

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

1

This meeting will be live-streamed and recorded on the City's YouTube channel at <https://www.youtube.com/@cityofob>.

TO ORDER:

PRAYER/PLEDGE OF ALLEGIANCE:

ROLL CALL (Establish Quorum):

APPROVAL OF MINUTES:

1. Approve minutes of the Regular Meeting of August 15, 2023.

PUBLIC COMMENTS:

1. Ms. Iris Ferguson, Mr. Randle Williams and Ms. Teresa Williams to address the Board regarding speeding on Stateline Road, street repair on Stateline Road and drainage issues from Tennessee.

ANNOUNCEMENTS:

1. Mayor's Awards - Auto CAD Technician Malinda Caygle
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 August 30, 2023.
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through August 30, 2023.

General Fund	\$369,613.00
Gas Fund (45652)	\$189,902.00
Water Fund (40650)	\$179,711.00

4. Appoint various employees as deputy clerks for the purpose of receiving and distributing funds and attending training.
5. Declare one (1) 2007 Ford Crown Vic (#289) VIN# 2FAFP71W07X130704 as surplus, authorize the sale of same to the Town of Lambert for the amount of \$1.00 in accordance with M.C.A. 31-7-13 and authorize necessary amendment to the fixed asset inventory.
6. Retire K-9 Zak2 from the Police Department in accordance with M.C.A. 17-25-25 and authorize necessary amendment to the fixed asset inventory.

POLICE DEPT
010625

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

2

7. 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 DEPARTMENT

010298 Wyse Thin Client s/n JKMH72
010418 Wyse Thin Client s/n 9FQ9V72
010314 Wyse Thin Client s/n 71L0W72
003610 HP M2727NF Printer s/n CNC87BK0DK
-----Lexmark MC2535 s/n CCAI18F10040T4
-----Brother HL-L6200dw s/n U64180D6N256376
-----Brother MFC-9330cdw s/n U63480L6J776320
-----Brother HL-6180dw s/n U63083H4N796401
-----In Motion Cell Modem s/n J140112K2457
----- In Motion Cell Modem s/n 0024E600503D
-----In Motion Cell Modem s/n 0024E60047CE
-----In Motion Cell Modem s/n J140112K3129

8. Authorize the City of Olive Branch to accept a donation of two (2) first aid kits and one (1) 9-foot umbrella from Olive Branch Home Depot designated for the Olive Branch Police Department.
9. Authorize the City of Olive Branch to accept a donation of a Maven RF.1 Rangefinder from Laser Technologies designated for the Olive Branch Police Department.
10. Authorize the City of Olive Branch to accept a donation of a print of Old Towne from the Honorable Judge George Ready.
11. Adopt Final Resolution Granting Ad Valorem Tax Exemptions for DMC Power, Inc.
12. Approve Easement Agreement with BellSouth Telecommunications, LLC - 10113 Oak Leaf.
13. Approve Agreement for Cooperative Public Ambulance Service.
14. Approve Second Amendment to Declaration of Covenants - Legacy Park - Animal Shelter location.
15. Approve annual membership to the Mississippi Municipal League and pay all associated costs.
16. Authorize expenditures up to \$100.00 for a flag to be presented to retired Deputy Chief Vasser's family, with the specific findings that the expenditure will advertise and promote the City of Olive Branch.
17. Authorize purchase of promotional items to be presented to Veterans at the 2023 Honor Our Troops Classic Golf Tournament and other events held within the City of Olive Branch.
18. Authorize the City of Olive Branch to purchase one (1) 2019 Ford F150 4x4 Crew Cab from the Missouri State Highway Patrol.
19. Approve request to pre-approve tuition reimbursement for Venard Asongayi.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

3

20. Approve request to pre-approve tuition reimbursement for Scott Young.
21. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - Broken Door Glass
22. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - 9084 Mason Street.
23. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - Broken Windshield
24. Authorize the City of Olive Branch to execute Desoto County Schools Use of Facilities Application Forms related to the City of Olive Branch 2024 basketball season and pay all associated costs.
25. Authorize the City Clerk or Assistant City Clerk to write checks in an amount not to exceed \$15,000 per month to US Postal Service to cover the cost of postage for mailing utility bills.
26. Approve annual Service Inspection Agreement with A1 Fire Protection Services, Inc. and pay all associated costs.
27. Authorize the City of Olive Branch to enter into service agreement with Jan-Pro Cleaning Systems for cleaning services at Public Works Facility and pay all associated costs.
28. Authorize the City of Olive Branch to renew the annual maintenance agreement with Idemia Identity & Security for the Police Department and pay all associated costs.
29. Authorize the City of Olive Branch to enter into a service agreement with Everbridge, Inc. and pay all associated costs.
30. Authorize submission of notice of cancellation to Brightspeed for accounts #300095805 and #412619486.
31. Approve Mississippi Transportation Commission Multi-Modal Funding Agreement, Project #MM-0056-0422 Olive Branch Airport Supplemental Agreement No. 1.
32. Accept CDW Government, LLC as the lowest and best quote of in-car computer docking cradles to be used by the Police Department.
33. Authorize South Hamilton Circle widening paving work to be performed as part of the Lehman-Roberts term bid for full depth reclamation and asphalt overlay.
34. Accept Progressive Technologies as the lowest and best quote for installation of fiber and data for Wesson House and new Fire Administration Building and pay all associated costs.
35. Approve Agreement with Desoto County, Mississippi for Road Maintenance and the Lending and Use of Equipment and Operators for Public Road Improvements - Shoulder Gravel
36. Authorize the City of Olive Branch to proclaim November 1, 2023 as "Extra Mile Day".

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

4

37. Adopt Resolution designating September 25-29, 2023 as Stormwater Awareness Week.
38. Approve appointment to the Advisory Board for B.J. Chain Public Library.
39. Approve addition to the 2022/2023 and 2023/2024 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.

PLANNING COMMISSION / NEW BUSINESS:

1. Planning Commission Consent Items:
 - a. Set Public Hearing for consideration of application to amend the Project Text and Development Plan for Robinson Crossing Planned Unit Development (PUD), submitted by Joe Frank Lauderdale, on behalf of Project Developer Barry Bridgforth, Pleasant Hill Land & Development Co. The purpose is to make minor amendments to the Project Text to reflect conditions in the subdivision as already built and proposed through its completion, including corrections to setbacks and updates to the designs of streets and sidewalks/walkways. The 231.6 +/-acre property is zoned Planned Unit Development (PUD) and is located at the southeast corner of Malone Road and Church Road. (File# ZP23-0003) Public Hearing date set for September 19, 2023.
2. 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 property forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Donald Hall	Oscar Harper Lot #6	1069.3201.0-00006.00
Wendy Howell	7235 Holly Grove Cv.	1069.2905.0-00088.00
Fox Creek Homeowners Association Inc.	Lot #159, Fox Bend	1059.3006.0-00159.00
Fox Creek Homeowners Association Inc.	Lot # 116, Creek Side Dr.	1059-3005.0-00116.00
Gloria Stewart	9090 Sandy Rd.	1055.1602.0-00013.00
SK1 LLC	10641 Oak Leaf Dr.	1067.3528.0-00039.00
Stephen Jeremy & Jamie S. Shepherd	10932 Oak Leaf Dr.	1067.3535.0-00235.00

OLD BUSINESS :

1. Consideration of bids opened August 28, 2023 for Natural Gas Supplies.
2. Consideration of bids opened August 28, 2023 for Street Supplies.
3. Consideration of bids opened August 28, 2023 for Water and Wastewater Supplies.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

5

NEW BUSINESS:

1. Consideration of recommendation to approve Final Change Order #1 on contract with Parks & Parks Water Well Services, Inc. in the amount of \$851.30, increasing the contract amount from \$1,198,000.00 to \$1,198,851.30; accept project as complete; and authorize Final Payment in the amount of \$132,441.30 including retainage for the project referred to as Pleasant Hill North Water Plant.
2. Consideration of Amendment to the City of Olive Branch Comprehensive Utility Ordinance, Section IV(J) - leaf collection.
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 proposed amendments to the Ordinance establishing Rules and Regulations for the Safe Operation of the Olive Branch Airport.
7. Consideration of resolution setting tax millage rate for fiscal year 2023/2024.
8. Consideration of proposed budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024.

EXECUTIVE SESSION:

1. Personnel matter in the Water Maintenance Department
Consideration of request for grievance hearing.
2. Personnel matter in the Ambulance Department
Consideration of recommendation for employee promotion and salary increase.
3. Personnel matter in the Park Department
Consideration of recommendation for potential new hire.
4. *Pending/Potential Litigation - discussion with City Attorney.*

CLAIMS DOCKETS:

1. Warrant report #090523UT, dated 08/31/2023, 50 invoices totaling \$5,242.35.
2. Warrant report #09052023, dated 09/01/2023, 411 invoices totaling \$1,473,091.55.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
SEPTEMBER 5, 2023

6

3. Warrant report #090523AT, dated 09/05/2023, 5 invoices totaling \$7,038.95.
4. Warrant report #09062023, dated 09/05/2023, 82 invoices totaling \$746,725.70.