get 15 sets; and teaching 4 or 5 schools per year will cover the cost.

Supervisor Caldwell asked if there was insurance in case of damage or loss. Chief Moore stated there is a clause in the contract that covers that.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to

approve the agreement with the Dept. of Navy - Naval Surface Warfare Center for rental of night vision equipment.

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 K.12.a

b. Sheriff's Department – Affiliation Agreement with University of Memphis

Director of Administrative Services & Procurement Pat McLeod presented the contract renewal agreement to the Board to extend the term of the Affiliation Agreement with the University of Memphis. This agreement requires the Board President's signature.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the Board President to sign the Affiliation Agreement with the University of Memphis with the Sheriff 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 K.12.b.

c. Coroner – Lease with Tom & Peggy Flinn – Finding of Fact

Mrs. McLeod stated this is the yearly lease agreement for the Coroner's office.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve prepayment of the Lease Agreement with Tom & Peggy Flinn, finding that the County has done business with them for several years, they are capable of performing the agreement and the county will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.12.c.

d. Extension Service – Comcast for Internet Service – Finding of Fact

Mrs. McLeod stated this is the yearly renewal agreement for the Extension Service for internet services.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve prepayment of the yearly renewal agreement with Comcast for Internet Service for the Extension Service office, finding that the County has done business with them for several years and they are capable of performing the agreement and the County will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.12.d.

e. M.R. Dye Library Interlocal Agreement – Lawn Care

Board Attorney Tony Nowak stated the City of Horn Lake has in place a maintenance agreement for the Library. They would like for the County to maintain the lawn care due to the County having a better price package. The city will reimburse the County for the lawn care. Mr. Nowak said he needs authorization to update the agreement with Horn Lake and add the lawn care provision.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to authorize the Board Attorney to update the Interlocal Agreement with the City of Horn Lake as discussed and to add into the agreement for the County to maintain the lawn care, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

13. IT Department

IT Director John Mitchell appeared before the Board to present items pertaining to purchases required for IT maintenance for various County offices.

a. Fortianalyzer Virtual Appliance – Purchase & Finding of Fact for Prepayment

Mr. Mitchell said this is for an additional license and yearly license maintenance fee for software equipment. Mr. Mitchell stated they are requesting prepayment (\$2425) based on the long-standing relationship with Fortinet and the immediate benefit received by the County.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to approve prepayment of the Fortinet software license and maintenance fee, finding that the County has done business with them for several years, they are capable of performing the agreement and the County will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.13.a.

b. Delta Computer Systems – Software Maintenance for BOS & Circuit – Finding of Fact

Mr. Mitchell said this is for regular software maintenance and this comes out of his budget. Mr. Mitchell stated they are requesting prepayment based on the long-standing relationship with Delta Computer Systems and the immediate benefit received by the County as discussed.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to approve prepayment to Delta Computer Systems for software maintenance fee as presented; finding that the County has done business with them for several years, they are capable of performing the agreement and the County will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.13.b.

c. Data Computer Management – Discounted Services & Software Maintenance for Chancery, Tax Collector, Justice Court, - Finding of Fact

Mr. Mitchell said this is for the Chancery, Tax Collector and Justice Court software maintenance fee. Mr. Mitchell stated they are requesting prepayment based on the long-standing relationship with Data Computer Management and the immediate benefit received by the County.

Supervisor Michael Lee made the motion and Supervisor Mark Gardner seconded the motion to approve prepayment for Data Computer Management for software maintenance fee, finding that the County has done business with them for several years, they are capable of performing the agreement and the County will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.13.c.

d. Black Box Network Services – Phone System Maintenance

Mr. Mitchell said this is for yearly support maintenance fee for telephone equipment. Mr. Mitchell stated Black Box Network Services is requesting prepayment based on the long-standing relationship with the County and the immediate benefit received by the County.

Supervisor Michael Lee made the motion and Supervisor Jessie Medlin seconded the motion to approve prepayment to Black Box Network Services for County phone maintenance, finding that the County has done business with them for several years, they are capable of performing the agreement and the County will get an immediate benefit by renewing the contract, and authorize the Board President to sign.

The motion passed by a vote as follows:

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

See Exhibit K.13.d.

14. Facilities Use Policy

Board Attorney Tony Nowak stated he has drawn up the policy but he would like for the Board to discuss and look at before voting on this policy. He stated that the Facilities user would apply to Robert Jarman and he makes decision based upon availability, content neutral, and interference with election or County event. The use of facilities is not meant for commercial purposes but charity use would be ok. The permit is not with vendors directly but the Optimist Club or the farmers market. The County can require deposit for use of building. The Courthouse can be utilized but only for the bathrooms and the user would have to contact the Sheriff’s Office if they want the Courthouse opened. The new policy can have fees based on the use of building for security or cleaning personnel. There can be no structure erected on the property.

Supervisor Jessie Medlin said the Courthouse floors need to be cleaned and waxed, and the bathrooms need to be cleaned better.

Sheriff Rasco said he would get some trustees to come over to Courthouse to do the floors.

No votes were taken on this item.

See Exhibit K.14.

15. Potential Armory Relocation – This item was removed from the Agenda

- a. Set Up Budget**
- b. Hire an Engineer**
- c. Hire an Attorney**

16. Late Bills

County Administrator Vanessa Lynchard said these bills not get process for the docket, but need to be paid. These bills may require a budget amendment and she is requesting authority for payment and for accounting to do the budget amendment if required. She said that fund 313 and 315 may have to be trued up for yearend and Accounting may have to modify the FY17 budget for any carry overs.

a. Aviation Road

This late bill is for construction of the access road to the Aviation Building. The amount \$121,621.10 needs to be paid.

Supervisor Lee Caldwell made the motion and Supervisor Bill Russell seconded the motion to pay the late bill in the amount of \$121,621.10 and to approve any budget amendment to true up accounts.

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 K.16.a.

b. Eudora Fire Department

This bill (\$216.09) is for work that was done on the Eudora Fire Department to supply gravel for the parking area.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to pay the late bill in the amount of \$216.09 and to approve any budget amendment to true up accounts.

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 K.16.b.

c. Love Fire Department

This bill (\$5,259.78) is for work that was done on the Love Fire Department to supply gravel for the parking area and any additional work required. There was \$125,000 set up for this project.

Supervisor Michael Lee made the motion and Supervisor Lee Caldwell seconded the motion to pay the late bill in the amount of \$5,259.78 and to approve any budget amendment to true up accounts.

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 K.16.c.

d. Alejandro Veliz Painting – Juvenile

This bill (\$9,430) is for work that was done on the Juvenile Detention Center to paint jail cells, window frames, doors and door frames. They also painted the ceilings in eating area.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to pay the late bill in the amount of \$9,430 and to approve any budget amendment to true up accounts.

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 K.16.d.

e. Sheriff Department Impound Lot

This bill (\$1,736.34) is for work that was done on the Sheriff Department Impound Lot to supply gravel for the parking area and any additional work required.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to pay the late bill in the amount of \$1,736.34 and to approve any budget amendment to true up accounts.

The motion passed by a vote as follows:

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

Supervisor Michael Lee, Fifth District

YES

See Exhibit K.16.e.

17. Hwy 304 Renaming

Supervisor Lee Caldwell stated that Hwy 304 needs to be renamed. She plans to have a meeting on September 20, 2016 with residents in area to discuss the new name. The names mentioned so far are Commerce or Eudora Road. She wants the people in area to decide on the new name.

Supervisor Bill Russell asked if it would be the entire road from Hernando to Eudora.

Supervisor Caldwell said yes. She contacted the Election Commission to set up voting equipment so the people could vote.

No votes were taken on this item

See Exhibit K.17.

18. Sheriff Department – Southaven Inmates

Sheriff Bill Rasco stated that Southaven has started a new process for their inmates. They bind them over to the Grand Jury when they send them to the jail and this does not allow the County to charge the inmate fee back to Southaven. When they do this, many times the inmates never go to the Grand Jury but go back to Justice Court and we cannot charge Southaven for the inmate.

Board Attorney Tony Nowak said when inmates are sent to the Grand Jury by a city all files must be prepared by the city to present to the Grand Jury.

Supervisor Michael Lee asked what about the bond the inmate has to secure.

Supervisor Lee Caldwell stated that the County needs to meet with the Mayor of Southaven to discuss this problem.

Mr. Nowak said he would talk with Nick Manley, the Southaven Attorney.

Sheriff Rasco said the now have 15 cases sent back to lower court and they have 270 days to present case to Grand Jury. He will talk to the Mayor of Southaven.

No motions were taken on this item.

19. Parks – County Obligations

County Administrator Vanessa Lynchard said the Recreational Parks Department will come under the County beginning October 1, 2016. The department is now under the DeSoto Council and Jim Flanagan has a contract with Larry Jarrett which does not end until October 30, 2016. He does not have the funds to pay Mr. Jarrett for October. This would be his salary (\$5000 or \$6000) and travel expense (\$500 or \$600).

Supervisor Mark Gardner said the Board needs to look at this and make a decision.

Supervisor Lee Caldwell asked about the status of Natalie's job. Ms. Lynchard said she did not know.

There were no motions or votes on this item.

20. IRS AUDIT- COUNTY

County Administrator Vanessa Lynchard said she had sent information to Butler Snow about the IRS audit but she has not heard back from them. She would like for the Board to give Butler Snow the Power of Attorney for the County. She asked the Board to give authority to Tony Nowak to look over the contract from Butler Snow when it comes.

Supervisor Jessie Medlin made the motion and Supervisor Michael Lee seconded the motion to give authority to Tony Nowak to work on this contract.

The motion passed by a vote as follows:

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

L. PLANNING COMMISSION

1. CONSENT

a. Minor Lot

i. Harper Farms Minor Lot (7083) – Application is for final subdivision approval of one (1) lot on 1.7 acre(s). Identified as Parcel(s) #3-09-9-31-00-0-00010-00. Subject property is located on the east side of Williams Road and south side of E. Williams Road in Section 31, Township 3, Range 9 and is zoned Agricultural (A). (District 4)

Applicant: Josh Harper

ii. Whitten Lot 2 Minor (7084) – Application is for final subdivision approval of one (1) lot on 2.05 acre(s). Subject property Identified as Parcel(s) #3-07-1-11-000-00010-01. Subject property is located on the west side of Johnston Road and north of Fulton Road in Section 31, Township 3, Range 9 is zoned Agricultural (A). (District 5z)

Applicant: Kris Whitten

Mr. Hopkins presented the Consent Agenda. He then stated the applications meet all Subdivision Ordinance requirements.

Supervisor Caldwell made the motion and Supervisor Lee seconded the motion to approve the Consent Agenda.

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

M. 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 Michael Lee seconded the motion to recess the Board meeting until September 15, 2016, at 1:00 p.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

YES

THIS the 6th day of September, 2016, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Jessie Medlin, President
DeSoto County Board of Supervisors