



HANCOCK COUNTY BOARD OF SUPERVISORS

Agenda

August 1, 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 August 15, 2016 at 9:00 a.m.

 - B. Bi-weekly payroll for period ending July 23, 2016, totaled \$502,576.77.

 - C. There will be a bid opening today at 10:00a.m. for Hazardous Waste Collection Services.

 - D. There will be a hearing today at 1:30p.m. for the Board to consider declaring two (2) properties a Safety Hazard.
 - 1) Mississippi Gulf Homes, LLC parcel #127N-0-35-005.000
 - 2) Charles Imbornone, 10215 Old Lower Bay Road

 - E. There will be a hearing today at 2:00p.m. for the Board to consider adding three (3) roads to the official County Road Registry.
 - 1) Indian Springs Road
 - 2) Fenton Place
 - 3) Road 356

 - F. There will be a bid opening on August 15, 2016 at 10:00 a.m. for the Professional Marketing Services.

 - G. There will be a hearing on August 15, 2016 at 1:30 p.m. for two (2) road abandonments.
 - 1) George Lane
 - 2) A portion of Road 294

 - H. State of County Presentation will be August 29, 2016 at the Hancock County Performing Arts Center at 6:00pm.

 - I. There will be a bid opening on September 6, 2016 at 10:00 a.m. for the Mosquito Control Services.

J. The Blood Center will hold a blood drive in the Hancock County Annex parking lot on October 10, 2016, from 8:00 a.m. to 2:00 p.m. (*Authorized on July 18, 2016*)

K. Hancock County Port and Harbor – Mr. Bill Cork

1) Presentation regarding the Port Bienville Rail Study

5. Motion to approve the Board Minutes for the July 13, 2016 and July 18, 2016 meetings.

6. Motion to approve the Docket of Claims for August 1, 2016, totaling \$2,062,901.34.

7. Departmental Agendas

A. Brian Adam – EMA Director

1) Motion to approve the Hancock County Emergency Operations Volunteer Personnel to work at the EOC when it is operational and drive/operate Emergency Management Vehicles and Equipment. The EMA Office depends heavily on Volunteers when any type of Emergency occurs and they are a very valuable asset to our Operations.

2) Motion to approve the Marine Special Operations Command (MARSOC) to use the Hancock County Special Needs Shelter on HWY 43 six (6) times a year for their Training. The Request from Gregg Hayes of the Marine Special Command Group is attached.

B. Kevin Ladner – Recreation Director

1) Motion to approve the removal of Wilbur Dorsey from McLeod Park payroll.

2) Discussion: Installation of security cameras at the Rocky Hill Splash pad.

C. Michelle Cuevas – Inventory Control (NONE)

D. Robin Benoit – Purchasing Clerk

1) Motion to accept low and alternate pest control service proposals for providing monthly pest control services for our county facilities for a period of (1) year. Low quote is \$840.00 from Fleur De Lis Pest Control.

2) Motion to spread the monthly credit card report on the Minutes. This report reflects all credit card charges that are presently on the docket today for payment

E. Anthony Cuevas – Building Official

1) Motion to approve the Planning Commission Meeting Minutes held on July 7, 2016.

2) Motion to approve Mr. Claude Garcia's request for a waiver to the Temporary Moratorium on the filing of applications for RV Parks/Trailer Parks within Hancock County to allow a Recreational Vehicle Park on his property located at 5198 Lambert Lane.

- 3) Motion to approve Mr. Brian J. Saltalamacchia's request for a waiver to the Temporary Moratorium on the filing of applications for RV Parks/Trailer Parks within Hancock County to allow a Recreational Vehicle Park on property located at 6240 W. Hwy 90.
- F. Nancy Kelly-Comptroller
- 1) Motion to approve and authorize Board President to sign Mississippi Development Authorities funding certification form for Fiscal Year 2015.
 - 2) Motion to approve and authorize Board President to sign Mississippi Department of Environmental Quality request for payment form in the amount of \$12,500.00 for the Waste Tire Grant.
 - 3) Motion to approve Interfund transfers
 - 4) Motion to approve Budget amendments
 - 5) 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. Denise Hoda – Resident
- 1) Discussion regarding street lights needed on Road 528 in Kiln, MS.
- B. Pedestrian Improvement Plan- Jason Chiniche
- 1) Discussion regarding professional services to develop a pedestrian pathway improvements plan.
 - 2) Motion to spread on the Minutes the concurrence letter from Gulf Regional Planning Commission regarding funding and approval for developing a pedestrian pathway improvements plan.
- C. Port and Harbor Commission
- 1) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting approving payment of the July 25, 2016 Claims Docket as presented;
 - 2) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the President of the Hancock County Port & Harbor Commission to execute Change Order Number 002 with Barnard & Sons Construction, LLC on the Hancock County Port & Harbor Commission Administration Building Project to add curbing to parking lot for an amount NOT TO EXCEED \$17,797.00 to be funded with the project contingency fund allowance, leaving the overall contract total at \$2,133,132.00, AND adding an additional seven (7) days to the contract time bringing the substantial completion date as of this Change order to September 23, 2016;

- 3) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution acknowledging receipt of payment from Emberclear and expressing to exercise their right to extend the second option period as outlined in the Lease Option Agreement;
- 4) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution RATIFYING and spreading in the minutes the execution by the Chief Executive Officer, William V. "Bill" Cork, of a Port Bienville Industrial Park Short Term Use Agreement with SSA Gulf, Inc. for use of Public Dock / Turn-Around Basin at Port Bienville Industrial Park to offload material from warehouse II onto barges for a term of May 25, 2016 to June 30, 2016 at a rate of \$500.00 per barge plus tariff rates, and will be responsible for returning area in the same condition and all debris/material removed from the site;
- 5) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution RATIFYING and spreading in the minutes the execution by the Chief Executive Officer, William V. "Bill" Cork, of a Port Bienville Industrial Park Short Term Use Agreement with Jindal Tubular USA, LLC for use of Site 10 – Laydown Area only at Port Bienville Industrial Park for storage of steel pipe and / or steel coil for a term of June 13, 2016 to September 13, 2016 at a rate of \$2,500.00 per month, and Jindal will be responsible for making sure area and roadways stay clear of debris and return the area back in the same condition as it was at start;
- 6) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the Secretary of the Hancock County Port & Harbor Commission to advertise for bids on the Heavy Lift Areas for Terminal Dock Project {PMM-16(003)} at Port Bienville Industrial Park (*aka Installation on Main Dock Port Bienville Industrial Park for Heavy Lift Areas*);
- 7) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the Secretary of the Hancock County Port & Harbor Commission to advertise for bids on the Rock & Timber Replacement Project – Mainline at Port Bienville;
- 8) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting and authorizing the President and Secretary of the Hancock County Port & Harbor Commission to execute any and all documents necessary to accept the Multi-Modal Funding Agreement Project Number RMM-17(004) with Mississippi Transportation Commission (acting by & through MDOT) in the maximum amount of \$398,000.00 for the 1,270 ft. Long Rail Spur Project (*aka Additional Rail Spur / Storage at DAK Lead Track Project*) at mile post 4.5 inside Port Bienville Industrial Park;

- 9) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution accepting the bid submitted by Balfour Beatty Infrastructure, Inc. in the amount of \$564,195.51 on the Railroad Signal Project {USDOT #911 748A & US DOT #911 747T} (aka Lower Bay Road Railroad Signal Project) at Port Bienville Industrial Park AND authorize the President and Secretary of the Hancock County Port & Harbor Commission to execute any and all documents necessary with Balfour Beatty Infrastructure, Inc. to award and begin the Railroad Signal Project {USDOT #911 748A & US DOT #911 747T} (aka Lower Bay Road Railroad Signal Project);
- 10) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the Secretary of the Hancock County Port & Harbor Commission to advertise Notice of Final Settlement with Continental Rails and Excavating, Inc. on the Mainline Track Rehabilitation Project # RMM-14(004) at Port Bienville Industrial Park;
- 11) 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 a Hancock County Port & Harbor Commission Stennis International Airport Facilities License Agreement with International Air Response, Inc. for the right to use the North Apron or other mutually agreed upon parking spot for the storage, operation, and maintenance of one (1) Lockheed C-130 aircraft and associated ground support equipment for a term on one year beginning September 1, 2016 and ending on August 31, 2017;
- 12) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing William V. (Bill) Cork, Chief Executive Officer to execute Application for Federal Assistance to the FAA for AIP funds on the AIP 3-28-0005-30-2016 – Stennis International Airport Expand Terminal Apron, Phase III A and III B (AIP 3-28-0005-30-2016) Project at Stennis International Airport; authorize William V. (Bill) Cork, Chief Executive Officer, to complete, execute and submit any and all required FAA Sponsor Certifications forms for this and all future FAA AIP Projects; authorize the President, Secretary and attorney to execute any and all documents necessary to accept the AIP 3-28-0005-30-2016 Grant Offer if the offer is made by FAA; AND then spread in the minutes at the next Commission meeting following receipt of the GRANT from FAA the actual grant documents and the amount awarded for the project;
- 13) Asking for acceptance of the Hancock County Port & Harbor Commission's resolution authorizing the President of the Hancock County Port & Harbor Commission to execute Work Authorization ONE to the Agreement for Professional Engineering Services on Airport Related Projects excluding FAA funded projects at Stennis International Airport / Park with Neel Schaffer, Inc. for Design, Bidding and Special Services on the Airport Fuel Truck Parking Area – 2016 MM Project -- MDOT Multi-Modal Project #MM-0005-1217 in the NOT TO EXCEED amount of \$33,000.00, in accordance with the 2015 Rate Schedule, Attachment A, to the Agreement for Professional Services for Airport Related Projects Engineering Services dated May 26, 2015.

D. Hancock County Library System

- 1) Presentation regarding appropriation request for FY16-17 Budget

E. Hancock Resource Agency – Rhoda Rhodes

- 1) Motion to approve and authorize Board President to sign the contract with Hancock Resource Agency for Administrative Services for the HOME Investment Partnership Grant.

F. Hancock County Youth Court – Judge Elise Deano

- 1) Motion to approve and authorize Board President to sign the Partnership for Service Delivery, Memorandum of Agreement between Gulf Coast Mental Health, Hancock County Youth Court and Hancock County Youth Drug Court. Further, funding for counseling services is available in the current Department of Public Safety Grant.
- 2) Motion to approve lighting and water service be turn on at the Youth Court Garden located at 130 Court Street, Bay St Louis, MS. Monthly service will be paid for by a private donor or a grant will be obtained.

G. Gulf Regional Planning Commission – Jeff Loftus

- 1) Motion to approve a request for the Board to appoint a committee to review and evaluate Household Hazardous Waste Day proposals.
- 2) Request BOS authorization for Purchasing Clerk to write Purchase Orders for the following HHWD Supplies:
 - a. Event shirts (volunteers and participants)
 - b. Printing (if necessary)
 - c. Signs (if necessary)
 - d. Roll-off Containers (rental)
 - e. Port-o-lets (rental)
 - f. Eye Wash Station (rental, if necessary)
 - g. Paper and ink cartridges for flyers
 - h. Safety glasses
 - i. Gloves
 - j. Stretch Wrap (if necessary)
 - k. Press Releases and Public Notices (advertising the event)

H. Chenea Cardinale – Adam Haas Lane

- 1) Motion to approve her request to divide her 1 acre lot into three (3) parcels.

9. Elected/Appointed Agendas

A. Ricky Adam – Sheriff

- 1) Motion to spread on the Minutes the following personnel changes:
 - a. Hiring the following as part time dispatchers at the rate of \$9.50 an hour, effective August 1, 2016.
 - i. Kaylin Smith
 - ii. Selena Hosty
 - iii. Megan Cusick
 - b. Remove part time dispatcher Evelyn Marie Kieff from payroll, effective August 1, 2016.

- c. Increase Tracy Borja's pay from \$1,442.31 to \$1,730.76 a pay period, effective August 7, 2016.
 - d. Hiring Steve Saucier as part time Deputy; pay rate \$8.25 effective, August 1, 2016.
- B. Jimmie Ladner – Tax Assessor
- 1) Motion approve and authorize Board President and Chancery Clerk to sign the following:
 - a. Petition for Reduction of Assessments
 - b. Notice to Increase the Assessments of Real/Personal Properties
- C. Karen Ruhr – Circuit Clerk (NONE)
- D. Tim Kellar – Chancery Clerk (NONE)
- E. Geoffrey Clemens – County Engineer
- 1) Motion to authorize advertising for installing gravity and force main sewer lines, grinder pumps, water lines, power supply pedestals, electrical panel platforms and road improvements to service campsites at McLeod Park in Hancock County, MS.
 - 2) Motion to approve and authorize Board President sign Change Order #4 for Gulf Coast Custom Homes for Rocky Hill Dedeaux Walking Trail. This Change Order reflects a contract increase in an amount of \$4,850.00.
 - 3) Motion to approve and authorize Board President to sign Sub-Contracts for STP-0023-00(048)LPA/106743-701000 in the amount of \$93,376.75 to RJM McQueen Contracting, Inc., \$4,009.00 to A 1 Sealing, Inc., and \$152,728.10 to J.L. McCool Contractors.
- F. Vic Johnson – Road Manager
- 1) Motion to spread on the minutes the following personnel changes;
 - a. The hiring of James Edwards to replace Wendell Ladner as truck driver/labor for north maintenance Road Department full time at \$11.00 per hr. pending outcome of physical.
 - b. The hiring of Leroy Lee Jr. as a part time as needed welder for Road Department to replace beds in dump trucks at \$12.50 per hr. pending outcome of physical.
 - c. The hiring of Cody Ladner to replace Henry Lee as laborer for north maintenance road dept. full time at \$10,00 per hr. pending outcome of physical.
 - d. The hiring of Wilbert Dorsey to replace Justin Swartz as laborer for sand beach seawall crew full time at \$10.00 per hr. already has physical was a seasonal worker for McLeod Park.
 - e. The following employee needs to be taken off payroll due to his resignation Martin E. Seal, effective July 15, 2016. (Building & Grounds)
 - 2) Motion to approve to post in upcoming checks the job opening to replace Martin Seal in Buildings and Grounds.
 - 3) Motion to approve the purchase of zero turn mower off State Contract from Parish Tractor price being \$12,100.00 contract# 8200022915 Fund# 156-331-918 (sand beach seawall)

- 4) Motion to approve the purchase of 78''x12' dual axle trailer from Stringer Trailer Sales price being \$2,695.00 (sand beach seawall) fund#156-331-919
- G. Felicity Edwards – County Administrator
- 1) Motion to approve Coroner Jim Faulk's June 30, 2016, request to accept Charlene Dorman Dupree, who was pronounced dead on June 22, 2016, as a pauper pursuant to the provisions of MS Code §41-39-5 and authorize publication of any required notices to dispose of Ms. Dupree's assets.
 - 2) Motion to approve Coroner Jim Faulk's June 30, 2016, request to accept Carl Joseph Beschen, who was pronounced dead on June 23, 2016, as a pauper pursuant to the provisions of MS Code §41-39-5 and authorize publication of any required notices to dispose of Mr. Beschen's assets.
 - 3) Motion to take the following action for the Cedar Point Boat Launch Improvements (CIAP Project MS.R.753):
 - a. Spread on the minutes the Certificate of Substantial Completion dated June 29, 2016, and authorize the Board President to sign for receipt of same;
 - b. Spread on the minutes project closeout documents, including the Consent of Surety to Final Payment, Contractor's Affidavit of Payment of Debts and Claims, and Contractor's Affidavit of Release of Liens.
 - c. Spread on the minutes the Engineer's Notice of Acceptability of Work and, in accordance with this recommendation, accept the improvements to the cedar point boat launch project.
 - 4) Motion to approve and authorize the County Administrator and Board President to sign the revised Check List for Federal-AID LPA Projects, as required for MDOT to approve the contract documents for the Safety Improvements Project STP-9354-00(005)LPA/106620-701000. (The project engineer has confirmed that the required documents are included in the specifications and has recommended signature on the revised checklist. Signature was authorized on June 20, 2016, for the original checklist.)
 - 5) Motion to take the following action regarding personnel at the Animal Shelter:
 - a. Spread on the minutes the resignation of Lauren Lee from the Animal Shelter effective August 6, 2016.
 - b. Authorize the hire of Raegan Lee as a part-time receptionist for the Animal Shelter at a rate of \$8.50, not to exceed 19.5 working hours per week.
 - c. Authorize the hire of Thomas Pace as a part-time kennel technician for the Animal Shelter at a rate of \$8.50, not to exceed 19.5 working hours per week
 - 6) Motion to approve the updated County Take-Home Vehicle Policy effective August 1, 2016.

- 7) Motion to spread on the minutes the July 13, 2016, Final Closeout documentation from the Mississippi Development Authority for the Pleasure Street Improvements Project (R-118-023-13-HCCR)
 - 8) Motion to approve the 16th Section Land Lease Cancellation for Karen Bazor.
 - 9) Motion to approve and authorize Board President to sign a letter requesting that County be granted a portion of the \$2.5M Zika Virus efforts funding from the Center for Disease Control's award to Mississippi, if such an award is made.
 - 10) Motion to spread on the Minutes the proof of advertisement for the public notice regarding property assessment rolls.
 - 11) Motion to spread on the Minutes the Resolution appointing Cindy Knoblock to the Hancock Medical Library Board of Trustees by District 4.
- H. Gary Yarborough Jr. – Board Attorney
- 1) Motion to spread on the Minutes the letter from Mississippi Department of Wildlife, Fisheries and Parks regarding McLeod Water Park.
 - 2) Motion to spread on the Minutes the County Attorney has reviewed and approved the Delta Software Amendments for the Board Office and Circuit Clerk's Office, which were Board approved at the last meeting of July 18, 2016.
- I. Supervisors Items
- 1) District 1 – Supervisor David Yarborough
 - 2) District 2 – Supervisor Greg Shaw
 - a. Motion to approve appointing Ester Smith to the Hancock Human Resource Agency Board.
 - 3) District 3 – Supervisor Blaine LaFontaine
 - a. Motion to approve appointing _____ to the Mississippi Regional Housing Authority Board of Commissioners.
 - 4) District 4 – Supervisor Scotty Adam
 - 5) District 5 – Supervisor Darrin Ladner

10. Public Comments

11. Executive Session

12. Adjourn/Recess