



HANCOCK COUNTY BOARD OF SUPERVISORS

Agenda

June 6, 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 June 20, 2016 at 9:00 a.m.
- B. Bi-weekly payroll for period ending May 28, 2016, totaled \$570,701.35.
- C. Discussion regarding scheduling the first meeting for July 2016.
- D. There is an Appeal Hearing today at 1:30 p.m. regarding a 'Special Exception Use' request to operate a bar/lounge in an existing building.
- E. There is a meeting today at 2:30, or immediately following the Appeal Hearing to discuss the upcoming Tideland's Grant Application.

5. Motion to approve the Board Minutes for the May 10, 2016 and May 16, 2016 meetings.

6. Motion to approve the Docket of Claims for June 6, 2016, totaling \$1,567,542.62.

7. Departmental Agendas

- A. Brian Adam – EMA Director
 - 1) Motion to declare the building and property directly across from the Hancock County Public Safety Building a Fire and Safety Hazard and motion to authorize clean-up of both the building and the property.
- B. Kevin Ladner – Recreation Director
 - 1) Discussion regarding maintenance and upkeep of McLeod Park Sewer System
- C. Michelle Cuevas – Inventory Control (NONE)
- D. Robin Benoit – Purchasing Clerk
 - 1) Motion to spread the monthly credit card report on the minutes (This report reflects all credit card charges that are on today's docket for payment).

- 2) Motion to authorize the purchase of a lawn mower (MS State Contract No. 8200022946) for the Sheriff's Office in the amount of \$7,846.00 from David's Lawn Care Service. This will be purchased from the Sheriff's Gaming Account (120-200-920).

E. Anthony Cuevas – Building Official

- 1) Motion to approve the minutes from the May 5, 2016, Planning Commission Meeting.
- 2) Motion to approve a permit refund in the amount of \$51.00 for Power Transfer. The applicant decided not to occupy the mobile home and found another residence.
- 3) Motion to waive the fee for the Washington St. Pavilion for Jesse Cole James, a Country Music Artist, to perform for a benefit in support of a local family who lost their home due to a fire.
- 4) Motion to authorize the County Attorney to send a letter to the owner of 10215 Old Lower Bay Road, Bay St. Louis, MS 39520, concerning the safety hazard on the property. The property was approved for a safety hazard hearing, but the hearing was never conducted.
- 5) Motion to approve a request for 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 property located on Lambert Lane known as Parcel Numbers 164P-0-19-090.000 and 164P-0-19-092.000 by Bayou Caddy Fisheries.
- 6) Motion to approve a request for 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 property located at 5141 Pleasure St. Parcel number 164P-0-19-026.000 by T.F. Charters.
- 7) Discussion: Jesse Cole James wishes to film a music video on the beach close to the Washington St. Pavilion area in August. He stated they would set up a portable stage and possible portable generators on the beach to create the video.
What requirements would be necessary from him?
- 8) Discussion: Can Hancock County require the Developer to provide a Bond for Nicola Road, which provides access to the Jordan River Resort and Yacht Club Project?

F. Nancy Kelly

- 1) Motion to approve payment to Motorola for E-911 equipment in the amount of \$457,949.60. This payment is 20% of the contract due upon installation of equipment.
- 2) Motion to approve Budget amendments
- 3) Motion to spread on the minutes financial statements for the prior month presented as follows:
 - a. Cash balances by fund
 - b. Budgeted revenue & expenditures

8. External Business Agenda

A. Chris Lagarde:

- 1) Motion to authorize the Audubon Mississippi Coastal Bird Stewardship Program to provide signage and rope off a least tern nesting space on the beach at the end of Bienville Drive and Beach Boulevard at no cost to the county.
- 2) Discussion: Speeding at the entrance of Washington Street Pier

B. Stephen Schruoff, Mississippi Power, Coast Division West Area Manager:

- 1) Motion to approve a request from Mississippi Power Company to use the Hancock County Equine Facility as a staging site for trucks and crews during disaster restoration efforts AND to authorize Board President to sign the Hold Harmless Agreement.

C. Digital Engineering – Selex Galileo Hanger Project:

- 1) Motion to approve Barnard & Sons Construction, LLC to perform the Driveway Repairs for a total of \$41,502.76 as recommended by the project engineer.
- 2) Motion to approve DNA Underground, LLC to perform the Fire Protection System for a total of \$21,500.00 as recommended by the project engineer.
- 3) Motion to approve Barnard & Sons Construction, LLC to perform the Gate Repairs for a total of \$14,500.00 as recommended by the project engineer.
- 4) Motion to approve Barnard & Sons Construction, LLC to perform the Water Leak repairs for a total of 6,800.00 as recommended by the project engineer.
- 5) Motion to approve Barnard & Sons Construction, LLC to perform the HVAC Repairs for a total of \$34,500.00 as recommended by the project engineer.

D. Richard Hoffman:

- 1) Motion to approve a request for the County to hold a hearing regarding abandoning a portion of Road 294.

E. Port and Harbor Commission

- 1) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution approving payment of the May 23, 2016 Claims Dockets as presented
- 2) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and authorizing the President of the Hancock County Port and Harbor Commission to execute Summary Change Order 1 in the DECREASE amount of \$8,688.02 with TCB Construction Company, Inc. on the Rail Culvert Replacement Project {RMM-15(004)} at Port Bienville Industrial Park bringing the total contract amount to \$326,439.14; authorizing the President, Secretary and attorney of the Commission to execute any and all documents that may be necessary to closeout the Rail Culvert Replacement Project {RMM-15(004)} at Port Bienville Industrial Park AND authorizing the Secretary to advertise Notice of Final Settlement with TCB Construction Company, Inc. on the Rail Culvert Replacement Project {RMM-15(004)} at Port Bienville Industrial Park.
- 3) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting the 49 CFR Part 26 DBE Plan for the FY 2016 (Sponsor's overall goal for FY16 is 10.55%)

improvement projects at Stennis International Airport as prepared by the Stennis International Airport AND authorize the Secretary of the Commission to advertise DBE participation goal.

- 4) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and spreading in the minutes the Independent Fee Estimate (IFE) performed by Kutchins & Groh on the Neel Schaffer Work Authorization Four, for the AIP FY2016 Expand Terminal Apron, Phase III A and III B Project at Stennis International Airport.
- 5) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and authorizing the President of the Hancock County Port and Harbor Commission to execute Change Order #1 with Rosenbauer Minnesota, LLC. with no monetary adjustment on the purchase of the ARFF Vehicle for Stennis International Airport Project (FAA AIP 3-28-0005-029-2015 GRANT) at Stennis International Airport to remove the winterization system and provide upgraded radio system to the fire truck leaving the total amount of the contract at \$230,523.00.
- 6) 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 Stennis International Airport T-Hangar Lease Agreement with Andrew Brodie dba Anglo American Lightning Organization for the lease of T-Hangar Storage Unit #27 for one year and then month-to-month, with the term to begin on June 1, 2016 until May 31, 2017 at the published rate of \$175.00 per month.
- 7) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the Secretary of the Commission to advertise for bids on the Expand Terminal Apron, Phase III A and III B Project at Stennis International Airport.

F. Youth Court

- 1) Motion to spread on the minutes the resignation of Michelle Monti from the Hancock County Youth Court. She will be taking a position with the Hancock County Youth Drug Court, effective June 6, 2016.
- 2) Motion to approve advertising for a secretary position with the Hancock County Youth Court by way of placing the advertisement in the Sea coast Echo on June 18th and 22nd AND placing a notice of the advertisement in employee pay checks/stubs for the June 17, 2016, payroll. This position will be full time at a rate of \$10.00 per hour.

G. Youth Drug Court

- 1) Motion to approve hiring of Michelle Monti as the full time Case Coordinator for Youth Drug Court. Her salary will be paid for with the Department of Public Safety Grant. The modification for this grant was board approved May 2, 2016.
- 2) Motion to approve Chere Hayward, Judge Elise Deano, Tami Munsch, Cindy Burney and Michelle Monti to attend the mandatory Mississippi Association of Drug Court Professionals Conference in Tupelo, MS, on August 24 through 26, 2016. This request is also for cost of registration, lodging, travel and meals.
- 3) Motion to approve Chere Hayward and Michelle Monti to attend the Mississippi Wraparound Institute certification training in Jackson, MS on June 21 through 23, 2016 and on July 12, 2016. This request is also for lodging, travel and meals.

- 4) Motion to approve Chere Hayward and Michelle Monti to attend the Substance Abuse Subtle Screening Inventory (SASSI) certification training on July 20, 2016 in Walnut Grove, MS. This request is also for registration, lodging, travel and meals.
- 5) Motion to approve mileage reimbursement for Chere Hayward for local travel to and from various locations on various dates in her private vehicle for 262 miles at .345 per mile totaling \$90.39. This travel was not previously authorized as required according to policy.
- 6) Motion to approve lodging and airfare reimbursement for Judge Elise Deano for the NADCP Conference in Anaheim, CA. This was Board approved on March 7, 2016.

H. Robert Gohres:

- 1) Motion to approve the waiver of the Temporary Moratorium on the Filing of Applications for RV Parks/Trailer Parks within Hancock County for Robert Gohres' request to have an RV park on several of his properties located on Lambert Lane, limiting each parcel to no more than 2 units solely for personal use and not otherwise waiving any other requirements that are imposed by Building Codes and/or planning and zoning requirements.

I. Tish Williams, Hancock County Chamber of Commerce:

- 1) Discussion regarding the Scenic Byways Signage Project.

J. Jeff Loftus – Gulf Regional Planning Commission

- 1) Motion to approve FY2009-Pearlington Pier and Boat Launch Improvements Project- Payment Request # 4 (final request) to DMR for the reimbursement of \$1,260.25 for payment of survey fees.
- 2) Motion to approve a request to authorize the County to move forward using county funds (local match) to improve the parking lot by purchasing limestone and allowing county labor to develop the parking lot. This is in compliance with the Pearlington Pier and Boat Launch Improvements.
- 3) Motion to approve FY2014-McLeod Park Improvements Project-Payment Request #5 to DMR for the reimbursement of \$11,627.50 for engineering and environmental services for McLeod Park RV Expansion Plan.
- 4) Motion to amend the application to address FY2014-P401-1HN McLeod Park Improvements for scope and budget to address the purchase of properties within the McLeod Park area.
- 5) Motion to approve FY2015-Curtis Johnson Boat Launch Improvements Project-Payment Request #3 to DMR for the reimbursement of \$10,810.00 for County labor to build the pavilion and cover for the pier and for the purchase of building supplies.

K. Jim Faulk – Coroner (Will be present around 11:00 a.m.):

- 1) Discussion regarding possible lien against deceased property

9. Elected/Appointed Agendas

A. Ricky Adam – Sheriff

- 1) Motion to spread on the minutes the following personnel changes:
 1. Moving Brett Morreale from part time to full time deputy at a rate of \$13.90 per hour, effective May 29, 2016.

2. Hiring Dustyn Franklin, Troy Smith, and James Sanchez as part time deputies at a rate of \$8.25 per hour, effective June 6, 2016.
 3. Moving Frank Hoffman from full time to part time on an as-need basis at a rate of \$8.25 per hour, effective June 6, 2016.
 4. Increasing pay for Narcotic Agents Howard O’Gwin and Darryl Russell from \$14.90 per hour to \$17.00 per hour, effective June 12, 2016.
 5. Increasing pay for Diamondhead Investigator Lynn Jones from \$15.00 per hour to \$17.00, effective June 12, 2016.
 6. Accepting resignation of full time dispatcher Sandy Lorenzo, effective May 26, 2016.
 7. Moving part time dispatchers Alisha Robin and Brittany Bellais to full time at a rate of \$10.50 per hour, effective June 12, 2016.
- 2) Motion to approve and authorize the Board President to sign the Chem Aqua contract for chemical treatment for the hot water closed loop at the Hancock County Jail in the amount of \$2,850.00 to be billed as \$237.50 per month. This will come out of the 001-220-540 Maintenance of Building fund.
 - 3) Motion to approve Quality Correctional Health Care’s contract to provide health services to inmates at the Hancock County Jail for one (1) year, for a total of \$375,000.00 to be billed in increments of \$31,250.00 per month. This new contract is a savings of \$84,984.00 compared to the previous contract.
- B. Jimmie Ladner – Tax Assessor
- 1) Motion to spread on the minutes the following personnel changes:
 1. Retirement of John Parker, effective May 31, 2016
 2. Retirement of Barbara Elzy, effective June 30, 2016
 - 2) Motion to approve the disposing of the old series “Lighthouse” vehicle tags.
- C. Karen Ruhr – Circuit Clerk (NONE)
- D. Tim Kellar – Chancery Clerk (NONE)
- E. Geoffrey Clemens – County Engineer
- 1) Motion to authorize Board President to sign Mississippi Department of Marine Resources Agent Authorization for Old Joe Moran Road Bridge.
 - 2) Motion to authorize Board President to sign Mississippi Department of Marine Resources Agent Authorization for Washington Street Bridge.
 - 3) Motion to approve Beach Maintenance Contract adjusted due to annual Fuel Index and Inflation for a total increase of \$1,557.53.
 - 4) Motion to spread on the minutes Construction Change Request #1 for SAP-23(8)S Hancock County. This is a total contract decrease in the amount of \$57,136.95 due to asphalt quantities from patching to leveling.
 - 5) Motion to spread on Minutes letter from State Aid regarding the new obligation deadline for project STP-9354-00(005)LPA/106620-701000-Transportation Enhancement Project.

- 6) Motion to approve and authorize Board President to sign Addendum to Construction Contract with Gulf Equipment Corporation for Remove and Replace Mill Creek Bridge on Kapalama Drive. This addendum is to offer incentives for early construction completion.
- 7) Motion to have board Authorize contractor (Gulf Equipment Corp.) to work outside normal work hours, per attached schedule for project (Remove and Replace Mill Creek Bridge on Kapalama Drive).
- 8) Motion to approve and have board president sign Change Order #2 for Gulf Coast Custom Homes for Rocky Hill Dedeaux Walking Trail. This Change Order reflects a contract decrease in the amount of \$2.89.
- 9) Motion to approve and authorize Board President to sign the Re-Coverage Form Small Municipal Separate Storm Sewer System General Permit No. MSRMS4032.
- 10) Discussion regarding Beach drainage improvements.
- 11) Request the Board make a determination of how to provide the additional funding requirements over and above the required local share for the federal funds apportioned to the project, if necessary. STP-9354-00(005)LPA/106620-70100 Transportation Enhancement Project.

F. Vic Johnson – Road Manager

- 1) Motion to approve the replacement of a broken window in a 2008 Toyota pickup belonging to Brant Ladner. Back window believed to have been broken by our grass cutter mowing shoulders on Lower Bay Rd. Low quote is \$350.00 from Coast Glass and Mirror LLC (see attachments).
- 2) Discussion regarding repairs to A/C units at the Health & Human Services building. We have a quote from Seal Electric for electrical work needed and quotes from Carrier and Chillco for work on the units themselves (see attachments).

G. Felicity Arcement – County Administrator

- 1) Motion to authorize Lisa Guidry to attend the Mississippi DUI Forum in Jackson, Mississippi, on July 6-7, 2016, at no cost to the County.
- 2) Motion to authorize Ray Seal to attend the Mississippi Constables Association 2016 New Constables Training, as required by MS Code §19-19-5, including reimbursement for travel expenses. (*On-site meals and lodging are included in the registration fee.*)
- 3) Motion to authorize Judge James A. “Jay” Lagasse to attend the Mississippi Justice Court Judges Association Summer Convention in Biloxi, MS, from July 17 – July 21, 2016.

- 4) Motion to authorize the following individuals to attend the 2016 Certification Training for County Purchase Clerks, Receiving Clerks, and Inventory Clerks in Biloxi, MS, on Tuesday, June 15, 2016:
 - a. Michelle K. Cuevas, Inventory Control Clerk
 - b. Robin Benoit, Purchase Clerk
 - c. Kathy Brooks, Receiving Clerk
 - d. Jane Clayton, Assistant Receiving Clerk
 - e. Rachelle Garcia, Assistant Receiving Clerk
 - f. Sara Green, Assistant Receiving Clerk
 - g. Sandra Hoda, Assistant Receiving Clerk
 - h. Teresa Beeson, Assistant Receiving Clerk
 - i. Holly Bilbo, Assistant Receiving Clerk
 - j. John Albert Evans, Assistant Receiving Clerk

- 5) Motion to approve a Mississippi Department of Environmental Quality Assistance Agreement for a Household Waste Collection Event – Fall 2016 through the Local Government Solid Waste Assistance Program and authorize the Board President’s signature on same. *(The total grant is \$50,000.00, with a required \$12,500.00 local match.)*

- 6) Motion to spread on the minutes the fully executed Subgrant Modification #10 for the Hancock County Selex Galileo Project (R-128-023-06-HCED), which extends the subgrant expiration date from March 31, 2016, to July 31, 2016, as requested by the Board on May 16, 2016, and approved/executed by the Mississippi Development Authority on May 24, 2016.

- 7) Motion to spread on the minutes the fully executed Subgrant Modification #2 for the Hancock County Ansley Sewer Project (CDBG 1129-12-023-PF-01), which extends the subgrant expiration date from July 1, 2015, to December 31, 2016, as requested by the Board on September 8, 2015, and approved/executed by the Mississippi Development Authority on May 11, 2016.

- 8) Motion to spread on the minutes the May 18, 2016, letter from Mississippi Development Authority regarding the April 1, 2016, Monitoring Visit for the Highway 607 project (KCDBG R-103-023-03-KED), wherein MDA acknowledged that the prior monitoring report was inaccurate in reporting project concerns and has acknowledged that no findings or concerns were noted in the monitoring report. *(The original monitoring report and the County’s request for a corrected monitoring report were spread on the May 16, 2016, minutes.)*

- 9) Motion to spread on the minutes the May 18, 2016, letter from the Southern Rail Commission requesting formal Resolutions of Support for the restoration of passenger rail service between New Orleans, Louisiana, and Orlando, Florida, with a designated stop in Hancock County, Mississippi, and motion to approve said resolution.

- 10) Motion to terminate recycle dumpster service with Delta Sanitation and solid waste dumpster service with Waste Management effective July 1, 2016.

- 11) Motion to approve an Interlocal Agreement between the Hancock County Board of Supervisors and Mississippi State University, through the Mississippi State University Extension Service, as recommended by the United States Department of Agriculture, to outline the operating agreements and obligations between the parties, contingent upon legal review and approval.
- 12) Motion to appoint _____ as the grant administrator for the CDBG/MDOT Proposed Road Improvements Project.
- 13) Motion to authorize the appointed grant administrator to submit a proposal to the Mississippi Development Authority for CDBG funding to complete the CDBG/MDOT Proposed Road Improvements Project.
- 14) Motion to approve the following action regarding Hancock County's 2014, 2015, and 2016 EMSOF allocations:
 - a. Rescind the Board's May 10, 2016, action authorizing the purchase of handheld communication devices, charging stations, and peripheral items for placement into the Hancock County Emergency Medical Services district; and
 - b. Spread on the minutes the UPDATED letter of intent obligating available funding to the purchase of advanced cardiac monitoring equipment and combat application tourniquets. (*This letter shall supersede the letter spread on the May 10, 2016, minutes.*); and
 - c. Upon award of 2016 allocations, authorize the purchase of advanced cardiac monitoring equipment and combat application tourniquets with EMSOF funds in accordance with MS State Procurement Law.
- 15) Motion to approve an Agreement to Provide Advanced Life Support Emergency Medical Service between Hancock County, Mississippi, and American Medical Response.
- 16) Motion to authorize Board President to sign form 71-026 Petition for Reduction of Assessment of Real/Personal Properties as requested by the Tax Assessors office for the properties listed in the attachment.
- 17) Motion to authorize Board President to sign form 71-027 Petition to Increase the Assessment of Real/Personal Properties as requested by the Tax Assessor's office for the properties listed in the attachment.
- 18) Motion to approve the 16th Section Residential Lease Cancellation from Marie Wallace and to authorize Chancery Clerk's signature on the same.
- 19) Discussion: Vacant Grant Administration Position

H. Gary Yarborough Jr. – Board Attorney

I. Supervisors Items

1) District 1 – Supervisor David Yarborough

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2) District 2 – Supervisor Greg Shaw

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3) District 3 – Supervisor Blaine LaFontaine

a. Discussion: Hancock County Fair Committee

b. Discussion: Non-County Agencies and Entities requesting Appropriations

4) District 4 – Supervisor Scotty Adam

a. Motion to appoint Mrs. Nikki Moon to the Gulf Coast Tourism Bureau. She will be replacing Mr. Jimmie Ladner effective July 1, 2016.?

5) District 5 – Supervisor Darrin Ladner

a. Motion to approve a request to allow Hancock County to connect to the Standard Dedeaux Water Association's water meter at Sandhill Cemetery located at 24240 Standard Cemetery Road in order to install additional water lines and faucets throughout the cemetery, as requested by local residents. The costs for the meter is \$17.00 per month for the first 2,000 gallons with an additional \$4.15 for each additional 1,000 gallons. The County will also be responsible for installing, repairing and/or maintaining any of the additional new water lines requested.

10. Public Comments

A. Shirley Miller: Discussion regarding a complaint against the Building Department.

11. Executive Session

A. Attorney Motions

12. Adjourn/Recess