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Meeting of April 6, 2010
5:30 Public Hearing Comprehensive Plan Update
6:30 Regular Meeting

Comprehensive Plan Update: Note that prior to the regularly scheduled Board Meeting, the Board heard discussion from 5:30 to 6:30 p.m. **(See Transcript)**

The Board of Mayor and Aldermen of the City of Waveland, Mississippi, met in regular session at the Waveland Civic Center at 335 Coleman Avenue, Waveland on April 6, 2010, 2010 at 6:30 p.m., to take action on the following matters of city business.

Present at the meeting Aldermen Stahler, Geoffrey, Schmitt and Piazza

Also present was City, Attorney Gary Yarborough, City Clerk, Lisa Planchard and Court Reporter, Norma Jean Soroe.

Court Reporter Transcribed Minutes Exhibit A

MAYOR'S REPORT

Re: Mayor Longo reminded the audience of the Grand Opening and Ribbon Cutting for the Garfield Ladner Memorial Pier this Saturday April, 10, 2010 at 10:00 a.m.

Re: Thanks to Tammy Fayard, Lisa Planchard, Rhonda Cummings and Joy Normand for their work on the Easter Egg Hunt Event for the children at the Waveland Civic Center the previous weekend.

Re: Welcome members of the Library Board who are present for tonight's meeting

Re: Mayor recognized Allen Cherenki with the Census 2010 to give the Board a progress update

See Exhibit A

ALDERMEN'S COMMENTS

Re: Alderman Stahler gave the monthly building permit report

Re: Alderman Schmitt requested a Workshop to discuss the Budget. The Board agreed that this workshop shall be held April 21, 2010 at 5: 30 p.m. (immediately preceding the regular meeting of the Board of Mayor and Aldermen)

***There were no comments by Alderman Geoffrey and Alderman Piazza**

MINUTES

Re: Meeting March 17, 2010 and March 19, 2010

Alderman Piazza moved, seconded by Alderman Geoffrey to approve the minutes of the meeting March 17, 2010 and the transcript of the Court Reporter thereto, also approve the Special Meeting of March 19, 2010 as presented by the City Clerk.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey Schmitt and Piazza

Voting Nay: None

Absent: None

RSVP

Re: Claims

Alderman Geoffrey moved, seconded by Alderman Schmitt to approve the RSVP Claims. **(EXHIBIT B)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent:

DOCKET OF CLAIMS

Re: Claims Numbers 64907-65107

Alderman Schmitt moved, seconded by Alderman Stahler to approve the Docket of Claims as submitted by the City Clerk being numbered **64907-65107. (EXHBIT C)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

CIVIL SERVICE

Re: Resignation of Ms. Harriet Bellone as Ward 2 Representative

Spread on the minute's resignation of Ms. Harriet Bellone as Ward 2 Civil Service Board Representative.

Re: Appointment of Mr. Stanley Hamilton

Spread on the minutes the appointment of Mr. Stanley Hamilton as Ward 2 Civil Service Board Representative. Mr. Hamilton was present and stood to introduce himself to the Board of Mayor and Aldermen.

PLANNING AND ZONING (EXHIBIT D)

Re: 800 Block of Carroll and Edna Streets, John McDonald Trust

Regan Kane representing John McDonald Trust appeared before the commission with a request for a re-subdivision of a parcel located in the 800 block of Carroll and Edna Streets. It will create three parcels on Carroll Street each being 100' x 141.40' and one parcel on Edna Street which will be 175' x 141.40', which will meet or exceed the requirements for lot frontage and lot square footage. Legal description: Block 14, lots 18-28 & the east ½ of abandoned Sportono Street, lying adjacent to lot 28 & lots 39-45, Waveland Highlands Subdivision, City of Waveland, Hancock County, Mississippi.

Steve Hand moved, seconded by Guy Fricke to recommend that the Board of Mayor and Aldermen approve the request as submitted.

Alderman Geoffrey moved, seconded by Alderman Stahler to follow the recommendation of the Planning and Zoning Commission and approve the request as submitted.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

EVENTS/EASTER EGG HUNT/DONATIONS

Re: Community donations for the Easter Egg Hunt

Spread on the minutes donations for the Easter Egg Hunt:

- a. Hancock Bank - \$100.00.
- b. Keesler Federal Credit Union - \$100.00
- c. Aaron Wilkerson Electrical Service - \$150.00
- d. Brice and Brenda McComb - \$50.00

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- e. Digital Engineering - \$300.00
- f. Theodore and Amy Longo - \$50.00
- g. Waveland Community Coalition - \$100.00
- h. Hardie's Trucking and Equipment Inc. – 200.00
- i. J&M Global Solutions LLC - \$25.00
- j. Silver Slipper Casino - \$200.00
- k. Compton Engineering
- l. McIntyre Rapp
- m. Woodforest Bank
- n. Sherri Beavis –Main Street Organization
- o. Sonic
- p. Wal-Mart- \$40.00
- q. Gulf Coast Water Slides
- r. Dees Discount Grocery
- s. Pickering Engineering - \$50.00
- t. BB's Barbeque
- u. J's Restaurant
- v. Coast Electric

TRAVEL/CITY HALL/FIRE DEPARTMENT/POLICE DEPARTMENT/PUBLIC WORKS

Re: Alderman Stahler to attend the 2010 PDD Conference in Biloxi, MS (a)

Re: Chief David Garcia to attend the NFIP/CRS in Gulfport, MS (b)

Re: Chief James Varnell and Asst. Chief Mike Prendergast to attend the Chief's Conference in Biloxi, MS

Re: Public Works Administrator Dwight Haskell and Superintendent Corey Stone to attend the Water Operation Work shop in Biloxi, MS

Alderman Schmitt moved, seconded by Alderman Geoffrey to approve travel for the following:

- a. Alderman Lili Stahler to attend the 2010 PDD (Planning and Development District) Annual Conference in Biloxi, MS, April 20-23, 2010. Cost to the City will be a registration fee of \$260.00. There will be no per diem or travel reimbursement cost.
- b. Chief David Garcia, NFIP/CRS Coordinator, to attend the Association of Floodplain Managers (AFFM) in Gulfport, MS, April 28-30, 2010. Cost to the City will be a registration fee for members of \$100.00. There will be no per diem, lodging or travel expense. A city vehicle will be used for transportation.
- c. Chief James Varnell and Assistant Chief Mike Prendergast to attend the MS Chief's Association Summer Conference in Biloxi at the Imperial Place Hotel and Casino from May 24, 2010 through May 27, 2010. Cost to the City will be a registration fee of \$250.00 each, and per diem for 4 days at \$10 each day/employee. Lodging is not required and a City vehicle will provide transportation.
- d. Dwight Haskell and Corey Stone to attend a Water Operators Workshop Class in Biloxi on April 8, 2010. Certification hours will be obtained. There will be no cost to the City

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

BAY WAVELAND HOUSING AUTHORITY

Re: Resignation of Mr. Aaron Brenske from Housing Authority Board of Commissioners

Spread on the minutes the resignation of Mr. Aaron Brenske from the Bay-Waveland Housing Authority Board of Commissioners and appoint Mr. Ray Cox as Waveland's representative.

MEMORANDUM OF UNDERSTANDING/RSVP

Re: Memorandum of Understanding with RSVP

Alderman Schmitt moved, seconded by Alderman Stahler to approve Memorandum of Understanding with RSVP including required signatures, as presented by City Attorney Gary Yarborough. **(EXHIBIT E)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

TAXI CAB PERMITS

Re: Table approval of Ms. Linda Strahan

Alderman Piazza moved, seconded by Alderman Geoffrey to table a Taxi Cab permit to Ms. Linda Strahan.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

MARTIN LUTHER KING PARK/PARKS AND RECREATIONS

Re: Cost estimate for addition to a meeting room

Alderman Piazza moved, seconded by Alderman Geoffrey to approve the estimate of \$1390.00 as presented by Parks and Recreations Director Chris Johnson for an addition to a meeting room to be built at the Martin Luther King Park, i.e. – enclose screened porch on South side of building. Volunteer group is to perform the labor. Note: The Board granted verbal approval to purchase materials to proceed.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

CONTRACTS/FRANCHISE AGREEMENT

Re: Approval of Mediacom Franchise Contract

Alderman Stahler moved, seconded by Alderman Schmitt to approve Mediacom Franchise Agreement with the City of Waveland as presented by City Attorney Gary Yarborough, including all required signatures thereon. **(EXHIBIT F)**

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Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

CITY HALL/CITY ANNEX/FIRE STATION COMPLEX/IMPROVED PROJECTS

Re: Approval of City Hall, City Annex and Coleman Fire Station

Spread on the minutes approval of Improved Project PWs # 5400, 5455, 5479, Waveland City Hall, City Annex and Coleman Fire Station Complex

AUDIT/CONTRACT

Re: Audit Engagement Contract with Wright, Ward Hatten and Guell

Alderman Geoffrey moved, seconded by Alderman Stahler to approve the Audit Engagement Contract with Wright, Ward, Hatten and Guell, C.P.A.'s to complete the 9/30/2009 Audit; including all required signatures thereon. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

ENGINEERING SERVICES/CITY WIDE DRAINAGE PROJECT/WATER SYSTEM EXTENSION FOR ANNEXED AREA/DOWNTOWN SIDEWALK IMPROVEMENTS/ CROSS DRAIN REPLACEMENT (Budget Inn)/STREET REPAIRS SOUTH OF THE RAILROAD TRACKS/RECONSTRUCTION OF COLEMAN AVENUE/CDBG SEWER SYSTEM EXTENSION/PROGRAM MGMT. SERVICES – BUILDINGS AND FACILITIES

Re: Approval of Pay Requests

Alderman Schmitt moved, seconded by Alderman Piazza to approve the following invoices from Digital Engineering for Professional Services, as recommended by Building Official Brent Anderson:

- a. Invoice No 2 in the amount of \$13,762.50 – City Wide Drainage Project
- b. Invoice No. 7 in the amount of \$34,270.00 - Water System Extension for Annexed Area.
- c. Invoice No. 2 in the amount of \$13,762.50 - City Wide Drainage Project
- d. Invoice No. 12 in the amount of \$3,960.00 - Downtown Sidewalk Improvements.
- e. Invoice No. 9 in the amount of \$13,000.00 - 2009 CDBG Sewer system Extension.
- f. Invoice No. 5 in the amount of \$1,500.00 - Cross Drain Replacement (Budget Inn).
- g. Invoice No. 26 in the amount of \$20,799.10 – Program Management Services for Buildings and Facilities.
- h. Invoice No. 23 in the amount of \$3,010.00 – Street Repairs South of Railroad Tracks.
- i. Invoice No. 27 in the amount of \$19,810.56 – Sewer System Reconstruction North of the Railroad Tracks.
- j. Invoice No. 15A in the amount of \$12,510.30 – Reconstruction of Coleman Avenue.

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Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

**PAY REQUESTS/WAVELAND EASEMENT COORDINATION/CROSS DRAIN IMPROVEMENT PROJECT (Budget Inn)/WAVELAND PUBLIC LIBRARY/CITY HALL/CITY ANNEX/FIRE STATION – BOURGEOIS STREET/DOWNTOWN SIDEWALK IMPROVEMENTS/FIRE STATION – HIGHWAY 90/GARFIELD LADNER MEMORIAL PIER/PIER/FLEXIBLE PAVEMENT REHABILITATION/COLEMAN AVENUE STREET IMPROVEMENTS
Re: Approval of pay requests and invoices (EXHIBIT H)**

Alderman Stahler, moved, seconded by Alderman Geoffrey to approve the following Invoices/Pay Requests as reviewed and approved by Building Official Brent Anderson:

- a. Invoice No. 10-0035 from Duke Levy and Associates in the amount of \$12,100.00-Waveland Easement Coordination.
- b. Invoice Number 10-0035 from Duke Levy and Associates in the amount of \$2,100.00- Waveland Easement Coordination.
- c. Invoice 10-0036 from Duke Levy and Associates in the amount of \$800.00 – Waveland Easements Coordination.
- d. Pay Requests No. 2 and final from hardies Trucking and Equipment, Inc. in the amount of \$22,475.76 – Cross Drain improvement, Highway 90 Budget Inn.
- e. Pay Request No. 8 from Construction Services, Inc in the amount of \$132,469.90 – Waveland Public Library.
- f. Pay Application No. 1 from DNP, Inc. in the amount of \$29,101.50 – Waveland City Hall, City Annex and Fire Station on Bourgeois.
- g. Pay Request No. 2 from Lane Construction in the amount of \$203,814.18 – Coleman Avenue Street Improvements.
- h. Invoice No. 4 from Chamico in the amount of \$64,644.65 – Downtown Sidewalk Improvements.
- i. Invoice No. 6 from CDM in the amount of \$1,384.50 – Fire Station on Highway 90.
- j. Invoice No. 23 from CDM in the amount of \$21,887.50 – Garfield Ladner Memorial Pier.
- k. Invoice No. 9 from Superior Asphalt in the amount of \$129,871.65 – Flexible Pavement Rehabilitation.
- l. Invoice No. 1 from Amco Construction Co., LLC. in the amount of \$16,713.06 – Downtown Sidewalk Improvements.

During discussion, Building Official Brent Anderson told the Board the final Pier walkthrough had been done today, Substantial Completion documents would be signed shortly and the Pier turned over to the City to take possession on Friday.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

REQUESTS FOR CASH/HARBOR, LIGHTHOUSE, BOAT LAUNCH/CIVIC CENTER/LIBRARY/FIRE STATION/COLEMAN AVENUE/CITY HALL/BUSINESS INCUBATOR

Re: Approval of Requests for Cash

Spread on the minutes the following Requests for Cash:

- a. R-118-379-04-HCCR in the amount of \$37,017.20 – New Harbor, Lighthouse, Boat Launch.
- b. R-103-379-01-KCR in the amount of \$292,641.86 – Civic Center, Library, Fire Station, Coleman Avenue
- c. R-109-379-02-KCR in the amount of \$7,541.89 – City Hall and City Hall Annex.
- d. R-104-379-04 KCR in the amount of \$3,655.55 – Business Incubator.

BUILDING DEPARTMENT/FLEXIBLE PAVEMENT REHABILITATION

Re: Final Walk-through of Flexible Pavement Rehabilitation

Table discussion regarding final walk-through inspection and punch list for the Flexible Pavement Rehabilitation, as presented by Digital Engineering.

CHANGE ORDERS/LIBRARY

Re: Change Order Numbers 1 & 2

Alderman Geoffrey moved, seconded by Alderman Stahler to approve the following Change Orders, as recommended by Building Official, Brent Anderson (See transcript for detailed explanation by Architect, Buzzy Bolton). **(EXHIBIT I)**

- a. Approve Change Order No. 1 from Construction Services Inc, in the amount \$42,923.98 – Waveland Library.
- b. Table Change Order No. 2 from Construction Services Inc., in the amount of \$33,653.43 – Waveland Library. (Awaiting revised Change Order #2 to reflect Board's acceptance of items # 2&4 and reject items #1&3.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

ANIMAL SHELTER/PERSONNEL

Re: Resignation of Ms. Jamie Crawford

Spread on the minutes the Resignation of Ms. Jaime Crawford from the Animal Shelter.

TAX HOLIDAY

Re: Sales Tax Holiday set for Saturday, July 31, 2010

Alderman Stahler moved, seconded by Alderman Geoffrey to participate in the 2010 Sales Tax Holiday proposed between 12:01 a.m. Friday, July 30, 2010 and 12:00 midnight Saturday, July 31. **(EXHIBIT J)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

GARFIELD LADNER MEMORIAL PIER/PIER/BAIT SHOP

Re: Take submitted proposal under advisement

Alderman Stahler moved, seconded by alderman Geoffrey to take under advisement (1) proposal received for Bait Shop concessionaire at Garfield Ladner Memorial Pier, submit to City Attorney for review and recommendation, and submit back to the Board to be voted upon at the next regular meeting of the Board of Mayor and Aldermen.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

EXECUTIVE SESSION

Re: Personnel Issues and Potential Litigation

Alderman Schmitt moved, seconded by Alderman Geoffrey to consider going into Executive Session to discuss personnel issues in City Hall, Building Department, Animal Shelter, Municipal Pier and Wrecker Service Issues and the Waveland Police Department. Also discuss issues concerning Employee Handbook, contract, and other issues with AMEC.

Note: Alderman Piazza requested that cell phones be left out of Executive Session. The Board agreed.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

Alderman Stahler moved, seconded by Alderman Geoffrey to approve going into Executive session to discuss personnel issues in City Hall, Building Department, Animal Shelter, Municipal Pier and Wrecker Service Issues and the Waveland Police Department. Also discuss issues concerning Employee Handbook, contract, and other issues with AMEC.

Note: Alderman Piazza requested that cell phones be left out of Executive Session. The Board agreed.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

With no positive or negative action taken Alderman Geoffrey moved, seconded by Alderman Piazza to come out of Executive session.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

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Voting Nay: None

Absent: None

PERSONNEL/EMPLOYEE HANDBOOK

Re: Addendum to Handbook regarding Policy Against Interview, Public Conferences and Public Statements

Alderman Schmitt moved, seconded by Alderman Piazza to approve Addendum to the City of Waveland Employee Handbook (as revised November 7, 2000) to include Policy Against Interviews, Public Conferences and Public Statements. **(EXHIBIT K)**

A vote was called for with the following results:

Voting Yea: Geoffrey, Schmitt and Piazza

Voting Nay: Stahler

Absent: None

AGREEMENTS/AMEC EARTH AND ENVIRONMENTAL/HAZARD MITIGATION APPLICATIONS

Re: Master Service Agreement to complete and administer Hazard Mitigation Applications

Alderman Schmitt moved, seconded by Alderman Geoffrey to approve Master Services Agreement with AMEC regarding HMGP Projects for Administration and BCA's (benefit cost analyses) regarding the property acquisition buyouts, and for administration of the HMGP Drainage Project, pending rewriting of contract and approval by City Attorney, Gary Yarborough. **(EXHIBIT L)**

A vote was called for with the following results:

Voting Yea:, Geoffrey, Schmitt and Piazza

Voting Nay: Stahler

Absent: None

AMEC EARTH AND ENVIRONMENTAL/HAZARD MITIGATION

Re: Denial of Task Order #10 with AMEC

Alderman Stahler moved, seconded by Alderman Piazza to deny Task Order #10 between AMEC and the City of Waveland for Police Station/FEMA 361 Shelter and Wind Retrofit, including required signatures.

A vote was called for with the following results:

Voting Yea:, Geoffrey, Schmitt and Piazza

Voting Nay: Stahler

Absent: None

AMEC EARTH AND ENVIRONMENTAL/RESOLUTIONS

Re: Mitigation.org privileges to AMEC Earth and Environmental

Alderman Stahler moved, seconded by Alderman Geoffrey to approve a Resolution granting AMEC user privileges on Mitigationms.org. **(EXHIBIT M)**

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A vote was called for with the following results:

Voting Yea:, Geoffrey, Schmitt and Piazza

Voting Nay: Stahler

Absent: None

ANIMAL SHELTER/ADVERTISEMENTS

Re: Advertise for Kennel Tech

Alderman Piazza moved, seconded by Alderman Geoffrey to advertise for a Kennel Tech at the Waveland Animal Shelter.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

ANIMAL SHELTER/PERSONNEL

Re: Table Hiring Mr. Jeff Sattler as Animal Shelter Director

Alderman Schmitt moved, seconded by Alderman Geoffrey to table hiring Mr. Jeff Sattler as Animal Shelter Director for the Waveland Animal Shelter at an annual salary of \$31,000.00 (as budgeted for) recommended by City Clerk Lisa Planchard, pending passage of drug test.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

GARFIELD LADNER MEMORIAL PIER/PIER/PERSONNEL

Re: New Hires, Floda Kientz, Larry Main, Floyd Bromwell, Kim Chetta, Lacy Green, Christine Berry and Louis Whittle as Pier Rangers

Alderman Stahler moved, seconded by Alderman Piazza to hire the following for the Garfield Ladner Municipal Pier as recommended by Parks and Recreations Director Chris Johnson, pending passage of Drug Test:

- a. Mrs. Floda Kientz as Head Pier Ranger – Fulltime at a rate of \$9.00 per hour.
- b. Mr. Larry Main – Fulltime at a rate of \$8.00 per hour.
- c. Mr. Floyd Bromwell – Fulltime at a rate of \$8.00 per hour.
- d. Mrs. Kim Chetta – Fulltime at at a rate of \$8.00 per hour.
- e. Mr. Lacy Green – Part-time at \$7.50 per hour
- f. Ms. Christine Berry – Part-time at \$7.50 per hour
- g. Mr. Louis Whittle – Part-time at \$7.50 per hour

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent: None

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ADJOURN

Re: Adjourn meeting at 9:10 p.m.

Alderman Piazza moved, seconded by Alderman Schmitt to adjourn the meeting at 9:10 p.m.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Schmitt and Piazza

Voting Nay: None

Absent:

The foregoing minutes were presented to Mayor Longo on April 23, 2010.

Lisa Planchard
City Clerk

The Minutes of April 6, 2010 have been read and approved by me on this day the 23rd day of April, 2010.

John Thomas Longo,
Mayor

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