



**Agenda of the**  
**Forrest County Board of Supervisors**

**Date: Thursday, March 6, 2025**

- **Call to Order**
  
- **Public Forum (5 minutes)**
  1. Chip Brown
  2. Austin Extine
  
- **Approve February 2025 Minutes**

**Approve Consent Agenda Items A**

**Motion:    2nd:    Vote:**

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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- January 2025**

1. Forrest County Justice Court Report, as submitted by Faye Moffett, Justice Court Clerk
2. Coroner's Report as submitted by Lisa Klem, Forrest County Coroner
3. Chancery Report, as submitted by Lance Reid, Chancery Clerk
4. Maintenance Report, as submitted by Dan Lee, Maintenance Supervisor
5. Circuit Court Report, as submitted by Gwen Wilks, Circuit Court Clerk
6. Planning Report, as submitted by Corey Proctor, Planner
7. Election Commissioners Report, as submitted by James Harvison, Lucretia Jenkins, Johneice Dupree, Faye Noble, and Sue Polk, Election Commissioners

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**C. Acknowledgements**

1. Facilities Solutions Agreement between Cintas and Forrest County; authorize Board President to execute.
2. Adopt Forrest County Email Access and Security Policy: Microsoft Authenticator Requirement per Brycen McKee, IT.
3. Memorandum of Agreement executed contract between MDAH and Forrest County for the Local Government Records Grant Program.
4. Enterprise Fleet Management bill of sale for purchase of VIN No. 1C6RR7XTXMS561524 in the amount of \$10,708,87 and the 2021 Ram 1500 SSV 4x4 Vin No. 1C6RR7XT2MS595375 in the amount of \$11,061.46; total amount for both \$21,770.33
5. Payment to Dish Network (Invoice No. 335007568) in the amount of \$443.45 for the Jail
6. Payment to Hostway Services (Invoice No. 15631527) in the amount of \$860.58 for Usage fees
7. Payment to Enterprise FM Trust (Invoice No. 020625) in the amount of \$17,423,32 for lease vehicles

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

1. Acknowledge 16<sup>th</sup> Section Residential Lease Agreement between Hattiesburg Municipal School District and Carlos Simmons, PPIN 14092, containing 0.26 acres, with an annual rent of \$944.50; Authorize Board President to execute.
2. Rent Adjustment Amendment to Residential Lease Contract for PPIN 20098
3. Rent Adjustment Amendment to Residential Lease Contract for PPIN 21355
4. Rent Adjustment Amendment to Residential Lease Contract for PPIN 13208
5. Rent Adjustment Amendment to Residential Lease Contract for PPIN 21450
6. Rent Adjustment Amendment to Residential Lease Contract for PPIN 21458



7. Rent Adjustment Amendment to Residential Lease Contract for PPIN 21357
8. Rent Adjustment Amendment to Residential Lease Contract for PPIN21553
9. Rent Adjustment Amendment to Residential Lease Contract for PPIN 22567
10. 16<sup>th</sup> Section Termination Notice for PPIN 020081
11. 16<sup>th</sup> Section Termination Notice for PPIN 20984
12. Acknowledge 16<sup>th</sup> Section Hunting and Fishing Lease Agreement between Forrest County School District and Steve or Cody Stapleton, PPIN 45280, and PPIN 44040, containing 20 Acres M/L with an annual rent of \$5,100.00; Authorize Board President to execute.
13. 16<sup>th</sup> Section Lease Cancellation for Melissa Boutwell on PPIN 036595
14. 16<sup>th</sup> Section Lease Cancellation for Octavio Diaz on PPIN 003200
15. 16<sup>th</sup> Section Lease Cancellation for Alicia Mars on PPIN 047123
16. 16<sup>th</sup> Section Lease Cancellation for Marvin Tolbert on PPIN 003214
17. 16<sup>th</sup> Section Lease Cancellation for Leonard Napier on PPIN 002265
18. 16<sup>th</sup> Section Lease Cancellation for George Roth on PPIN 037958
19. 16<sup>th</sup> Section Lease Cancellation for Cherie Mathis on PPIN 002258
20. Acknowledge 16<sup>th</sup> Section Residential Lease Agreement between Forrest County School District and Teresa Carter, Parcel No. 1-014-16-040.01 containing 1.0 acres M/L with an annual rent of \$450; Authorize Board President to execute.
21. Acknowledge 16<sup>th</sup> Section Residential Lease Agreement between Forrest County School District and Trevor Howard, containing 1.9 acres M/L with an annual rent of \$796.50; Authorize Board President to execute.
22. Acknowledge the appointment of Jimmy "Bo" Murphy and Adam Loveless as Receiving Clerk for the VFD and Fire Coordinator.

#### **E. Tax Assessor**

1. Approve request to Amend Section E. approval entry 3., regarding Parcel No. PPIN 2303 for tax year 2021, to cancel same due to death of Annie Jerene Holmes transfer of property to Cooley Capital, LLC; and to allow Cooley Capital, LLC to pay outstanding 2022-2023 and 2024 per amended receipt of Tax Collector prepared per 4., (Minutes

of 1-28-2025, book 806 Page 564-583.

2. Petition for Reduction of Assessment for PPIN 47794; PPIN 47795; PPIN 44659; PPIN 8818; PPIN 3454; PPIN 45113; PPIN 13462; PPIN 39051; PPIN 44896; PPIN 16902 and PPIN 8730 as submitted by Mary Ann Palmer, Tax Assessor

#### **F. Tax Collector**

1. Authorize the Tax Collector to void the receipt for PPIN 3116-1 for 2024. This is a Homestead Chargeback that was satisfied with DOR prior to the receipts being generated.

#### **G. Road & Bridge**

1. Approval to add Pearl River Community College and Bradley Ladner to the approved Vendor List so that the county can assume payment and be able to send personnel that have CDL permits to complete the CDL process. Pearl River Community College ELDT = \$500.00, Bradley Ladner, Driving Test = \$150.00.

#### **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**

1. Approve Zac Howell, Tax Collector, to attend NACCTFO Annual Conference in Philadelphia, PA from July 6-July 10, 2025, and all associated expenses including conference registration, hotel, and travel expenses. Travel expenses are in approved budget.

**J. Sponsorships/Advertisements**

1. Consider the purchase of a sponsorship/advertisement to Downtown Hattiesburg Association to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.
2. Consider the purchase of a sponsorship/advertisement to 13<sup>th</sup> Annual Bobby Myrick Golf Tournament to advertise county resources as per Mississippi Code §17-3-1 and §17-3-3.

**K. Payables**

1. Approve payment to Petal Children's Task Force in the amount of \$3,563.10 for reimbursement from District 3 ARPA..
2. Approve payment to Election Systems & Software, LLC in the total amount of \$4,723.71 for election ware coding and support..
3. Authorize the Board to reimburse Forrest County AHS in the amount of \$6,651.91 total payment from ARPA (\$3.00 short from last payment).
4. Approve payment in the amount of \$75.00 to Secretary of State for Notary applications and payment to State Farm in the amount of \$395.91 for surety bond and notary supplies for Election Commissioners Neil Harvison, Lucretia Jenkins and Nancy Faye Noble.
5. Approve distribution of the taxes as follows: Forrest County, \$80,316.36; Forrest County Schools, \$68,904.24; City of Petal, \$55,394.31; Petal Schools, \$77,571.22; City of Hattiesburg, \$63,689.67; Hattiesburg Schools, \$78,722.02
6. Approve use of Capital Outlay Fund 200-915 to buy out leases on the 2021 Ram 1500 Classic SSV 4x4, VIN No. 1C6RR7XTXMS561524 in the amount of \$10,708.87 and the 2021 Ram 1500 SSV 4x4 Vin No. 1C6RR7XT2MS595375 in the amount of \$11,061.46; total amount for both \$21,770.33
7. Authority to transfer Opioid Funds to Drug Court in the amount of \$100,000.00 from fund 005- National Opioids Settlement Fund to Fund 114- Drug Court Fund as requested by Judge Helfrich and approved by the board of Supervisors.



8. Authority to close Fund 027- Macedonia VFD account (Dept# 253) in the levy fund 118. The Fire Department District has been dissolved and all assets were transferred to the Macedonia VFD.

9. Approve payment to MS Department of Revenue in the amount of \$118.00 for under cover tag renewals for FCSO:

a. 2008 Dodge Charger 283LA53H88H202716

b. 2015 Dodge Ram 1C6RR6LT4FS613944

c. 2021 Dodge Ram 1C6RR7XT2MS595375

d. 2023 Chevrolet Silverado 3GCPAC EE4PG239449

e. 2023 Chevrolet Silverado 3GCPACEK7PG253863

f. 2019 Ford Taurus 1FAHP2D86KG115289

g. 2021 Dodge Durango 1C4RDHFG3MC721559

h. 2018 Chevrolet Silverado 3GCUKREC9JG281540

10. Approve payment to Mississippi Public Entity Workers Comp Trust for Final Audit Billing in the amount of \$55,617.00.

11. Approve payment to Attorney J. Darrell Little, PA for Attorney's Fees in the amount of \$500.00, pursuant to the Order signed by Chancellor Rhea Shelton on February 6, 2025.

12. Approve Order Appointing Attorney and Direction Payment Fees payable to J. Darrell Little in the amount \$300.00, pursuant to the Order signed by Chancery Court Special Master, Tom Zachary.

13. Approve payment to Zac Howell in the amount of \$758.36 for reimbursement of flight to NACCTFO and payment to NACCTFO in the amount of \$500.00 for registration fee.

14. Approve payment to SMPDD in the amount of \$846.72 for reimbursement for Sharon Thompson and Terri Bell's hotel rooms at MAS.

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

1. Approve Capital Outlay Expenditures:
  - a. **OEC (Standard Office Supply)** Sheriff's office to purchase office furniture for IT personnel in the amount of \$1732.50.
  - b. **Digital Storm** Sheriff's office to purchase equipment to be paid from the Edward Bryne Memorial Justice Assistance Grant in the amount of \$9204.90. (See attached quotes)
  - c. **Mingledorff's** Maintenance to purchase an ice machine for Leeville Community Center in the amount of \$9,500.00. (See attached quotes)
  - d. **Detectach-em** Sheriff's office to purchase testing kit(s) in the amount of \$24900.00 plus freight cost. (see attached quotes).

### **M. Personnel Action**

1. New hire: Jacob Hiatt (Payroll Deputy) effective 2/24/25
2. New hire: Leah C. Simmons (Tax Assessor) effective 3/5/2025
3. New hire: Damiyen Laflore (Adult Detention) effective 2/24/2025
4. Separation of service: WilDarius Dampier(Adult Detention) effective 2/13/2025
5. Separation of service: Justin Yates (Adult Detention) effective 2/2/2025
6. Separation of service: Sharesse Collins, Adult Detention) effective 2/13/2025
7. Separation of service: Chip Brown (Fire Coordinator) effective 2/21/2025
8. Separation of service: Bryan A. Kirk (Maintenance) effective 2/21/2025
9. Separation of service: Addie Cognevich (Tax Assessor) effective 2/3/2025
10. Separation of service: John H. Howell (Deputy Sheriff) effective 2/20/2025
11. Jimmy "Bo" Murphy received a rate change effective 2/24/2025
12. David Ward received a rate change effective 2/25/2025
13. Nickie Graham went on FMLA effective 2/5/2025
14. Artedra Moffett returned from FMLA effective 2/10/2025

### **N. Claims Docket**



1. Approve Claims Docket, as presented.

### **End Of Consent Agenda**

#### **O. Financial Documents**

1. Approve Financial Documents as presented.

#### **P. Discussion Matters**

1. Acknowledge Circuit Clerk's Annual Financial Report and Authorize payment to PERS in the amount of \$6,917.00, to be paid from Board of Supervisors, per the request of Gwen Wilks, Circuit Clerk.
2. Approve quote from Puckett in the amount of \$18,166.84 for supplies for Road & Bridge.

#### **Q. Additional Matters**

1. Approve Order to pay Bailiff in the amount of \$1,100.00 to James Michael Honeysucker pursuant to Order signed by Chancellor Chase Morgan on February 27, 2025.
2. Approval to transfer the attached list of items to the Emergency Management District.
3. Approval of Sponsorship in the amount of \$1000.00 to Petal Bands from Rec 3.
4. Approval to pay Cadence Bank in the amount of \$771.67 for the Sheriff's credit card statement.
5. Acknowledge payment to Fuelman in the amount of \$4,658.12 for VFD, due to past due invoices for November and December.
6. Authority to publish RFP for garbage collection.

7. .Motion made by Supervisor Mordica Seconded by Supervisor Stringer to amend Order from February 18, 2025, to issue payment in the about of \$17,460.00 to Department of Public Safety for Crime Lab Invoices.
8. Motion made by Supervisor Mordica Seconded by Supervisor Thompson to have SHRED IT on sight for Right Way to Throw Away Day.
9. Motion made by Supervisor Woullard Seconded by Bell to approve the Resolution for the DREAM building for voting at a cost of \$300.00 per election day.
10. .Motion made by Supervisor Woullard Seconded by Supervisor Bell to approve the request from the VFW in the amount of \$10,000.00 to be paid from District 4 Special Fund 006.
11. .Motion made by Supervisor Mordica Seconded by Supervisor Woullard to apply for National Fitness Campaign grant for Sullivan Park.
12. Motion made by Supervisor Woullard Seconded by Thompson to have any county property appraised as needed for Forrest County.

**R. Taken Under Advisement February 18, 2025**

1. Approve increased assessment for PPIN 45454 as submitted by Mary Ann Palmer, Tax Assessor.

**Recess until 10:00 am Thursday, March 17, 2025**