

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

1

TO ORDER:

PRAYER/PLEDGE OF ALLEGIANCE:

ROLL CALL (Establish Quorum):

APPROVAL OF MINUTES:

1. Approve minutes of the Regular Meeting of May 2, 2023.

PUBLIC COMMENTS:

1. Mr. Jim Robinson, Candidate for District 5 County Supervisor, will address and introduce himself to the Board.

ANNOUNCEMENTS:

1. Mayor's Update

CONSENT AGENDA:

1. Travel/Training
2. Authorize the Mayor and City Clerk to make transfers from the Water Sewer Fund to the Water Sewer Bond Debt Fund and from the Natural Gas Fund to the Natural Gas Bond Debt Fund for debt service payments due June 1, 2023.

Water Sewer Fund to Water Sewer Bond Debt Fund - \$83,718.75
Natural Gas Fund to Natural Gas Bond Debt Fund - \$364,141.25
3. Appoint Stephanie Wooley, Mia Brown and Abeni Williams as deputy clerks for the purpose of receiving and distributing funds and attending training.
4. Authorize the City of Olive Branch to accept a donation of \$50.00 from R.M. Huffman designated for the Police Department's bullet proof vest purchase.
5. Authorize the City of Olive Branch to accept a donation of \$500.00 from Mary Patterson designated for the Olive Branch Police Department's summer camp programs.
6. Approve Affiliation Agreement between the City of Olive Branch and Desoto Career and Technology Center East.
7. Authorize the City of Olive Branch to execute Desoto County Schools Use of Facilities Application forms related to the Police Department's Camp BUILD Program.
8. Authorize the City of Olive Branch to renew the advertising agreement with AirNav, LLC and pay all associated costs.
9. Authorize the City of Olive Branch to accept an Eagle Scout Project Proposal and associated donation to be placed in the City Park.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

2

10. Authorize expenditures not to exceed \$300.00 for purchase of items to be presented as prizes at the 2023 Children's Fishing Rodeo to be held on May 13, 2023, with specific findings that such expenditures will advertise and promote the opportunities and possibilities within the City of Olive Branch.
11. Authorize the City of Olive Branch to enter into an annual support and licensing agreement with CDWG for VMware Carbon Black Endpoint Advanced & VMware Carbon Black Managed Detection and Response Software and pay all associated costs.
12. Approve application with Northcentral EPA for electrical service for a traffic signal located at intersection of HWY 302 and Braybourne Main.
13. Authorize the City of Olive Branch to enter into service agreements with Jan-Pro Cleaning Systems for cleaning services at Airport Terminal, Airport Tower, and Police Department buildings and pay all associated costs.
14. Authorize written notice of non-renewal for the IBM - WSI subscription related to pilot briefing/weather service for the airport.
15. Authorize the City of Olive Branch to enter into a licensing agreement with Anydesk for AnyDesk US Advanced and US Advanced Connection and pay all associated costs.
16. Authorize service agreement with Lunz Tree Service and pay all associated costs.
17. Approve Fire Department purchase of turnout gear pursuant to state contract number 8200067054.
18. Approve Initial Ad Valorem Tax Exemption for Noble Supply & Logistics, LLC.
19. Approve Freeport Warehouse Tax Exemptions for:
 - a. SeaSpine Sales, LLC
 - b. Samsung
20. Authorize written notice of non-renewal for the Global Aviation Navigator subscription for the airport related to aviation news and aircraft sales.
21. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - Damaged Cell Phone Screen.
22. Authorize service agreement with Emergency Equipment Professionals, Inc. for annual Pump Testing of all pumps for the Fire Department and pay all associated costs.
23. Authorize service agreement with Tri-State Meter for annual GroovService monitoring and SCADA services for Public Works Gas Department and pay all associated costs.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

3

24. Authorize service agreement with Industrial Inspection & Analysis for annual Ladder Testing of all ladders for the Fire Department and pay all associated costs.
25. Authorize the City of Olive Branch to enter into an annual maintenance agreement with Renew Biomedical for cardiac monitor preventative maintenance and pay all associated costs.
26. Declare as surplus the following item with a Fair Market Value over \$1000.00 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.

POLICE DEPT.

004925 #10284 2010 Ford F150 vin# 1FTFX1EV4AFB91033

27. Authorize removal from fixed asset inventory - Sale of Property.

005047 CHATEAU RIDGE WATER PLANT, Olive Branch, MS 38654

28. Authorize removal from fixed asset inventory - Insurance settlements.

GAS MAINT.

003531 #596 2008 Ford F450 vin# 1FDXW46R68ED69269

29. Declare as surplus with a Fair Market Value of less than a \$1000.00 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.

003318 7.5 HDKAT Generator s/n D070043744

30. Approve service agreement with Credit Bureau Systems, Inc. d/b/a Ambulance Medical Billing for ambulance billing services with the finding that the equipment provided is ancillary to the service and the service is of no use without the equipment.
31. Approve amendment of budget for fiscal year beginning 10/1/2022 and ending 9/30/2023.
32. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.

PLANNING COMMISSION / OLD BUSINESS

1. Public Hearing for consideration of application for a Zoning Map Amendment submitted by Bob Barber, Orion Planning Design, on behalf of Mile Bailey, Oak Park, LLC, Property Owner. The request is to repeal the Oak Park Planned Commercial Development text and rezone the 70.67 +/-acre property from

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

4

C-4, Planned Commercial District, to PUD, Planned Unit Development. The purpose is to establish Oak Park Town Center, a Mixed Use Development. The subject property is located on the southeast corner of HWY 302 & Hacks Cross Road. (File# ZP23-0001) Public Hearing set for this date in meeting of April 18, 2023.

2. 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 property forthwith.

Name	Address	Parcel #
Certified State of MS	7955 Hickory Cove	1069.2901.0-00021.00
McGee Mark Allen	Shahkoka Lake Lot 22	1069.2901.0-00022.00

Tabled til this date in meeting of May 2, 2023.

PLANNING COMMISSION / NEW BUSINESS:

1. Planning Commission Consent Items:
 - a. Approve application for a Plat Revision for the 2nd Revision Jeremiah AME Church 2 Lot Subdivision, submitted by Mike Davis, The Reaves Firm, on behalf of SF Pleasant Hill LLC, Property Owner. The request is to vacate the access easement to the cemetery on Lot 2 across the northern portion of Lot 1. The 0.533 +/-acre property is zoned C-2, Highway Commercial District, and is located at the southeast corner of Pleasant Hill Road and Goodman Road, known as 6980 Pleasant Hill Road. (File# SD23-0008)
 - b. Approve application for a Final Plat for S&K Green Minor Lot Subdivision, submitted by Bob Farley, Farley Surveying, on behalf of Property Owners Steven & Kathryn Green. The request is to create a single 11.15 +/-acre lot from two un-platted parcels. The subject property is zoned A-R, Agricultural-Residential District, and is located on the south side of Dunn Lane, approximately 0.6 of a mile east of Craft Road, known as 7721 Dunn Lane. (File# SD23-0014)
2. Consideration of application for a Preliminary Plat for Hamilton Circle Subdivision, submitted by Nick Kreunen, Civil-Link, LLC on behalf of Richard Litwa, Cobblestone Pools & Construction, Property Owner. The request is to subdivide 6.92 +/-acres into 6 lots. The subject property is zoned PUD, Planned Unit Development and A-R, Single Family Residential and is located on the west side of Hamilton Circle at its intersection with Acree Lane. (File# SD23-0015)
3. Consideration of application for a Final Plat for Hamilton Circle Subdivision, Phase 1, submitted by Nick Kreunen, Civil-Link, LLC on behalf of Richard Litwa, Cobblestone Pools & Construction, Property Owner. The request is to subdivide 2.25 +/-acres into 2 lots. The subject property is zoned PUD, Planned Unit Development, and is located at the southwest corner of Acree Lane and Hamilton Circle. (File# SD23-0016)
4. Consideration of application for a Final Plat for Pleasant Ridge Estates, Section B, submitted by Nick Kreunen, Civil-Link, on

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

5

behalf of Jon Stevenson, Witt Cv, LLC, Property Owner. The request is to divide 5.0 +/-acres into 10 residential lots. The subject property is zoned R-3, Planned Residential District, and is located on the west side of Pleasant Hill Road and just north of Pleasant Ridge Drive. (File# SD23-0013)

5. Consideration of application for a Preliminary Plat for Acree Planned Development, Phase 2, submitted by Harvey Matheney, Pickering Firm, on behalf of David & Sons Properties, LLC, Property Owner. The request is to divide 4.934 +/-acres into 3 lots. The subject property is zoned C-4, Planned Commercial District, and is located in the southwest corner of Goodman Road and Craft Road. (File# SD23-0012)
6. 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 property forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Certified State of MS	Henry's Plantation Sec F COS	1065.2230.0-00200.01
Kevin Michael & Brittany F Crum	6622 Hamilton Cir S	1069.3100.0-00006.00
Jarrett B & Jessica Kidd	10301 Quail Rd	2062.1001.0-00004.00
Haman Construction LLC	E end of Kayley Lane, Huntleigh S/D	1077.3500.0-00005.04
Fox Creek Homeowners Association Inc.	Fox Creek Lot #116	1059.3005.0-00116.00
Fox Creek Homeowners Association Inc.	Fox Creek Sec A Lot #161	1059.3007.0-00161.00
Fox Creek Homeowner Association Inc.	Lot #159, Fox Bend Dr	1059.3006.0-00159.00

OLD BUSINESS :

1. Consideration of bids opened May 8, 2023 for FEMA Emergency Notification Devices.

NEW BUSINESS :

1. Consideration of quotes received on May 1, 2023 to replace concrete driveway at Fire Station #3.
2. Consideration of quotes received on May 5, 2023 to install 975 square yards of concrete sidewalk for Old Towne Sidewalk Project, Phase 1.

EXECUTIVE SESSION:

1. Personnel matter in the Court Department
Consideration of recommendation for employee transfer and salary change.
2. Personnel matter in the Police Department
Consideration of recommendation for employee reassignment and salary change.

AGENDA
CITY OF OLIVE BRANCH
BOARD MEETING
6:30 P.M.
MAY 16, 2023

6

3. Personnel matters in the Planning Department
Consideration of recommendation for employee promotions and salary increases.
4. Personnel matters in the Concession Department
 - a. *Consideration of recommendation for potential new hire.*
 - b. *Consideration of recommendation for employee promotion and salary increase.*
5. Personnel matter in the Animal Control Department
Consideration of recommendation for potential new hire.
6. Personnel matter in the Gas Billing Department
Consideration of recommendation for employee promotion and salary increase.
7. Discussion with City Attorney:
 - a. Acquisition of Property - M.C.A. 25-41-7(4) (g).
 - b. Ad Valorem Collection - M.C.A. 25-41-7(4) (d).

CLAIMS DOCKETS:

1. Warrant report #051623NC, dated 05/12/2023, 2 invoices totaling \$169,291.03.
2. Warrant report #051623UT, dated 05/12/2023, 41 invoices totaling \$3,323.55.
3. Warrant report #05162023, dated 05/12/2023, 343 invoices totaling \$2,128,435.76.
4. Warrant report #051623AT, dated 05/16/2023, 3 invoices totaling \$7,254.01.
5. Warrant report #05172023, dated 05/16/2023, 142 invoices totaling \$154,867.23.