

**MINUTE SUMMARY  
FEBRUARY 7, 2012**

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**BE IT REMEMBERED** that the Mayor and Board of Aldermen of the City of Olive Branch met in regular session, February 7, 2012 at 6:30 o'clock p.m., in the Municipal Court Room at 6900 Highland Street.

**ROLL CALL (Establish Quorum):** The City Clerk called roll to establish quorum with the following members present to wit: Mayor, Samuel P. Rikard, Alderman George Collins, Alderman Dale Dickerson, Alderwoman Pat Hamilton, Alderman Harold Henderson, Alderwoman Susan Johnson, Alderman Don Tullos and Alderman David Wallace. These members constitute a quorum. Also present were Judy Herrington, City Clerk and Bryan Dye, City Attorney.

**AGENDA**

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

Alderman Tullos had the opening prayer.

**APPROVAL OF MINUTES:** **Minutes of the Regular Meeting held January 17, 2012, approved as presented, motion carried unanimously.**

**Minutes of the Special Meeting held January 30, 2012, approved as presented, motion carried unanimously.**

**CONSENT AGENDA:** Items on **Consent Agenda approved as presented, motion carried unanimously.**

1. Travel/Training *Approved*
2. Authorize purchase of an additional user license for 3G@ Mobile and MasterLink™ Route Management Software for the Master Meter 3G RF meter reading system, with specific findings that Greentree Applied Systems, Inc. is the "sole source" supplier of said software. *Authorized*

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3. Authorize purchase of water meters and gas transmitters from H.D. Supply, with specific findings that H.D. Supply is the "sole source" supplier authorized by Master Meter to distribute meters compatible with Greentree Applied Systems, Inc. software in Northern Mississippi. *Authorized*
4. Authorize the City to seek bids for Landscape Maintenance and Lawn Care Services for various City facilities. *Authorized*
5. Accept donation of two (2) iPads from WalMart to the Olive Branch Police Department. *Accepted*
6. Appoint Nancy Bain as deputy clerk for the purpose of receiving and distributing funds and/or attending clerk training. *Appointed*
7. Authorize the City of Olive Branch to enter into an agreement with Southern Microbial Inspections and pay all associated costs. *Authorized*
8. Authorize the City to pay back pay to Valerie Myers in the amount of \$649.48, and determine the employee was deprived of compensation and the compensation was due to them. *Authorized*
9. Approve contract with Desoto County Schools regarding School Resource Officers. *Approved*
10. Authorize the City of Olive Branch to purchase plaques to be given to the Hall of Fame Honorees. The amount is not to exceed \$572.50. *Authorized*
11. Declare various pieces of electronics and equipment as surplus and request authorization to advertise for sale at public auction and/or dispose of as determined and in accordance with State Law. *Declared and authorized*
12. Approve stormwater drainage easements donated by J.H. Marr and Louise N. Marr, and by Hulene F. Perry, related to the West Old Goodman drainage project. *Approved*
13. Approve donation of \$1,000 to the Olive Twig Humanitarian Group. *Approved*

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14. Authorize City Clerk to make the following transfers from the water & gas fund to the general fund for certain services during January, 2012:

General	\$192,042.00
Gas (45652)	(\$103,540.00)
Water (40650)	(\$ 88,502.00)

*Authorized*

15. Authorize the Mayor and City Clerk to make electronic payment in amount not to exceed \$523.00 to cover annual Medicare enrollment and revalidation fee for Olive Branch Fire Department Ambulance Service.

*Authorized*

**PLANNING COMMISSION / NEW BUSINESS:**

1. Consideration of request to waive the condition of approval requiring the construction of sidewalks attached to the approval of the Final Plats for Lots 2, 5, and 8 of Crossroads Distribution Center Subdivision, submitted by Rob Fisher on behalf of Industrial Developments International. The subject property is located east of Polk Lane, north of Kirk Road and South of State Line Road in Sections 18 and 19, Township 1 South, and Range 5 West. The property is zoned "M-1," Light Industrial. *Denied, motion carried with Alderman Collins, Alderwoman Hamilton, Alderman Tullos and Alderman Wallace voting in favor of denial and with and with Alderman Dickerson, Alderman Henderson and Alderwoman Johnson voting in opposition of denial.*

**NEW BUSINESS:**

1. Consideration of Resolution in support of Local and Private Legislation related to Stateline Road improvements. *Adopted, motion carried unanimously.*
2. Consideration of Fire Protection Service Agreement with Desoto County related to the former Summershill Fire Protection District. *Approved, motion carried unanimously.*

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3. Consideration of request to pre-approve tuition reimbursement for Firefighter Paramedic, David O'Neill. *Approved, motion carried unanimously.*
4. Consideration of request from Mr. Derek Youngblood, Mississippi District Council of the Assemblies of God for an extension of time to complete all improvements to Pleasant Ridge Estates Church site. *Granted, motion carried unanimously.*
5. Consideration of recommendation for authorization to accept a grant from Natural Resources Conservation Service (NRCS) in the total amount of \$66,400.00 with the City's portion being 15% (\$9,960.00) and NRCS portion being 85% (\$56,440.00); and authorize the Mayor and City Clerk to sign necessary paperwork. The grant funds will be used for Old Goodman Road West ditch drainage improvements. *Accepted and authorized, motion carried unanimously.*
6. Consideration of recommendation for amendment of budget for fiscal year beginning 10/01/2011 and ending 09/30/2012. *Amended, motion carried unanimously.*
7. Consideration of Resolution Authorizing and Directing the Issuance of General Obligation Refunding Bonds, Series 2012, of the City of Olive Branch, Mississippi, in the maximum aggregate principal amount of Eight Million Seven Hundred Thousand dollars (\$8,700,000) to raise money for the purpose of refunding all or a portion of the municipality's General Obligation Public Improvement Bonds, Series 2003, the municipality's General Obligation Acquisition and Improvement Bonds, Series 2004, and the municipality's General Obligation Public Improvement Bonds, Series 2005, and paying the related costs of the issuance, sale and delivery of said Refunding Bonds and of the redemption of said Improvement Bonds; prescribing the form and incidents of said Refunding bonds; providing for the levy of a sufficient amount of taxes for the payment of said Refunding Bonds; making provision for maintaining the tax-exempt status of said Refunding Bonds; approving and authorizing execution of Escrow Agreements with respect to said Refunding Bonds and said Refunding; approving and authorizing execution of a Bond Purchase Agreement with respect to said

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- Refunding Bonds; authorizing the obtaining of a rating or ratings in connection with the sale of said Refunding Bonds; authorizing the execution of a commitment for municipal bond insurance with respect to said bonds; approving and authorizing the distribution of a Preliminary Official Statement; authorizing the execution and distribution of an Official Statement pertaining to the sale of General Obligation Refunding Bonds, Series 2012, of the City of Olive Branch, Mississippi; authorizing the execution of a Continuing Disclosure Certificate pertaining to said bonds; acknowledging and authorizing the execution of Post Issue Compliance Procedures; and for related purposes. *Adopted and authorized, motion carried unanimously.*
8. Consideration of recommendation to accept the best bid from a local depository to serve as the City's Depository for Special/Surplus Funds (Certificates of Deposit). *Accepted bid of SunTrust Bank, motion carried unanimously.*

**EXECUTIVE SESSION:**

1. Personnel matters in the Police Department
- a) *Consideration of recommendation for employee disciplinary action.*  
*Suspended one (1) employee for two (2) days without pay, motion carried with Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderman Tullos and Alderman Wallace voting in favor and with Alderman Henderson and Alderwoman Johnson voting in opposition.*
- b) *Consideration of recommendation for potential new hire.*  
*Hired one (1) new employee, motion carried unanimously.*
2. Personnel matters in the Fire Department
- a) *Consideration of recommendation for employee promotions and salary increases.*  
*Approved promotions and salary increases for three (3) employees, motion carried unanimously.*

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- b) Consideration of recommendation for employee for employee salary (step) increase.  
Approved step increase for one (1) employee, motion carried unanimously.*
3. Personnel matters in the Communication Department (Dispatch)  
*Consideration of recommendation for potential news hires.  
Hired three (3) new employees, motion carried unanimously.*
4. Personnel matters in the Parks & Recreation Department  
*Consideration of recommendation for employee disciplinary action.  
Terminated one (1) employee, motion carried unanimously.*
5. Consideration of two (2) Memorandum of Understandings pursuant to Miss. Code Ann. Section 25-41-7(4)(j).  
*Approved two (2) Memorandum of Understandings, motion carried unanimously.*

**CLAIMS DOCKETS:**

Warrant report #02072012, dated 02/03/2012, 419 invoices totaling \$1,340,072.43.

*Approved for payment, motion carried unanimously.*

Warrant report #02082012, dated 02/07/2012, 110 invoices totaling \$305,522.91.

*Approved for payment, motion carried unanimously.*

Warrant report #0207UNIF, dated 02/07/2012, 174 invoices totaling \$62,150.00.

*Approved for payment, motion carried unanimously.*

Warrant report #0207AT&T, dated 02/07/2012, 1 invoice totaling \$50.11.

*Approved for payment, motion carried with Alderman Collins, Alderwoman Hamilton, Alderman Henderson, Alderwoman Johnson, Alderman Tullos and Alderman Wallace voting in favor and with Alderman Dickerson being recused.*

Warrant report #0207FEDX, dated 02/07/2011, 1 invoice totaling \$58.98.

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*Approved for payment, motion carried with Alderman Collins, Alderman Dickerson, Alderwoman Hamilton, Alderman Henderson and Alderwoman Johnson voting in favor and with Alderman Tullos and Alderman Wallace being recused.*