

The Board of Mayor and Aldermen of the City of Waveland, Mississippi, met in regular session at the Waveland City Hall Board Room 301 Coleman Avenue, Waveland, MS. on January 22, 2013 at 6:30 p.m. to take action on the following matters of city business.

ROLL CALL

Mayor Garcia noted for the record the presence of Aldermen Stahler, Geoffrey, Lafontaine and Kidd along with City Clerk Lisa Planchard and City Attorney Gary Yarborough.

PUBLIC COMMENTS

- There were no Public Comments

MAYOR'S REPORT: (EXHIBIT A)

AMEND AGENDA/PERMITS DEPARTMENT/FIRE STATION-COLEMAN AVENUE/FIRE DEPARTMENT/CDBG PROJECTS/CITY HALL-CITY HALL ANNEX PROJECT

Re: Amend Agenda to Waive Permit Fees to DNP, Inc. for addition of Elevator to Fire Station on Coleman Avenue.

Alderman Geoffrey moved, seconded by Alderman Kidd to amend the agenda to waive permit fees to DNP, Inc. for building/construction associated with adding the elevator to the Fire Station- Coleman Avenue municipal building. Note: Building permit is still required.

A vote was called for with the following results:

Voting Yea: Stahler Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

Re: Waive Permit Fees to DNP, Inc. for addition of elevator to Fire Station on Coleman Avenue

Alderman Kidd moved, seconded by Alderman Geoffrey to waive permit fees to DNP, Inc. for building/construction associated with adding the elevator to the Fire Station- Coleman Avenue municipal building. Note: Building permit is still required. **(EXHIBIT B)**

A vote was called for with the following results:

Voting Yea: Stahler Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

MAYOR'S REPORT (CONTINUED)

- Thanked the Navy Communication Relation Coordinator Petty Officer Andrew Rebar and the 35 Naval Personnel from the Navy Meteorologist Oceanographic and Warfare Command Stennis Space Center for volunteering on Wednesday January 25, 2014 at the Martin Luther King Jr. Park in Middletown.
- Mr. Jay Fountain loaned 2 spotlight bulbs removed from the Waveland Civic Association's Den after Hurricane Katrina to the Katrina Museum. Local resident and artist Chuck Tippet painted the bulbs.
- The Mayor gave each Alderman a copy of the County's advertisement related to the change of polling place for Waveland East precinct from the Waveland Civic Center to the 307 Coleman Avenue Fire Station.
- Mrs. Sherry Bevis, South Mississippi Service Coordinator for Secretary of State Delbert Hoseman, visited City Hall and left the Mississippi State Voter Identification information.
- Each Alderman should have received a copy of the recent smoke testing report. The remaining areas that are to be tested will be Highway 90, Waveland Avenue, west of Waveland Avenue and south of the railroad tracks. The report does not include the area north of the railroad tracks.

ALDERMEN'S COMMENTS:

Re: Alderman Stahler:

No Comments

Re: Alderman Geoffrey:

No Comments

Re: Alderman Lafontaine:

- Inquired about a plan to repair the sewer lines on private property that showed problems from smoke testing. Mr. Yarborough said he will have to research a solution.
- Would like to set the workshop to discuss the Utility Bills. Mayor Garcia said we would have to get the final results from Delta Water first and get their recommendations, then make a determination from there.
- Discussed sewer repairs on Sycamore and Herlihy Streets and asked if street repairs could be added to that paving project. Mr. Yarborough suggested Compton, project manager, review that issue and submit it as a Change Order. Mr. Lagasse was present; Mr. Yarborough asked if he would look at these locations and propose a change order if needed. They discussed the specifics of what would qualify for a change order vs. a field order.

Re: Alderman Kidd:

- Asked for status on Public Works Building. Mrs. Planchard said that Mr. Anderson was supposed to call Gulf States Engineering with her the previous Friday, but was unable to get back with City Clerk to make the call that day. She said Mr. Anderson is off for the next couple of weeks on leave so she would make the phone call to try and get an update. Mayor Garcia explained that working to get things moving is easier said than done; when you work with PW's, its very difficult. He noted that you have to work at their pace, not your pace; the City of Waveland is not the only ones at the table that they deal with.
- Discussed the installation of a new valve by S.H. Anthony (under contract by the Hancock County Utility Authority) and damages to Dubuc Lane; this should be repaired by S. H. Anthony. The Mayor said he had received a phone call from the American Legion Post 77 regarding this issue and told the Hancock County Utility Authority about this.
- Is there anyone still checking gages at the sewer plant? The Mayor said no.
- Banners and signs that are in the median along Hwy 90 need to be removed. He asked which staff member would enforce the sign ordinance. Alderman Lafontaine & Mr. Yarborough said Brent (Anderson) handles violations of the sign ordinance. Mayor Garcia reminded the Board that along the Highway is MDOT Right-of-Way and the City could not permit anyone to place signage on the highway rights-of-way; the City has been authorized by MDOT to remove any of those signs.

ATTORNEY'S REPORT:

No Comments

MINUTES

Re: Minutes of the Regular Meeting of January 7, 2014.

Alderman Kidd moved, seconded by Alderman Geoffrey to approve the Minutes of the Meeting of January 7, 2014 and the Minutes of the Blighted Properties Public Hearing of January 7, 2014 as submitted.

A vote was called for with the following results:

Voting Yea: Stahler Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

RSVP

Re: Claims

Alderman Lafontaine moved, seconded by Alderman Stahler to approve the RSVP Claims as submitted. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

DOCKET OF CLAIMS

Re: Claims

Alderman Lafontaine moved, seconded by Alderman Geoffrey to approve the Docket of Claims dated January 7, 2014. **(EXHIBIT D)**

001 Fund – 335 to 388

099 Fund – None

100 Fund – 9 to 10

101 Fund – None

102 Fund – None

103 Fund – None

104 Fund – None

105 Fund – None

124 Fund – None

125 Fund – 13

126 Fund – 13 to 14

127 Fund – None

200 Fund – None

313 Fund - None

400 Fund – 102 to 179

601 Fund – None

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

DELTA WATER/PUBLIC WORKS/UTILITIES

Re: Mr. Rodney Davis and Ms. Kathy Walker with Delta Water were present to update Board members with the current status of the Utility Department Water Accounts analysis project.

- Kathy Walker stated the following issues that have been noted and corrected.
 - Have reviewed all of the water accounts @ least once, now are putting in GPS coordinates, checking readings & usage thereon.
 - Over half of the City has been GPS'd so far and that information is in the billing system. At the same time, they are checking the account address, the MIU number and checking the register reading.
 - Found 18 accounts that were being read backwards because the meters had been installed backwards, but now have been re-installed. Believe there may be a few more like that that they will correct.
 - Researching and correcting accounts that are registering little or no usage, especially those with a local mailing and service address (indicates that this is a full time resident). Checking to ensure meter & register are working; changing registers that are not reading. They are also electronically randomly checking

- registers to make sure they are working correctly. Putting antennas on meters that are missing one.
- Found incorrect MIU numbers in the billing system; are correcting those as they find them.
 - There were a couple of meters that had the wrong register head for the size meter; are correcting those.
 - Found some meters where a residence may have had 2 meters; and the irrigation and the water MIU numbers were switched, the sewer was being charged on the irrigation and not on the house, so those are now fixed in the billing system.
 - Found over 10 accounts that were not in the billing system at all; these are now in the system.
 - Identified 20 of the largest commercial users that still have the older model meters which are not registering correctly. Have new meters coming in to replace those old meters and are changing out the 5/8 meters as they come across them.
- Mayor Garcia inquired about the completion time. Mr. Davis said about 4 to 5 weeks from now. The process is taking a little longer because they almost have to pump/bail everyone (meter).
 - The re-reads went down to 20 on the last billing so things are moving in the right direction. The Neptune Program is doing fine; it's reading under water and through 2 cast iron lids at some of the locations.
 - Alderman Lafontaine said they are looking for information on the monthly average usage by size of meter and whether residential or commercial, small vs. large. Kathy said consumption reports can be printed from the system or she can put together this information for the Board.
 - Mr. Davis said they found a large compound meter behind West End Restaurant going to the apartments that had been buried in 2' of mud. It has now been uncovered and will be read electronically once Neptune comes in to program it. He said Wal-Mart and McDonald's new meters will be coming in very soon and replaced which should show significant increases in usage; they were very old meters not working correctly.

ORDINANCES/CHARTER/ELECTIONS/REGISTRAR OF VOTERS/REDISTRICTING

Re: Ordinance No. 363 Amending the Charter to Redistrict/Reapportion the 4 Wards

Alderman Lafontaine moved, seconded by Alderman Stahler to approve Ordinance No. 363 Amending the Charter of the City of Waveland and Re-apportioning the City of Waveland into (4) four wards, designating the polling places for each ward, and directing the City Clerk as Registrar to re-arrange the rolls of the qualified electors of the City in accordance with the new wards established herein, all to be effective and used beginning with the regular Municipal elections in the year 2014 and in all municipal elections thereafter. Attorney Chad Mask was present to discuss and answer questions. **(EXHIBIT E)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

BAY-WAVELAND GARDEN CLUB/PUBLIC APPEARANCE

Re: Bay-Waveland Garden Club updated Board members on their Upcoming Events

Three Bay-Waveland Garden Club members were present to discuss the upcoming March 8, 2014 Spring Pilgrimage Tour and Club Flower/Garden Show to take place at the Waveland Civic Center (Ground Zero Museum) on May 7 & 8, 2014. On Friday, February 14, 2014 at 1:00 pm, this Club's members will be planting a Native River Birch in front of the Business Center and giving away seedling trees.

EVENTS/CRAWFISH COOK-OFF

Re: Tri-R Bar and Grill to hold Annual Crawfish Cook-off to benefit Local Charities

Alderman Geoffrey moved seconded by Alderman Lafontaine to approve a request from Rob and Robby Arrowsmith from Tri-R Bar (C&R's) to hold the 7th Annual Crawfish Cook-off on Saturday April 26,

2014 from 10 a.m. to 4 p.m. The Arrowsmith's are requesting closure of Coleman Avenue (50' north of Tri-R's to S. Bourgeois St.) from 8 a.m. (for set up) to 4:30 p.m. (for clean-up). The event is being held to benefit the following: GOAL, Hancock County Animal Shelter, and the Starfish Café. The Arrowsmith's were present to answer questions.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

RESOLUTIONS/PLANNING AND ZONING COMMISSION/ORDINANCES

Re: Resolution asking Planning & Zoning Commission to Review, Comment on & Recommend to the Board re: Proposed Amendment to Section 704 of Ordinance 349

Alderman Stahler moved, seconded by Alderman Geoffrey to approve a Resolution asking the City of Waveland Planning & Zoning Commission to review, comment upon and provide recommendation to the Board of Mayor and Aldermen concerning a proposed amendment to Section 704 of Ordinance No. 349. **(EXHIBIT F)**

Mr. Yarborough stated that this follows up on the suggestion from the Planning and Zoning Commission at the last meeting to send them a Resolution modifying that to reduce the rear yard setback. Mr. Yarborough said the proposal was for an amount close to zero; he has used '8' feet in the Resolution. He said this can, however, be sent back to & reviewed by Planning and Zoning and the Board of Mayor and Aldermen can approve a different number they may recommend if they choose. He added that the final modification could be determined by the Board. Commissioner Steve Hand said he thought 8' is a great start, but we (P&Z Board) will have to have public notice for public input first.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

PERSONNEL/EMPLOYEE HANDBOOK/HANDBOOK/CITY HALL/FIRE DEPARTMENT/UTILITY DEPARTMENT/PUBLIC WORKS/BUILDING DEPARTMENT/POLICE DEPARTMENT/COURT DEPARTMENT/PARKS AND RECREATIONS/RSVP

Re: Amend Employee Handbook to Provide that Unused Personal Vacation and Sick Leave be Transferred to PERS upon Retirement or Termination (if Employee Qualifies)

Alderman Geoffrey moved, seconded by Alderman Stahler to amend the Employee Handbook to provide that unused personal (vacation) and Major Medical Leave (sick) for which an employee is not compensated upon termination or retirement will be transferred by the employee's agency (City of Waveland) to the Public Employees' Retirement System (hereinafter referred to as "PERS") and be counted by PERS as creditable service for the purpose of the retirement system. All compensatory time (hours) must be used before vacation and sick time are taken. In computing unused leave for creditable service, in no case shall credit be allowed for any period of unused leave of less than fifteen days. In order to receive creditable service for unused leave, PERS must receive certification of such leave balances from the employee's agency. The amount of unused leave will determine the number of quarter-years of creditable service according to the PERS conversion table. (Ref: MS. State Personnel Board Employee Handbook) This amendment to the handbook shall take effect immediately.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

BIDS/HMGP PROPERTY ACQUISITION PROJECT/ACQUISITION/ASBESTOS INSPECTIONS

Re: Micro Methods Lab, Inc to Provide Asbestos Inspections for HMGP Property Acquisition Project Qualifying Properties

Alderman Lafontaine moved, seconded by Alderman Geoffrey to approve and award Micro-Methods Lab, Inc. as lowest, best and most responsive bid, at a total cost of \$1,750 for asbestos inspections (or \$350 each) on five properties included in the HMGP Acquisition Grant. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

PURCHASING/ CAROUSEL/CIVIC CENTER/DONATIONS

Re: Purchase of Fencing for Carousel

Alderman Kidd moved, seconded by Alderman Geoffrey to approve purchase of fencing (approximately \$800 in supplies) for the Carousel from the Civic Center Restricted Donations Account.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

REVENUE AND EXPENSE REPORT/BUSINESS CENTER/LEASES/BIDS/BUSINESS INCUBATOR

Spread on the minutes the following as listed: (Items a&b)

- a. The Revenues and Expenditures Report for the month of December 31, 2013, presented at this the second meeting of January, 2014, by Comptroller Linda Elias. **(EXHIBIT H)**
- b. Bids for the Waveland Business Center lease rental space were opened prior to the meeting and have been taken under advisement.

BEACH FACILITY IMPROVEMENTS PROJECT/VOLLEYBALL FACILITY PROJECT/CITYWIDE OVERLAY AND PAVEMENT PROJECT/FLUORIDATION PROJECT/CITYWIDE DRAINAGE IMPROVEMENTS PROJECT/VETERANS MEMORIAL PROJECT/BEACH VOLLEYBALL PROJECT

Re: Payment of Invoices Submitted by Various Contractors

Alderman Kidd moved, seconded by Alderman Geoffrey to approve the following invoices submitted by various contractors and vendors and recommended to be placed in line for payment consideration contingent upon receiving funding from grant source, as listed (Items a-g): **(EXHIBIT I)**

- a) Invoice 213-016-8 from Compton Engineering, Inc. in the amount of \$287.50 – Beach Facility Improvements (Veterans Memorial Project).
- b) Invoice 213-016-9 from Compton Engineering Inc. in the amount of \$2,750.00 – Beach Facility Improvements (Veterans Memorial Project).
- c) Invoice 213-058-5 from Compton Engineering Inc. in the amount of \$500.00 – Beach Volleyball Facility Project.
- d) Invoice 213-058-6 from Compton Engineering Inc. in the amount of \$875.00 – Beach Volleyball Facility Project.

- e) Invoice 213-061-6 from Compton Engineering Inc. in the amount of \$5,500.00 – Citywide Overlay and Pavement Project.
- f) Pay Estimate #1 from Hemphill Construction Company, Inc. in the amount of \$122,925.25 – Fluoridation Improvements Project, as submitted by WGK, Inc (Engineer Josh Broome). City pays up front and is reimbursed by State within 7 to 10 days.
- g) Invoice No. 0074126 from Pickering Firm, Inc. in the amount of \$3,311.00 – Citywide Drainage Improvements Project.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

CHANGE ORDERS/FLUORIDATION IMPROVEMENTS PROJECTS

Re: Change Order No. 1 for Fluoridation Project, Decrease Contract Amount with Hemphill

Alderman Kidd moved, seconded by Alderman Geoffrey to approve Change Order Number 1 from Hemphill Construction Company, Inc. modifying the contract amount from \$136,880.00 to \$134,880.00, a \$2,000.00 decrease, as recommended by WGK, Inc. Engineering firm. **(EXHIBIT J)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

AMEND AGENDA/UPDATE/CITYWIDE STREET IMPROVEMENTS PROJECT

Re: Amend Agenda to Receive Update of Citywide Street Improvements Paving Project from Mr. Mickey Lagasse of Compton Engineering

Alderman Kidd moved, seconded by Alderman Lafontaine to amend the agenda to get a verbal update from Mickey Lagasse - Compton Engineering regarding the Citywide Street Improvements Project.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

Re: Receive Update of Citywide Street Improvements Paving Project from Mr. Mickey Lagasse of Compton Engineering

Alderman Kidd moved, seconded by Alderman Geoffrey to get a verbal report from Mickey Lagasse - Compton Engineering regarding the Citywide Street Improvements Project.

Mr. Mickey Lagasse with Compton Engineering provided Board members with an update status report of the Citywide Street Paving Project

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

ADJOURN

Re: Adjourn Meeting at 8:15 p.m.

Alderman Geoffrey moved, seconded by Alderman Kidd to adjourn the meeting at 8:15 p.m.

A vote was called for with the following results:

Voting Yea: Stahler, Lafontaine, and Kidd

Voting Nay: None

Absent: None

The foregoing minutes were presented to Mayor Garcia on February 21, 2014.

Lisa Planchard
City Clerk

The Minutes of January 22, 2014 have been read and approved by me on this day the 21st day of February, 2014.

David A. Garcia
Mayor

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