

MINUTE SUMMARY
JUNE 6, 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, June 6, 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.

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

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held May 16, 2023, approved as presented, motion carried with Aldерwoman Aldridge, Alderman Collins, Alderman Dickerson, and Alderman Wallace voting in favor, with Aldерwoman Hamilton abstaining, and with Alderman Earhart and Aldерwoman Henderson being absent.

ANNOUNCEMENTS:

1. Mayor Adams and the Board of Aldermen presented Utility Billing Coordinator Kristie Geer with a privately funded monetary recognition of "above and beyond" job performance during the new billing software update.
2. Alderman Dale Dickerson, on behalf of the Board of Aldermen, presented Mayor Adams with a plaque to commemorate Mayor Adams being selected as the best Mayor in DeSoto County by DeSoto's Best 2022.
3. Mayor Adams presented the Board with a list showing the Olive Branch Road Work Construction Progress.

Mayor Adams shared highlights from COO Updates for May and provided a list of OBPD June Public Relations Events.

CONSENT AGENDA:

Items on Consent Agenda approved as presented, motion carried with Aldерwoman Aldridge, Alderman Collins, Alderman Dickerson, Aldерwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Aldерwoman Henderson 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 May 30, 2023. *Authorized*
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through May 31, 2023.

General Fund	\$252,925.00
Gas Fund (45652)	\$130,682.00
Water Fund (40650)	\$122,243.00

Authorized
4. Appoint various employees as deputy clerks for the purpose of receiving and distributing funds and attending training. *Appointed*
5. Authorize the City of Olive Branch to accept the Walmart Community Grant award in the amount of \$1,500.00 to be used for outreach programs by the Olive Branch Police Department. *Authorized*
6. Approve membership to the American Association of Airport Executives (SEC-AAAE) for David Taylor and pay all associated costs. *Approved*
7. Authorize the City of Olive Branch to purchase one (1) 2019 Ford Explorer AWD from the Missouri State Highway Patrol. *Authorized*
8. Accept donations from Academy Sports, Walmart, M5 Productions, Pepsi, Funky Monkey and Black Raider Motorcycle Club to the Olive Branch Park Department designated for the 2023 Children's Fishing Rodeo. *Accepted*
9. Authorize the City of Olive Branch to enter into an annual license agreement with IT1 for GFI Mail Archiver and pay all associated costs. *Authorized*
10. Designate voting delegate and alternate for the 2023 election of MML Vice President and to vote on any proposed bylaw changes during the MML Annual Summer Conference as follows:

Voting Delegate - Mayor Ken Adams
1st Alternate - Alderman at Large George Collins

Designated
11. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit on Street Cut Permit #10042022 to R-Con, Inc. for work completed relative to the New Pet Suites facility on Old Goodman Road, now that work is complete and has received satisfactory inspection. *Authorized*
12. Approve Fire Department purchase of turnout gear pursuant to state contract number 8200067054. *Approved*

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13. Authorize the City of Olive Branch to purchase rights to show movies for the October Movie Series, "Movies Under the Stars on the Wesson House Lawn", from Swank Motion Pictures, Inc. and pay all associated costs. *Authorized*
14. Accept Precision Striping LLC as the lowest and best quote for renovation and striping of the soccer complex parking lot and walking trail and pay all associated costs. *Accepted*
15. Authorize the City of Olive Branch to accept a donation of the Umphries/Humphries Family Bible designated for display at the Wesson House and approval to rebind said Bible with Norris Bookbinding Company at a cost not to exceed \$800.00. *Authorized*
16. Authorize the City of Olive Branch to purchase liability, automotive and property insurance coverage from Travelers Insurance Company, excess earthquake coverage from Insurance Company of the West and cyber risk liability coverage from Cowbell Insurance Company per quotes received from Hub International Mid-South. *Authorized*
17. Adopt Initial Resolutions Granting Ad Valorem Tax Exemptions:
 - a. Milwaukee Electric Tool Corporation, 8735 S. Crossroads Drive
 - b. Milwaukee Electric Tool Corporation, 12385 Crossroads Drive
 - c. Milwaukee Electric Tool Corporation, 12815 Stateline Road*Adopted*
18. Adopt Final Resolution Granting Ad Valorem Tax Exemption for Teleflex. *Adopted*
19. Authorize the City of Olive Branch to enter into a Rental Agreement with Memphis Communications Corporation pursuant to Mississippi State Contract 8200067923 for utility billing printers and pay all associated costs. *Authorized*
20. Authorize the City of Olive Branch to cancel rental agreement with Konica Minolta for Utility Billing printers. *Authorized*
21. Approve electric service agreement with Northcentral EPA for the Olive Branch City Park. *Approved*
22. 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.

POLICE DEPT.

Decatur Radar Gun s/n SHD-03162
Decatur Radar Gun s/n SHD-02956
Decatur Radar Gun s/n SHD-03689

MAINTENANCE SHOP

004120 Autel Scan Tool TPMS TS401 s/n MCE112000117
Declared and authorized

23. Declare as surplus the following items with a Fair Market Value under \$1000 and grant authorization to advertise for

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sale at public auction on GovDeals.com in accordance with M.C.A. 17-25-25.

MAINTENANCE SHOP

Truck bed and fiberglass topper

PARK AND REC.

Leer fiberglass topper w/toolbox
Declared and authorized

24. Declare as surplus with a Fair Market Value of less than a \$1000 to be taken to Martin Bros for scrap in accordance with M.C.A. 17-25-25 and authorize necessary amendment to fixed asset inventory.

GAS MAINT

004818 Cab Topper s/n 39452
Declared and authorized

25. Authorize removal from fixed asset inventory - Insurance settlements

GAS MAINT.

004538 #657 2014 Ford F150 vin# 1FTMF1CF2EKD62087
Authorized

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

ANIMAL SHELTER

003086 #534 2006 GMC SIERRA 1500 vin# 1GTEC14Z66E242251
Declared and authorized

27. Authorize the City of Olive Branch to renew the Facility Use Contract with the Olive Branch Youth Football and Cheerleading League. *Authorized*
28. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.
Approved

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.

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Name	Address	Parcel #
West Brooke LLC	6762 Meadowbrook Place	1077.3502.0-00020.00

Determined and declared, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.

OLD BUSINESS:

1. Consideration of bids opened May 26, 2023 for T-Hangar Apron Rehabilitation. *Tabled indefinitely, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
2. Consideration of bids opened June 2, 2023 for Runway and Taxiway Lights and Signs Replacement. *Tabled indefinitely, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*

NEW BUSINESS:

1. Consideration of quotes received to install 950 square yards of concrete sidewalk for Old Towne Sidewalk Project, Phase 1 *Accepted quote of Williams Concrete Construction, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
2. Consideration of Real Estate Service Contract for LPA Projects - Intersection Improvements at Stateline Road and Davidson Road with Installation of Traffic Signal Project No. STP-0183-00(026) LPA 108449-720000. *Approved, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*

EXECUTIVE SESSION:

1. Personnel matter in the Sanitation Department
Consideration of recommendation for potential new hire. Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.
2. Personnel matters in the Gas Maintenance Department
Consideration of recommendation for potential new hires. Hired two (2) new employees, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.

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3. Personnel matter in the Ambulance Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
4. Personnel matters in the Fire 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 and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
 - b. *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 and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
5. Personnel matters in the Water Billing 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 and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
 - b. *Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
6. 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 and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
7. Personnel matter in the Park Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
8. 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 and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*

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9. Discussion with City Attorney:
 - a. *Pending/Potential Litigation - M.C.A. 25-41-7(4) (b)*
 - (1) *Voluntary annexation - No action taken.*
 - (2) *OLV -Authorized mediation expenses, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
 - b. *Ad Valorem Collection - M.C.A. 25-41-7(4) (d)*
No action taken.

NEW BUSINESS (cont.):

3. Consideration of Interlocal Agreement providing for the assessment and collection of municipal taxes by DeSoto County. *Approved, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*
4. Voluntary Annexation - approximately 183 acres - Consideration of Ordinance. *Adopted, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.*

CLAIMS DOCKETS:

1. Warrant report #06062023, dated 06/02/2023, 308 invoices totaling \$1,409,517.73.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.
2. Warrant report #060623UT, dated 06/02/2023, 53 invoices totaling \$5,677.95.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.
3. Warrant report #060623FX, dated 06/06/2023, 1 invoice totaling \$30.27.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.

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4. Warrant report #060623AT, dated 06/06/2023, 6 invoices totaling \$11,279.83.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.

5. Warrant report #06072023, dated 06/06/2023, 148 invoices totaling \$2,151,676.36.
Approved for payment, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, and with Alderman Earhart and Alderwoman Henderson being absent.