

AGENDA
Rankin County Board of Supervisors
DANIEL CROSS, PRESIDING
Monday, January, 3, 2022 9:00 AM

I. Call to Order

9:00 AM Meeting called to order on January 3, 2022 at Rankin Board Room, 211 East Government Street, Suite A, Brandon, MS.

Attendee Name	Present	Absent	Late	Arrived
President Daniel Cross	☐	☐	☐	
Supervisor District 4 Steve Gaines	☐	☐	☐	
Vice President Brad Calhoun	☐	☐	☐	
Supervisor District 1 Jared Morrison	☐	☐	☐	
Supervisor District 5 Jay Bishop	☐	☐	☐	

II. INVOCATION

III. PUBLIC COMMENTS AND RECOGNITION

A.

Distribution of Excess Fee Income to RCSD Elementary School Principals

IV. OLD BUSINESS

A.

Minutes Approval:

1. December 15, 2021

V. ADOPTION OF GENERAL POLICIES

Adoption of general policies to be followed in the administration of the county and the duties of the county administrator in accordance with §19-4-1 thru 19-4-9, Mississippi Code Annotated, 1972

VI. CONSENT AGENDA

1. APPROVAL OF THE FOLLOWING:

Financial

A.

Authority and approval of transfer effective 12/16/21 of \$350,000.00 from the General Fund to the Solid Waste Fund to cover the deficit in the Solid Waste fund

Agreements

B.

Request approval of proposed addendum in the amount of \$35,394.00 to the County HVAC Agreement to add the new Chancery/Justice Court Building located at 201 North Street, Brandon, MS to the existing maintenance agreement signed September 3, 2020, between Rankin County Board of Supervisors and Environment Masters, Inc. (Total HVAC Agreement is \$156,730.00) Authority for Board President to execute document

Appointment**C.**

Appointment of Selection Committee to review RFQs for engineering services related to Rankin County Storm Water Management Projects meeting ARPA guidance. Selection Committee shall be composed of County Administrator, Comptroller and Board Attorney

Other**D.**

Acknowledge receipt of letter from Rankin County Human Resource Agency attorney regarding EEOC complaint

2. *AUTHORITY TO ISSUE CHECKS:****Dues and Training Conferences*****A.**

Authority to pay 2021-2022 Mississippi Association of County Administrators and Comptrollers annual membership dues in the amount of \$75.00 each Keith Hicks and Wanda Martin

B.

Authority to pay 2022 membership dues for Donna Beliech to the ISA (International Society of Arboriculture) in the amount of \$165.00

C.

Authority to pay 2022 Attorney Bar dues for Paul Holley, Sheriff's Department Legal Counsel in the amount of \$360.00 each and authority to issue check

D.

Authority to pay registration fees in the amount of \$625.00 each for Eric Mallery and Gerrad Bacon to attend a "Basic Bloodstream Pattern Analysis" class on February 7-11, 2022, in Slidell, Louisiana. Authority to pay lodging and any travel related expenses and authority to issue check

E.

Authority to pay registration fees in the amount of \$150.00 per attendee for Hope Wallace, Deunjae Palmer, Eric Mallery and John Burt to attend the Annual Juvenile Justice Symposium on March 23 - 25, 2022, at the Golden Nugget in Biloxi, Mississippi and authority to pay any travel related expenses

F.

Approval to send Breanna Ball to an Orientation Course for a required 16-hour Basic Certification for dispatchers on February 21-22, 2022, in Ridgeland, MS and pay any travel related expenses (No registration cost)

G.

Approval to send D'onna Manning to an Orientation Course for a required 16-hour Basic Certification for dispatchers on March 14-15, 2022, in Ridgeland, MS and pay any travel related expenses (No registration cost)

Other**H.**

Acknowledgement of receipt of remaining Insurance Rebate Funds from the Town of Puckett on behalf of Puckett Volunteer Fire Department. Authority to Issue Check to the Puckett Volunteer Fire Department in the Amount of \$57.14 for Insurance Rebate Received

I.

Authority to issue check in the amount of \$4,000.00 to Puckett Volunteer Fire Department for additional support

J.

Authority to pay application fee for registration to handle controlled substances used for animal control with the Mississippi State Board of Pharmacy in the amount of \$53.14 and authority to reimburse Paul Holley for payment of fee charged to his credit card

3. AUTHORITY TO APPROVE THE FOLLOWING INVENTORY CHANGES:

A.

Approval of the following Inventory Changes to remove items from the Sheriff's Department Inventory and declare surplus (See attached list)

B.

Authority to remove equipment from the Sheriff's Department Inventory, declare equipment surplus property and transfer to the Simpson County Sheriff's Department as an Intergovernmental transfer at no cost. Pursuant to Mississippi Code Annotated §31-7-13 (Asset #11323 - Drone - Serial #M80DDK28010140; Asset #11087 DJI Matrice 600 Pelican Case; Asset#13574 Zoom Camera; Serial #GD1DGANR000173

4. AUTHORITY TO APPROVE THE FOLLOWING PERSONNEL RECOMMENDATIONS:

A.

Authority to approve the following Personnel Recommendations:

Sheriff's Department: Gaston Bishop (Promotion to Certified Adult Detention Officer II) at Step 275; Joyce Cadena (Promotion to Certified Adult Detention Officer II) at Step 275; Tommy Hildesheim (Promotion to Certified Adult Detention Officer II) at Step 275; Jason McQueary (Promotion to Certified Adult Detention Officer II) Step 275; Kathy Nadolny (Promotion to Certified Adult Detention Officer II) at Step 275; Wesley Riels (Promotion to Certified Adult Detention Officer II) at Step 275; Jacob Simmons (Promotion to Certified Adult Detention Officer II) at Step 275; Blaine White (Promotion to Certified Adult Detention Officer II) at Step 275; **Emergency Operations:** Dana Phillips (911 Addressing Department Salary Increase) at Step 363; **Coroner:** (Authorize Increase in Salary of Deputy Coroner Positions from \$325.00 to \$500.00 per month effective January 1, 2022)

5. RECORD VARIOUS DOCUMENTS TO BE MADE A PERMANENT PART OF THE MINUTES

A. Record Various Documents to be Made a Permanent Part of the Minutes

VII. CAROLINE GILBERT, TAX COLLECTOR

A.

The chargeback entered for PPIN 4817 does not belong to the current owner of the property as the property changed hands in 2020. I am requesting approval to void the tax sale and for reversal of supplemental chargeback

and a refund to the tax sale purchaser, Matthew Ward in the amount of \$636.50

B.

The tax bill generated for PPIN 8333 should not have been created for tax year 2019 as the property should have been exempt. I am requesting approval to reverse the payment that was received in the amount of \$87.57 made by Lereta, to void the tax bill that was generated and refund Lereta their payment amount

C.

I am requesting authority to destroy the following records according to state statute:

2014 -2016 Monthly Tag Reports
2017-2020 Credit Card Reports
2014-2016 Heavy TOCs and Bill of Sales
2010-2017 Privilege License Daily Reports
2014-2017 Title Remittances
2011-2017 Clerk Daily Decal Reports
2010-2013 Duplicate Credit Certificates
2013-2016 Bank Statements

VIII. JOHN SULLIVAN, TAX ASSESSOR

A.

Petitions for change of assessment on 2021 Real Property Assessments

B.

Petitions to adjust 2021 Homestead Exemption Supplemental Roll

IX. BRIGETTE HERRING, PURCHASE CLERK

A.

Approval of Copier Contracts with Ricoh USA, Inc.

1. District Attorney (2)
2. Justice Court (2)
3. Jail Booking
4. Jail Addition

X. MIKE HARRISON, ROAD MANAGER

A.

Road Work Accomplished for December 2021 and Road Work Scheduled for January 2022

XI. TIM PARKER, COUNTY CONSULTING ENGINEER

A.

River Forest, Part 3 - Approval of Construction Drawings (District 5)

B.

Andrew Chapel Road Reconstruction Project - Approval of pay Application No. 4 for the work performed on Andrew Chapel Road performed from 11/1/21 to 12/15/21. We have reviewed their request and recommend payment to Site Masters, Inc. in the amount of \$270,192.34 and authority to issue check

XII. CRAIG SLAY, BOARD ATTORNEY**A.**

Authority to renew the Microsoft Enterprise Enrollment Agreement for Maintenance and Licensing and authority to issue purchase order

B.

Authority of county coroner to handle cremation of an unclaimed body (Thomas Baker) pursuant to the county's Indigent Cremation Policy and authority to pay invoice upon receipt from Dean's Funeral Home in the amount of \$450.00 and authority to issue check

XIII. KEITH HICKS, COUNTY ADMINISTRATOR**A.**

Approval to renew the Worker's Compensation with Liberty Mutual through Arthur J. Gallagher for the Volunteer Fire and Fire Protection District Departments for the period March 1, 2022, to March 1, 2023, in the amount of \$75,100.00 and authority to issue check

XIV. ADDITIONAL BUSINESS TO BE DISCUSSED**XV. EXECUTIVE SESSION****XVI. RECESS UNTIL JANUARY 14, 2022 AT 9:00 A.M.**