



## HANCOCK COUNTY BOARD OF SUPERVISORS

### Agenda

May 2, 2016 at 9:00 a.m.

- 1. Call to order**
  - A. Pledge of Allegiance
  - B. Invocation
  
- 2. Amendments to the Agenda**
  - A. County Officials
  - B. Others
  
- 3. Motion to accept the Agenda**
  
- 4. Announcements**
  - A. The next regularly scheduled meeting is May 16, 2016 at 9:00 a.m.
  
  - B. Bi-weekly payroll for period ending April 16, 2016, totaling \$557,350.32.
  
  - C. There will be a bid opening at 10:00 today for the "Remove and Replace Mill Creek Bridge on Kapalama Drive, Diamondhead, MS"
    - 1) Spread on the Minutes the proof of publication for the Notice to Bidders for the Remove and Replace Mill Creek Bridge on Kapalama Drive, Diamondhead, MS.
  
  - D. There will be a bid opening at 10:30 today for the "RFP for Emergency Ambulance Services"
    - 1) Spread on the Minutes the proof of publication for the Notice of Request for Proposals for Emergency Ambulance Service.
  
  - E. There will be a bid opening at 11:00 today for the "Lakeshore Recreational Park Walking Trail."
    - 1) Spread on the Minutes the proof of publication for the Notice to Bidder for the Lakeshore Recreational Park Walking Trail.
  
  - F. There will be an Audit Committee meeting at 4:00 p.m. today.
  
  - G. There are Appeal Hearings scheduled for May 16, 2016 at 1:30 p.m. AND June 6, 2016 at 1:30 p.m.
  
  - H. There will be a bid opening to receive the RFPs for Beach Vending on May 2, 2016 at 11:00 a.m.
  
  - I. There is a meeting to discuss the 2018 Tidelands Grants scheduled for June 6, 2016 to immediately follow the appeal scheduled for 2:30p.m that day.
  
  - J. There is a meeting scheduled on May 10, 2016 at 4:00 p.m. to discuss the Sports Complex and maintenance of all ball parks throughout the county.
  
- 5. Motion to approve the Board Minutes for the April 18, 2016 meeting.**

**6. Motion to approve the Docket of Claims for April 28, 2016, totaling \$1,632,912.96.**

**7. Commendation for Mr. Eddie Peterson**

**8. Business Agenda**

- A. Presentation: Nicky Moon, President of the Hancock County Tourism Bureau to give her quarterly update on tourism.
- B. Presentation: Ian Nygren Director of Ochsner Flight Care (our current medical emergency flight provider) to discuss current contract benefits and options.
- C. Youth Court
  - 1) Spread on the Minutes the Division of Public Safety Grant (15DC1231) Modification and grant increase of \$10,581.00.
  - 2) Motion to approve hiring Tony Guidry as part time Drug Analyst at \$12.00 per hour not to exceed 19 hours per week, contingent upon passing drug screen and physical. This new hire will be funded by the DPS Grant.
  - 3) Motion to approve Cindy Burney and Tami Munsch to attend the National Association of Drug Court Professionals, Prosecutors and Defense Counsel Training from August 8 – 11, 2016 in Reno, NV. Registration is \$825.00, lodging is \$70.00 per night and travel will be via air flight. All cost of this travel and training will be funded by the DPS Grant.
- D. Port and Harbor Commission
  - 1) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution approving payment of the April 25, 2016 Claims Dockets as presented.
  - 2) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting the final revised Insurance Proposal from Stewart Sneed Hewes (BancorpSouth Insurance Services, Inc.) for annual coverage of various properties, casualty and liability policies for policy year May 1, 2016 to May 1, 2017 for a total proposed annual premium NOT TO EXCEED \$484,233.00 and authorize the Hancock County Port & Harbor Commission to make the of the annual premium to Stewart Sneed Hewes (BancorpSouth Insurance Services, Inc.) in the NOT TO EXCEED amount of \$484,233.00.
  - 3) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the Hancock County Port & Harbor Commission to commit funds to the Port Restore Act Project (Bulkhead Project) in the amount of \$775,000.00, AND authorize the President of the Hancock County Port & Harbor Commission to execute any and all documents required to submit grant application.
  - 4) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and authorizing the President of the Hancock County Port & Harbor Commission to execute Work Order No. 5 to the Agreement for Professional Engineering Services on Railroad Systems Related Projects at Port Bienville with Neel-Schaffer, Inc. for services on the Rock and Timber Replacement Project at Port Bienville Industrial Park in the NOT TO EXCEED AMOUNT of \$16,000.00, in accordance with the 2014 Rate Schedule; Attachment A, to the Agreement for Professional Railway Related Engineering Services dated July 1, 2014.

- 5) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and authorizing the President of the Hancock County Port & Harbor Commission to execute Change Order NO 1 for the EXTENSION of time for an additional 15 days and no monetary adjustment with Continental Rails and Excavating, Inc. on the 2014 Mainline Track Rehabilitation Project # RMM-14(004) at Port Bienville Industrial Park bringing the contract completion date to April 17, 2016 and leaving the total amount of the contract at \$181,780.08.
  - 6) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution confirming the engineers recommendation to waive as an informality TL Wallace's omission of acknowledgement of Addendum #1, since TL Wallace provided the required Bid Bond to the correct agency AND to accept the Base Bid plus the Alternate Bids # 1 & 2 submitted by TL Wallace in the total amount of \$282,491.50 on the Waterline Replacement Project (PMM-15(011)) at Port Bienville Industrial Park AND authorize the President and Secretary of the Hancock County Port & Harbor Commission to execute the contract and any and all documents necessary with TL Wallace to award and begin the Waterline Replacement Project (PMM-15(001)).
  - 7) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting the Base Bid submitted by STX Corporation in the total amount of \$298,940.00 on the Rail Spur Transloading Site Project (RMM-16(004)) at Port Bienville Industrial Park AND authorize the President and Secretary of the Hancock County Port & Harbor Commission to execute the contract and any and all documents necessary with STX Corporation to award and begin the Rail Spur Transloading Site Project (RMM-16(004)).
- E. Gouras & Associates: Chris Gouras
- 1) Motion to approve Request for Cash # 33 in the amount of \$752,331.23 for the Highway 607 project, for reimbursement for the following invoices:
    - a. Gouras & Associates, Invoice No. 853 in the amount of \$6,230.82
    - b. TCB Construction, Invoice No. 33 in the amount of \$746,100.41
  - 2) Motion to approve Request for Cash # 30 in the amount of \$200,086.71 for the Sports Complex project, for reimbursement for the following invoices:
    - a. Gouras & Associates, Invoice No. 854 in the amount of \$3,866.91
    - b. Barnard & Sons, Invoice No. 10 in the amount of \$193,594.80
    - c. M3A, Invoice No. CA9.000 in the amount of \$2,625.00
- F. Benvenuti CPA – Jina Harper
- 1) Spread on the Minutes the Final Quarter Economic Division Jobs Report for the NVision project.
  - 2) Motion to approve and authorize Board President to sign any and all Project Completion/Closeout documents for Compton
  - 3) Engineering on the Scott Demboski Soccerplex Road repairs listed as follows:
    - a. Substantial Completion Certificate
    - b. Final Payment Application and Certificate Signature page
    - c. Payment Application No. 3 & Final
    - d. Contract Completion Certificate
    - e. Recommendation for Final Acceptance of Contract
    - f. Final Completion Inspection Report

- g. Final Waiver of Lien
  - h. Change Order No. 2 for a decrease in the amount of \$5,464.90
  - i. Consent of Surety to Final Payment
- 4) Motion to approve and authorize Board President to sign any and all MDA Project Completion/Closeout documents on the Scott Demboski Soccerplex Road repairs listed as follows:
- a. Budget Modification No. 3 moving \$7,964.90 to unobligated funds
  - b. Certification of Project Completion
  - c. Recipient Performance Certification Report
  - d. Ethnic Beneficiary Information
  - e. Outstanding Claimants List
  - f. Inventory and Program Income Form
  - g. Certificate of Recipient Compliance
  - h. Agreement Relative to closeout
  - i. Final Quarterly Report
  - j. Contract Completion Certificate
  - k. Recommendation for Final Acceptance of Contract
- 5) Motion to approve Request for Cash No. 12 in the amount of \$9,686.25 for the Scott Demboski Soccerplex Road repairs for the following invoices:
- a. Charles Benvenuti, Invoice No. 8979-08 in the amount of \$2,625.00
  - b. Compton Engineering, Invoice No. 215-025-13 in the amount of \$250.00
  - c. Twin L. Construction, Invoice No. 3-FINAL in the amount of \$6,810.25

G. Discussion regarding County IT Department with Bryan Byers and Scott Schaefer.

## 9. Department Agenda

### A. Ricky Adam – Sheriff

- 1) Motion to approve the following personnel changes:
  - a. Deputy Gary Gros moving from full time to part time with a decrease in pay to \$8.25 per hour, effective May 1, 2016
  - b. Jason Gallo as part time deputy at a rate of \$8.25 per hour, effective May 2, 2016
  - c. Chase Wilt's resignation, effective April 12, 2016.
  - d. Harley Thompson's termination, effective April 19, 2016.
- 2) Motion to approve the following full time correction officers increase in pay from \$12.50 per hour to \$13.00 per hour due to their completion of the academy, effective May 1, 2016:
  - a. Sarah Bell
  - b. Brittany Burns
  - c. Daniel Martinez
  - d. Travis Necaise
  - e. Allen Sekinger
- 3) Motion to spread on the Minutes and authorize Board President to sign the County Jail Payments for the Month of March 2016 and February 2016 to be sent to Mississippi Department of Corrections for reimbursement.

- 4) Motion to approve Alan Dell to attend the Law Enforcement Driver Instructor Training program on May 2 through 13, 2016 in Glynco, GA. Registration and hotel are free. Alan will be driving his county vehicle.
- 5) Motion to approve the purchase of one (1) 2016 Tahoe from Mossy of Picayune in the amount of \$40,660.00. This will be taken out of gaming funds.
- 6) Motion to approve the purchase of four (4) new police vehicles totaling \$147,308.11, each vehicle is \$36,827.11 using state contract no. 8200021688 AND to include four (4) emergency lights/sirens package totaling \$17,624.00. Each package is \$4,406.00. These vehicles are for the NASA buffer zone and the monies will come from the general fund.
- 7) Motion to approve removing the following vehicles from inventory due to them no longer being needed for County purposes and approve to send these vehicles to Cuevas Auction for surplus.
 

a.	2009	Ford F-150	1FTPW14V39KA47498	3276
b.	2006	Ford Expedition	1FMPU15546LA14998	1804
c.	2006	Ford Crown Vic	2FAFP71W66X111265	4066
d.	2007	Ford Crown Vic	2FAHP71W27X101813	6647
e.	2006	Ford Expedition	1FMPU15566LA25873	1803
f.	2007	Ford Expedition	1FMFK15587LA2984	3045

B. Jimmie Ladner – Tax Assessor

- 1) Motion to approve renewal and update of the firewall/webfilter and replace the UPS due to it being out of date.
- 2) Motion to approve hiring Alex Gill at a rate of \$11.00 per hour, effective April 29 2016.

C. Brian Adam – EMA Director (NONE)

D. Karen Ruhr – Circuit Clerk (NONE)

E. Kevin Ladner – Recreation Director

- 1) Discussion regarding Security at McLeod Park
  - a. Night time security from 6pm to 2am on Saturday and Sunday with additional days during Holiday weeks: 368 hours x \$8.50 = \$3128.00
  - b. Daytime security from 10am to 6pm on Saturday and Sunday: 288 hours x \$8.50 = \$2448.00)

F. Michelle Cuevas – Inventory Control (NONE)

G. Robin Benoit – Purchasing Clerk (NONE)

H. Anthony Cuevas – Building Official

- 1) Motion to approve the Planning & Zoning Commission meeting minutes held on April 7, 2016.
- 2) Motion to approve the request from Mrs. Janice Airhart for a waiver to the temporary moratorium on the filing of applications for RV Parks/Trailer Parks within Hancock County to allow a recreation vehicle park on her property located at 5260 Lambert Lane.

I. Geoffrey Clemens – County Engineer

- 1) Motion to approve and authorize Board President to sign the Public Trust Tidelands Lease from the Secretary of State to Hancock County for the Pedestrian/Bicycle Pathway, Lakeshore to Sand Bayou Project.
- 2) Motion to approve and Authorize Board President to sign Sub-Contracts for SAP-23(8)S in the amount of \$25,555.50 to RJM McQueen Contracting, Inc., \$37,000.00 to Road-Pro Safety, Inc., \$285,779.08 to Huey P. Stockstill, LLC., and \$89,504.78 to J.L. McCool Contractors.
- 3) Motion to spread on minute's letter from Office of State Aid Road Construction dated April 4, 2016 (remove a portion of Old Kiln-Picayune Road SA 00000000036, Hancock County).
- 4) Motion to complete PS&E Package for submittal to MDOT – Federal Aid Project No. STP 9354-00(005)LPA/106620-701000; Beach Pedestrian Pathway.
- 5) Motion to approve and authorize Board Attorney to sign Right-of-Way Certificate for Standard Dedeaux Road STP-0127(2)B
- 6) Motion to authorize permit application for relocation AT&T Fiber and Copper Cable in Hancock County Road Right-of-Way. (along or across Standard Dedeaux Road)
- 7) Motion to approve and authorize Board President to sign Change Order #2 for Ansley Lakeshore Sewer Project

J. Nancy Kelly

- 1) Motion to approve the Interfund transfers as presented.
- 2) Motion to approve the Budget Amendments as presented.
- 3) Provide a report of the General Ledger Cash Balances through April 2016.
- 4) Provide a report of the Budgeted Revenue & Expenditures through April 2016.

K. Vic Johnson – Road Manager

- 1) Motion to approve the use of the beach bike and walking path for a 5k run beginning at Washington St. going west toward Waveland. Event will be July 2, request from Lesli Toepfer with Our Lady of the Gulf Crab Fest.
- 2) Motion to approve to enter into a Preventative Maintenance Agreement for the generator that supply's backup power to Annex. We have two quotes low being \$2,235.55 from Stewart & Stevenson.
- 3) Motion to approve to hire Denise Hines to fill a part time position at animal shelter pay will be \$8.50 per hr. not to exceed 19 hours per week pending outcome of physical.

L. Felicity Arcement – County Administrator

- 1) Spread on the Minutes the designation for agent and proxy to the Mississippi Public Entity (Hancock County's Worker's Comp Insurance Carrier,) for the 2016 Annual Board of Trustees meeting to be held in Ridgeland, MS on May 17, 2016 at 10:30a.m.

- 2) Motion to approve submittal of an MOU extension request to MDOT for the Transportation Enhancement Project “Enhancement of Beach Boulevard Scenic Byway” (Federal Aid Project STP-9354-00(005)LPA/106620-701000) and to authorize the Board President’s signature on same.
- 3) Motion to designate County Administrator Felicity Arcement as the County’s Public Information Officer.
- 4) Motion to authorize competitive procurement for pre-disaster debris removal contracts.
- 5) Motion to take the following actions regarding Hancock County CDBG Project 1130-13-023-ED-01 (NVision Project):
  - a. Spread on the minutes the April 5, 2016, Mississippi Development Authority transmittal letter;
  - b. Spread on the minutes the Certificate of Completion detailing final project costs; and
  - c. Approve the Agreement Relative to Closeout of Community Services Division Grant Programs between Hancock County and the Mississippi Development Authority, Community Services Division and authorize the Board President’s signature on same.

M. Tim Keller – Chancery Clerk (NONE)

N. Gary Yarborough Jr. – Board Attorney

- 1) Motion to approve Board President to sign the Acceptance of Offer to Purchase Property for the Danelle Ramsel Property (Parcel No. 077Q-0-36-004.00) in the amount of \$17,000.00 AND to authorize County Attorney to execute any and all documents necessary to complete this purchase.
- 2) Motion to approve contract with Harrison County for disposal of dredge material for the Cedar point Boat Launch Project.
- 3) Spread on the Minutes the Conciliation Agreement in the matter of U.S. Equal Opportunity Commission, Whitney Gladney and Hancock County Sheriff’s Office.
- 4) Authorize payment to Mr. Cibic in the amount of \$150.00 for acquisition of right-of-way of property located 546 Herron Bay Estates and authorize Board President to sign any and all documents necessary for the closing of the acquisition.
- 5) Motion to authorize payment to William Beckham in the amount of \$300.00 for appraisal of the Dorr property, continent upon this being reimbursed by Dorr at time of closing, per motion made at the last meeting.
- 6) Motion to spread Addendum to Legal Services with Butler Snow Regarding Hazard Mitigation Project on the minutes.
- 7) Motion to spread on minutes Amended MOA for Selex modifying date of finalization of Tyonek and Selex Agreement.
- 8) Motion to spread on minutes, Executed Settlement Agreement with Michelle Gross.

- 9) Motion to spread on minutes Fully Executed Settlement Agreement with Anchor Security and Selex.
- 10) Spread on the Minutes the County Attorney's approval Task Orders (Board Approved 3/21/16, contingent upon Attorney approval) for Compton Engineering regarding professional services for the following:
  - a. Kapalama Road Bridge
  - b. Washington Street Bridge
  - c. Old Joe Moran Road Bridge
- 11) Spread on the Minutes the County Attorney's approval of the Professional Services Agreement between Compton Engineering and Hancock County. (Board Approved on 3/21/16, contingent upon Attorney approval)

O. Supervisors Items

- 1) District 1 – Supervisor David Yarborough
- 2) District 2 – Supervisor Greg Shaw
- 3) District 3 – Supervisor Blaine LaFontaine
- 4) District 4 – Supervisor Scotty Adam
- 5) District 5 – Supervisor Darrin Ladner

**10. Public Comments**

**11. Executive Session**

**12. Adjourn/Recess**

