

MINUTE SUMMARY
APRIL 18, 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, April 18, 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.

Alderman Earhart 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 April 4, 2023, approved as presented, motion carried with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Earhart abstaining.

PUBLIC COMMENTS:

1. Mr. Justin Keen, Candidate for MS House District 6, introduced himself to the Board and shared his political platform.

ANNOUNCEMENTS:

1. Mayor Adams and the Board of Aldermen presented Ms. Lashawn Marshall, a resident of Olive Branch, with a certificate of recognition celebrating Ms. Marshall's success as a Wheel of Fortune Contestant.
2. Mayor's Update
Mayor Adams shared a report of the Olive Branch Fire Department which included the recent "Firefighter Physical Fitness Tryout".

Mayor Adams noted thus far for 2023, the City of Olive Branch has received over four (4) million dollars in grant funds, with additional applications pending.

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Olive Branch is now utilizing the FEMA Storm Shelter at the Olive Branch Elementary School for severe weather events.

Department updates were given noting a robust campaign by the Olive Branch Police Department to address City residents with out-of-state license plates.

CONSENT AGENDA:

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

1. Travel/Training *Approved*
2. Appoint Lisa Eaton and Susan Gay as deputy clerks for the purpose of receiving and distributing funds and attending training. *Appointed*
3. Authorize the City of Olive Branch to accept the donation of a postmaster desk and antique sewing machine from Mr. Albert Gatti designated for the Wesson House. *Authorized*
4. Approve expenditures not to exceed \$3,750.00 to purchase promotional items as needed for Fire Department fire prevention education programs. *Approved*
5. Authorize the City of Olive Branch to accept a donation of various equipment from the United States Secret Service Task Force designated for the Olive Branch Police Department. *Authorized*
6. Authorize the City of Olive Branch to enter into a Rental Agreement with Konica Minolta at current state contract pricing (MS Contract 8200062059) for utility billing printers and pay all associated costs. *Authorized*
7. Authorize written notice of non-renewal for the rental agreement with RJ Young related to Utility Billing Printers. *Authorized*
8. Approve professional services agreement with Tyler Technologies for Utility Billing and pay all associated costs. *Approved*
9. Authorize donation to DeSoto County Economic Development Council for cost sharing lobbying expenditures. *Authorized*
10. Authorize the Mayor and City Clerk to make transfer from the Water Sewer Fund to the Water Sewer Bond Fund for pay agent fees due May 2023 as follows:

Water Sewer Fund to the Water Sewer Bond Debt Fund - \$500.00
Authorized
11. Authorize the City of Olive Branch to renew multifactor authentication license agreement with CDWG for Cisco Duo and pay all associated costs. *Authorized*

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12. Authorize the City of Olive Branch to enter into an annual support and maintenance agreement with Island Tech Service for Sierra Wireless AirLink Support and pay all associated costs. *Authorized*
13. Approve agreement with Desoto Shred for mobile shred services with the specific finding that said expenditure will advertise and promote the City of Olive Branch. *Approved*
14. Authorize the City of Olive Branch to accept the donation of a portable stage from the Olive Branch Arts Council. *Authorized*
15. Adopt Order regarding collection of municipal motor vehicle ad valorem taxes. *Adopted*
16. Approve Revised Initial Resolution Granting Ad Valorem Tax Exemption for Ruan Transport Corporation. *Approved*
17. Approve Initial Resolution Granting Ad Valorem Tax Exemption for HD Supply Facilities Maintenance, LTD. *Approved*
18. Approve Freeport Warehouse Exemptions:
 - a. Franklin Electric Co, Inc.
 - b. Thermal Economy, Inc.*Approved*
19. Approve amendment of budget for fiscal year beginning 10/1/2022 and ending 9/30/2023. *Approved*
20. Authorize a one-time fee and monthly maintenance charge for twenty additional Police Department users to utilize AT&T RMS software. *Authorized*
21. Accept Crows Truck Service as the lowest and best quote for one (1) pre-owned conventional day cab truck to be used by Public Works and pay all associated costs. *Accepted*
22. Accept Crows Truck Service as the lowest and best quote for one (1) Rock Master Half Round Dump Trailer to be used by Public Works and pay all associated costs. *Accepted*
23. Accept Kaufman Trailers, LLC as the lowest and best quote for one (1) 35-ton detachable Low Boy Trailer to be used by Public Works and pay all associated costs. *Accepted*
24. Authorize the City of Olive Branch to enter into a professional service agreement with Tri-State Meter & Regulator and pay all associated costs. *Authorized*
25. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director. *Approved*

PLANNING COMMISSION / NEW BUSINESS:

1. Planning Commission Consent Items:

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

- a. Set Public Hearing for consideration of application for a Zoning Map Amendment submitted by Bob Barber, Orion Planning Design, on behalf of Mike 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 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 date set for May 16, 2023.
 - b. Approve application for a Final Plat for Lot 1 of Fox Creek Commercial Subdivision, submitted by Ben Smith, IPD, on behalf of Ibrahim Babukr, and Najeep H. Alsharri, Property Owners. The request is to create a single lot of 1.41 +/-acres. The subject property is zoned PUD, Planned Unit Development District, and is located on the northwest corner of Fox Creek Drive and Hwy 302. (File# SD23-0010) Approved
2. Consideration of request for amendment to Condition A.5, August 16, 2022 Final Plat Approval of Yahweh 4 Lot Subdivision, submitted by Rhett Armistead, on behalf of Property Owner Hwy 178 LLC. The approved subdivision (not yet recorded) was for the division of 17.10 +/-acres into 4 lots. The property is zoned M-2, Light Industrial District and is located at the end of Stateline Road E, on the east side of HWY 78 and south of the state line, known as 6602 Stateline Road E. (File# SD22-0036) Motion to affirm existing conditions of plat approval as set out in Option No. 1 of the Planning Staff's report, motion put to roll call vote and carried 6-1 with Alderwoman Aldridge, Alderman Collins, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton and Alderwoman Henderson voting in favor, and with Alderman Wallace voting in opposition.
 3. Consideration of application for a Site Plan Review for Mr. Clean Carwash, submitted by Lorraine Canada, Axis Infrastructure, on behalf of Property Owner Fairway Land LLC. The request is to approve the site plan for a Car Wash facility to be built as a permitted use at this location. The 1.34 +/-acre subject property is zoned C-4, Planned Commercial District, and is located on the southeast corner of Alexander Road and Ridgeway Industrial Drive. (File# DR23-0002) Approved, motion carried unanimously.
 4. Consideration of application for a Final Plat for Huntleigh Subdivision, Phase 2, submitted by Ahmed Amer, Haman Construction LLC, Property Owner. The request is for a one lot subdivision of 2.55 +/-acres. The subject property is zoned R-3, Planned Residential District and is located at

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southeast terminus of Kayley Lane, east of Malone Road.
(File# SD23-0011) *Approved, motion carried unanimously.*

5. Consideration of application for a Preliminary Plat for Robinson Crossing Subdivision, Section H, submitted by Joe Frank Lauderdale, on behalf of Pleasant Hill Land & Development, Property Owner. The request is to divide 7.32 +/-acres into nine (9) lots and two (2) common open spaces. The subject property is zoned PUD, Planned Unit Development District and is located on the south side of Church Road, north of Parish ROW E. (File# SD23-0009) *Approved, motion carried unanimously.*
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 properties forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Singh Development INC	Ridgeway Industrial Dr vacant lot	1067.2600.0-00026.01

Tabled til meeting of May 2, 2023, motion carried unanimously.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
David Lassiter	Gardens of Plantation Lot 284	1065.2233.0-00284.00
David Lassiter	Alexander Place COS Lot 115.01	1065.2231.0-00115.01
David Lassiter	Henry's Plantation Lot 200.02	1065.2230.0-00200.02
Certified State of MS	4699 Wedge Hill Dr	1077.3526.0-00091.00
Certified State of MS	4629 Wedge Hill Dr	1077.3526.0-00086.00

Determined and declared, motion carried unanimously.

OLD BUSINESS:

1. Consideration of bids opened March 27, 2023 for Walking Trail Improvements. *Tabled til this date in meeting of April 4, 2023. Accepted bid of Perry Pavement Company, LLC, motion carried unanimously.*

NEW BUSINESS:

1. Consideration of Water Service Funding Agreement. *Approved, motion carried unanimously.*
2. Discussion regarding Sylvan Lake spillway. *No action taken.*

EXECUTIVE SESSION:

1. Personnel matter in the Park Department
*Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.*
2. Personnel matters in the Police Department
 - a. *Consideration of recommendation for potential new hires.
Hired two (2) new employees, motion carried unanimously.*
 - b. *Consideration of recommendation for employee promotion and salary increase.*

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Authorized promotion and salary increase for one (1) employee, motion carried unanimously.

3. Personnel matters in the Engineering Department
Consideration of recommendation for employee transfers and salary changes.
Tabled til meeting of May 2, 2023, motion carried unanimously.
4. Personnel matters in the Concession Department
 - a. *Consideration of recommendation for potential new hires.*
Hired two (2) new employees, motion carried unanimously.
 - b. *Consideration of recommendation for employee transfers and salary changes.*
Authorized transfers and salary changes for four (4) employees, motion carried unanimously.
5. Personnel matter in the Water Billing Department
Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.
6. Personnel matter in the Gas Billing Department
Consideration of recommendation for potential new hire.
Hired one (1) new employee, motion carried unanimously.
7. Personnel matter in the Sanitation Department
Consideration of recommendation for employee promotion and salary increase.
Authorized promotion and salary increase for one (1) employee, motion carried unanimously.
8. Acquisition of Property - discussion with City Attorney -
Miss. Code Ann. Section 25-41-7(4) (g).
9065 Goodman Road -
Authorized City Attorney to make offer, motion carried unanimously.

Pigeon Roost Property-
Authorized appraisal, motion carried unanimously.

S. Hamilton Circle ROW -
Approved and authorized payment for ROW deeds, motion carried unanimously.

CLAIMS DOCKETS:

1. Warrant report #04182023, dated 04/14/2023, 140 invoices totaling \$1,203,518.56.
Approved for payment, motion carried unanimously.
2. Warrant report #041823NC, dated 04/14/2023, 2 invoices totaling \$171,046.83.
Approved for payment, motion carried unanimously.
3. Warrant report #041823AT, dated 4/18/2023, 3 invoices totaling \$7,139.30.
Approved for payment, motion carried unanimously.

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4. Warrant report #041823UT, dated 4/18/2023, 57 invoices totaling, \$6,048.40.
Approved for payment, motion carried unanimously.
5. Warrant report #041823FX, dated 4/18/2023, 1 invoice totaling \$62.18.
Approved for payment, motion carried unanimously.
6. Warrant report #04192023, dated 4/18/2023, 138 invoices totaling \$1,058,694.05.
Approved for payment, motion carried unanimously.