

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 2, 2023

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TO ORDER:

PRAYER/PLEDGE OF ALLEGIANCE:

ROLL CALL (Establish Quorum):

APPROVAL OF MINUTES:

1. Approve minutes of the Regular Meeting of April 18, 2023.

ANNOUNCEMENTS:

1. Mayor's Award - Senior Accountant Nancy Lee
2. Mayor's Update

CONSENT AGENDA:

1. Travel/Training
2. Authorize the Mayor and City Clerk to make necessary fund transfers to reconcile due to-due from through April 25, 2023.
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through April 25, 2023.

General Fund	\$120,822.00
Gas Fund (45652)	\$61,973.00
Water Fund (40650)	\$58,849.00

4. Appoint various employees as deputy clerks for the purpose of receiving and distributing funds and attending training.
5. Approve submittal of the 2023 Bulletproof Vest Partnership Grant Application to the U.S. Department of Justice.
6. Declare one (1) 2008 Ford Crown Vic (248) VIN#2FAFP71V08X147818 as surplus, authorize the sale of same to the Town of Hickory Flat Mississippi for the amount of \$900.00 in accordance with M.C.A. 31-7-13 and authorize necessary amendment to the fixed asset inventory.
7. Approve organizational change within the Water Maintenance Department.
8. Authorize expenditures not to exceed \$4,500.00, and to establish a temporary petty cash fund for small purchases, in support of the 2023 Summer Camp Build Program, with the specific finding that the event will advertise and promote the City of Olive Branch.
9. Authorize the City of Olive Branch to enter into a service agreement with Virtual Academy for online police training and pay all associated costs.
10. Approve modified statement of work with Chevin for FleetWave fleet management software and pay all associated costs.

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11. Declare as surplus the following items with a Fair Market Value over \$1000.00 and grant authorization to advertise for sale at public auction on GovDeals.com in accordance with M.C.A. 17-25-25 and authorize necessary amendment to the fixed asset inventory.

FIRE DEPT.

002542 #105 2004 Ford F-350 vin#1FTSW30P14ED45679

12. Declare as surplus the following items with a Fair Market Value of \$0 and grant authorization to dispose of or recycle in accordance with M.C.A 17-25-25 and authorize necessary amendment to the fixed asset Inventory if needed.

IT DEPT.

011530 IPHONE s/n 351588827250506
010270 Wyse Thin Client s/n 4SJ0W72
010223 Wyse 5010 Thin Client s/n C20YV72
003837 Brother Intellifax 4100E s/n U61639M9J117779
010292 Wyse Thin Client s/n 53DHW72
010377 Wyse Thin Client s/n GX4LVTG
010331 Wyse Thin Client s/n 5XHKV72
010339 Wyse Thin Client s/n 9SMDV72
010387 Wyse Thin Client s/n 4VBNV72
010327 Wyse Thin Client s/n CBQ7V72
----- Lexmark MC2535 Printer s/n CCAI18F10040T4
----- Nortel BES 120-48t-PWR s/n LBNNTMJL1303K1
----- Lightning Edge 310 s/n 08WK08000975
----- Pelcom DSNVR32500 s/n AZ-IT1000009041

ADMIN

004610 Brother Intellifax 4100e s/n U61639F2J377520

PARK AND REC

1 - Catcher's Mask
1 - Catcher's Mitt
1 - Batting Helmet
1 - Equipment Bag
36 - Baseball Bats
22 - Basketballs
2 - Basketball Rims
4 - Folding Chairs
1 - Stopwatch
32- Soccer Balls

13. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.

PLANNING COMMISSION / OLD BUSINESS:

1. Public Hearing date for consideration and action on motion declaring the condition of the following properties, to be a menace to the public health and safety, and directing either the City staff or contract labor to clean the properties forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Singh Development INC	Ridgeway Industrial Dr vacant lot	1067.2600.0-00026.01
<i>Tabled til this date in meeting of April 18, 2023.</i>		

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PLANNING COMMISSION / NEW BUSINESS:

1. Public Hearing date for consideration and action on motion declaring the condition of the following properties, to be a menace to the public health and safety, and directing either the City staff or contract labor to clean the properties forthwith.

Name	Address	Parcel #
Certified State of MS	7955 Hickory Cove	1069.2901.0-00021.00
Certified State of MS	Shahkoka Lake Lot 22	1069.2901.0-00022.00
Certified State of MS	College Park Lot 122.01	2061.1107.0-00122.01
Certified State of MS	Sandidge Point Lot 37	2062.0319.0-00037.01
Mainland MCA Olive Branch LLC	Parkview Heights PUD 1st Rev Lot 1A	1068.3308.1-00001.00
Mainland MCA Olive Branch LLC	Parkveiw Heights PUD 1st Rev Lot 1B	1068.3308.1-00001.01
Rickie L Blanchard Estate	7883 Germantown Rd	1068.2811.0-00008.00
Norella Peart-Montgomery	4544 Shinault Lane	1076.2307.0-00027.00
KAC Land Trust	4592 Shinault Lane	1076.2310.0-00029.00
Troy Reed	Alexander Place Lot 115.02	1065.2231.0-00115.02

NEW BUSINESS:

1. Consideration of recommendation to approve Southern Area Projects 3 & 4 Task Order No. 1 with Neel-Schaffer, Inc. in the lump sum amount of \$803,845.00.
2. Consideration of recommendation to approve East Area Projects 3 & 4 Task Order No. 1 with Neel-Schaffer, Inc. in the lump sum amount of \$571,734.00.
3. Consideration of Rodeo Production Agreement.
4. Consideration of "outdoor festival" approval pursuant to the City Open Container Prohibition Ordinance.
5. Consideration of "authorized activity" noise exemption pursuant to the City Noise Ordinance.
6. Consideration of Resolution Approving the Sale and Award of G.O.P.I. Bonds, Series 2023.

EXECUTIVE SESSION:

1. Personnel matters in the Engineering Department
Consideration of recommendation for employee transfers and salary changes.
Tabled til this date in meeting of April 18, 2023.
2. Personnel matter in the Water Maintenance Department
Consideration of recommendation for employee promotion and salary increase.
3. Personnel matter in the Fire Department
Consideration of request for Administrative Leave.
4. Personnel matter in the Building Department
Consideration of recommendation for employee promotion / certification stipend.
5. Personnel matters in the Concession Department
a. Consideration of potential new hires.

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b. Consideration of recommendation for employee promotion and salary increase.

6. Acquisition of Property - *discussion with City Attorney - Old Towne Sewer Project.*

CLAIMS DOCKETS:

1. Warrant report #050223UT, dated 04/28/2023, 55 invoices totaling \$5,382.87.
2. Warrant report #05022023, dated 04/28/2023, 154 invoices totaling \$871,325.07.
3. Warrant report #050223AT, dated 05/02/2023, 5 invoices totaling \$7,256.28.
4. Warrant report #05032023, dated 05/02/2023, 147 invoices totaling \$651,820.28.