

The Board of Mayor and Aldermen of the City of Waveland, Mississippi, met in Special session at the Waveland City Hall Boardroom, 301 Coleman Avenue, Waveland, MS. on January 25, 2016 at 5 p.m. to take action on the following matters of City business.

**NOTICE OF MEETING TO APPROVE SUBSTANTIAL COMPLETION-
GROUND ZERO MUSEUM IMPROVEMENTS & REPAIRS PROJECT, AND
RELATED INVOICES (EXHIBIT A)**

ROLL CALL

Serving as Mayor Pro-Tem, Alderman Lafontaine noted for the record the presence of Aldermen Burke and Richardson, along with City Clerk Lisa Planchard and Attorney Gary Yarborough.

Absent from the meeting was Mayor Mike Smith, Alderman Charles Piazza and City Attorney Rachel Yarborough.

**MUSEUM/GROUND ZERO MUSEUM IMPROVEMENTS & REPAIRS
PROJECT /CIVIC CENTER/CERTIFICATE OF SUBSTANTIAL
COMPLETION/MUSEUM IMPROVEMENTS & REPAIRS PROJECT
Re: Certificate of Substantial Completion – CDBG Museum Improvements &
Repairs Project**

Alderman Burke moved, seconded by Alderman Richardson to approve the Certificate of Substantial completion and authorize signatures thereon for the Ground Zero Museum Improvements and Repair Project, pending inspection by Mr. Bill Carrigee.

Mr. Yarborough asked if we knew whether Mr. Carrigee actually did the inspection. Ms. Planchard said that Deputy Clerk Fayard said he did. Mr. Yarborough called Mr. Carrigee to discuss the inspection of the Ground Zero Museum Repairs/Improvements. Mr. Carrigee said he received such a general scope of work that there was no way for him to perform a complete evaluation. Mr. Carrigee said the violation of the receptacle behind the table in the front left office is still present. He said there was some HVAC work done, however he didn't have the details of what type work was done to be able to inspect the work. Mr. Carrigee said a receptacle (office on the left) which was covered with a seat or top, is fixed in place so someone cannot get to the receptacle behind it; this is a violation. He said with the front office on the right, the contractors took the back out of the seat and removed the wires from the receptacle and closed it up which is what was supposed to be done; no violation there. Mr. Carrigee told the contractor that receptacle in the front left office needed to be remedied. Mr. Yarborough asked if Mr. Carrigee was given a timeline for this to be completed. Mr. Carrigee said there was no timeline; Ms. Anderson was to speak with the Mayor because she felt the seating would subsequently be moved and it would be a non-issue at that time. Mr. Carrigee said he can't base his evaluation on a future event, as it stands now; this is a violation of building code. Mr. Carrigee said he sent a letter to the City Clerk citing the violations (**EXHIBIT B**). Mr. Yarborough said the receptacle will need to be corrected and Mr. Carrigee will need to review the work done on the HVAC system before the reconvened meeting (of this recessed meeting); the Board will have to reconvene in a couple of days to discuss this issue. After discussion, Mr. Yarborough requested Ms. Anderson's presence at the January 27, 2016, 10:00 am meeting.

**INVOICES/MUSEUM IMPROVEMENTS & REPAIRS PROJECT
Re: Pay Application No. 3 – DCD Construction, Pay Application No. 4 – DCD
Construction, and Invoice #2 from Unabridged Architecture**

During discussion, Board members verbally agreed to take action on the following invoices at the Reconvened Recessed Meeting of 1/27/16 at 10:00 am.

- a. Pay Application No. 3 from DCD Construction - \$65,112.00, Civic Center, Museum
- b. Pay Application No. 4 from DCD Construction - \$25,579.00, Civic Center, Museum

Page _____
Special Meeting of January 25, 2016
5:00 p.m.

c. Invoice #2 from Unabridged Architecture, \$2,400.00, Civic Center, Museum

Note: No motion was made or vote taken.

RECESS MEETING

Re: Recess at 5:24 p.m.

Alderman Burke moved, seconded by Alderman Richardson to **Recess** the meeting until 10:00 a.m. Wednesday, January 27, 2016.

A vote was called for with the following results:

Voting Yea: Burke and Richardson

Voting Nay: None

Absent: Piazza

The foregoing minutes were presented to Mayor Smith on February 19, 2016.

Lisa B. Planchard
City Clerk

The Minutes of January 25, 2016 have been read and approved by me on this, the 19th day of February, 2016.

Mike Smith

THIS
AREA
LEFT
BLANK
INTENTIONALLY