

**MINUTE SUMMARY**  
**JULY 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, July 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 July 5, 2023, approved as presented, motion carried unanimously.**

**PUBLIC COMMENTS:**

1. Mr. Michael Reed addressed the Board regarding upcoming Honor Our Troops Golf Tournament, thanking the Board for previous years support and requested continued financial support. He shared that proceeds from the 2023 tournament will remain in the local area.
2. Mr. Val Pereira to address the Board regarding fireworks in the City. *Mr. Pereira was not present.*
3. Mr. Jimmy Wallace, Candidate for State Representative District 6, introduced himself to the Board and shared his political platform.

**ANNOUNCEMENTS:**

1. Mayor Adams read and presented a Certificate of Recognition to Mr. Antonio Anderson on behalf of Omega Psi Phi Fraternity for their faithful dedication and ongoing roadway cleanup efforts along their adopted roadway of Craft Road, between Church Road and College Road.
2. Mayor Adams shared that the City will be receiving a grant award from Mississippi Department of Transportation to enhance the City of Olive Branch Airport.

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3. Mayor Adams noted that the City is waiting to hear about additional grant requests made to our Congressional delegation in Washington, D.C.

**CONSENT AGENDA:**

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

1. Travel/Training *Approved*
2. Appoint Justin Rose, Mitchell Slaughter, Dylan Eckard and Roger Lancaster as deputy clerks for the purpose of receiving and distributing funds and attending training. *Appointed*
3. Authorize the City of Olive Branch to accept a donation of of (2) Utilitech 42-inch drum fans from Olive Branch Lowe's designated for the Olive Branch Fire Department. *Authorized*
4. Authorize the City of Olive Branch to purchase one (1) 2020 Ford Explorer AWD from the Missouri State Highway Patrol. *Authorized*
5. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - Broken Door Glass. *Approved*
6. Authorize execution of application of permit to locate certain facilities on or to perform certain work on State Highway Right of Ways. *Authorized*
7. Authorize the City of Olive Branch to renew software licenses for Dropbox Business software and pay all associated costs. *Authorized*
8. Approve amendment of budget for fiscal year beginning 10/1/2023 and ending 9/30/2023. *Approved*
9. Authorize the Mayor and City Clerk to refund \$2,500.00 deposit on Street Cut Permit #04062023 to Tyrone Construction, LLC for work completed relative the Shops at Goodman Crossing facility now that work is complete and has received satisfactory inspection. *Authorized*
10. Approve settlement of claim pursuant to Miss. Code Ann. Section 25-1-47 - 8189 Brierfield Cove. *Approved*
11. Approve application with Northcentral EPA for electrical service for Lift Station located in Squire Manor Subdivision on Courtly Circle North. *Approved*
12. Adopt Final Resolutions Granting Ad Valorem Tax Exemptions for:
  - a. Milwaukee Electric Tools Corporation, 8735 S. Crossroads Drive
  - b. Milwaukee Electric Tools Corporation, 12815 Stateline Road*Adopted*
13. Approve annual membership to the Government Social Media Professional Association for Jay Nichols and Jennifer Griffith and pay all associated costs. *Approved*

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

**POLICE DEPT.**

002411 Eyewitness Camera s/n DVO2210

002606 Eyewitness Camera s/n DVO4251

002603 Eyewitness Camera s/n DVO4253

*Declared and authorized*

15. Authorize the Mayor to sign the MOU that identifies locations for improved signage consistent with MDOT's Safety Circuit Rider (SCR) Program. *Authorized*
16. Approve addition to the 2022/2023 pool of Seasonal Employees for hire as determined by Parks and Recreation Director. *Approved*
17. Authorize the City of Olive Branch to advertise and seek bids for the Pleasant Hill Widening North of SR 302 to Douglas Drive project. *Authorized*
18. Set Public Hearing date for budget hearing to provide the general public with an opportunity to comment on the taxing and spending plan incorporated in the proposed budget for the City of Olive Branch for the fiscal year beginning October 1, 2023 and ending September 30, 2024. *Public Hearing set for August 15, 2023, at 6:30 p.m.*

**PLANNING COMMISSION / NEW BUSINESS:**

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

1. Planning Commission Consent Items:
  - a. Set Public Hearing for consideration of application to Amend the Project Text and Development Plan for Robinson Crossing Planned Unit Development (PUD), submitted by Joe Frank Lauderdale, on behalf of Project Developer Barry Bridgforth, Pleasant Hill Land & Development Co. The purpose is to make minor amendments to the Project Text to reflect conditions in the subdivision as already built and proposed through its completion, including corrections to setbacks and updates to the designs of streets and sidewalks/walkways. The 231.6 +/-acre property is zoned Planned Unit Development (PUD) and is located at the southeast corner of Malone Road and Church Road. (File# ZP23-0003) *Public Hearing date set for August 15<sup>th</sup>.*
  - b. Approve application for a Second Revision to Lot 2 of the First Revision of Phase 1 of the Chase Montgomery Commercial Park Subdivision, submitted by Andrew Richardson, R&H Engineering & Surveying LLC, on behalf of OSB Enterprises, LLC, Property Owner. The request is to increase Lot 2 from 4.55 +/-acres to 5.0 +/-acres. The subject property is zoned M-3, Planned Industrial District, and is located at the

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intersection of Roy Holmes Way and Maygan Drive. (File# SD23-0027) *Approved*

- c. Approve application to re-record U-Haul Moving & Storage of Olive Branch, MS Final Plat to correct easements, submitted by Harvey Matheney, The Pickering Firm on behalf of the Property Owner, U-Haul Moving & Storage. The 13.19 +/-acre subject property is zoned C-4, Planned Commercial District, and is located on the south side of Goodman Road and just east of Malone Road, known as 4209 Goodman Road. (File# SD22-0054) *Approved*
2. Consideration of application for a Final Plat for the Shrum Minor Lot Subdivision, submitted by Property Owner, Ruthie Haley and son, Kyler Shrum. The request is to create a residential lot of 0.9885 +/-acres. The subject property is zoned A-R, Agricultural-Residential District, and is located on the west side of Hamilton Circle W, south of Acree Lane, known as 7231 Hamilton Circle W. (File# SD23-0028) *Approved, motion carried unanimously.*
3. Consideration of application for the 1<sup>st</sup> Revision of Greenwood Commercial Subdivision, submitted by Kelly Greenwood, AK47 LLC, Property Owner. The request is to divide the 5.41 +/-acre Lot 1 into 2 commercial lots. The subject property is zoned C-1, Neighborhood Commercial District, and is located on the east side of HWY 305, just south of Church Road, known as 4900 HWY 305. (File# SD23-0029) *Approved, motion carried unanimously.*
5. Consideration of application for the 1<sup>st</sup> Revision of The Shops at Goodman Crossing Subdivision, submitted by Jeff Carter, Carter Engineering Consultants, Inc., on behalf of Jason Shifflett, Dirt to Dough LLC, Property Owner. The request is to further divide the 2.659 +/-acre Lot 2 into 2 lots. The subject property is zoned C-2, Highway Commercial District, and is located at the southwest corner of Old Goodman Road and Woods Blvd. (File# SD23-0030) *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.

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

<b>Name</b>	<b>Address</b>	<b>Parcel #</b>
Donald L. Boles	6694 Sandbourne W.	1059.3204.0-00143.00

*Board voted that this 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 unanimously.*

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**LIST "B" (Those lots yet to be cleaned.)**

<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
Realty Income Corporation	7545 Goodman	1069.3220.0-00002.00
Titos Auto Sales LLC	9095 Yahweh Dr	1064.1801.0-00003.00
Fox Creek HOA	Fox Creek Lot # 161	1059.3007.0-00161.00
Linda W. Mabe & Michelle M. Pryor	7257 Crepe Myrtle Dr.	1068.2709.0-00141.00
US SFE Asset Company 2 LLC	10114 Fox Hunt Dr.	1067.2615.0-00010.00

*Determined and declared, motion carried unanimously.*

**NEW BUSINESS:**

1. Consideration of accepting and approving the annual audit report for fiscal year ending 9/30/2022. *Accepted and approved, motion carried unanimously.*
2. Consideration of Amendments to the City of Olive Branch Procedural Ordinance. *Adopted, motion carried unanimously.*
3. Consideration of Amendments to the City of Olive Branch Comprehensive Utility Ordinance, Section IV. *Adopted, motion carried unanimously.*
4. Consideration of recommendation to approve a Professional Engineering Services Agreement with Fisher & Arnold, Inc., relative to George Harrison Soccer Complex Walking Trail, in an amount not-to-exceed \$115,672.00. *Approved, motion carried unanimously.*
5. Consideration of recommendation to approve a Professional Engineering Services Agreement with Fisher & Arnold, Inc., relative to George Harrison Soccer Complex, Phase 2, in an amount not-to-exceed \$148,053.00. *Approved, motion carried unanimously.*

**EXECUTIVE SESSION:**

1. Personnel matters in the Fire Department  
*Consideration of recommendation for employee promotions and salary increases.*  
*Authorized promotions and salary increases for four (4) employees, motion carried unanimously.*
2. Personnel matters in the Ambulance Department  
*Consideration of recommendation for potential new hires.*  
*Hired two (2) new employees, motion carried unanimously.*
3. Personnel matter in the Police Department  
*Consideration of recommendation for potential new hire.*  
*Hired one (1) new employee, motion carried unanimously.*
4. Personnel matter in the Sanitation Department  
*Consideration of recommendation for potential new hire.*  
*Hired one (1) new employee, motion carried unanimously.*

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5. Personnel matters in the Dispatch Department  
*Consideration of recommendation for potential new hires.  
Hired four (4) new employees, motion carried unanimously.*
6. Acquisition/Disposition of Property:
  - a. 592 Just Compensation - Stuart Phase  
*Authorized just compensation offers, motion carried unanimously.*
  - b. Cross Creek sign easement  
*Approved proposed easement, motion carried unanimously.*
  - c. Sherwin-Williams  
*Approved purchase agreement, motion carried unanimously.*
  - d. Fire Administration- 9245 Pigeon Roost Road  
*No action taken.*
7. Pending/Potential Litigation - Ad Valorem Collection  
*No action taken.*

**NEW BUSINESS (cont.)**

6. Pending/Potential Litigation - Ad Valorem Collection  
*Approved letter of engagement, motion carried unanimously.*

**CLAIMS DOCKETS:**

1. Warrant report #071823NC, dated 07/13/2023, 3 invoices totaling \$195,606.15.  
*Approved for payment, motion carried unanimously.*
2. Warrant report #071823UT, dated 07/14/2023, 55 invoices totaling \$5,597.32.  
*Approved for payment, motion carried unanimously.*
3. Warrant report #07182023, dated 07/14/2023, 202 invoices totaling \$2,069,708.41.  
*Approved for payment, motion carried unanimously.*
4. Warrant report #071823AT, dated 07/18/2023, 3 invoices totaling \$7,072.79.  
*Approved for payment, motion carried unanimously.*
5. Warrant report #071823FX, dated 07/18/2023, 1 invoice totaling \$377.86.  
*Approved for payment, motion carried unanimously.*
6. Warrant report #07192023, dated 07/18/2023, 148 invoices totaling \$383,284.39.  
*Approved for payment, motion carried unanimously.*