

**AGENDA**  
**CITY OF OLIVE BRANCH**  
**BOARD MEETING**  
**6:30 P.M.**  
**OCTOBER 18, 2022**

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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 October 4, 2022.

**PUBLIC COMMENTS:**

1. Ms. Ann Kimberlin to address the Board regarding a newly erected sign located in front of Center Hill Baptist Church.

**ANNOUNCEMENTS:**

1. Mayor's Update

**CONSENT AGENDA:**

1. Travel/Training
2. Authorize the City of Olive Branch to enter into a Service Agreement with National Benefit Services, LLC.
3. Authorize the City of Olive Branch to accept four (4) 16x16 canvas paintings as a donation from Charlotte Zortman for the Olive Branch Senior Center.
4. Authorize the City of Olive Branch to assist with the Olive Branch Dance Team's participation in the Macy's Thanksgiving Day Parade with the specific finding that the donation will advertise and promote the City of Olive Branch.
5. Approve sponsorship and payment for the November 2022 Olive Branch Chamber of Commerce Membership Luncheon, with the specific finding that said expenditure will advertise and promote the City of Olive Branch.
6. Approve expenditures up to \$1,500.00 for the 2022 Olive Branch Hall of Fame induction and pay all associated costs.
7. Approve execution of engagement letter with Franks, Franks, Wilemon & Hagood for the fiscal year 2022 audit. Required audit language added, no change in cost.
8. Authorize expenditures up to \$9,500.00 to purchase promotional products for various Police Department events during the 2022 - 2023 fiscal year, with the specific finding that said expenditures will advertise and promote the City of Olive Branch.
9. Authorize expenditures and establishment of a temporary petty cash fund not to exceed \$6,000.00 for the annual Shop with a Cop event, with the specific finding that said expenditures will advertise and promote the City of Olive Branch.

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10. Approve submittal of the Walmart Community Grant Application.
11. Approve postage machine rental agreement with Pitney Bowes pursuant to state contract number 8200063105.
12. Authorize purchase of one (1) 2023 Ford F550 Crew Cab from Landers Ford South at current state contract pricing. (MS Contract 8200065510)
13. Authorize the City of Olive Branch to renew the annual maintenance agreement with ESRI, Inc. for ArcGIS software and pay all associated costs.
14. Accept City Administrator's report on emergency declared September 27, 2022 relative to the delay caused by the bidding process and authorize documentation of said report in minutes for this meeting.
15. Authorize the City of Olive Branch to renew the annual maintenance and licensing agreement with Sendio, Inc. for email spam filter software and pay all associated costs.
16. Authorize purchase of three (3) 2023 Dodge ½ ton Extended Cab trucks from Landers Dodge at current state contract pricing. (MS Contract 8200065507)
17. Approve organizational change in the Dispatch Department.
18. Recognize certificate of attendance from The University of Mississippi Law Center for Municipal Court Clerks conducted by the Mississippi Judicial College in Oxford, Mississippi on September 21-23, 2022 and approve required training as completed by Ashley Riles, Municipal Court Clerk.
19. Authorize the City of Olive Branch to purchase one (1) 2020 Ford Explorer AWD from the Missouri State Highway Patrol.
20. Authorize agreements with Mid-South Security & Fire, LLC for security system installation and monitoring at the Wesson House, Park Office, Senior Center and Public Works and pay all associated costs.
21. Authorize the City of Olive Branch to accept a donation of \$4,100.00 from Ardagh Metal Packaging designated for the Olive Branch Animal Shelter.
22. Authorize expenditures up to \$250 for Halloween candy to be distributed to children at various fire stations, with the specific finding that said expenditure will advertise and promote the City of Olive Branch.
23. Approve United States Fifth Circuit Court of Appeals Bar as a professional membership for Bryan Dye.
24. Approve Initial Resolutions Granting Ad Valorem Tax Exemptions for:
  - a. BioCare, Inc. dba BioCareSD, LogiCare3PL
  - b. Buske Lines, LLC

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25. Approve Freeport Warehouse Tax Exemption for:
  - a. BioCare, Inc. dba BioCareSD, LogiCare3PL
  - b. Chervon North America, Inc.
  
26. Authorize the City of Olive Branch to accept a donation in the amount of \$500.00 from Olive Twigs Philanthropic Group for the Shop with a Cop event.
  
27. 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.

**ADMIN**

001419 RADIO SCANNER s/n 06013057  
001405 RADIO SCANNER s/n 06013639  
002742 MOTOROLA MTX8250 s/n 921TFA0372  
002267 MOTOROLA MTX8250 s/n 921TDG4782  
003035 GARMIN GPS s/n 010-00438-00

**AIRPORT**

SECURITY CAMERA SYSTEM

**POLICE DEPT**

003697 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145327  
003698 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145311  
003699 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145326  
003700 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145342  
003701 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145322  
003703 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145310  
003704 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145307  
003706 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145330  
003707 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145303  
003709 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145344  
003711 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145331  
003712 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145308  
003713 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145337  
003714 GARMIN ETREX VENTURE HC-GPS RECEIVER s/n 16R145316  
DECATUR HANDHELD RADAR GUN s/n SHO-03689

**FIRE DEPT.**

011047 DATA DEVICE s/n 015093000320208

**IT DEPT.**

010902 I PHONE s/n F71WWAGSHG7F  
010904 I PHONE s/n F71WX40YHG7F  
010915 I PHONE s/n F71WVYJ6HG7F  
010921 I PHONE s/n F71WW084HG7F  
010939 I PHONE s/n DX3X3U65HG7F  
010943 I PHONE s/n DX3XSQXHG7F  
010945 I PHONE s/n DX3X3W4NHG7F  
010953 I PHONE s/n DX3X889FHG7F  
010966 I PHONE s/n DX4X6949HG7F  
010987 I PHONE s/n DX3X88N1HG7F  
010969 I PHONE s/n DX3X8QVBHG7F  
010977 I PHONE s/n 01490004864483  
011010 I PHONE s/n DX3X9MFWHG7F  
010940 I PHONE s/n DX3XU27HG7F  
010541 DELL OPTIPLEX 7040 MT s/n 5PK6QD2  
004561 BUFFALO 4TB TERASTATION HARD DRIVE

28. Declare as surplus the following items with a Fair Market Value over \$1000 and grant authorization to advertise for sale at public auction on GovDeals.com in accordance with

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M.C.A. 17-25-25 and authorize necessary amendment to the fixed asset inventory.

**MAINTENANCE SHOP**

001257 ROTARY 9000LB LIFT s/n 45318

002928 TIRE CHANGER AG52L CORGHI s/n CBB004186

29. Accept OGNTech, LLC as the lowest and best quote for Courtroom audio/visual system upgrade and pay all associated costs.
30. Authorize the City of Olive Branch to advertise and seek bids for the High Mast Lighting Projects at Bethel Road and US-78 and Craft Road and US-78.
31. Set Public Hearing for consideration of application for a Project Text Amendment and Preliminary Development Plan for Holiday Crossing PUD, submitted by Mustafa Kopas, OB Tire & Maintenance Auto Shop, on behalf of the estate of Donald B Tredway, SR, property owner. The request is to permit an auto repair business on Lot 12 of Holiday Crossing PUD subdivision. The subject 1.4 +/-acre property is located at the southeast corner of Nichols Blvd and N Ridge Dr., known as 10905 Nichols Blvd. (File# ZP22-0020) Public Hearing date set for November 15, 2022.
32. Set Public Hearing for consideration of Revision of Article 5 of the Zoning Ordinance relative to Convenience Stores with Gas Pumps, Filling Stations, Auto Repair shops, and Truck stops in various zoning districts. Public Hearing date set for November 15, 2022.

**PLANNING COMMISSION / OLD BUSINESS:**

1. Public Hearing for application for a Zoning Map Amendment from C-2, Highway Commercial District to M-1, Light Industrial District, submitted by Carl Sookraj, CaDa LLC, property owner. The 4.3 +/-acre subject property is Lot 1 and a portion of Lot 3 of the Garner Commercial Subdivision. Lot 1 (6819 HWY 178) and Lot 3 are located on the south side of HWY 178, east of Yahweh Dr. and north of the Stateline Rd. E. extension. (File# ZP22-0017) Public Hearing set for this date in meeting of September 20, 2022.

**PLANNING COMMISSION / NEW BUSINESS:**

1. Consideration of application for a Preliminary Plat for Old River Farm, Phase 1 & 2, submitted by Nick Kreunen, Civil-Link, on behalf of Mark Matthews, Jonmark Development Properties, property owner. The request is to subdivide 29.70 +/- acres into 72 lots and 4 common open spaces over two phases. The subject property is zoned R-3, Planned Residential District, and is located on the north side of College Rd, west of Hwy 305, known as 8830 College Rd. (File# SD22-0045)
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

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the City staff or contract labor to clean the property forthwith.

<b>Name</b>	<b>Address</b>	<b>Parcel#</b>
Progress Residential Borrower 16, LLC	10566 Wyckford Dr	2061.0212.0-00108.00
Hester A Roberts Irrevocable Real Estate Trust	7257 Crape Myrtle Dr	1068.2709.0-00141.00
Thomas A Stone III	6436 Kristen Dr	1067.3524.0-00547.00
RS Rental II, LLC	6470 Farley Dr E	1067.3521.0-00512.00
Layretta Austin aka Layretta Hudson	10460 Lafayette Dr	2061.1101.0-00195.00
Ryan Bouche	10854 Colton Dr	2061.1113.0-00090.00

3. Consideration of action on motion determining the actual cost of cleaning the following properties, determining whether to assess a penalty, and to declare whether the debt will be collected by civil suit or placed as a lien on the property taxes.

NAME	ADDRESS	PARCEL NO	TIMES CUT
AH4R Properties, LLC	6444 White Hawk Lane	1059.3211.0-00453.00	1st 7/10/22
AH4R Properties, LLC	6444 White Hawk Lane	1059.3211.0-00453.00	2nd 9/26/22
Amber Marie Harris	4732 Douglas Dr	1077.2608.0-00009.00	1st 5/25/22
Amber Marie Harris	4732 Douglas Dr	1077.2608.0-00009.00	2nd 7/5/22
Amber Marie Harris	4732 Douglas Dr	1077.2608.0-00009.00	3rd 8/19/22
BAF Assets 4, LLC	10343 Oak Leaf Dr	1067.3520.0-00467.00	1st 9/26/22
David Lassiter	Gardens of Plantation Lakes Lot 115.01	1065.2231.0-00115.01	1st 5/9/22
David Lassiter	Gardens of Plantation Lakes Lot 115.01	1065.2231.0-00115.01	2nd 6/9/22
David Lassiter	Gardens of Plantation Lakes Lot 115.01	1065.2231.0-00115.01	3rd 7/23/22
David Lassiter	Gardens of Plantation Lakes Lot 115.01	1065.2231.0-00115.01	4th 8/28/22
David Lassiter	Gardens of Plantation Lakes Lot 115.01	1065.2231.0-00115.01	5th 9/30/22
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02	1st 5/9/22
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02	2nd 6/9/22
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02	3rd 7/23/22
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02	4th 8/28/22
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02	5th 9/30/22
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00	1st 5/9/22
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00	2nd 6/9/22
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00	3rd 7/26/22
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00	4th 8/28/22
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00	5th 9/30/22
Fox Creek Homeowners Association, Inc	Fox Creek Lot 161	1059.3007.0-00161.00	1st 5/9/22
Fox Creek Homeowners Association, Inc	Fox Creek Lot 161	1059.3007.0-00161.00	2nd 6/14/22
Fox Creek Homeowners Association, Inc	Fox Creek Lot 161	1059.3007.0-00161.00	3rd 7/23/22
Fox Creek Homeowners Association, Inc	Fox Creek Lot 161	1059.3007.0-00161.00	4th 8/28/22

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NAME	ADDRESS	PARCEL NO	TIMES CUT
Fox Creek Homeowners Association, Inc	Fox Creek Lot 161	1059.3007.0-00161.00	5th 11/30/22
Fox Creek Homeowners Association, Inc	Fox Creek Sec A Lot 116	1059.3005.0-00116.00	1st 6/14/22
Fox Creek Homeowners Association, Inc	Fox Creek Sec A Lot 116	1059.3005.0-00116.00	2nd 8/5/22
Fox Creek Homeowners Association, Inc	Fox Creek Sec A Lot 116	1059.3005.0-00116.00	3rd 9/19/22
Fox Creek Homeowners Association, Inc	Fox Creek Sec B Lot 159	1059.3006.0-00159.00	1st 6/14/22
Fox Creek Homeowners Association, Inc	Fox Creek Sec B Lot 159	1059.3006.0-00159.00	2nd 8/5/22
Home SFR Borrower IV LLC	7150 Hunter's Forest	1059.3005.0-00056.00	1st 11/05/21
Home SFR Borrower IV LLC	5739 Blocker St	2062.0315.0-00081.00	1st 8/19/22
Home SFR Borrower IV LLC	5739 Blocker St	2062.0315.0-00081.00	2nd 9/30/22
James L Hurtt & Cathy J Hurtt	7055 Grove Park Cove	1069.2905.0-00055.00	1st 6/14/22
James L Hurtt & Cathy J Hurtt	7055 Grove Park Cove	1069.2905.0-00055.00	2nd 7/23/22
James L Hurtt & Cathy J Hurtt	7055 Grove Park Cove	1069.2905.0-00055.00	3rd 8/19/22
KAC Land Trust	Estates of Davis Grove Lot 29	1076.2310.0-00029.00	1st 10/23/21
KAC Land Trust	Estates of Davis Grove Lot 29	1076.2310.0-00029.00	2nd 5/9/22
KAC Land Trust	Estates of Davis Grove Lot 29	1076.2310.0-00029.00	3rd 6/14/22
KAC Land Trust	Estates of Davis Grove Lot 29	1076.2310.0-00029.00	4th 8/5/22
KAC Land Trust	Estates of Davis Grove Lot 29	1076.2310.0-00029.00	5th 9/19/22
Landon Oswalt	6493 Farley Dr	1067.3521.0-00505.00	1st 10/31/21
Linda Pipkin	10651 Chateau Dr	2061.1101.0-00012.00	1st 9/10/22
Mainland MCA Olive Branch LLC	Parkview Heights PUD 1st Rev Lot 1B	1068.3308.1-00001.01	1st 9/15/22
Mainland MCA Olive Branch LLC	Parkview Heights PUD 1st Rev Lot 1A	1068.3308.1-00001.00	1st 9/19/22
Mark Allen McGee	Shahkoka Lakes Lot 21	1069.2901.0-00021.00	1st 7/10/22
Mark Allen McGee	Shahkoka Lakes Lot 21	1069.2901.0-00021.00	2nd 9/30/22
Peart-Montgomery Norella	Estates of Davis Grove Lot 27	1076.2307.0-00027.00	1st 2/21/22
Peart-Montgomery Norella	Estates of Davis Grove Lot 27	1076.2307.0-00027.00	2nd 5/9/22
Peart-Montgomery Norella	Estates of Davis Grove Lot 27	1076.2307.0-00027.00	3rd 6/14/22
Peart-Montgomery Norella	Estates of Davis Grove Lot 27	1076.2307.0-00027.00	4th 8/5/22
Peart-Montgomery Norella	Estates of Davis Grove Lot 27	1076.2307.0-00027.00	5th 9/19/22
Rickie L Blanchard	7883 Germantown Rd	1068.2811.0-00008.00	1st 5/9/22
Rickie L Blanchard	7883 Germantown Rd	1068.2811.0-00008.00	2nd 6/14/22
Rickie L Blanchard	7883 Germantown Rd	1068.2811.0-00008.00	3rd 7/23/22
Rickie L Blanchard	7883 Germantown Rd	1068.2811.0-00008.00	4th 8/28/22
Rickie L Blanchard	7883 Germantown Rd	1068.2811.0-00008.00	5th 9/30/22
RS Rental III-A, LLC	10184 Curtiss Dr	1067.3510.0-00134.00	1st 6/9/22
Tito's Auto Sales LLC	9095 Yahweh Dr	1064.1801.0-00003.00	1st 2/09/22
Troy Reed	Alexander Place Lot 115.02	1065.2231.0-00115.02	1st 7/23/22

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Vera M Cathey	9923 Wynngate Dr	1065.2231.0-00046.00	1st 12/09/21
Vera M Spencer	6690 Jennifer Dr	1068.3408.1-00042.00	1st 10/31/21
Vera M Spencer	6690 Jennifer Dr	1068.3408.1-00042.00	2nd 6/9/22
Vera M Spencer	6690 Jennifer Dr	1068.3408.1-00042.00	3rd 8/15/22
Willie S Rogers	4251 Blake Circle	2061.1113.0-00129.00	1st 5/27/22

**Certified State of Mississippi Owned Properties**

ADDRESS	PARCEL NUMBER	TIMES CUT INVOICE DATE
4699 Wedge Hill Dr	1077.3526.0-00091.00	1st 10/25/21
4699 Wedge Hill Dr	1077.3526.0-00091.00	2nd 5/25/22
4699 Wedge Hill Dr	1077.3526.0-00091.00	3rd 7/10/22
4699 Wedge Hill Dr	1077.3526.0-00091.00	4th 8/19/22
4699 Wedge Hill Dr	1077.3526.0-00091.00	5th 9/30/22
4629 Wedge Hill Dr	1077.3526.0-00086.00	1st 10/25/21
4629 Wedge Hill Dr	1077.3526.0-00086.00	2nd 5/25/22
4629 Wedge Hill Dr	1077.3526.0-00086.00	3rd 7/5/22
4629 Wedge Hill Dr	1077.3526.0-00086.00	4th 8/19/22
4629 Wedge Hill Dr	1077.3526.0-00086.00	5th 9/30/22
College Park Lot 122.01	2061.1107.0-00122.01	1st 5/9/22
College Park Lot 122.01	2061.1107.0-00122.01	2nd 7/10/22
College Park Lot 122.01	2061.1107.0-00122.01	3rd 8/28/22
College Park Lot 122.01	2061.1107.0-00122.01	4th 9/30/22
Henry's Plantation Sec F	1065.2230.0-00200.01	1st 5/9/22
Henry's Plantation Sec F	1065.2230.0-00200.01	2nd 6/14/22
Henry's Plantation Sec F	1065.2230.0-00200.01	3rd 7/23/22
Henry's Plantation Sec F	1065.2230.0-00200.01	4th 8/28/22
Henry's Plantation Sec F	1065.2230.0-00200.01	5th 9/30/22
Sandidge Point Lot 37	2062.0319.0-00037.01	1st 6/14/22
Sandidge Point Lot 37	2062.0319.0-00037.01	2nd 8/15/22
Sandidge Point Lot 37	2062.0319.0-00037.01	3rd 9/30/22
Shahkoka Lakes Lot 22	1069.2901.0-00022.00	1st 7/10/22
Shahkoka Lakes Lot 22	1069.2901.0-00022.00	2nd 9/30/22

**Tree in Common Area**

NAME	ADDRESS	PARCEL NO	TIMES CUT
Unknown Ownership * HT Ross Rentals LLC	Common area between 7535 Shahkoka Dr E & 7525 Shahkoka Dr E 7535 Shahkoka Dr E	No Tax Parcel 1068.2808.0-00069.00	1st 1/05/22

\*Majority of tree in common area with no ownership

**OLD BUSINESS :**

1. Consideration of bids opened September 26, 2022 for Annual Preservation Treatments. *Tabled til meeting of October 18, 2022 in meeting of September 20, 2022.*
2. Consideration of bids opened October 10, 2022 for Alexander and Stateline Road Intersection Improvements.

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**NEW BUSINESS:**

1. Consideration of 2023-2024 Road Maintenance Proposal.

**EXECUTIVE SESSION:**

1. Personnel matter in the Sanitation Department  
*Consideration of recommendation for employee disciplinary action.*
2. Personnel matter in the Dispatch Department  
*Consideration of recommendation for employee promotion and salary increase.*
3. Acquisition of Property - *discussion with City Attorney.*
4. Potential litigation - *discussion with City Attorney.*

**CLAIMS DOCKETS:**

1. Warrant report #092922NC, dated 10/11/2022, 2 invoices totaling \$193,175.83.
2. Warrant report #101822UT, dated 10/13/2022, 78 invoices totaling \$7,008.00.
3. Warrant report #09292022, dated 10/14/2022, 109 invoices totaling \$266,638.92.
4. Warrant report #10182022, dated 10/14/2022, 160 invoices totaling \$1,107,797.40.
5. Warrant report #1018COBR, dated 10/18/2022, 18 invoices totaling \$7,135.75.
6. Warrant report #092922AT, dated 10/18/2022, 4 invoices totaling \$9,285.98.
7. Warrant report #101822AT, dated 10/18/2022, 1 invoice totaling \$194.79.
8. Warrant report #09302022, dated 10/18/2022, 14 invoices totaling \$626,582.46.
9. Warrant report #10192022, dated 10/18/2022, 61 invoices totaling \$125,044.82.