

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

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TO ORDER:

PRAYER/PLEDGE OF ALLEGIANCE:

REVISED

ROLL CALL (Establish Quorum):

APPROVAL OF MINUTES:

1. Approve minutes of the Regular Meeting of February 21, 2023.

PUBLIC COMMENTS:

1. Mr. K.T. Robbins to address the Board regarding tax exemptions for Veterans.
2. Mr. Rodney Hall, Candidate for MS House District 20, will address and introduce himself to the Board.

ANNOUNCEMENTS:

1. Mayor's Awards - February 2023 - Dispatcher Angie Carroll and Court Clerk Ashley Riles
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 February 28, 2023.
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through February 28, 2023.

General Fund	\$267,351.00
Gas Fund (45652)	\$139,206.00
Water Fund (40650)	\$128,145.00

4. Approve membership dues in the amount of \$110.00 to the Mississippi Municipal Clerks and Collectors Association.
5. Authorize the City of Olive Branch to renew the annual subscription with Solvit, Inc. and pay all associated costs.
6. Authorize the City of Olive Branch to renew annual service agreement with Synergetics for Shoretel phone system support and pay all associated costs.
7. Authorize service agreement with Emergency Equipment Professionals, Inc. for annual FIT and FLOW testing of SCBA equipment for the Fire Department and pay all associated costs.

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8. Appoint various individuals as deputy clerks for the purpose of receiving and distributing funds and attending training.
9. Accept Mega Signs, Inc. as the lowest and best quote for a color LED digital sign to be installed at City Park entrance on Old Goodman Road and pay all associated costs.
10. Approve donation of \$17,000 to the Olive Branch Chamber of Commerce.
11. Approve donation of \$4,000 to the Olive Branch Community Emergency Food Ministry.
12. Approve donation of \$3,000 to the Historical Desoto Foundation.
13. Approve donation of \$10,000 to the Olive Branch Family YMCA.
14. Approve donation of \$1,000 to the Olive Branch Chamber of Commerce to be used for the Miss Olive Branch Pageant.
15. Approve donation of \$3,000 to the Olive Branch Chamber of Commerce to be used for the Miss Olive Branch Scholarship Fund.
16. Approve donation of \$25,000 to the ARC of Northwest Mississippi.
17. Approve donation of \$7,000 to the House of Grace.
18. Approve donation of \$30,000 to the Healing Hearts Child Advocacy Center.
19. Approve donation of \$5,000 to Desoto Family Theatre.
20. Approve donation of up to \$4,500 to the Olive Branch Arts Council to match noncity contributions received.
21. Authorize the City of Olive Branch to renew annual rental agreements with Premier Air Products and pay all associated costs.
22. Approve request from Southaven High School to waive the rental fee and reserve Complex C to use for their 2023 Hunter Morris fundraiser softball tournament.
23. 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.

010415 Wyse Thin Client s/n: 18C8W72
010230 Wyse Thin Client s/n: DC8CV72
010234 Wyse 5010 Thin Client s/n: 8167V72
010295 Wyse Thin Client s/n: 79XBV72
010235 Wyse 5010 Thin Client s/n: D228V72
010231 Wyse 5010 Thin Client s/n: 44SNV72
010289 Wyse Thin Client s/n: 48L8W72

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010406 Wyse Thin Client s/n: J65ZV72
010294 Wyse Thin Client s/n: 9VQGW72
010276 Wyse Thin Client s/n: G1TCV72
010284 Wyse Thin Client s/n: CGBYV72
010342 Wyse Thin Client s/n: 823JV72
010285 Wyse Thin Client s/n: 8CJ7W72
010341 Wyse Thin Client s/n: 33FMV72
010286 Wyse Thin Client s/n: 137RV72
010288 Wyse Thin Client s/n: GWGMV72
010283 Wyse Thin Client s/n: 37M8V72
002269 Dell Laptop s/n: 8QWJV21
002929 Dell Latitude D510 s/n: HSW5281
010287 Wyse Thin Client s/n: 71XWV72
Minuteman Enterprise E2300 s/n: EC680402PA004
Minuteman Enterprise BP2 s/n: EC710312PA018

24. Approve Seventh Amendment to Site Lease Agreement with Cellco Partnership d/b/a Verizon Wireless.
25. Approve First Amendment to Utility Site Lease Agreement with Telepak Networks, Inc.
26. Approve amendments to the Rules and Regulations for the Use and Operation of Olive Branch Park Facilities Ordinance.
27. Approve Initial Resolution Granting Ad Valorem Tax Exemption for Teleflex.
28. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.

OLD BUSINESS:

1. Consideration of bids received February 27, 2023 for Municipal Depository for Special and Surplus funds (Certificates of Deposit).

NEW BUSINESS:

1. Consideration of authorization to begin MDOT step 1 project activation for the George Harrison Municipal Park Improvements.
2. Consideration of recommendation to accept Professional Design Proposal from Houston Engineering for Professional Engineering Services including survey, design, and CE&I for the project referred to as Ross-Church Road Water Main Extension in an amount not-to-exceed \$43,226.00.
3. Consideration of recommendation to approve Task Order Number 2A with Neel-Schaffer, Inc. in the lump sum amount of \$477,487.00.
4. Consideration to authorize City Clerk to move accrued interest from WS 2017 Cushion Fund, WS Depreciation Fund and WS Contingent Fund in the amount of \$5,948.18 to Water Sewer Bond Debt Fund and to close the three (3) depository accounts in order to establish new accounts for CD's.

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EXECUTIVE SESSION:

1. Economic Development - discussion with Jim Flanagan - M.C.A. 25-41-7(4) (j) .
2. Personnel matter in the Water Billing Department
*Consideration of recommendation for potential new hire.
Tabled til this date in meeting of February 21, 2023.*
3. Personnel matter in the Airport Department
Consideration of recommendation for potential new hire.
4. Personnel matters in the Concession Department
Consideration of recommendation for potential new hires
5. Personnel matters in the Fire Department
 - a. *Consideration of recommendation for employee promotion and salary increase.*
 - b. *Consideration of request for Administrative Leave.*
6. Personnel matters in the Police Department
 - a. *Consideration of recommendation for potential new hire.*
 - b. *Consideration of request for Administrative Leave.*
7. Personnel matters in the Gas Maintenance Department
Consideration of recommendation for potential new hires.
8. Personnel matter in the Sanitation Department
Consideration of recommendation for potential new hire.
9. Personnel matters in the Court Department
 - a. *Consideration of recommendation regarding appointments.*
 - b. *Consideration of recommendation for pay increases for appointed positions.*
10. Acquisition/Disposition of Property - discussion with City Attorney - M.C.A. 25-41-7(4) (g) .
11. Pending Litigation - discussion with City Attorney - M.C.A. 25-41-7(4) (b) .

CLAIMS DOCKETS:

1. Warrant report #0307DONA, dated 2/28/2023, 10 invoices totaling \$105,000.00.
2. Warrant report #03072023, dated 03/03/2023, 233 invoices totaling \$1,288,891.08.
3. Warrant report #030723UT, dated 03/01/2023, 28 invoices totaling \$4,917.00.
4. Warrant report #030723AT, dated 03/07/2023, 5 invoices totaling \$7,206.10.
5. Warrant report #03082023, dated 03/07/2023 69 invoices totaling \$608,700.90.