



## HANCOCK COUNTY BOARD OF SUPERVISORS

### Agenda

November 21, 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. Bi-weekly payroll for period ending November 12, 2016 totaled \$574,308.80.
- B. There will be a bid opening today at 10:00am. to receive bids for the construction of approximately 3100 linear feet of 14-foot wide concrete pedestrian pathway along the Beach Boulevard Scenic Byway STP-9354-00(005)LPA/106620-701000.
- C. There will be a public hearing today at 1:00 p.m. to consider changes to the County Road Map and Registry.
- D. On December 5, 2016 at 2:00p.m. there will be a workshop to discuss the county bridge fund and needed repairs to bridges throughout the county.

#### 5. Departmental Agendas

- A. Karen Ruhr – Circuit Clerk
- B. Brian Adam – EMA Director
  - 1) Motion to approve the Transfer of the old E-911 Generator from the Dispatch Center at Rocky-Hill Dedeaux Road to the Hancock County North Barn.
- C. Kevin Ladner – Recreation Director
  - Discussion to give update on RFP for Recreational Maintenance.
- D. Michelle Cuevas – Inventory Control
- E. Toni Accardo – Animal Shelter Director
  - 1) Motion to approve hiring Desiree Pettis as a part time Kennel Tech at a rate of 8.50 per hour to replace Dylan Head effective upon completion of drug and physical screening.
  - 2) Motion to authorize the County to advertise for proposals for veterinary service for the animal shelter.
  - 3) Discussion to give update on hoarding case.

F. Robin Benoit – Purchasing Clerk

- 1) Motion to approve the purchase for the Sheriff's Dept.
  - 1 – 2017 Chevrolet Traverse off MS State Contract.  
(MS State Contract No. 8200028594, effective dates 10/1/2016 – 9/30/2017). Total price is \$24,025.00 from Roger Dabbs Chevrolet, Inc. (This will be taken out of gaming)
- 2) Motion to approve the purchase for Diamondhead Fire Dept.
  - 3sets – structural firefighting gear
  - 6 – carbon hoods(MS State Contract No. 8200022822, effective dates 3/1/2016 – 2/28/2017)  
Total price is \$6,269.00 from Sunbelt Fire. (This will be taken out of their Fire Rebate Funds)
- 3) Motion to spread on the Minutes the monthly credit card report. This report reflects all credit card charges that are presently on the docket today for payment.
- 4) Discussion for update on copier leases.

G. Anthony Cuevas – Building Official

- 1) Motion to approve the Planning Commission Meeting Minutes held on September 15, 2016.
- 2) Motion to approve the Planning Commission Meeting Minutes held on October 6, 2016.
- 3) Motion to approve the Planning Commission Meeting Minutes held on November 3, 2016 (Will distribute at meeting due to minutes being approved by Commission on 11-17-16).
- 4) Motion to approve waiving the rental fee for the Kiln Shelter requested by the Kiln Volunteer Fire Department along with various other County Volunteer Fire Departments to hold a Blood Drive on Saturday November 26, 2016.
- 5) Motion to approve the transfer of rental payments and agreements for the Longfellow Civic Center. The total amount the County has received in future rental deposits is \_\_\_\_\_.

H. Scott Schaeffer – IT Department

- 1) Motion to approve hiring Jason Bans as the new Systems Administrator with an annual salary of \$52,000.00, contingency upon completion of drug and physical screening.

I. Nancy Kelly-Comptroller

- 1) Motion to approve the Docket of Claims for November 21, 2016, totaling \$268,419.10.
- 2) Motion to approve refunding to Timothy A. Kellar \$308.48 for payment for 2 employees that served as election poll workers. This would be refunding the Chancery fee account.

**6. External Business Agenda**

A. Corrine Graham - Gouras & Associates (To be handled at 11:15am)

- 1) Motion to approve Request for Cash #36 in the amount of \$471,971.50 for the Sports Complex Project for reimbursement for the following invoices:
  - a. Gouras & Associates invoice 890 in the amount of \$9,242.65.
  - b. Barnard & Sons invoice 16 in the amount of \$159,116.45.
  - c. Barnard & Sons invoice 17 in the amount of \$303,612.40.

- 2) Motion to approve Budget Modification #2 for the Rolls Royce Project which is extending the grant until March 31, 2017.
  - 3) Motion to approve Budget Modification #7 for the Lazy Magnolia Project which is extending the grant until March 31, 2017.
- B. Jeremy Smith of Young & Williams – Mississippi Project Manager, Child Support Division
- 1) Presentation of Services (apt made by Camile Johnson of DHS on 11/2).
- C. Port & Harbor Commission
- 1) MetLife Insurance Renewal: the Hancock County Port & Harbor Commission’s Resolution authorizing the Chief Executive Officer, William V. Cork, to execute any and all necessary documents with Metropolitan Life Insurance Company effective January 1, 2017 for renewal of employee Basic Life, Basic Accidental Death and Dismemberment, Supplemental Life, Supplemental Accidental Death and Dismemberment, Long Term Disability, Dental, and Vision coverage for Hancock County Port & Harbor Commission employees and their families for policy period of January 1, 2017 through December 31, 2017.
  - 2) Airport Restore Act: Motion to accept the Hancock County Port & Harbor Commission’s Resolution authorizing the Hancock County Port & Harbor Commission to commit funds to Project AP1701 (Hangar Phase II) in the amount of \$2,075,000, in addition to the \$2,000,000 in Restore Act funds committed, and authorizing the Hancock County Port & Harbor Commission President or Vice President to execute any and all documents required to submit the grant application.
  - 3) Rejection of Bids for Heavy Lift Areas for Terminal Dock: Motion to accept the Hancock County Port & Harbor Commission’s Resolution rejecting all bids received for the Heavy Lift Areas for Terminal Dock Project (PMM-16(003)) at Port Bienville Industrial Park, as bids were above the budget for the project.
  - 4) Tyonek Lease Termination: Motion to accept the Hancock County Port & Harbor Commission’s Resolution authorizing the Chief Executive Officer, William V. Cork, to terminate Land Lease Agreement dated January 1, 2012, with Tyonek (formally Selex Galileo, Inc.), and further authorizing Mr. Cork, or his designee, to execute letter of termination and any and all documents that may be necessary to terminate said Land Lease Agreement effective at the end of the initial term on December 31, 2016.
  - 5) PHI Inc. Lease Termination: Motion to accept the Hancock County Port & Harbor Commission’s Resolution ratifying and spreading in the minutes the termination of the Lease Agreement with PHI, Inc. at Stennis International Airport.
  - 6) Freeman Holdings of Mississippi L.L.C., Lease Termination: Motion to accept the Hancock County Port & Harbor Commission’s Resolution ratifying and spreading in the minutes the termination of the Lease Agreement with Freeman Holdings of Mississippi L.L.C., at Stennis International Airport.
- D. Youth Court – Judge Elise Deano
- 1) Motion to approve and authorize Board President to sign application for the 2017 Drug Court Grant with Mississippi Department of Public Safety.

- E. David Kenny-Farmers Market
  - 1) Discussion regarding the Farmer's Market.
- F. Gulf Regional Planning Commission – Elaine Wilkinson/Jeff Loftus
  - 1) Motion to approve a request to utilize the foyer of the Board Room during the December 5, 2016 regularly scheduled Board meeting to inform the public about the NCBC Joint Land Use Study.
  - 2) Discussion regarding potential funding for repairs to the buckling on the Beach Pedestrian Pathway.
- G. Tish Williams – Hancock County Chamber of Commerce
  - 1) Presentation of potential County logo.

**7. Elected/Appointed Agendas**

- A. Ricky Adam – Sheriff
- B. Jimmie Ladner – Tax Assessor
- C. Tim Kellar – Chancery Clerk
- D. Vic Johnson – Road Manager
  - 1) Motion to rescind the motion from November 7, 2016 authorizing advertisement for a Public Hearing to be held December 5, 2016 at 2:00p.m. to consider certain portions of county roads for abandonment and addition to the county road registry AND authorize advertisement for the corrected date of \_\_\_\_\_.
- E. Geoffrey Clemens – County Engineer
  - 1) Motion to approve Right-of-Way Occupancy request from Utility Services LLC, to install a 6' gravity line across Pensacola Dr. in Oak Harbor, Pearlinton, MS for service to a new home.
  - 2) Motion to approve Right-of-Way Occupancy request from AT&T Mississippi to install buried cable from Highway 43 to various streets along and including Ridgewood Drive.
  - 3) Open bids for Transportation Enhancement South Beach Blvd STP-9354-00(005)LPA/106620-701000. (Pedestrian Pathway along the Beach Boulevard Scenic Byway)
  - 4) Discussion of Hancock County Bridges.
- F. Maureen Anderson – Grant Administrator/Board Secretary
  - 1) Motion to approve and authorize County Administrator to sign the withdraw request to Mississippi Emergency Management Agency (MEMA) for project worksheet #'s 10883 and 10884.
  - 2) Motion to reject any and all proposals received for the McLeod Park Sanitary Sewer #5 Park Expansion Project under reservations of the notice of solicitations of proposals and bid specifications.

- 3) Motion to add Pay Application No. 18 from Miller Enterprises for the Ansley Lakeshore Sewer Project in the amount of \$189,079.74 to the docket for today.
- 4) Motion to approve a Special Meeting on November 29, 2016 at \_\_\_\_\_ to be held by the Board of Supervisors to consider a motion to approve a pay application for Miller Enterprises for the Ansley Lakeshore Sewer Project.

G. County Administrator

- 1) Motion to approve the Board Minutes for November 7, 2016.
- 2) Motion to spread on the Minutes the mosquito control report from Philip's Pest Control for the month of October 2016.
- 3) Motion to authorize County Administrator to amend the handbook policy to include and correct details regarding holiday pay.
- 4) Motion to spread on the minutes and authorize the proclamation from Governor Phil Bryant in observance of the Christmas and New Year holidays. (The day after Thanksgiving was awarded to employees at the November 7, 2016 meeting)
- 5) Motion to approve and authorize County Administrator to sign the purchase and security agreement with Necaise Locksmith Service Inc. for rekeying all doors in the Annex Building in the amount of \_\_\_\_\_. This will be paid for with Board of Supervisors Capital Budget.
- 6) Motion to accept and authorize the letter received from E-911 regarding consolidation of addressing services.
- 7) Discussion regarding Chancery/Circuit Court Reporters pay increase for 2016-2017 Budget. (item moved from the 11/7/16 BOS meeting)
- 8) Discussion regarding selection committee meeting to rate the Debris removal proposals and the Grant Administration proposals.
- 9) Discussion regarding the rating for the Grant Administrator proposals received on September 15, 2016. This will be procurement completion only for potential grants and is no cost to the county.
- 10) Discussion regarding potential uses for future BP monies.
- 11) Discussion regarding smoking policy and how it applies to potential insurance premiums.

H. Gary Yarborough Jr. – Board Attorney

- 1) Motion to approve resolution to facilitate transfer of Longfellow Community Center and subject property to the City of Bay Saint Louis under Mississippi Code Section 19-7-3, and to approve the findings therein and to declare that the property is surplus and no longer needed for County purposes.
- 2) Motion to approve resolution authorizing placement of certain items within the right-of-way on the corner lot of Beach Blvd and Main Street by Cure Land Company.
- 3) Motion to approve, spread on the minutes, and authorize Board President to sign agreement with Health Management Partners, LLC.
- 4) Motion to approve agreement with the Horne Group for feasibility study, authorize Board President to sign agreement, and to spread on the minutes.
- 5) Motion to spread on the minutes executed agreement with Bay Saint Louis concerning the Washington Street Bridge Repair Project.

I. 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 a request from the City of Diamondhead for a culvert extension on Kapalama drive.
- 4) District 4 – Supervisor Scotty Adam
- 5) District 5 – Supervisor Darrin Ladner

**8. Public Comments**

**9. Executive Session**

**10. Adjourn/Recess**