

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
FEBRUARY 7, 2023

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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 January 17, 2023.

PUBLIC COMMENTS:

1. Mr. K.T. Robbins, Request for Senior Citizens
2. Mr. Marcus Turner, Candidate for DeSoto County Board of Supervisors, District 1

ANNOUNCEMENTS:

1. Mayor's Awards - January 2023 - Mayor's Executive Assistant Samantha Brock
2. Mayor's Update

CONSENT AGENDA:

1. Travel/Training
2. Authorize the Mayor and City Clerk to make necessary fund transfers to reconcile due to-due from through January 31, 2023.
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through January 27, 2023.

General Fund	\$346,503.00
Gas Fund (45652)	\$178,635.00
Water Fund (40650)	\$167,868.00

4. Approve request to pre-approve tuition reimbursement for Brad Waldrip.
5. Approve request to pre-approve tuition reimbursement for Derrick Jones.
6. Authorize the City of Olive Branch to purchase one (1) 2020 Ford Explorer AWD from the Missouri State Highway Patrol.
7. Approve submission of the Walmart Community Grant Application to be used for the Camp BUILD Program hosted by the Olive Branch Police Department.
8. Authorize service agreement with Lunz Tree Service and pay all associated costs.

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9. Authorize the City of Olive Branch to renew annual support and maintenance agreement with Faronics for Deep Freeze software and pay all associated costs.
10. Accept DeSoto County Electric, Inc. as the lowest and best quote for replacement of traffic pole on Camp Creek at Hwy. 305 and pay all associated costs.
11. Authorize the City of Olive Branch to proclaim January 29, 2023 as Rev. Ken Washburn Day.
12. Authorize the City of Olive Branch to enter into a licensing agreement with CDWG for SQL Server Standard License and pay all associated costs.
13. Approve appointment of Darrel Berkley to the Board of Adjustment.
14. Approve Memorandum of Understanding between the City of Olive Branch and the FBI Jackson Safe Streets Task Force.
15. Approve revisions to the Olive Branch Police Department Policy and Procedure Manual.
16. Approve engagement letter between the City of Olive Branch and Government Consultants, Inc. for municipal advisory services.
17. Approve software as a service agreement with Tyler Technologies for Municipal Justice powered by Incode software and pay all associated costs.
18. Authorize removal from fixed asset inventory. Insurance settlement.

POLICE DEPT.

004930 #230 2011 Ford Crown Vic vin# 2FABP7BV6BX156107

19. Authorize removal from fixed asset inventory. Insurance settlement.

STREET DEPT.

002829 #420 2005 Ford F650 Dump Truck vin# 3FRNF65Y15V178443

20. Accept donation of a meeting table from ATP Flight School.
21. Accept CDWG as the lowest and best quote for renewal of Extreme Switches maintenance agreement and pay all associated costs.
22. Approve Memorandum of Understanding between the City of Olive Branch and the Mississippi Transportation Commission.
23. Approve 2023 Independence Day Production Agreement with Argo Entertainment, LLC.
24. Authorize transfer from the General Fund to the Airport Fund and Municipal Reserve Fund as budgeted.

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25. Approve application with Northcentral EPA for electrical service at our Upgraded Pleasant Hill Water Plant.
26. Authorize the City Clerk or Assistant City Clerk to write checks in an amount not to exceed \$12,000 per month to US Postal Service to cover the cost of postage for mailing utility bills.
27. Authorize the City of Olive Branch to enter into course agreements with Priority Dispatch and pay all associated costs.
28. Accept DeSoto County Electric, Inc. as the lowest and best quote for replacement of traffic pole at Hwy. 178 and Old Goodman Road and pay all associated costs.
29. Authorize delivery of Notice of Termination of general services contract - East Area Water/Sewer Design.
30. Authorize Chief Financial Officer to complete a Federal Excise Tax Exemption Certificate for FleetCor Technologies Operating Company, LLC, d.b.a. Fuelman.
31. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.

PLANNING COMMISSION / NEW BUSINESS:

1. Planning Commission Consent Items:
Authorize the City of Olive Branch to vacate a 10 foot wide Sanitary Sewer Easement.

NEW BUSINESS:

1. Consideration of recommendation to declare real property as surplus and authorize sale in accordance with law.
2. Consideration of recommendation to approve Task Order Number 1A with Neel-Schaffer, Inc. in the lump sum amount of \$610,320.00.

EXECUTIVE SESSION:

1. Personnel matter in the Concession Department
Consideration of recommendation for potential new hire.
2. Personnel matters in the Gas Maintenance Department
 - a. *Consideration of potential new hire.*
 - b. *Consideration of recommendation for employee promotion and salary increase.*

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3. Personnel matters in the Fire Department
Consideration of recommendation for potential new hires.
4. Potential/Pending Litigation: *Discussion with City Attorney pursuant to Miss. Code Ann. Section 25-41-7(4) (b).*

CLAIMS DOCKETS:

1. Warrant report #020723UT, dated 02/02/2023, 41 invoices totaling \$4,105.04.
2. Warrant report #02072023, dated 02/03/2023, 288 invoices totaling \$2,189,716.43.
3. Warrant report #020723FX, dated 02/07/2023, 2 invoices totaling \$66.65.
4. Warrant report #020723AT, dated 02/07/2023, 6 invoices totaling \$21,969.61.
5. Warrant report #02082023, dated 02/07/2023, 133 invoices totaling \$833,089.06.