



## Hancock County Board of Supervisors

### Agenda

January 19, 2016 at 9:00 AM

- 1. Call to Order**
  - a. Invocation
  - b. Pledge of Allegiance
- 2. Amendments to Agenda**
  - a. District 1-David Yarborough
  - b. District 2-Greg Shaw
  - c. District 3-Blaine LaFontaine
  - d. District 4-Scotty Adam
  - e. District 5- Darrin Bo Ladner
  - f. County Administrator-Suzette Necaize
  - g. Board Secretary-Kathy Brooks
  - h. Board Attorney-Gary Yarborough
  - i. Others
- 3. Announcements**
  - a. The next regularly scheduled meeting is February 1, 2016 at 9:00 AM
  - b. A budget workshop is scheduled for February 8, 2016 at 3:30PM
- 4. Approve Board Minutes**
- 5. Approve Claims Docket**
  - a. Approve supplemental claims docket in the amount of \$79,712.03
  - b. Payroll for this month is \$587,119.42
- 6. Business Agenda**
  - a. Alan Dedeaux- Hancock County School District
  - b. Port & Harbor Commission
  - c. Gouras & Associates
    1. Request approval for Request for Cash #29 in the amount of \$49,795.46 to TCB
    2. Authorize board president to sign letter to MDA regarding grant projects
  - d. Charles Benvenuti
  - e. Christian Stephenson- MS State Extension Service
  - f. Norma Dore- Soil Conservation
  - g. Nikki Moon- Hancock County Tourism President

- h. Judge Deano & Chere Hayward- Hancock County Youth Drug Court
  - 1. Youth Court Grant
- i. Lora Mederos- Children's Shelter

**7. Consent Agenda**

- a. Ricky Adam- Sheriff
  - 1. Motion to remove the following employees from payroll due to their resignation effective 12-31-15. ( Jolene Dougherty, Theresa Dougherty)
  - 2. Motion to move Ashley Zuvicah from part time to full time dispatcher and adjust rate of pay from \$9.50-\$10.50 per hour effective 1-24-16.
  - 3. Motion to add part time deputies Ray Murphy and Casey Piazza to payroll at the rate of \$8.25 an hour effective 1-9-16.
  - 4. Request to remove full-time deputy Joseph Garrett from payroll due to termination effective 1-19-16.
- b. Jimmie Ladner- Tax Assessor
- c. Brian Adam- EMA Director
  - 1. Motion to re-appoint Brian Adam, John Albert Evans, John Favaloro, Bob Armstrong, and Mark Allison as Fire Investigators for Hancock County and authorize Board President to sign documentation.
  - 2. Approve MEMA State Mutual Agreement and approve Board President, Clerk of the Board, and County Attorney to sign document.
  - 3. Approve Brian Adam as authorized representative to contact in case of emergency for the State Mutual Aid Compact and name John Albert as 1<sup>st</sup> alternate contact, and Jennifer Lacoste as the 2<sup>nd</sup> alternate contact.
  - 4. Request Approval to put Emergency Management Performance Quarterly Re-imbursment Grant Money in a separate account in the Emergency Management Agency Budget instead of the General Fund.
  - 5. Approval for Kirt Necaie not to be re-appointed as commissioner of the West Hancock Fire District due to his term expiring in December 2015.
  - 6. Approve to accept West Hancock Fire Dist. Commissioner John Bosarge Jr. resignation from the West Hancock Fire Board.
  - 7. Approve to appoint Deanna Fairley as Fire Commissioner for the West Hancock District Board to replace Kirt Necaie.
  - 8. Approve to appoint Jefferson Jay Virdin as Fire Commissioner for the West Hancock District Board to replace John Bosarge.
- d. Anthony Cuevas- Building Official
  - 1. Approve the Planning Commission Meeting Minutes held on Dec. 17,2015
  - 2. Approval to advertise and hire a replacement permit clerk due to the resignation of Ashley Poillion on Nov. 16, 2015. Approval to place notice in checks for County Employees who many want to apply for the permit clerk position.
  - 3. Approve to waive all fees associated with the Communication Tower being placed by the Em. Operations Center. Contractor requirements and inspections are still required for project.

4. Discussion- Beach Blvd. Temporary Closings concerning the Krewe of Diamonds and future events.
- e. Kevin Ladner- Recreation Director
- f. Karen Ruhr- Circuit Clerk
- g. Geoffrey Clemens- County Engineer
  1. Request authorization for Change Order #1.
    - a. Old Kiln Road- Leetown (215-050)
  2. Request authorization for approval and authorization for signing close out of Standard Dedeaux Rd.
  3. Request authorization to sign transmittal letter and check list for required PSE submittal for By-way Signage Project
- h. Suzette Necaïse- County Administrator
  1. Motion to spread the AMR monthly report for the month of December 2015.
  2. Motion to approve the renewal of the Lexis Nexis contract for the Law Library for Dec. 1, 2015 thru Dec. 1, 2016 for a monthly fee of \$600.00
  3. Motion to approve Nora LeBlanc as pauper, death date December 23, 2015, pursuant to Section 41-39-5 of the MS Code.
  4. Motion to accept and approve bank bid with best interest rate of .91% from The First for all county depository accounts and funds with free services such as deposit books, stop payments, check and other associated services.
- i. Michelle Cuevas- Inventory Control
  1. Motion to approve of the removal and disposal of the listed assets from inventory as they are no longer needed for County purposes
    - a. Board Office-7081,6615,6697 (Cellphones)
    - b. Sheriff's Office- 6704 (mifi card); 6705 (mifi card); 7042 (mifi card); 5163 (vehicle – insurance company paid); 6842 (mifi card); 4630 (camera)
    - c. Constable-5983 (cell phone)
- j. Eric Church- Grant Administrator
- k. Robin Benoit- Purchasing Clerk
  1. Approval for purchasing Qty. 1-Canon Imagerunner IR4235 multi-function digital copier with maintenance contract at a cost of \$178.91/month from Canon
  2. Approval for the Dist. Attorney Office to purchase Qty. 1- Canon Imagerunner IR4235 multi-function digital copier with maintenance contract at a cost of \$198.60/month from Canon
- l. Nancy Kelly- Accountant/Comptroller
  1. Motion to authorize releasing 50% of the road and bridge due to City of Bay St. Louis in the amount of \$142,600.81 held by the county until the issuance of the general obligation bond.
- m. Kathy Brooks- Board Secretary
  1. Motion to spread on the minutes executed resolutions appointing and approving Hancock County Supervisor appointees to the Hancock Count Port and Harbor Commission for Dist. 2,3,4 and 5.

2. Motion to spread on the minutes Hancock County Tourism Development Bureau minutes for Dec. 9, 2015.
  3. Motion to allow access by the Mississippi State Dem. Executive Committee to provide access to all county polling places on Feb. 13, 2016 from 9:30-11:00 AM.
- n. Vic Johnson- Road Manager
1. Request Board accept and approve low quotes from the following bid openings which were taken under advisement:
    - Liquid Asphalt- Hunt Southland
    - Hot Bituminous in place- Huey Stockstill
    - Hot Bituminous picked up- Warren Paving Inc.
    - Cold Bituminous picked up- Warren Paving Inc.
    - Portable Toilet- United Site Services
    - Solid Waste (Dumpster)- Waste Management
    - Limestone- Warren Paving Inc.
    - Unprocessed Fill Dirt & Clay- Smith Gravel & Trucking
    - Unprocessed Clay Gravel- Smith Gravel & Trucking
    - Culverts & Couplings- Coastal Hardware
    - Highway Signs- Vulcan
    - Highway Posts- Vulcan
    - Micro Surface Slurry- TL Wallace Construction
    - Pea Gravel & Masonry Sand- Huey Stockstill
  2. Recommendation to reject bid for Wash Gravel & Sand Fill from Standard Gravel located in Pearl River, LA. We can acquire local quotes as needed.
  3. Request approval to purchase a pickup truck from the Gaming Account Funds to be used by Dist. 2 Supervisor. Low quote on 2016 Chevrolet Silverado 1500 on state contract is \$23,068.05
  4. Motion to remove Willie Ellis, a part time kennel tech from the payroll due to termination effective 1-4-2016
  5. Motion to remove Shawntel May, a full time employee from the payroll due to termination effective 1-4-2016
  6. Motion to approve hiring Anthony Holland as part time kennel tech not to exceed 19 hours per week at the rate of \$8.50 an hour, pending outcome of physical.
  7. Consider replacing Shawntel May with 3 part time employees.
  8. Request meeting with Board to discuss issues at the shelter would like to include Friends of the Shelter and shelter director.
  9. Approve Board President to sign permits from DMR for dredging projects at new boat slips.
- o. Gary Yarborough Jr.- Board Attorney
- p. Tim Kellar- Chancery Clerk

**8. Supervisors' Items**

- a. District 1-David Yarborough
- b. District 2-Greg Shaw

- c. District 3- Blaine LaFontaine
  - 1. Resolution setting deadlines to submit items to be place on the Agendas
  - 2. Adopt new agenda format
  - 3. Approve agreement with Pearl River Valley Opportunity to provide office space at no cost
  - 4. Resolution appointing Darrin Bo Ladner to the Board of Directors and Blaine LaFontaine to Workforce Development Board on South Mississippi Planning and Development District
  - 5. Motion to approve hiring Felicity Arcement as County Administrator with a start date of February 1, 2016.
  - 6. Approve advertising for another full time employee to assist in the Board office.
- d. District 4- Scotty Adam
- e. *District 5- Darrin Bo Ladner*

**9. Public Comments**

**10. Executive Session**

**a. Board Attorney**

**11. Adjourn/Recess**