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**Regular Meeting Agenda
February 18, 2015
6:30 p.m.**

2/18/2015 3:21:13 PM

1. Pledge of Allegiance
2. Moment of Silence
3. Public Comments
4. Roll Call
5. Mayor's Report
 - a) Motion to amend the agenda to approve the following invoices as listed:
 - 1) Utility Management Corporation in the amount of \$650.00 (gas management for January 2015)
 - 2) Atmos Energy Marketing in the amount of \$4,942.95 (gas supplier, Invoice #217746)
 - b) Motion to approve the following invoices as listed:
 - 1) Utility Management Corporation in the amount of \$650.00 (gas management for January 2015)
 - 2) Atmos Energy Marketing in the amount of \$4,942.95 (gas supplier, Invoice #217746)
6. Attorney's Comments
7. Aldermen's Comments
8. Motion to approve the RSVP Claims as submitted.
9. Motion to approve the Docket of Claims dated 02/18/2015 as submitted.
10. Motion to approve the Minutes of the Regular Meeting of February 3, 2015 as submitted.
11. Ms. Janine Cuevas to discuss signage needed throughout the City of Waveland.
12. Motion to approve moving Deputy Court Clerk Anitra Freeman from part-time to full-time at an annual salary of \$20,800.00 per year.
13. Motion to approve the following new hires, pending passage of drug test:
 - a) Ms. Jennifer Yaniga as Utility, Zoning and Permits Clerk at an annual salary of \$23,918.00.
 - b) Mr. Chase Baldini and Mr. Martin Keel as Part time-fighters at a rate of \$9.00 per hour; both Firefighters will be used to backfill shifts that are short due to vacations, sick leave or special events.
14. Motion to approve contract with City Attorney Rachel Yarborough.
15. Motion to approve travel for the Board of Mayor and Alderman and City Attorney, to attend the 84th Annual Mississippi Municipal League Conference in Biloxi, Mississippi, June 22nd -24th, 2015. Cost to the City will be an early registration fee of \$235.00 per person (May 15, 2015), use of a City Vehicle and a \$50.00 Guest Fee each for City Clerk Lisa Planchard, Deputy City Clerk Tammy Fayard and Comptroller Linda Elias.
16. Spread on the minutes Alderman Burke's use of the City Vehicle to attend the Mississippi Municipal League Statewide Youth Conference March 6th -7th, 2015. (All other travel expenses will be paid for by MML).
- ~~17. Motion to approve Ordinance to Eliminate Smoking at all Workplaces and/or Public Places within the City of Waveland, Mississippi. If approved shall be noted on the record as Ordinance #365.~~
18. Motion to approve Change Order No. 1 from Hensley R. Lee Contracting, Inc. in the amount of \$10,804.00 credit related to the Water System Extension, Annexed Area Project, as recommended by Digital Engineering & Imaging, Inc.
19. Motion to approve Budget Modification No. 13 related to R-118-379-06-HCCR, Water System Improvements Master Meter Connection, Annexed Area Project.

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20. Motion to approve Art Loan Agreement by and between Mississippi Power Company, the Hancock Community Development Foundation (a Mississippi 501 (c) (3)) and the City of Waveland for the loan of Art to be displayed in the Ground Zero Museum, and approve the Mayor's signature thereon.
21. Motion to approve one of the following proposals for Electronic Payments for Utilities, Court/Police & Privilege License services:
 - a) *n*Court Payment Processing to receive Electronic Payments via the City's Website (at no cost to the City). Ms. Melanie Mayer will be present to discuss.
 - b) *Graphite Payments* Payment Transaction Processing Agreement including required signatures, which would allow Waveland residents & others to make electronic payments to the City of Waveland via the City's website (at no cost to the City). Mr. Gavin Birdsong and Mr. Mark Akers will be present to discuss.
22. Motion to approve the transfer of funds from the HMGP Anticipation Note in the amount of \$300,000.00 to the Depository Bank Account to pay anticipated construction draws on the HMGP Drainage Project 1604-0420 thru December 15, 2015. This corresponds with Kappa Development Docket Payment Pay App. #2.
23. Motion to approve the Certificate of Substantial Completion by Huey Stockstill, Inc. and submitted by Compton Engineering regarding the Citywide Paving Project. (As tabled from the February 3, 2015 Meeting)
24. Motion to approve the following invoices submitted by various contractors and recommended to be placed in line for payment consideration contingent upon receiving funding from grant sources (if required), and listed (Items a-i):
 - a) Payment Request No. 11 from Hensley R. Lee in the amount of \$4,479.25 – Jeff Davis/Gulfside Street Sewer Improvements Project. (As tabled from the February 3, 2015 Meeting)
 - b) Invoice 702-37-18A from Digital Engineering in the amount of \$1,166.90 – E. Jeff Davis Sewer System Improvements Project. P.O. #1136 (As tabled from the February 3, 2015 Meeting).
 - c) Invoice No. 702-38-18A from Digital Engineering in the amount of \$3,662.54 – Jeff Davis Connector Sewers and Paving Project. P.O. #1137 (As tabled from the February 3, 2015 Meeting)
 - d) Invoice No. 702-36-18A from Digital Engineering in the amount of \$2,035.00 – W. Jeff Davis Sewer System Improvements Project. P.O. #1135
 - e) Invoice No. 702-37-19A from Digital Engineering in the amount of \$2,267.74 – E. Jeff Davis Sewer System Improvements Project. P.O. #1136
 - f) Invoice No. 702-38-19A from Digital Engineering in the amount of \$3,092.08 – Jeff Davis Connectors Sewer and Paving Project. P.O. #1137
 - g) Invoice #: F12100096 from AMEC Foster Wheeler in the amount of \$14,585.88 – HMGP Drainage Improvements Project (Task Order No. 1).
 - h) Invoice No. 702-40-15 from Digital Engineering in the amount of \$750.00 – Master Meter Connection, Annexed Area Project.
 - i) Payment Request No. 4 from Hensley R. Lee Contracting, Inc. in the amount of \$9,244.80 – Water System Extension, Annexed Area Master Meter Connection Project.
25. Spread on the minutes the following as listed, Items (a – e):
 - a) House Bill No.'s 579 and 585 (Effective July 1, 2014) which relates to Municipal Court Collections fund that revises State Assessments (Effective July 1, 2015) moving assessments for traffic violations from \$90.50 to \$88.62 and Assessments for other misdemeanors will go from \$106.75 to \$121.75 (\$15.00 increase of which \$7.50 will go back to Municipality) .
 - b) Final Pay Request (RFC) #20 from Tideland related to the Veterans Memorial Improvements Project in the amount of \$268,849.90.
 - c) MDA, RFC #67 in the amount of \$13,053.00 – Civic Center, Library, Museum, Coleman Avenue Improvements, Coleman Avenue Fire Station.
 - d) MDA, RFC #54 in the amount of \$9,244.80 – Master Meter Connection Annexed Area.
 - e) Revenues & Expenditures Report for the month of January 31, 2015 at this, the second meeting of February 2015.

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26. Motion to rescind RFC #16 'which was in the form of a Spread on the Minutes', the Request for Cash Reimbursement from the January 6, 2015 meeting as listed: (Item a)
 - a) Gouras & Associates, RFC #16 in the amount of \$52,349.36 – West Jeff Davis Sewer Improvements Project.

27. Spread on the minutes the following as listed: (Items a-e)

Note: Item (d) is the corrected RFC for agenda Item No. 26 above.

 - a) Gouras & Associates, RFC #14 in the amount of \$17,972.10 – Gulfside Sewer and Paving Improvements Project.
 - b) Gouras & Associates, RFC #15 in the amount of \$66,156.39 – East Jeff Davis Sewer Improvements Project.
 - c) Gouras & Associates, RFC #17 in the amount of \$42,372.67 – Jeff Davis Sewer Connector Improvements Project.
 - d) Gouras & Associates, corrected RFC #16 in the amount of \$37,366.25 – West Jeff Davis Sewer Improvements Project.
 - e) Gouras & Associates, RFC #17 in the amount of \$3,800.00 – West Jeff Davis Sewer Improvements Project.

28. Discuss placement of Carousel at Business Center in a section of Unit A, currently leased by OBE Port of Call.

29. Motion to consider Executive Session to prompt a closed discussion related to litigation regarding the Michael and Nancy Carmichael Living Family Trust vs. City of Waveland and the Waveland Police Station building.

30. Motion to enter Executive Session to discuss litigation regarding the Michael and Nancy Carmichael Living Family Trust vs. City of Waveland and the Waveland Police Station building.

31. Motion to exit Executive Session with no action taken.

32. Adjourn