



BOARD MINUTES  
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RCD:7/18/2024 @ 9:36:40 AM  
Forrest County, MS  
Lance C. Reid Chancery Clerk

**Agenda**

**Forrest County Board of Supervisors**

**Date: Thursday, July 18, 2024**

- **Call to Order**
  
- **Public Forum (5 minutes)**
  1. **Michael English- Burroughs Diesel**
  2. **Clifton A. Davis, 24 Peps Point Road- Public Health and Safety Ordinance Violation**
  3. **Carlos and Tammy Ann Flores, 3007 Glendale Avenue- Public Health and Safety Ordinance and Subdivision Ordinance Violations**
  
- **Approve or Amend Agenda**

**Approve Consent Agenda Items A - M:**

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**Motion: Thompson      2nd: Stringer      Vote: yes**

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- A.** Continue in effect the Board President's March 13, 2020, Proclamation of Existence of a Local Emergency in connection with COVID-19 Pandemic pursuant to Miss Code Section 33-15-17(d).
  
- B. Monthly Department Reports- June 2024**
  1. The Multi-Purpose Center report, as submitted by Mike Turnage, Director.
  2. The Road and Bridge Department report, as submitted by Kyle Mims, Road Manager.
  3. The Veterans Service Office report, as submitted by Gerald Britt, Forrest County Veterans Service Officer.
  4. The Meal Log for Adult Detention (total 22,048) and Juvenile Detention (729).



**C. Acknowledgements**

1. Minor sub plat 7<sup>th</sup> Street Estates LLC.
2. Letter from MDEQ regarding Notice of Formal Inspection Date of the Lynn Cartlidge Lake Dam (MS00211) during the third quarter of 2024 for review/approval by September 30, 2024 and authorize Nick Connolly to complete the inspection.
3. Agreement for Services between DeAnn Clay and Forrest County Coroner and authorize Board President to execute agreement for DeAnn Clay to serve as an Independent Contractor to transport human remains at the direction of the Forrest County Coroner.
4. Acknowledge USPS rate changes effective July 14, 2024: A 5 cent increase for First-Class Mail letters (up to 1 oz.) and a 3 cent increase for postcards.
5. Pre-Disaster Debris Monitoring Bid Comparison, as submitted by Bob Taylor, Assistant Road Manager.
6. Acknowledge and approve request of Kyle Mims, Road Manager, to work on Lotts Creek Bridge at Forest Barns Rd.
7. Acknowledge fully-executed copy of the Solid Waste Assistance Grant Agreement No. SW1450 between MDEQ and the Forrest County Board of Supervisors in the amount of \$29,627.00 to support the Forrest County Clean Up Day Event and Unauthorized Dumpsite Clean-ups Program.
8. Acknowledge Comprehensive Planning Services for 2044 Comprehensive Plan "REQUEST FOR QUALIFICATIONS"

**D. 16<sup>th</sup> Section Leases**

1. Residential Lease between The Frosty Bloom Trust and Hattiesburg Municipal School District, PPIN 20107, containing 0.69 acre m/l, with an annual rent of \$600.00; authorize Board President to execute.
2. Residential Lease between Aristen Huntley and Hattiesburg Municipal School District, PPIN 20976, containing 0.10, with an annual rent of \$178.00; authorize Board President to execute.
3. Residential Lease between Forrest County School District and Veronica Essary Breland, containing 2.4 acres m/l, with an annual rent of \$672.00; authorize Board President to execute.



4. Forrest County School District Assignment of Leasehold Interest between Reece Cagel and James Smith for PPIN 41957 & 806, containing 5.43 acres m/l.
5. Assignment of 16<sup>th</sup> Section Residential Lease Contract to Jessica Willis (PPIN 21381).
6. Correction Instrument to 16<sup>th</sup> Section Residential Contract for PPIN 23390.
7. Correction Instrument to 16<sup>th</sup> Section Residential Contract for PPIN 23402.
8. Correction Instrument to 16<sup>th</sup> Section Residential Contract for PPIN 21381.
9. Cancellation of 16<sup>th</sup> Section Residential Contract for PPIN 21306 & 21307.

**E. Tax Collector**

1. Authorize Tax Collector to refund the taxes paid in error on PPIN 29132; the property was sold in 2023 but the name change did not happen until 2024.
2. Authorize Tax Collector to refund the taxes paid in error on PPIN 3901; the property was assessed in the wrong name causing the taxpayer to make an erroneous payment.

**F. Tax Assessor**

1. Approve Petition for Reduction of Assessment for PPINS 8400 and 449.
2. Approve Eddie Moses Jones to pay 2021, 2022 and 2023 taxes without penalties and interest on PPIN 44110 due to a deed mistake; the tax sales have already been cancelled, and he receives over 65 homestead.

**G. Planning Department**

1. Acknowledge and approve the fully executed grant agreement with MDEQ for WT#760 in the amount of \$35,000.00 for waste tire disposal.
2. Acknowledge and approve fully executed grant agreement with MDEQ for SW#1450 in the amount of \$29,627.00 for clean-up day events and unauthorized dump sites.
3. Authorize the Board President to sign the second addendum to the MOU for the Forrest County Boating Access Facility Improvements (Churchwell Road, Peps Point Road and Sims Road) to extend the project deadline to June 30, 2025 (project total: \$113,751 and local match: \$37,917).



**H. Inventory**

1. Approve and authorize the attached list of items to be removed from Inventory, as submitted by DeAnn Clay, Inventory Control Clerk.

**I. Travel Requests**

1. Approve Jamie Humphrey's attendance at Modern Day Police Training in Oxford, MS on July 24-26, 2024; training has no cost and hotel cost is \$272.71.
2. Approve Judge Bob Gholson to attend MS Justice Court Judges Association Summer Convention July 14-18, 2024 in Biloxi at the IP Casino; authorize reimbursement for registration, lodging, and all applicable travel expenses.
3. Approve Sheriff Charlie Sims to attend FBI National Academy Associates 2024 Summer Conference at the Marriott in Gulfport August 11-15, 2024; cost of registration is \$350.00.
4. Approve Jacqueline Williams to attend the 45<sup>th</sup> Juvenile Justice Symposium 2024 on August 7-9, 2024 at the IP Casino in the total amount of \$465.44.
5. Approval for Faye Moffett, Louise Jackson, Deann Bailey, Keiaundria Lester, Denisha Wells, and Temeraka Garner to attend the Justice Court Clerks Annual Convention September 11-13, 2024 at the IP Casino; lodging in the total amount of \$879.88, registration fees \$600.00 to be paid prior to convention; authorize all travel related expenses.
6. Approve Tommy Cook to attend National Constables & Marshals Association Annual Convention September 16-19, 2024 at the Edgewater Hotel & Conference Center in Gatlinburg, TN; annual membership fee in the amount of \$60.00, convention registration in the amount of \$300.00, lodging \$560.00, and applicable travel expenses.

**J. Sponsorships/Advertisements**

1. Consider the purchase of a Sponsorship/Advertisement to the South Forrest Old Country Picnic to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.



**K. Payables**

1. Approve payment to the MEDC in the amount of \$225.00 for Planner Corey Proctor's membership dues.
2. Order Appointing Attorney and Directing Payment of Fees payable to the Honorable James D. Johnson in the amount of \$1,425.00 pursuant to the Order signed by Chancellor Sheila Smallwood on June 28, 2024.
3. Order Appointing Staff Attorney and Fixing Salary regarding Pamela Luckie Castle appointed position of Staff Attorney VI effective July 1, 2024 with an annual salary of \$94,800.00, plus benefits, pursuant to the Order signed by Chancellor Chase Morgan on June 24, 2024.
4. Order Granting Fees and Expenses of Guardian Ad Litem payable to K. Lee Stribling in the amount of \$3,142.72 pursuant to the Order signed by Chancellor Sheila Smallwood on July 8, 2024.
5. Approve payment to Pamela Castle in the amount of \$500.00 from the Budget of the County Prosecuting Attorney for her court appearance in Jack Denton's absence.
6. Approve payment to Petal School District in the amount of \$1,268.85 for Recreation Lease #492 (Soccer Fields 6.41 acres).
7. Approve payment to K and G Landscape Materials for 60 yards of pine bark for Earl Travillion Attendance Center playground which is leased paid from Rec 4 in the amount of \$1,570.00.
8. Approve payment to Sherman Williams for flooring and installation of flooring at Central Barn not to exceed \$12,000 upon completion of installation.
9. Approve payment to the MS Department of Revenue in the amount of \$172.00 for Under Cover Renewals for the FCSO/Government tag for R&B:  
2018 Chevrolet Silverado- 3GCUKSEC8JG429278  
2023 Chevrolet Tahoe- 1GNSKLED3PR274371  
2017 Dodge Durango- 1C4RDHFG1HC888699  
2021 Dodge Durango- 1C4SDJFTXMC825763  
2017 Chevrolet Tahoe- 1GNSKFEC7HR293287  
2021 Dodge Ram- 1C6RR7XT2MS595358  
2019 Chevrolet Silverado- 1GCUYAEF7KZ291561  
2019 Ford F150- 1FTEW1E53KFB63742  
2016 Chevrolet Tahoe- 1GNLCDEC9GR286507  
New Under Cover Tag:  
2024 Dodge Durango 1C4RDJFG9RC154708



Government Tag for R&B: 2025 T280 Dump Truck-  
2NK3HM6X3SM130506

10. Approve purchase and delivery for 30 tons of mason sand from Rec 5 for FCAHS auxiliary field.
11. Approve payment to the MS Association of Governmental Purchasing/Property in the amount of \$35.00 for membership dues for Ashleigh Fontaine, Purchasing Clerk.
12. Approve payment to the MS Secretary of State in the amount of \$25.00 for April Chmiel's Application for Notary Public Commission.
13. Approve payment to the MS Secretary of State in the amount of \$25.00 for Wendy Lampton's Application for Notary Public Commission.

#### **L. Capital Outlay Expenditures**

1. Approve Capital Outlay Expenditures:
  - a. **Lewis Printing** Juvenile Detention to purchase a 6' folding table (\$189.95) and 4 folding chairs (\$199.95) in the total amount of \$389.90 using requisition #80855.
  - b. **Lewis Printing** Juvenile Detention to purchase a Play Station 5 Console in the amount of \$559.95 using requisition #80856.
  - c. **Gulf Coast Pro Dive Inc. (DBA Dive Pros)** Sheriff's Department to purchase diving equipment from fund 226 in the total amount of \$7499.00 using requisition #79268 (see attached).
  - d. **Lewis Printing** Tax Assessor to purchase an HP LaserJet Pro Printer in the amount of 599.00 using requisition #81343.
  - e. **Dell** Circuit Clerk to purchase 3 desktop computer systems in the total amount of \$4519.14 (see quote).
  - f. **County Coroner to purchase a vehicle not to exceed \$72,000.00 based on 2 quotes due to state contract vehicle will not go into production for 18-24 months. (Increasing previous approved purchase order from January 2, 2024).**

#### **M. Appointment**

1. In The Matter of the Appointment of Special Prosecutor in Lunacy Commitments; Elizabeth Porter was appointed as Special Prosecutor in Lunacy Commitments for a term beginning July 15, 2024 and ending September 30, 2024 with a monthly compensation of \$1,700.00, pursuant to the Order signed by Chancellor Rhea Sheldon on July 2, 2024.



**End of Consent Agenda**

**N. Claims Docket/Financials**

1. Approve Claims Docket, as presented.
2. Approve General Journal Entries, Budget Adjustments, and Financial Reports.

**O. Personnel Action**

1. Separation of Service for the Summer Program ending effective 7/19/2024:  
Joseph Bassett, CW; Patrick Bates, CW; Remington Breland, CW; Caleigh Carter, DA; Jimmy Cash Clark, Maint; Orlando Dantzler, Rec 4; Lawrence Dehmer, CW; Susan Gonzalez, Rec 4; Cyleah Sanders, Rec 4; Anikua Hamilton, Rec 4; Thomas Hennis, CW; Tanyzia Kidd, Justice Court; Ethan Lawler, CW; Trinity Lewis, Rec 4; William Moody, CW; James Poole, CW; Kyle Roberts, MPC; Maudell Tarvin, Rec 4; Lisa Willis, Rec 4; Gyla Wilson, Rec 4
2. New Hires: Stephen May, Comptroller, effective 7/22/2024; Amanda Tolbert, Asst. Comptroller, effective 7/22/2024; Arthur McCardle, HVAC tech, effective 7/18/2024; Tamaro Weathersby, Fire Investigator, effective 7/1/2024; Haskel Nagy, Operator/R&B, effective 7/22/2024; Nicholas Watson, Asst Officer/Juvenile Detention, effective 7/15/2024; Ramona Patrick Asst Officer/Juvenile Detention, effective 7/15/2024.
3. Separation of Service: Apryle Cunningham, Juvenile Detention, effective 7/15/24; Thomas Bridges, Juvenile Detention, effective 6/28/2024; Charles Magee, Adult Detention, effective 7/2/2024; Lorcese Mackey, Adult Detention, 7/14/2024
4. Alexis Johnson title changed to Corporal at Adult Detention effective 7/15/2024
5. Sherry Moussa title changed to Sergeant at Adult Detention effective 7/15/2024



6. Ruslan Saucier went full-time as a firefighter effective 7/15/2024
7. Khadeijha Hawkins 2184 to 2080 effective 7/15/2024
8. Adam Hutchinson came off FMLA effective 6/19/2024
9. New Hire: Taylor McGowen, C.O., Adult Detention, effective 7/15/2024
10. Charlene Robertson came off FMLA 7/15/2024
11. Dakota Brown transferred to Rec 3 effective 7/1/2024
12. Separation of Service: Felicia Simpson left the Jail effective 7/12/2024
13. New Hires: Kristi Nobles and Rustin Williams both started as C.O.s for Adult Detention effective 7/29/2024.
14. Madra Lyas 2184 to 2080 effective 7/16/2024
15. Tanakia Manning title changed to Booking Officer at Adult Detention effective 7/29/2024
16. New Hire: Bradely Brown, temporary full-time receptionist at Chancery, effective 7/29/2024
17. Separation of Service: Thomas Bridges left Juvenile Detention effective 6/28/2024

**P. Taken Under Advisement July 1, 2024**

1. Consider the purchase of a Sponsorship/Advertisement for the MS Juvenile Justice Symposium on August 7-9, 2024 at the IP Casino to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.

**Q. Discussion Items**

1. Consider the purchase of a Sponsorship/Advertisement to Pine Belt Pacers Ryan Hendley Memorial Labor Your Legs 5k to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.
2. Approve request from Gwen Wilks, Circuit Clerk, for Board President to execute Contract from ES&S for new voting equipment. Acknowledge two Grants (2020 HAVA Grant in the amount of \$213,513.00 and 2020 MS Voting Modernization Act Grant in the amount of \$167,972.00) available upon receipt of executed Contracts at the Secretary of States Office; with the possibility of the county covering some cost until Grant refunds are issued.



3. Approve request for PO and see attached quote from John Deere in the amount of \$3,400.00 for the Multi-Purpose Center.
4. Circuit Clerk purchased equipment from Election Systems & Software without obtaining a purchase order, they are requesting to pay \$2754.13 for invoice #CD2093351.
5. Acknowledge Submission of June 30, 2024 Quarterly Report SB 2971 Bridges Brooklyn-Janice (Chaney Branch Creek) Temple Road (Reese Creek)
6. Acknowledge Submission of June 30, 2024 Quarterly Report HB 603 Repairs and Improvements Monroe Rd Extension
7. Acknowledge FY24 MS Office of Homeland Security Grant Awardees and authorize Corey Proctor and Comptroller and Asst. Comptroller to travel to orientation in D'Iberville August 7 or Pearl August 13.

**R. Additional Matters**

1. Authority for Road Department to designate Archie Smtih as a No Wide Load road.
2. Authority for Corey Proctor, Planner, to apply for grant to assist with scanning records and documents for Justice Court.
3. Authority to make an emergency payment to Fuelman, In the amount of \$13,269.70, for Forrest Count VFD due to no payment being made since April 2024.
4. Consider the purchase of a Sponsorship/Advertisement to Night Out Against Crime in the amount of \$5,000 to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.
5. Recess until Monday, August 5, 2024 at 10:00 am.

**Next Board Meeting: August 5, 2024**