

MINUTE SUMMARY
APRIL 4, 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, April 4, 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.

Alderswoman Hamilton 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, Alderswoman Jan Aldridge, Alderman George Collins, Alderman Dale Dickerson, Alderswoman Pat Hamilton, Alderswoman Joy Henderson and Alderman David Wallace. These members constitute a quorum. Alderman Gil Earhart was not present. Also present were Tena Stewart, City Clerk and Bryan Dye, City Attorney.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held March 21, 2023, approved as presented, motion carried with Alderswoman Aldridge, Alderman Collins, Alderman Dickerson, Alderswoman Hamilton, Alderswoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.

PUBLIC COMMENTS:

1. Mrs. Kimberly Remak, candidate for State House Representative District 7, introduced herself to the Board and shared her political platform.

ANNOUNCEMENTS:

1. Mayor Adams shared information regarding upcoming projects in the City including a new animal shelter, new airport hangars and new emergency warning sirens.
2. Mayor Adams gave monthly departmental updates from the COO and announced the upcoming "Wings and Wheels" festival to be held on April 29, 2023.

CONSENT AGENDA:

Items on Consent Agenda approved as presented, motion carried with Alderswoman Aldridge, Alderman Collins, Alderman Dickerson, Alderswoman Hamilton, Alderswoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent. Consent Agenda items as follows:

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1. Travel/Training *Approved*
2. Authorize the Mayor and City Clerk to make necessary fund transfers to reconcile due to-due from through March 28, 2023. *Authorized*
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through March 28, 2023.

| | |
|--------------------|--------------|
| General Fund | \$328,620.00 |
| Gas Fund (45652) | \$169,748.00 |
| Water Fund (40650) | \$158,872.00 |

Authorized

4. 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.

011439 IPHONE s/n 356861116913265
004560 Buffalo 4TB Terastation Hard Drive s/n 68629034300761
010293 Dell Wyse Thin Client s/n FLYKV72

Declared and authorized

5. Appoint Matthew Crabb as deputy clerk for the purpose of receiving and distributing funds and attending training. *Appointed*
6. Authorize City Clerk to move accrued interest from SB2002 checking account in the amount of \$13.16 to GO Improvement 2015 checking account to be used for the project expenditures and to close SB2002 checking account at Cadence Bank upon depletion of funds due to the fact the account is no longer needed. *Authorized*
7. Approve membership to Dizzy Dean Baseball and Dizzy Dean Softball and pay all associated costs. *Approved*
8. Authorize the City of Olive Branch to purchase one (1) 2018 Chevrolet Tahoe from the Missouri State Highway Patrol. *Authorized*
9. Authorize the City of Olive Branch to accept a \$500.00 donation from Community Thrift Shop of Olive Branch designated for the Olive Branch Senior Center. *Authorized*
10. Approve organizational change within the Street Department. *Approved*
11. Approve Memorandum of Understanding between the City of Olive Branch and the Mississippi Department of Mental Health. *Approved*
12. Approve Memorandum of Understanding between the City of Olive Branch and the Desoto County School District. *Approved*
13. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit to Kajima Building and Design on Street Cut Permit #2832928 for work completed relative to boring water line

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location at 7835 Hacks Cross Road, now that work is complete and has received satisfactory inspection. *Authorized*

14. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit to Kajima Building and Design on Street Cut Permit #2832929 for work completed relative to water line located on Desoto Road, now that work is complete and has received satisfactory inspection. *Authorized*
15. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit to River City Sprinklers on Street Cut Permit #2759850 for work completed relative to new water connection across street located at Pigeon Roost and West Branch Road, now that work is complete and has received satisfactory inspection. *Authorized*
16. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director. *Approved*
17. Authorize the City to seek bids for pavement rehabilitation of the existing T-hangar apron. *Authorized*
18. Authorize the City to seek bids for lighting and guidance signs for the Olive Branch Airport runway and taxiway. *Authorized*

OLD BUSINESS:

1. Consideration of bids received during Reverse Auction held on March 27, 2023 for Emergency Medical Vehicle. *Accepted bid of Emergency Equipment Professionals, Inc., motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
2. Consideration of bids opened March 27, 2023 for Surplus Property - Chateau Ridge. *Accepted bid of Dream Home Construction, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
3. Consideration of bids opened March 27, 2023 for one Track Mounted Hydraulic Excavator. *Accepted bid of Stribling Equipment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
4. Consideration of bids opened March 27, 2023 for Walking Trail Improvements. *Tabled til meeting of April 18, 2023, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*

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NEW BUSINESS:

1. Consideration to approve Fire Department purchase of one (1) Pierce Pumper pursuant to state contract 8200060944.
Approved, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
2. Consideration of recommendation to direct and authorize the Mayor to execute and return to MDOT the Memorandum of Agreement relative to Multi-use Path, STP-0183-00(028)LPA 109386-701000. *Directed and authorized, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
3. Consideration of an Order regarding Planning and Development due process safeguards. *Approved, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*

EXECUTIVE SESSION:

1. Personnel matters in the Gas Maintenance Department
 - a. *Consideration of recommendation for employee promotion and salary increase.*
Authorized promotion and salary increase for one (1) employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
 - b. *Consideration of recommendation for employee disciplinary action.*
Approved suspension of one (1) employee for one (1) day without pay, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
2. Personnel matters in the Police Department
 - a. *Consideration of recommendation for potential new hires.*
Hired two (2) new employees, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
 - b. *Consideration of recommendation for employee disciplinary action.*
Approved suspension of one (1) employee for one (1) day without pay, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.

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3. Personnel matter in the Water Maintenance Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
4. Personnel matters in the Building & Planning Department
 - a. *Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
 - b. *Consideration of recommendation for employee salary increases.
Authorized salary increases for two (2) employees, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
5. Personnel matter in the Water Billing Department
*Consideration of recommendation for employee promotion and salary increase.
Authorized promotion and salary increase for one (1) employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent..*
6. Personnel matter in the Street Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
7. Pending/Potential Litigation - *discussion with City Attorney - Miss. Code Ann. Section 25-41-7(4) (b).
Authorized Mayor to execute documents pertaining to opioids settlement, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*
8. Acquisition of Property - *discussion with City Attorney - Miss. Code Ann. Section 25-41-7(4) (g).
Authorized City Attorney to order appraisals as necessary for a potential acquisition of property, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.*

Authorized the Mayor and City Attorney to proceed with closing of property donated by DeSoto County, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.

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CLAIMS DOCKETS:

1. Warrant report #04042023, dated 03/31/2023, 205 invoices totaling \$870,650.27.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
2. Warrant report #040423UT, dated 04/04/2023, 35 invoices totaling \$4,829.06.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
3. Warrant report #040423AT, dated 04/04/2023, 5 invoices totaling \$6,961.63.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.
4. Warrant report #04052023, dated 04/04/2023, 76 invoices totaling \$381,524.06.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart being absent.