

The Board of Mayor and Aldermen of the City of Waveland, Mississippi, met in regular session at the Waveland Civic Center, 335 Coleman Avenue, Waveland, MS on March 21, 2012 at 6:30 p.m. to take action on the following matters of city business.

PUBLIC COMMENTS

Re: Mr. Alfred “Tiger” Harris commented on the recent St. Patrick’s Day Parade and announced that April 7th is the annual Easter Egg Hunt; all are welcome.

ROLL CALL

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

MAYOR’S REPORT

Mayor Garcia commented on the following: (EXHIBIT A)

- a. Congratulate Suzanne Schulz for being selected as this year’s Colleen for the Waveland Civic Association St. Patrick’s Ball and Parade. Suzanne is the daughter of Mr. Kelvin and Mrs. Emily Schulz, who have each served as a past Grand Marshall and Colleen. The Mayor also congratulated this year’s (2012) Grand Marshall, Scott Blackwell.
- b. The Mayor thanked Ms. Judee English for her assistance with cleaning up trash along the parade route after the St. Patrick’s parade. Ms. English provided the City with 3 employees to assist Mayor Garcia, Mr. Anderson, Chief Smith, and City employees with the clean-up.
- c. The Mayor thanked members of the Waveland Civic Association for returning the parade to its pre-Hurricane Katrina route along Coleman Avenue and noted a great turnout.
- d. The first WCA Fishing Rodeo will be May 11-13, 2012 at 937 Highway 90 and will have arts and craft booths, along with carnival rides.
- e. The Mayor said he received a letter from Mississippi State Department of Health that was addressed to Mr. Bruce Newton of Digital Engineering. The letter stated the 2009 CDBG Sewer System Extension/Water Main Replacement Project had been completed in accordance with the approved plans and specifications.
- f. On March 15, 2012, Fire Chief Mike Smith and the Mayor attended a U.S. Army Corps. Of Engineers meeting in New Orleans regarding the Lake Pontchartrain & Vicinity Risk Reduction Project - Environmental Mitigation. The Corps hosted the meeting to provide an update on proposed sites to mitigate environmental impacts generated by construction of a levee system. On April 24th, 2012 at 6:00 pm, the Corps of Engineers will be holding a meeting at the Civic Center regarding the proposed levee protection plan.
- g. The Mayor noted two resignations on the agenda: Mrs. Janita Cole and William “Coach” Reed. He said Mr. Reed will remain as a part-time police officer. The Mayor complimented both of the employees for their dedicated service to the citizens of Waveland.
- h. March 26, 2012 at 10 a.m., the City will hold a ribbon cutting for the Central Fire Station opening, 427 Highway 90 and then the ribbon cutting for the new City Hall Complex to follow at 11 am, 301 Coleman Avenue. These events are open to the public with light refreshments to be served after the City Hall Complex ribbon cutting.

ALDERMEN’S COMMENTS:

Re: Alderman Stahler:

- a. On March 14th Alderman Stahler attended the ICS class and overview that elected officials are supposed to complete to participate at any level of emergency incidence. Mrs. Stahler said she passed on the course information to the other Board Members’ and noted that classes can be registered for and taken online.
- b. Discussed surplus police cars and helping other MS. police forces in need of police vehicles. She said she spoke with the Mayor and he agreed there should be some cars that the City can donate/sell at a nominal amount.

- c. Noted the resignation of Mrs. Janita Cole (15 years) and Officer Reed. She noted the “can do” attitude of both employees, their wonderful smiles and said she was sorry they had to move on to different employers because they have families to support and she wished the greater opportunity had been Waveland’s and not another employer. Alderman Stahler said she hoped Waveland would be in a position soon to be able to restore the employees’ pay because they have all been working so hard and again, she feels it’s the right thing to do.

Re: Alderman Geoffrey: No comments at this time

Re: Alderman Lafontaine:

- a. Thanked Danny Peterson and Michael Taylor for cutting the grass at the cemetery.
- b. Thanked the WCA for holding the parade back on Coleman Avenue. He said he felt the trash after the parade was not as heavy as on the highway in past years; he also heard there were no arrests. This was a great family parade with family atmosphere and Alderman Lafontaine hopes the parade will stay south of the railroad tracks; on Coleman Avenue.
- c. Asked Brent Anderson to fill the some of the pot holes that have washed out due to the recent heavy rains. Mr. Anderson said there are mechanical problems with the Dura-Patcher but would try to get out and get this taken care of.

Re: Alderman Kidd:

- a. Thanked Brent “for going out there and taking care of the problem on Kennon (spelling according to Utility Dept. records) and Bismarck Streets; I really appreciate it. Over time we’ll get some more rock out there as we can afford it.”

MINUTES

Re: Minutes of March 6, 2012

Alderman Lafontaine moved, seconded by Alderman Geoffrey to approve the Minutes of the Meeting of March 6, 2012 as submitted by the City Clerk.

(EXHIBIT B)

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 Geoffrey moved, seconded by Alderman Lafontaine 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 Nos.

Alderman Lafontaine moved, seconded by Alderman Kidd to approve the Docket of Claims dated March 21, 2012 as submitted by the City Clerk. **(EXHIBIT D)**

001 Fund – Claims No's 154-198
100 Fund – None
101 Fund – None
102 Fund – Claim No. 1
124 Fund – Claim No's 21-27
125 Fund – Claim No's 20-23
400 Fund – Claim No's 87-111

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

Re: The month of February, 2012

Spread on the minutes the Revenues and Expenditures Report for the month of February 2012, at this the second meeting of March 2012, as presented by Comptroller Janet Dudding. (EXHIBIT E)

TRAVEL/ADMINISTRATION, CITY HALL

Re: Mayor Garcia and City Attorney to Jackson, MS.

Alderman Lafontaine moved, seconded by Alderman Stahler to approve travel for Mayor David A. Garcia and City Attorney Gary Yarborough to Jackson, MS. for municipal business. Cost to the City will be one night's lodging each, 2 days per diem and use of a City vehicle for travel.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

HANCOCK COUNTY UTILITY AUTHORITY/CONTRACTS/UTILITY AUTHORITY

Re: Instruct Waveland's Representative to Request Proposed Amendment to the Wastewater Service Contract

Alderman Stahler moved, seconded by Alderman Geoffrey to authorize Alderman Lili Stahler, Waveland's representative to the Hancock County Utility Authority, to request proposed amendment to the Wastewater Service Contract to change the billing computation from formula to flow. The Utility Authority would submit any proposed amendment to the agreement to the Board of Mayor and Aldermen.

During discussion, Mr. David Pitalo said that by changing to flow, the City would continue to save money because the more people that hookup in the Kiln, their percentage will go up, so everyone else's will come down; it may not be significant, but it could potentially be 3%. He also said Pearlinton coming on board also helped drop the City's numbers. He noted that if Diamondhead ever came on board (they are currently on their own system), the County's overall cost for treating wastewater in the County would drop approximately \$4.00/household. He said it would be a Utility Authority board decision if they wanted to push the issue with Diamondhead.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

CITY HALL/WEBSITE

Re: Payment of \$125.00 for Annual Domain Registration Fee for City's .gov Website

Alderman Stahler moved, seconded by Alderman Geoffrey to approve payment of \$125.00 for the annual domain registration fee for the new WAVELAND-MS.GOV website. Paypal is the ONLY form of payment for this. This payment shall be paid annually from the Tax Collector Clearing bank account, which is a very nominal bank account and will stay open for this purpose.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

BUDGET/AUDITS/FUNDS/TIDELANDS/CDBG/HMGP/FIRE DEPARTMENT

Re: Special Revenue Funds

Alderman Kidd moved, seconded by Alderman Lafontaine to authorize establishing Special Revenue Funds for the following: Tidelands, Fire Purposes, CDBG, and HMGP special revenue funds for Tidelands for Fire purposes for CDBG and for HMGP, as recommended by Comptroller, Janet Dudding.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

CHANGE ORDER/WATER SYSTEM EXTENSION – ANNEXED AREA

Re: Change Order No. 5 from Reynolds, Inc.

Alderman Lafontaine moved, seconded by Alderman Stahler to approve Change Order No. 5 from Reynolds, Inc. in the amount of a \$350,572.85 *credit* – Water System Extension, Annexed Area Project. **(EXHIBIT F)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

BUDGET MODIFICATIONS/COLEMAN AVENUE, FIRE STATION, LIBRARY, CIVIC CENTER/CITY HALL, CITY HALL ANNEX

Re: Budget Modifications as submitted by Gouras Urban Planning Consultants

Alderman Geoffrey moved, seconded by Alderman Stahler to approve the following Budget Modifications, as submitted by Gouras Urban Planning Consultants, and listed (Items a & b):

(EXHIBIT G)

- a. #R-109-379-01-KCR, Budget Modification #10 - Coleman Avenue, Fire Station, Civic Center and Library Project
- b. #R-109-379-02-KCR, Budget Modification #15 - City Hall/City Hall Annex Project.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

INVOICES/SEWER SYSTEM RECONSTRUCTION NORTH OF THE RAILROAD TRACKS/CITY HALL AND CITY HALL ANNEX/FIRE STATION/CENTRAL FIRE STATION

Re: Invoices as submitted by various contractors

Alderman Lafontaine 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 sources, as submitted by Recovery Manager, Brent Anderson, and listed **(Items d-f) and Table items a, b, c & g:**

(EXHIBIT H)

- ~~a. Payment Request No. 17 from Reynolds, Inc. in the amount of \$549,506.23 Sewer System Reconstruction North of Railroad Tracks.~~
- ~~b. Payment Request No. 18 from Reynolds, Inc. in the amount of \$201,565.65 Sewer System Reconstruction North of Railroad Tracks.~~
- ~~c. Payment Request No. 19 from Reynolds, Inc. in the amount of \$288,825.90 Sewer System Reconstruction North of Railroad Tracks.~~
- d. Pay Application No. 14 from DNP, Inc. in the amount of \$125,293.32 – City Hall, City Hall Annex and Fire Station.
- e. Pay Application No. 1006-23 from GM&R in the amount \$175,774.00 – Central Fire Station.
- f. Invoice Number 15 from BDA, PLLC in the amount of \$23,686.40 – City Hall, City Hall Annex and Fire Station.
- ~~g. Payment Request No. 10 from Jay Bearden Construction in the amount of \$34,524.94 Citywide Drainage Improvements Project.~~

During discussion City Attorney Gary Yarborough noted (with regard to items a, b & c) a letter from Digital Engineering regarding the payment to Reynolds, Inc. There is also a letter the City is in possession of from Digital Engineering dated January 2012 noticing defects on the property; the contractor has been put on notice of the defects and the reason we are not paying them (a, b & c) is because of defects on which they have been notified (inaudible) 2012. Digital Engineering is in agreement with those defects and at this point, the expense of the remedy is the reason that money is being withheld.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

REQUESTS FOR CASH REIMBURSEMENTS/CENTRAL FIRE STATION/DRAINAGE IMPROVEMENTS PROJECT/CIVIC CENTER/LIBRARY/FIRE STATION/COLEMAN AVENUE IMPROVEMENTS

PROJECT/CITY HALL AND CITY HALL ANNEX PROJECT/CERTIFICATE OF SUBSTANTIAL COMPLETION- CENTRAL FIRE STATION/CERTIFICATE OF SUBSTANTIAL COMPLETION- CITY HALL, CITY HALL ANNEX/PERSONNEL/PUBLIC WORKS DEPARTMENT/POLICE DEPARTMENT

Re: Requests for Cash Reimbursements

Re: Certificate of Substantial Completion for the City Hall/City Hall Annex

Re: Certificate of Substantial Completion for the Central Fire Station

Re: Resignations of Mrs. Janita Cole and Officer William “Coach” Reed

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

- a. Request for Cash Reimbursements as recommended by Gouras Urban Planning Consultants, as listed (Items 1-4): **(EXHIBIT I)**
 1. #R-118-379-01-HCCR in the amount of \$175,774.00 – Central Fire Station.
 2. #R-118-379-07-HCCR in the amount of \$16,927.84 – Drainage Improvements Project.
 3. #R-103-379-01-KCR in the amount of \$34,613.55 – Civic Center, Library, Fire Station, Coleman Avenue Improvements Project.
 4. #R-109-379-02-KCR in the amount of \$156,568.17 – City Hall and City Hall Annex Project.
- b. The Certificate of Substantial Completion for the City Hall and City Hall Annex Building, as recommended by Digital Engineering and Recovery Manager, Brent Anderson. **(EXHIBIT J)**
- c. The Certificate of Substantial Completion for the Waveland Central Fire Station as recommended by GM&R Construction Company, Inc. and Recovery Manager, Brent Anderson. **(EXHIBIT K)**
- d. The resignation of Mrs. Janita Cole from the Public Works Department effective March 30, 2012.
- e. The resignation of Officer William “Coach” Reed from his full time position from the Waveland Police Department. Officer Reed will remain as a part-time Police Officer.

POLICE DEPARTMENT/PERSONNEL

Re: Hire Ronald Story as a full-time Patrolman

Alderman Geoffrey moved, seconded by Alderman Kidd to hire Ronald Story to the position of full-time Patrolman at the rate of \$12.15 per hour, pending passage of drug test, as recommended by Police Chief Kenny Hurt.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

BUILDING DEPARTMENT/PUBLIC WORKS/UTILITIES/PERSONNEL

Re: Hire Mrs. Sherry Blankenship as the Utility/Building Clerk

Alderman Stahler moved, seconded by Alderman Geoffrey to hire Ms. Sherry Blankenship as Utility/Building Clerk at an annual salary of \$21,527.76, pending passage of drug test.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

AGREEMENT/SIRENS/FIRE DEPARTMENT/CONTRACT/HMGP

Re: Approve an Agreement for Purchase of power with Coast Electric for sirens

Alderman Lafontaine moved, seconded by Alderman Geoffrey to approve Agreement for the Purchase of Power with Coast Electric Power Association at the cost of \$1500 (\$125 per month for 12 months). This agreement includes the installation of 3 electric poles to provide metered power to emergency sirens and to provide power to the pole at 1600 McLaurin St. (Police Station site siren). Note: The rate will drop to the normal monthly rate after 12 months. **(EXHIBIT L)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

CONTRACTS/DRUG TESTING

Re: Contract with CMT for Drug Testing Services

Alderman Stahler moved, seconded by Alderman Lafontaine to consider approval of contract with CMT for drug testing services and adopt the 'Drug Free Workplace Policy' to replace the current service offered by another provider at a higher cost. Approval shall be pending City Attorney review of the City's employee handbook wording and agreement with the proposed workplace policy; he noted that the contract is fine. **(EXHIBIT M)**

During discussion, City Attorney Yarborough said he would review the employee handbook to ensure no conflict between that and the proposed 'drug free workplace policy' which is an additional requirement that employees will all have to sign.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

**ADVERTISING/PROJECT MANAGEMENT SERVICES/HAZARD
MITIGATION GRANT PROGRAM/FEMA/HMGP**

Re: Advertise for Project Management Services related to the FEMA Hazard Mitigation Grant Program Drainage Improvements Project

Alderman Kidd moved, seconded by Alderman Stahler to advertise for Project Management Services (RFQ's) related to the FEMA Hazard Mitigation Grant Program Drainage Improvements Project Number 1604-420. This is a 100% grant in the amount of \$6,980,100. Note: MEMA Director has signed the Sub grantee Agreement approved at the last board meeting.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

**AGREEMENT/CONTRACTS/POLICE STATION/TELEPHONES/ FEMA
Re: Ratify Agreement with AT&T for phone service installation**

Alderman Lafontaine moved, seconded by Alderman Geoffrey to ratify Agreement with AT&T for installation of phone services at Police Station, Coleman Avenue. This cost shall be reimbursed by FEMA as a moving cost. (EXHIBIT N)

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 7:35 p.m.

Alderman Lafontaine moved, seconded by Alderman Kidd to adjourn the meeting at 7:35 p.m.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

The foregoing minutes were presented to Mayor Garcia on April 5, 2012.

Lisa Planchard
City Clerk

The Minutes of March 21, 2012 have been read and approved by me on this day the 5^h day of April, 2012.

David A. Garcia
Mayor

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