

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
NOVEMBER 21, 2017

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CALL TO ORDER:

PRAYER:

ROLL CALL (Establish Quorum):

APPROVAL OF MINUTES:

1. Approve minutes of the Regular meeting of November 7, 2017 as presented.

CONSENT AGENDA:

1. Travel/Training
2. Declare as surplus 200 damaged garbage carts with a Fair Market Value of \$0 to be shredded by Steiner Plastics of Olive Branch at no cost to the City in accordance with M.C.A. 17-25-25.
3. Declare the following items with a Fair Market Value of \$0 and grant authorization to dispose of in accordance with M.C.A. 17-25-25 along with amendments to asset inventory:

IS DEPARTMENT

4 Brother Printers
2 Receipt Printers
20 Dell Optiplex 745

4. Declare as surplus the following items with a Fair Market Value of \$0 and grant authorization to dispose of in accordance with M.C.A. 17-25-25 and authorize necessary amendments to asset inventory:

OB POLICE DEPARTMENT

Dell Latitude Laptop	OB / 003847
Identix Fingerprint Scanner	OB / 003848
Panasonic CF-52 Laptop	OB / 003661
Dell Inspiron PP01L	S/N TW-0791UH-12800-115-6066
Sky Cop License Plate Reader	Unknown OB Tag #
Orion Small Screen TV	No OB Tag #
Sony Small Screen TV	OB Tag #001997
Roll of Analog Phone Cable	No OB Tag #
Phillips CD Player	Ser #637236 No OB Tag #
Hidden Camera Smoke Detector	Unk Serial and OB Tag #
Scott Scout Gas Detector	OB Tag #004002
Scott Personal Gas Detector	Unk Serial and OB Tag #
Panasonic VHS Player	Ser #5TA00191 No OB Tag #
ARM TV (CCTV)	Ser #752D1411006185
Audio Intelligence Device	OB Tag #0031 Ser #2307
Emerson DVD/VHS Combo	Ser #V8358554 No OB Tag #
Emerson VHS Player	Ser #R42477471 No OB Tag #

5. Authorize the City of Olive Branch to accept a donation from Delta Regional Foundation in the amount of \$5,000.00.

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6. Approve membership to the International Code Council, Inc. and pay all associated costs.
7. Approve membership to the Mississippi Association of Professional Land Surveyors and pay all associated costs.
8. Authorize expenditures up to \$241.00 for an upcoming L.E.A.D. (Law Enforcement Assisting and Directing Our Youth) event, with the specific finding the expenditure will advertise and promote the City of Olive Branch.
9. Authorize written notice of non-renewal for contracts with ThyssenKrupp Elevator Corporation for elevators at City Hall and the Air Traffic Control Tower.
10. Authorize the City of Olive Branch to enter into an agreement with Mid-State Opportunity, Inc. as relates to the Low-Income Home Energy Assistance Program (LIHEAP).
11. Authorize the City of Olive Branch to enter into an annual maintenance agreement with All Traffic Solutions for traffic board software maintenance and pay all associated costs.
12. Authorize the City of Olive Branch to enter into a pest control agreement with North Mississippi Pest Control, Inc. and pay all associated costs.
13. Authorize the City of Olive Branch to enter into an annual maintenance agreement with Memphis Communications Corporation for hearing assistance equipment at the Courthouse and pay all associated costs.
14. Authorize the City of Olive Branch to enter into an annual maintenance agreement with Memphis Communications Corporation for audio visual equipment at the Police Department and pay all associated costs.
15. Authorize service agreement with Mailhot Services for tree removal at the city park and pay all associated costs.
16. Authorize the City of Olive Branch to enter into a rental agreement with Economy Rental Equipment & Sales, Inc. and pay all associated costs.
17. Approve Freeport Warehouse exemptions:
 - a. Autoliv ASP, Inc.
 - b. Chervon North America, Inc.
 - c. D & D Packaging, Inc.
 - d. Hyve Solutions Corporation
 - e. Nortek Security & Control, LLC.
18. Approve Initial Resolution granting Ad Valorem tax exemptions:
 - a. Autoliv ASP, Inc.
19. Approve Independence Day Production Agreement with Argo Entertainment, LLC.

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20. Accept donation of Temporary Construction Easement (DER Properties, Inc.) and Right of Way Deed (Pilot Travel Centers, LLC) associated with the Bethel Road improvement project.
21. Authorize expenditures up to \$8,000.00 for the Olive Branch Police Department's Shop with a Cop event, with the specific finding the expenditure will advertise and promote the City of Olive Branch.
22. Authorize expenditures up to \$100.00 for the DARE program graduation, with the specific finding the expenditure will advertise and promote the City of Olive Branch.
23. Authorize amendment of budget for fiscal year beginning 10/1/2017 and ending 9/30/2018.
24. Authorize the City of Olive Branch to enter into an annual maintenance agreement with GovConnection, Inc. for Cisco Smart Net and pay all associated costs.
25. Authorize the sale of the following surplus to be sold as scrap to Martin Bros. BYHALIA, LLC in accordance with M.C.A. 17-25-25 and authorize necessary amendment to the fixed asset inventory:

WATER/SEWER

003721 Trailer 2950 #425 s/n 4MNFP162891000448
003238 MDL 2600 16' Trailer #409 s/n 732620217100080

GAS DEPT

001783 Ditch Witch Trailer #431 s/n 16JF0162721036540

26. Declare as surplus 151 athletic field lights and 20 wood poles in accordance with M.C.A. 17-25-25(3).
27. Authorize service and maintenance agreement with Zones, Inc. for StorageCraft cloud storage credits and pay all associated costs.
28. Authorize the City of Olive Branch to accept a donation from Darline Bernette in the amount of \$10.00 designated for the Olive Branch Animal Shelter.
29. Authorize the City of Olive Branch to accept a donation from Dale and Nancy Walters in memory of Charles Lee Rider in the amount of \$25.00 designated for the Olive Branch Animal Shelter.
30. Authorize the City of Olive Branch to accept a donation in the amount of \$2,500 from Donald and Beatrice Zimmerman for the 2017 Shop with a Cop event.
31. Authorize the City of Olive Branch to accept a donation from Olive Branch Lions Club in the amount of \$200.00 designated for the Olive Branch Police Department's Camp Build program.
32. Authorize organizational changes within the Street Department.

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33. Authorize the City of Olive Branch to advertise and seek bids for the labor and material for a box culvert to be placed on Hummingbird Drive.

PLANNING COMMISSION / NEW BUSINESS:

1. Public Hearing date for consideration and action on motion declaring the condition of the following property, to be a menace to the public health and safety, and directing either the City staff or contract labor to clean the property forthwith.

Name	Address	Parcel #
Magnolia Lakes	Lot 131.01, off Oak	1067.3530.0-00131.01
Home Owners Association	Run Dr. West	
EBI Holdings LLC	Lot 3.01, College St	1068.3379.4-00003.01

2. Public Hearing for consideration of application #PA17-0012 for Project Text Amendment and Preliminary Development Plan for Fox Hunt Subdivision, 3rd Addition, Section C, submitted by Jim Schumpert, The Reaves Firm, on behalf of Robert Bailey, the property owner. The request is to amend the master plan to include Mini-warehouses, and a development plan for 1.941 +/- acres to be known as Section C. The Fox Hunt Subdivision, 3rd Addition, Section C is located on the south side of Ridgeway Industrial Drive, north side of HWY 302 (Goodman Road), and east of Alexander Road, situated in Section 26, Township 1 South and Range 6 West. The property is zoned C-4, Planned Commercial District. *Public Hearing set for this date in meeting of October 17, 2017.*
3. Consideration of application #SD17-0053 for a Final Subdivision Plat for Forest Park Planned Development, Phase 1, submitted by Lee Davidson, The Reaves Firm, on behalf of Nancy Masterson, the property owner and Exeter Property Group, the developer. The request is to subdivide 66.188 +/- acres into one lot (61.922 +/- acres) and right-of-way (4.266 +/- acres). The property is located on the southeast side of Polk Lane and Desoto Road, situated in Section 30, Township 1 South, and Range 5 West. The property is zoned PUD, Planned Unit Development.
4. Consideration of application #SD17-0045 to revise the previously approved Final Plat for the Alexander Crossing Commercial Subdivision Phase 3, submitted by Robert Barber (Orion Planning Group) on behalf of Robert Bailey (Alexander Crossing LLC), the property owner. The proposal is to subdivide 6.86 +/- acres into one commercial lot (previously approved for 5 lots), one common open space, and public right-of-way. The subject property is located at the Northwest corner of Hwy. 302 (Goodman Rd.) and Alexander Road in Section 27, Township 1 South, Range 6 West in the Alexander Crossing PD and is zoned C-4, Planned Commercial.

OLD BUSINESS:

1. Consideration of bids opened November 13, 2017 for Lawn Care and Landscape.

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NEW BUSINESS:

1. Consideration of Ordinance Regulating Open Burning in the City of Olive Branch.

EXECUTIVE SESSION:

1. Personnel matters in the Police Department
Consideration of recommendation for two (2) employee new hires.
2. Personnel matters in the Fire Department
 - a. *Consideration of recommendation for two (2) employee promotions and salary increase.*
 - b. *Consideration of recommendation for employee disciplinary action.*

CLAIMS DOCKETS:

1. Warrant report #11212017, dated 11/17/2017, 270 invoices totaling \$1,289,988.67.
2. Warrant report #11222017, dated 11/21/2017, 103 invoices totaling \$212,490.27.
3. Warrant report #1121UTIL, dated 11/16/2017, 100 invoices totaling \$7,990.61.
4. Warrant report #112117NC, dated 11/16/2017, 191 invoices totaling \$144,216.43.
5. Warrant report #112117AT, dated 11/21/2017, 3 invoices totaling \$974.91.