

**MINUTE SUMMARY
JANUARY 3, 2023**

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BE IT REMEMBERED that the Mayor and Board of Aldermen of the City of Olive Branch met in regular session, January 3, 2023 at 6:30 o'clock p.m., in the Municipal Court Room at 6900 Highland Street.

AGENDA

Mayor Adams called the regular meeting to order at 6:30 o'clock p.m.

Alderwoman Hamilton had the opening prayer. Mayor Adams led the Pledge of Allegiance.

ROLL CALL (Establish Quorum):

The City Clerk called roll to establish quorum with the following members present to wit: Mayor Kenneth R. Adams, Alderwoman Jan Aldridge, Alderman George Collins, Alderman Dale Dickerson, Alderman Gil Earhart, Alderwoman Pat Hamilton, Alderwoman Joy Henderson and Alderman David Wallace. These members constitute a quorum. Also present were Tena Stewart, City Clerk and Bryan Dye, City Attorney.

APPROVAL OF MINUTES:

Minutes of the Regular Meeting held December 20, 2022, approved as presented, motion carried unanimously.

PUBLIC COMMENTS:

1. Mr. Mark Guy representing Olive Branch High School Alumni Association (OBHSAA) addressed the Board regarding the history of the association and the upcoming 2nd Annual East Side High Throwback Game. Mr. Guy requested a contribution of \$1,000.00 from the City in support of a new scholarship program.

ANNOUNCEMENTS:

1. Mayor Adams and the Board of Aldermen presented Greg Booker, Assistant Parks Director with a privately-funded monetary recognition of his key role in making our first Wreaths Across America event a huge success.
2. Mayor Adams recognized the many individuals who worked overtime or worked on the December 30th holiday to provide emergency services to our residents during the multiple days of sub-freezing weather.
3. Mayor Adams shared highlights of the COO's Updates featuring departmental accomplishments and activities.

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CONSENT AGENDA:

Items on Consent Agenda approved as presented, motion carried unanimously. Consent Agenda items as follows:

1. Travel/Training *Approved*
2. Authorize the Mayor and City Clerk to make necessary fund transfers to reconcile due to-due from through December 28, 2022. *Authorized*
3. Authorize the City Clerk to make the following transfers from Water & Gas Fund to the General Fund for certain services through December 28, 2022.

General Fund	\$ 218,710.00
Gas Fund (45652)	\$ 112,087.00
Water Fund (40650)	\$ 106,623.00

Authorized
4. Approve revisions to the City of Olive Branch Anti-Drug and Alcohol Misuse Prevention Policy. *Approved*
5. Approve Memorandum of Understanding and Indemnity Agreements between the City of Olive Branch and various students at Desoto County Vocational Training Center relative to the participant visiting the fire facilities and riding in or upon departmental apparatus and participation in the Emergency Response training at the scene of a fire or other emergencies. *Approved*
6. Approve Official Bond for David Taylor, Airport Director. *Approved*
7. Authorize the City of Olive Branch to accept a donation in the amount of \$50.00 from Mr. James & Mrs. Delores Saturday designated for the Shop with a Cop event. *Authorized*
8. Accept donation of two large cement flower pots from William Darby of Darby Tire & Auto Service. *Accepted*
9. Authorize the City of Olive Branch to renew the service agreement with Vertiv Services for City Hall UPS and pay all associated costs. *Authorized*
10. Approve annual Regulator Service Inspection Agreement with Tri-State Meter and Regulator Service. *Approved*
11. Authorize the City of Olive Branch to purchase one (1) 2020 Ford Explorer AWD from the Missouri State Highway Patrol. *Authorized*
12. Authorize the City of Olive Branch to renew the annual subscription with Mitchell 1, a Snap-On Company, and pay all associated costs. *Authorized*
13. Approve membership for Water Sample Operator Erick Crowne to the Mississippi Water and Pollution Control Operators' Association and pay all associated costs. *Approved*

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14. Authorize the City of Olive Branch to accept a donation in the amount of \$30.00 from Mr. Lloyd & Mrs. Janice Kimbrough designated for the Shop with a Cop event. *Authorized*
15. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - 10766 East Ridge Drive. *Approved*
16. Accept Covington Sales and Service as the lowest and best quote for one (1) Cimline 230 gallon Crack Sealer and pay all associated costs. *Accepted*
17. Accept CDWG as the lowest and best quote for the purchase of desktop computers and pay all associated costs. *Accepted*
18. Accept Precision Door Service as the lowest and best quote for replacement of bay doors at Station 3 and pay all associated costs. *Accepted*
19. 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.

COURT

0007 Adler-Royal Typewriter s/n U5327541
003525 Brother Typewriter s/n C78131071

WATER/SEWER BILLING DEPT.

002743 Motorola MTX8250 s/n 921TFA0356

POLICE DEPT.

004791 Van Wrap
Declared and authorized

20. Accept Fusion Technology as the lowest and best quote for replacement of UPS system at City Hall and pay all associated costs. *Accepted*

OLD BUSINESS:

1. Consideration of authorization of the issuance of General Obligation Public Improvement Bonds of the Municipality in the maximum principal amount of Eight Million Dollars (\$8,000,000.00). *Authorized, motion carried unanimously.*

NEW BUSINESS:

1. Consideration of recommendation to approve Contract Amendment in an amount not-to-exceed \$4,000.00 for additional Professional Engineering Services with Neel-Schaffer, Inc. providing modifications to grant applications for second round application(s) for ARPA funding through the Mississippi Municipality and County Water Infrastructure Grant Program (MCWI). *Approved, motion carried unanimously.*

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EXECUTIVE SESSION:

1. Personnel matter in the Police Department
*Consideration of request for Administrative Leave.
Approved Administrative Leave for one (1) employee, motion carried unanimously.*
2. Personnel matter in the Gas Billing Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*
3. Personnel matter in the Administration Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*
4. Personnel matter in the Water Maintenance Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*

CLAIMS DOCKETS:

1. Warrant report #01032023, dated 12/30/2022, 163 invoices totaling \$863,951.23.
Approved for payment, motion carried unanimously.
2. Warrant report #010323UT, dated 12/30/2022, 34 invoices totaling \$2,065.32.
Approved for payment, motion carried unanimously.
3. Warrant report #010323FX, dated 01/03/2023, 1 invoice totaling \$22.90.
Approved for payment, motion carried unanimously.
4. Warrant report #010323AT, dated 01/03/2023, 3 invoices totaling \$670.58.
Approved for payment, motion carried unanimously.
5. Warrant report #01042023, dated 01/03/2013, 93 invoices totaling \$631,820.53.
Approved for payment, motion carried unanimously.