

**AGENDA**  
**CITY OF OLIVE BRANCH**  
**BOARD MEETING**  
**6:30 P.M.**  
**JULY 5, 2023**

1

**TO ORDER:**

**PRAYER/PLEDGE OF ALLEGIANCE:**

**ROLL CALL (Establish Quorum):**

**APPROVAL OF MINUTES:**

1. Approve minutes of the Regular Meeting of June 20, 2023.

**PUBLIC COMMENTS:**

1. Ms. Angelina Hines, Executive Director/Founder of Ella Bebe Angels Non-profit Organization to address and present the organization to the Board and request financial support.
2. Ms. Sarita Drake, House of Grace Executive Director, to address the Board to give an update and request financial support.
3. Dr. Pogeorlan Walker, Sr., Candidate for State Representative District 7, will address and introduce himself to the Board.

**ANNOUNCEMENTS:**

1. Mayor's Award - Communications Coordinator Jenn Griffith
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 June 23, 2023.
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through June 27, 2023.

General Fund	\$227,385.00
Gas Fund (45652)	\$115,740.00
Water Fund (40650)	\$111,645.00

4. Appoint Monica Fuller, Elia LeGuin and Wesley Medlin as deputy clerks for the purpose of receiving and distributing funds and attending training.
5. Authorize the City of Olive Branch to accept a donation of sixteen (16) boxes plus six (6) individual Orion Emergency Flares from O'Reilly Distribution Center located in Horn Lake, Mississippi designated for the Olive Branch Police Department.
6. Accept ComServ as the lowest and best quote for installation of light packages in three (3) 2019 Ford Explorers to be used by the Police Department and pay all associated costs.

**AGENDA**  
**CITY OF OLIVE BRANCH**  
**BOARD MEETING**  
**6:30 P.M.**  
**JULY 5, 2023**

2

7. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - 11505 Hwy 178.
8. Approve request to allow American Fireworks use of City Hall's parking lot for "Coat Giveaway" event to be held on Saturday, November 18, 2023.
9. Declare one (1) Champion Refrigerated Air Dryer System, Serial Number 1000003101234, as surplus, authorize the sale of same to DeSoto County Mississippi for the amount of \$1.00 in accordance with M.C.A. 31-7-13 and authorize necessary amendment to the fixed asset inventory.
10. Authorize the City of Olive Branch to accept a donation of twenty-two (22) baseball batting helmets and eight (8) batting tees from Jacob Pierce with Idlewild Presbyterian Church designated for the Park Department.
11. Authorize the City of Olive Branch to accept a donation of two (2) battery powered tools from Milwaukee Tools and designate items to be donated to the Mississippi Municipal League's 2023 Silent Auction, with the specific findings that the donation will advertise and promote the City of Olive Branch.
12. Adopt Final Resolutions Granting Ad Valorem Tax Exemptions for:
  - a. HD Supply Facilities Maintenance, LTD.
  - b. JAS Forwarding USA, Inc.
  - c. Ruan Transport Corporation
  - d. Wheeler Fleet Solutions, Co.
13. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - 11865 Whispering Pines Drive.
14. Authorize the City of Olive Branch to renew the annual maintenance agreement with CI Technologies for IAPro Software and pay all associated costs.
15. Declare as surplus the following items with a Fair Market Value under \$1000.00 and grant authorization to advertise for sale at public auction on GovDeals.com in accordance with M.C.A. 17-25-25.

**MAINTENANCE SHOP**

Hemi Engine (Dodge Charger)

16. 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 DEPARTMENT**

010374 Wyse Thin Client s/n 5JKDV72

010395 Wyse Thin Client s/n 4RKBW72

005726 Retrofit City Hall Security System

-Viewsonic Display Monitor s/n Q85074161991

-Viewsonic Display Monitor s/n CN-02GFKN-74445-33U-AWPL

-Airport Access Control

**AGENDA**  
**CITY OF OLIVE BRANCH**  
**BOARD MEETING**  
**6:30 P.M.**  
**JULY 5, 2023**

3

**WATER/SEWER MAINTENANCE**

004262 Dell Optiplex 3010 - Scada s/n JMPYDX1

17. Approve membership renewal for Gas Superintendent Barry Looney to the Mississippi Natural Gas Association and pay all associated costs.

**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 property forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Gregory W & Heather M Ellington	10709 Oak Circle S	1067.3534.0-00205.00
Brars LLC	Lot 2.01 Hacks Cross	1067.2631.0-00002.01
Bobby Davis	6161 Humphrey Dr	1069.3204.0-00016.00
Residential Home Buyer	4322 Lexi Dr	2061.1108.0-00124.00
Fast Pace Urgent Care	6244 Hwy 305	1068.3400.3-00027.00

**NEW BUSINESS:**

1. Consideration of recommendation to approve a Professional Engineering Services Agreement with Fisher & Arnold, Inc., relative to Water System Long Range Planning, in an amount not-to-exceed \$20,000.00.
2. Consideration of recommendation to approve a Professional Engineering Services Agreement with Fisher & Arnold, Inc., relative to Water Distribution System Model Calibration & Update, in an amount not-to-exceed \$20,000.00.
3. Consideration of recommendation to approve Task Order Number 5 with Neel-Schaffer, Inc., in an amount not-to-exceed \$12,440.00.
4. Consideration of recommendation to approve a Professional Engineering Services Agreement with Kimley Horn relative to Camp Creek Boulevard at Craft-Goodman Road Traffic Signal Modifications, in an amount not-to-exceed \$14,700.00.
5. Consideration of recommendation to accept six (6) MCWI grants related to the water and sewer projects for the newly annexed areas of the City and to authorize execution.

**EXECUTIVE SESSION:**

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

**AGENDA**  
**CITY OF OLIVE BRANCH**  
**BOARD MEETING**  
**6:30 P.M.**  
**JULY 5, 2023**

4

3. Personnel matter in the Sanitation Department  
*Consideration of recommendation for potential new hire.*
4. Personnel matters in the Street Department  
*Consideration of recommendation for potential new hires.*
5. Personnel matters in the Park Department  
*Consideration of recommendation for transfers and salary changes.*
6. Personnel matter in the Water Maintenance Department  
*Consideration of recommendation for potential new hire.*
7. Personnel matters in the Fire Department  
*Consideration of recommendation for potential new hires.*
8. Personnel matter in the Dispatch Department  
*Consideration of recommendation for employee promotion and salary increase.*
9. Personnel matter in the Police Department  
*Consideration of recommendation for employee promotion and salary increase.*

**CLAIMS DOCKETS:**

1. Warrant report #070523UT, dated 06/29/2023, 58 invoices totaling \$9,590.91.
2. Warrant report #07052023, dated 06/30/2023, 208 invoices totaling \$580,316.48.
3. Warrant report #070523AT, dated 07/05/2023, 5 invoices totaling \$7,007.56.
4. Warrant report #07062023, dated 07/05/2023, 125 invoices, totaling \$1,017,857.81.