



HANCOCK COUNTY BOARD OF SUPERVISORS

Agenda

September 15, 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. Judge Sandy Steckler**
 - A. Discussion regarding Youth Court and Department of Human Services.

- 5. Announcements**
 - A. The next regularly scheduled meeting is October 3, 2016 at 9:00 a.m.

 - B. Bi-weekly payroll for period ending 9/3/16 totaled \$564,293.93.

 - C. There will be a bid opening today at 10:00 to receive proposals the County solicited for Grant Administration Services.

 - D. There will be a meeting today at 2:00p.m. with the Hancock Medical Center Board of Trustees and Physicians.

 - E. Commendation for Mr. Charley "Dusty" Rhodes.

 - F. We will be accepting resumes for the position of the County Administrator until 10:30a.m. today.

 - G. Hancock County Regional Solid Waste Authority

- 6. Motion to approve the Board Minutes for the September 6, 2016 and September 8, 2016.**

- 7. Motion to approve the Docket of Claims for September 15, 2016 totaling \$136,065.98.**

- 8. Departmental Agendas**
 - A. Brian Adam – EMA Director
 - 1) Motion to approve the request from the Hancock County Firefighters Association to put a Fallen Firefighters Memorial at the Hancock County Emergency Operations Center. If approved, this will be put in the front of the building in the middle of the squared walk-way.

B. Kevin Ladner – Recreation Director

- 1) Motion to approve Recreation Board minutes for July 2016.
- 2) Motion to remove deposit collected for Pavilion rental.
- 3) Motion to remove deposit collected for Arena rental.
- 4) Motion to approve petty cash account for McLeod Park to reimburse for the deposit collected for golf cart use.

C. Michelle Cuevas – Inventory Control (NONE)

D. Robin Benoit – Purchasing Clerk (NONE)

E. Anthony Cuevas – Building Official

- 1) Motion to approve the Special Meeting and Public Hearing Meeting Minutes held on August 22, 2016 and the resumed Special Meeting and Public Hearing Minutes held on September 1, 2016 to recommend adoption of Textual Amendments to the Hancock County Planning and Zoning Ordinance and Chart of Uses Regarding Recreational Vehicle Park Zoning and Standards.
- 2) Motion to accept the recommended approval by the County Engineer of a Right of Way Permit for Century Link Communications, LLC. The County Engineers invoice amount is \$1,260.00 owed by Century Link Communications as well as a \$51.00 fee for the permit.

F. Nancy Kelly-Comptroller

- 1) Motion to adopt the Hancock County fiscal year 2016-2017 budget.
- 2) Discussion – Renewal of Necaise and Company audit contract or advertise to bid.
 - a. Discussion –Schedule meeting at the end of September in order to approve FY 2015/2016 inter fund transfer and loans.

9. External Business Agenda

A. Senator David Baria

- 1) Discussion regarding Hancock County Youth Task Force Report (216-5991).

B. Port and Harbor Commission

- 1) Motion to approve the Hancock County Port & Harbor’s Resolution accepting and authorizing the President of the Hancock County Port & Harbor Commission execute a Telecommunications Service Agreement including the Letters of Authorization and Notice of Related to Analog Lines and any other documents required with C Spire Business Solutions (dba Telepak Networks, Inc.) for phone service in the new Hancock County Port & Harbor Commission Administration Building.

- 2) Motion to approve the Hancock County Port & Harbor's Resolution accepting and authorizing the President of the Hancock County Port & Harbor Commission to execute Amendment of Solicitation/Modification of Contract (Amendment No. 001) to the U.S. Government Lease for Real Property Lease No. N69450-15-RP-00130 and any and all other necessary documents with United States of America [Naval Facilities Engineering Command Southeast {NAVFAC-SE}] to exercise the Year 2 renewal option for the lease of T-Hangar No. 3 located at Stennis International Airport for a term October 1, 2016 - September 30, 2017 for an annual rent of \$4,500.00 at the rate of \$375.00 per month in arrears.

C. Gouras and Associates – Corinne Graham

- 1) Motion to approve final budget modification #5 for the City of Waveland Gulfside Improvements Project reconciling all final costs in order to closeout the project.
- 2) Motion to approve Request for Cash #34 in the amount of \$275,405.18 for the Sports Complex Project for reimbursement for the following invoices:
 - a. Gouras & Associates invoice 878 in the amount of \$5,341.88.
 - b. Barnard & Sons invoice 14 in the amount of \$267,438.30.
 - c. M3A invoice CA13.000 in the amount of \$2,625.00.
 - d. Reconcile project budget allocating \$36,359.38 to the CDBG Budget and deducting \$30,283.85 from Homeland Security and \$6,075.53 from Hazard Mitigation.
- 3) Motion to approve budget modification #11 for the Selex project releasing contingency from the grant as stipulated in Section 3(c) of the MOA.
- 4) Motion to approve budget modification #12 (revised) for the Emergency Operations Center to include additional funding sources final obligated amounts.
- 5) Motion to approve Request for Cash #42 (revised) in the amount of \$432,780.15 for the Emergency Operations Center Project for reimbursement for the following invoices:
 - a. Gouras & Associates invoice 867 in the amount of \$11,340.00.
 - b. Motorola Tower Reimbursement invoice PO927181 in the amount of \$421,200.00. \$39,431.75 of this invoice is to be paid for with County funds.
 - c. Rod Cooke Construction invoice Final in the amount of \$240.15.
- 6) Motion to approve Request for Cash #43 (revised) in the amount of \$10,000.00 for the Emergency Operations Center Project for reimbursement for the following invoices:
 - a. Gouras & Associates invoice 868 in the amount of \$10,000.00.
- 7) Motion to approve and authorize Board President to sign REVISED Amendment No. 1 Consulting Agreement with Gouras & Associates.

D. Gulf Regional Planning Commission – Jeff Loftus

- 1) Motion to authorize Board to Re-allocate McLeod Park Improvement FY2016-P610-02HN Award of \$80,250.00 to McLeod Park Project FY2015-P501-22HN to support McLeod Park's RV Campsite Expansion.
- 2) Motion to authorize approval to close-out McLeod Park Improvement FY2016-P610-02HN upon DMR approval of the re-allocation of the 2016 award of \$80,250.00 to McLeod Park Project FY2015-P501-22HN.

10. Elected/Appointed Agendas

A. Ricky Adam – Sheriff

- 1) Motion to spread on the Minutes the following personnel changes:
 - a. Move Gary Gros from part-time to full-time, effective September 30, 2016.
 - b. Remove Dispatcher Alyson Jacobsen from payroll, effective September 24, 2016.
 - c. Move Dispatcher Randi Bellais from part-time to full-time with an increase in pay to \$10.50 per hour, effective September 24, 2016.
 - d. Remove Dispatchers Selena Hosty and Kaylin Smith from payroll, effective September 15, 2016.
 - e. Hire the following as part-time dispatchers, effective September 15, 2016.
 - i. Cheryl Littlefield - \$9.50 an hour
 - ii. Dora Jones - \$9.50 an hour
- 2) Motion to approve receiving the following donated items to the Sheriff's Office from Mr. Richard Hatem:
 - a. One 2007 19 foot Carolina Skiff serial number SKHOK342A707 MS registration numbers 198 DLV.
 - b. One 2007 Evinrude, 115hp outboard Model E115OPXSU serial number G05188260
 - c. One 2007 Magic Tilt Trailer, Serial number 1M5BM19187E24160

B. Jimmie Ladner – Tax Assessor

- 1) Motion to approve and authorize Board President to sign the annual CDMS Software Support Agreement and a 12 day contract discount agreement between the Tax Assessor's office and Data Systems Management Inc.

C. Karen Ruhr – Circuit Clerk

D. Tim Kellar – Chancery Clerk

- 1) Motion to spread on the Minutes the Settlement Summary for the month of August 2016 as presented by the Chancery Clerk.

E. Geoffrey Clemens – County Engineer

- 1) Motion to approve and authorize Board President to sign Close-Out Document and Final Pay Application #3 for Remove and Replace Mill Creek Bridge on Kapalama Drive.
- 2) Motion to approve requesting an extension of the MOU for the Beach Pedestrian Pathway Project (STP-9354-00(005)LPA/106620-701000).

F. Vic Johnson – Road Manager

- 1) Motion to authorize Hancock County Tourism Bureau's request for Beach Boulevard closures for the Cruisin' the Coast even on October 6-8, 2016 and the Bay St. Louis Christmas Parade on December 3, 2016.

G. Felicity Edwards – County Administrator

- 1) Motion to approve Coroner Jim Faulk's September 9, 2016, request to accept Melvin T. Mitchell, who was pronounced dead on September 9, 2016, as a pauper pursuant to the provisions of MS Code §41-39-5 and authorize publication of any required notices to dispose of the decedent's assets.

- 2) Motion to approve the monthly CDMS software support agreement with Data Systems Management, Inc., for Hancock County – E-911 for the period of October 1, 2016, through September 30, 2017.
- 3) Motion to approve the attached Section 3 Corrective Action Plan for any and all KCDBG projects for which said plan may be applicable. (Prior approvals have been project-specific.)
- 4) Motion to spread on the minutes the September 9, 2016, Official Opinion from the Mississippi Attorney General's office approving the Interlocal Cooperation Agreement between Hancock County, Bay St. Louis, Waveland, and Diamondhead for the coordination of road work and fire protection, and authorizing filing of this agreement with both the Chancery Clerk's office and the Secretary of State's office, as stipulated in the AG's approval letter.
- 5) Motion to approve _____ as the lowest and best bidder for the Hancock County Mosquito Control Services contract.
- 6) Motion to spread on the Minutes the following contractors that are found to be prequalified as Hancock County Emergency Storm Debris Removal Contractors:
 - a. DRC Emergency Services
 - b. Phillips & Jordan
 - c. Crowder Gulf
 - d. Custom Tree Care
 - e. TAG Grinding Services
 - f. TFR Enterprises Inc.
 - g. Worley Tree Service
- 7) Motion to spread on the Minutes the executed contract with American Medical Response with Hancock County for Emergency Medical Services.

H. Gary Yarborough Jr. – Board Attorney

- 1) Motion to Approve Resolution regarding Reserve Fund.
- 2) Motion to Approve Invoice from PRBDD for Attorney's Fees for Transfer per Agreement in the amount of \$5,521.50.

O. Supervisors Items

- 1) District 1 – Supervisor David Yarborough
- 2) District 2 – Supervisor Greg Shaw
- 3) District 3 – Supervisor Blaine LaFontaine
 - a. Motion to approve appointing _____ to the Mississippi Regional Housing Authority Board of Commissioners.
 - b. Motion to approve appointing _____ to the Hancock County Tourism Board. Due Oct. 1, 2016.
 - c. Motion to approve and authorize the small purchase letter for Consultant Selection for Pedestrian Improvement Plan Along South Beach Blvd, Hancock County.

- d. Quote for guardrails on Rocky Hill for public safety
 - e. Quote or approve bleacher improvements and lights at North Hancock football field.
 - f. As Jimmie update regarding surplus property by Lakeshore Fields
 - g. Discuss Stormwater issues
 - h. Discussion of creating a Hancock County Governmental Advisory Board.
- 4) District 4 – Supervisor Scotty Adam
 - a. Discussion regarding advertisement for proposals for contracting park maintenance.
 - 5) District 5 – Supervisor Darrin ‘Bo’ Ladner
 - a. 1:30p.m. Presentation of AMR Donation to Hancock High School Marching Band.

11. Public Comments

12. Executive Session

- A. Resumes – County Administrator position

13. Adjourn/Recess