

**MINUTE SUMMARY**  
**JUNE 20, 2023**

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**BE IT REMEMBERED** that the Mayor Pro Tempore and Board of Aldermen of the City of Olive Branch met in regular session, June 20, 2023 at 6:30 o'clock p.m., in the Municipal Court Room at 6900 Highland Street.

**AGENDA**

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

Alderman Earhart had the opening prayer. Mayor Pro Tempore Collins led the Pledge of Allegiance.

**ROLL CALL (Establish Quorum):**

The City Clerk called roll to establish quorum with the following members present to wit: Alderman George Collins presiding as Mayor Pro Tempore, Alderwoman Jan Aldridge, Alderman Dale Dickerson, Alderman Gil Earhart, Alderwoman Pat Hamilton, Alderwoman Joy Henderson and Alderman David Wallace. These members constitute a quorum. Mayor Kenneth R. Adams was not present. Also present were Tena Stewart, City Clerk and Bryan Dye, City Attorney.

**APPROVAL OF MINUTES:**

**Minutes of the Regular Meeting held June 6, 2023, approved as presented,** motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderwoman Hamilton and Alderman Wallace voting in favor, with Alderman Earhart and Alderwoman Henderson abstaining, and with Alderman George Collins presiding as Mayor Pro Tempore.

**RECOGNITION:**

Mayor Pro Tempore Collins and the Board of Aldermen recognized Ms. Mary Cross for her heroic actions. Mayor Pro Tempore Collins read and presented a Certificate of Recognition to Ms. Cross celebrating her swift action in assisting a mother with delivery of her baby on Interstate 269.

**CONSENT AGENDA:**

**Items on Consent Agenda approved as presented,** motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore. Consent Agenda items as follows:

1. Travel/Training *Approved*
2. Appoint Dale Smith and Nicole Downs as deputy clerks for the purpose of receiving and distributing funds and attending training. *Appointed*

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3. Authorize the City of Olive Branch to accept a donation of \$5,000.00 from the Community Foundation of Northwest Mississippi's Delta Regional Foundation Current Giving Fund designated for the Olive Branch Fire Department. *Authorized*
4. Approve annual agreement with Motion Picture Licensing Corporation (MPLC) for the Senior Center and pay all associated costs. *Approved*
5. Authorize the City of Olive Branch to enter into a service agreement with Chandler Lawn Care for lawn spraying of Fire Stations 2, 3, and 4 and pay all associated costs. *Authorized*
6. Authorize Request for Qualifications (RFQ) process for the selection of an engineering firm at the Olive Branch Airport. *Authorized*
7. Authorize the City of Olive Branch to accept a donation of a Latrobe-Roosevelt Bureau from Eddie & Angie Hathcock to be displayed at the Wesson House. *Authorized*
8. Authorize expenditures up to \$750.00 for the Senior Center summer picnic lunch with the specific finding the expenditures will advertise and promote the City of Olive Branch. *Authorized*
9. Authorize the City of Olive Branch to accept a donation of \$100.00 from Sandra Sperat designated for the Olive Branch Animal Control Department. *Authorized*
10. Authorize the City of Olive Branch to renew the service agreement with Vertiv Services for the Dispatch UPS and pay all associated costs. *Authorized*
11. Approve amendment of budget for fiscal year beginning 10/1/2022 and ending 9/30/2023. *Approved*
12. Approve membership to Genuine Mississippi for the City of Olive Branch Farmers Market and pay all associated costs. *Approved*
13. Authorize expenditures not to exceed \$500.00 for proclamation supplies, including frames, with the specific findings that the expenditure will advertise and promote the City of Olive Branch. *Authorized*
14. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit on Street Cut Permit #04272023 to R-Con, Inc. for work completed relative to the Shops at Goodman Crossing facility on Old Goodman Road, now that work is complete and has received satisfactory inspection. *Authorized*
15. Approve First Amendment to the Medicaid Supplemental Payment Program Support Agreement with Mississippi Ambulance Alliance. *Approved*
16. Adopt Initial Resolutions Granting Ad Valorem Tax Exemption for:
  - a. Atco Rubber Products, Inc.
  - b. DMC Power, Inc.

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- c. Kenco Logistic Services, LLC
  - d. Wheeler Fleet Solutions Co.
- Adopted*

17. Accept Stryker Medical as the lowest and best quote for the purchase of one (1) Styker Power-Pro XT stretcher and pay all associated costs. *Accepted*
18. Accept Stryker Medical as the lowest and best quote for the purchase of one (1) MTS Power Load System and pay all associated costs. *Accepted*
19. Authorize the City of Olive Branch to purchase two (2) Zoll X Series Advanced Monitors/Defibrillators with specific findings that Zoll Medical Corporation is the "sole source" supplier, and that valid justification exists to approve a purchase of specific equipment necessary to perform a specific job. *Authorized*
20. Authorize adjustment to annual compensation of Alderman at Large related to Mississippi Code 1972 Ann. 25-11-127 as amended. *Authorized*
21. 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**

004097 Acer Monitor s/n ETLA0105204D874311  
005494 Cisco SG500X s/n DN1194500KB  
010300 Wyse Thin Client 00:80:64:F0:F9:08 s/n 94YWV72  
010237 Wyse Thin Client 00:80:64:F0:F3:D6 s/n 2VS8W72  
010263 Wyse Thin Client 00:80:64:F0:E7:74 s/n 9JH7W72  
010257 Wyse Thin Client 00:80:64:F0:F3:C4 s/n 444ZV72  
010264 Wyse Thin Client 00:80:64:F0:FC:4A s/n 1G1YV72  
010258 Wyse Thin Client 00:80:64:F0:D9:70 s/n B9MQV72  
010265 Wyse Thin Client 00:80:64:F0:F2:7D s/n 2CJTV72  
Lexmark MC2535 printer s/n CCA118F10040T4  
Brother Fax 4100e s/n U61639M9J117779  
Brother DCP8150dn s/n U63085F4N768826  
Samsung Monitor s/n V894H9NZ321747Y  
Flatron Monitor s/n 001NDWL48281  
Nortel BE5120-48T-PWR s/n LBNNTMJL1303K1  
Pelco DS NVR  
Lightning Edge 310 s/n 08WK08000975

**POLICE DEPT.**

002603 Eyewitness Camera #233 s/n DV04253  
*Declared and authorized*

22. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director.  
*Approved*

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**PLANNING COMMISSION / OLD 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 properties forthwith.

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Kevin Michael & Brittany F Crum	6622 Hamilton Cir S	1069.3100.0-00006.00
<i>Tabled til this date in meeting of May 16, 2023. No action taken.</i>		

**PLANNING COMMISSION / NEW BUSINESS:**

1. Planning Commission Consent Items:

**Items on Planning Commission Consent Agenda approved as presented,** *motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore. Planning Commission Consent Agenda items as follows:*

1. Planning Commission Consent Items:
  - a. Approve application for a Final Plat for Frenn Haven 1 Lot Minor Subdivision, submitted by Ronald & Elizabeth Frenn, Property Owners. The request is to record a single lot of 1.84 +/-acres. The subject property is zoned A-R, Agricultural-Residential District and is located on the southeast corner of College Road and Dawkins Farm Drive, known as 8285 College Road. (File# SD23-0020) *Approved*
  - b. Approve application for a 1<sup>st</sup> Plat Revision to combine Lots 203 and 204 of Robinson Crossing Subdivision, Section C (Phase III, Area 3) submitted by James & Candra Scott, Property Owners. The request is to combine the 2 lots into one residential lot of 1.06 +/-acres. The subject property is zoned PUD, Planned Unit Development, and is located on the west side of Parish Row, north of Bolivar Trail S, known as 4689 & 4673 Parish Row. (File# SD23-0023) *Approved*
  - c. Approve application for a Final Plat for the 1<sup>st</sup> Addition to the 1st Revision of the Bob Johnston Commercial Subdivision, submitted by Robbie Jones, Jones-Davis & Associates on behalf of Property Owner Robert Johnston, Jr. The request is to create a single commercial lot of 1.02 +/-acres. The subject property is zoned C-4, Planned Commercial District, and is located on the north side of Goodman Road, west of Davidson Road. (File# SD23-0024) *Approved*
  - d. Approve application to Vacate Lot 1 of the Santo's 1 Lot subdivision, submitted by Marcus Killibrew, IPD, on behalf of Marvin Santos, Property Owner. The 9.45 +/-acre subject property is zoned A-R, Agricultural-Residential District and is located on the south side of Stateline Road, east of Joy Lynn Cove. (File# SD23-0017) *Approved*

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- e. Approve application for a Plat Revision for Lot 2 of the McNamara Place subdivision, submitted by Marcus Killibrew, IPD, on behalf of Marvin Santos, Property Owner. The request is to combine Lot 1 of the Santos 1 Lot Subdivision into Lot 2 of the McNamara Place subdivision for a new Lot 2 of 12.81 +/-acres. The subject property is zoned A-R, Agricultural-Residential District and is located on the south side of Stateline Road, east of Joy Lynn Cove. (File# SD23-0018) *Approved*
2. Consideration of application for a Preliminary Plat for Kent 3 Lot Minor Subdivision, submitted by James Kent, Property Owner. The request is to divide 19.79 +/-acres into 3 residential lots. The subject property is zoned A-R, Agricultural-Residential District and is located on the north side of College Road between Belmor Place and Mitchell Grove Lane, known as 8730 College Road. (File# SD23-0021) *Approved, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
3. Consideration of application for a Final Plat for Sherard Meadow Subdivision, submitted by Leon & Anita Sherard, Property Owners. The request is to divide 9.17 +/-acres into 2 residential lots. The subject property is zoned A-R, Agricultural-Residential District and is located on the east side of Malone Road N and north of Nail Road E, known as 6200 Malone Road. (File# SD23-0022) *Approved, motion put to roll call vote and carried 4-2 with Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, with Alderwoman Aldridge and Alderman Dickerson voting in opposition, and with Alderman Collins presiding as Mayor Pro Tempore.*
4. Consideration of application for a Final Plat of the Comcast Property Subdivision, submitted by Doug Baker, ETI Corporation, on behalf of David Erwin, Comcast, Property Owner. The request is to divide 2.37 +/-acres into 2 commercial lots. The subject property is zoned C-2, Highway Commercial District and is located on the west side of HWY 178, just south of Pigeon Roost Park Blvd., known as 9797 HWY 178. (File# SD23-0026) *Approved, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
5. Consideration of application for a Final Plat of the John and Helen Wiseman Family Subdivision and Revision to Lot 8 of the Wisewoods Subdivision, Section B, submitted by Robbie Jones, Jones-Davis & Associates on behalf of Property Owner Bonnie Wiseman. The request is to create a single residential lot of 4.37 +/-acres. The subject property is zoned both A-R, Agricultural-Residential and R-2, Single-Family District, and is located on the west side of Hacks Cross Road, just south of Wiseman Drive. (File# SD23-0025) *Approved, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman*

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*Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*

6. Public Hearing date for consideration and action on motion declaring the condition of the following property, to be a menace to the public health and safety, and directing either the City staff or contract labor to clean the property forthwith.

**LIST "A" (No action required.)**

<b>Name</b>	<b>Address</b>	<b>Parcel #</b>
Rickie Blanchard	7883 Germantown	1068.2811.0-00008.00

*Board voted that these property in List "A" is not currently a menace to public health and safety, and that no cleaning of the property should be authorized, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*

**LIST "B" (This lot yet to be cleaned.)**

<b>Name</b>	<b>Address</b>	<b>Parcel #</b>
Vera M Spencer	6690 Jennifer Dr.	1068.3408.1-00042.00

*Determined and declared, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*

**EXECUTIVE SESSION:**

1. Personnel matter in the Park Department  
*Consideration of recommendation for potential new hire. Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
2. Personnel matters in the Fire Department
  - a. *Consideration of recommendation for potential new hires. Hired ten (10) new employees, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
  - b. *Consideration of recommendation for employee promotion and salary increase. Authorized promotion and salary increase for one (1) employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*

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3. Personnel matters in the Court Department
  - a. *Consideration of recommendation for potential new hire. Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
  - b. *Clarification of terms of appointment of Special Judges. Approved, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
4. Personnel matter in the Police Department  
*Consideration of recommendation for employee salary increase. Authorized salary increase for one (1) employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
5. Personnel matter in the Gas Billing Department  
*Consideration of recommendation for potential new hire. Hired one (1) new employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
6. Personnel matter in the Water Billing Department  
*Consideration of recommendation for employee promotion and salary increase. Authorized promotion and salary increase for one (1) employee, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
7. Acquisition of Property: 592 Just Compensation - Discussion with City Attorney - M.C.A. 25-41-7(4)(g).  
*Approved just compensation offers as related to 592 Just Compensation, motion carried with Alderwoman Aldridge, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, with Mayor Pro Tempore Collins being recused, and with Alderman Dickerson presiding as Temporary Mayor Pro Tempore.*
8. Pending/Potential Litigation - Voluntary Annexation - Discussion with City Attorney Pursuant to M.C.A. 25-41-7(4)(b). *No action taken.*
9. Ad Valorem Collection - Discussion with City Attorney pursuant to M.C.A. 25-41-7(4)(d). *No action taken.*

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**CLAIMS DOCKETS:**

1. Warrant report #062023NC, dated 06/14/2023, 2 invoices totaling \$178,976.99.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
2. Warrant report #062023UT, dated 06/15/2023, 98 invoices totaling \$12,145.35.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
3. Warrant report #06202023, dated 06/16/2023, 242 invoices totaling \$957,514.41.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
4. Warrant report #062123FX, dated 06/20/2023, 1 invoice totaling \$22.98.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
5. Warrant report #062023AT, dated 06/20/2023, 2 invoices totaling \$2,794.79.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*
6. Warrant report #06212023, dated 06/20/2023, 122 invoices totaling \$402,372.35.  
*Approved for payment, motion carried with Alderwoman Aldridge, Alderman Dickerson, Alderman Earhart, Alderwoman Hamilton, Alderwoman Henderson and Alderman Wallace voting in favor, and with Alderman Collins presiding as Mayor Pro Tempore.*