

**MINUTE SUMMARY
MARCH 21, 2023**

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BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Olive Branch met in regular session, March 21, 2023 at 6:30 o'clock p.m., in the Municipal Court Room at 6900 Highland Street.

AGENDA

Mayor Adams called the regular meeting to order at 6:30 o'clock p.m.

Alderman Earhart had the opening prayer. Mayor Adams led the Pledge of Allegiance.

ROLL CALL (Establish Quorum):

The City Clerk called roll to establish quorum with the following members present to wit: Mayor Kenneth R. Adams, Alderwoman Jan Aldridge, Alderman George Collins, Alderman Dale Dickerson, Alderman Gil Earhart, Alderwoman Pat Hamilton, Alderwoman Joy Henderson and Alderman David Wallace. These members constitute a quorum. Also present were Tena Stewart, City Clerk and Bryan Dye, City Attorney.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held March 7, 2023, approved as presented, motion carried unanimously.

PUBLIC COMMENTS:

1. Ms. Mary Beck of the Mid-South Transplant Foundation addressed the Board regarding Blue & Green Day for Mid-South April 14, 2023, and their efforts to raise awareness regarding organ & tissue donations.

ANNOUNCEMENTS:

1. Mayor's Update
Mayor Adams shared updates of recent local events including the Ricky Stenhouse, Jr. Day celebration and a Ward 1 Allendale Homeowner's Public Safety Meeting. Mayor Adams shared information from the COO's Updates.
2. Mayor's Awards
 - a. Mayor Adams presented Planning Director Jason Gambone with a privately-funded monetary recognition of an outstanding job updating the City of Olive Branch Comprehensive Plan 2040.
 - b. Mayor Adams presented Communications Director Jay Nichols and I.T. Director Josh Cornell with a privately-funded monetary recognition of their work organizing the special event to celebrate the Daytona 500 victory of Ricky Stenhouse, Jr.

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CONSENT AGENDA:

Items on Consent Agenda approved as presented, motion carried unanimously. Consent Agenda items as follows:

1. Travel/Training *Approved*
2. Adopt Resolution as relates to Proclamation - Safe Digging Month. *Adopted*
3. Authorize the City of Olive Branch to renew licensing and support agreement with PowerDMS and pay all associated costs. *Authorized*
4. Approve Memorandum of Understanding between the City of Olive Branch and the 23rd Judicial District Attorney's Office. *Approved*
5. Authorize the City of Olive Branch to accept a donation of one pallet of bottled water from Niagara Bottling designated for the Olive Branch Police Department. *Authorized*
6. Authorize the City of Olive Branch to accept a donation of \$4,960.00 from Keeping K-9's in Kevlar designated to purchase K-9 vests for the Olive Branch Police Department. *Authorized*
7. Authorize the City of Olive Branch to renew the annual service agreement with Lens Equipment and pay all associated costs. *Authorized*
8. Authorize the Mayor and City Clerk to make transfers from the Water Sewer Fund to the Water Sewer Bond Debt Fund for debt service payments due April 1, 2023.

Water Sewer Fund to Water Sewer Bond Debt Fund - \$343,505.75
Authorized
9. Approve prequalification of bidders for March 27, 2023 reverse auction - Emergency Medical Vehicle. *Approved*
10. Approve Memorandum of Understanding between the City of Olive Branch and the Mississippi Office of Homeland Security Task Force. *Approved*
11. Approve amendment to budget for fiscal year beginning 10/01/2022 and ending 09/30/2023. *Approved*
12. Approve maintenance agreement with Robinson Aviation, Inc. related to the City's air traffic control tower and pay all associated costs. *Approved*
13. Authorize expenditures not to exceed \$600.00 for honorary badges and a shadow box to be presented at the Mid-South Nostalgia Festival, with the specific finding that said expenditure will advertise and promote the City of Olive Branch. *Authorized*
14. Appoint various individuals as deputy clerks for the purpose of receiving and distributing funds and attending training. *Appointed*

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15. Authorize submittal of the fiscal year 2024 MDOT Multimodal Transportation Improvement Program Grant Application. *Authorized*
16. Authorize services of HUB International Mid-South as agent of record for the City's upcoming general liability, auto and property insurance renewals. *Authorized*
17. Authorize services of Insurance Consulting Group, Inc. as agent of record for the Health, Dental and Life Insurance policy period beginning 10/1/2023 and ending 9/30/2024. *Authorized*
18. Approve Fee-in-Lieu of Taxes Agreement - McKesson Corporation. *Approved*
19. Approve Initial Resolutions Granting Ad Valorem Tax Exemptions:
 - a. JAS Forwarding USA, Inc.
 - b. Wheeler Fleet Solutions, Co.
 - c. Ruan Transport Corporation*Approved*
20. Approve Freeport Warehouse Tax Exemptions:
 - a. JAS Forwarding USA, Inc.
 - b. Wheeler Fleet Solutions, Co.*Approved*
21. Approve Final Resolution Granting Ad Valorem Tax Exemption for Ruan Transport Corporation. *Approved*
22. Approve donation of \$500.00 to Northwest Mississippi Community College Foundation. *Approved*
23. 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.

PARK AND REC

002537 #342 Toro Sprayer 1100 s/n SKH624U1G2RA

WATER MAINTENANCE

Knapheide Truck Bed

FIRE DEPT.

002144 #113 2002 Ford Crown Vic vin# 2FAHP71W93X164966

MAINTENANCE DEPT.

Hemi Engine

Declared and authorized

24. 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.

010290 Wyse Thin Client s/n GP4HV72

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010291 Wyse Thin Client s/n 20C4W72
010345 Wyse Thin Client s/n 695ZV72
010386 Wyse Thin Client s/n 75NDV72
010332 Wyse Thin Client s/n 9HS9W72
011808 Apple Iphone s/n 353726518062560
004423 Panasonic Toughbook s/n 3CTSA62386
Declared and authorized

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 property forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Ronald Johnson	7432 Rose Garden Lane	2063.0805.0-00047.00

*Tabled til this date in meeting February 21, 2023.
Determined and declared, motion carried unanimously.*

PLANNING COMMISSION / NEW BUSINESS:

1. Planning Commission Consent Items:

Items on Planning Commission Consent Agenda approved as presented, motion carried unanimously. Planning Commission Consent Agenda items as follows:

- a. Approve application for a Final Plat for the Dauson 1 Lot Subdivision submitted by Douglas and Marie Dauson, Property Owners. The request is to create a single lot subdivision of 0.434 +/-acres. The subject property is zoned R-2, Single Family Residential District, and is located on the west side of Blocker Street, south of McClendon Circle N, known as 6307 Blocker Street. (File# SD23-0006) *Approved*
2. Consideration of application for a Final Plat for the Bridges of Camp Creek Phase 2, submitted by Mike Davis, The Reaves Firm, on behalf of Gil Ryan, GMR Camp Creek II LLC, Property Owner. The request is to create 8 commercial lots from 12.455 +/-acres. The subject property is zoned C-4, Planned Commercial District and is located along the north side of Hwy 302, east of Craft-Goodman Frontage Road, west of Pigeon Roost Road and south of Camp Creek Blvd. (File# SD23-0005) *Approved, motion carried unanimously.*
 3. Consideration of application for a Preliminary Plat for the Townhouses of Cedar Bluff Phase 2, submitted by William Kissell, W.H. Porter Consultants on behalf of Astoria Development LLC, Property Owner. The request is to subdivide 6.93 +/-acres into 34 residential lots and 3 Common Open Spaces. The subject property is zoned PUD, Planned Unit Development, and is located on the north end of Chatelet Drive and south of HWY 78. (File# SD23-0007) *Approved, motion carried unanimously.*

NEW BUSINESS:

1. Consideration of Resolution authorizing and directing the issuance of General Obligation Public Improvement Bonds, Series 2023, of the City of Olive Branch, Mississippi, in the principal amount of Eight Million Dollars (\$8,000,000) to raise money for the purpose of erecting municipal buildings; purchasing land for parks, public playgrounds, and improving, equipping and adorning the same; purchasing fire-fighting equipment and apparatus, and providing housing and purchasing land therefor; and for related purposes. *Adopted, motion carried unanimously.*

EXECUTIVE SESSION:

1. Personnel matter in the Street Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*
2. Personnel matter in the Fire Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*
3. Personnel matter in the Park Department
*Consideration of recommendation for transfer and salary change.
Authorized transfer and salary change for one (1) employee, motion carried unanimously.*
4. Personnel matter in the Planning and Building Department
*Consideration of recommendation for employee promotion and salary increase.
Authorized promotion and salary increase for one (1) employee, motion carried unanimously.*
5. Personnel matters in the Police Department
 - a. *Consideration of recommendation for employee promotion and salary increase.
Authorized promotion and salary increase for one (1) employee, motion carried unanimously.*
 - b. *Consideration of recommendation for employee disciplinary action.
Authorized suspension of one (1) employee for two (2) days without pay, motion carried unanimously.*
6. Acquisition of Property - discussion with City Attorney - Miss. Code Ann. Section 25-41-7(4)(g).
Rescinded offer of just compensation for Mt. Pisgah property, motion carried unanimously.

Approved just compensation offers for Pleasant Hill North Widening Project, motion carried unanimously.
7. Potential Litigation - discussion with City Attorney pursuant to Miss. Code Ann. Section 25-41-7(4)(b).
No action taken.

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CLAIMS DOCKETS:

1. Warrant report #032123NC, dated 03/17/2023, 2 invoices totaling \$178,627.13.
Approved for payment, motion carried unanimously.
2. Warrant report #03212023, dated 03/17/2023, 200 invoices totaling \$742,676.60.
Approved for payment, motion carried unanimously.
3. Warrant report #032123AT, dated 03/21/2023, 3 invoices totaling \$7,215.92.
Approved for payment, motion carried unanimously.
4. Warrant report #032123UT, dated 03/21/2023, 66 invoices totaling \$5,438.01.
Approved for payment, motion carried unanimously.
5. Warrant report #03222023, dated 03/21/2023, 211 invoices totaling \$1,624,558.17.
Approved for payment, motion carried unanimously.