

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 June 17, 2015 at 6:30 p.m. to take action on the following matters of City business.

PUBLIC COMMENTS:

- There were no comments

ROLL CALL:

Mayor Smith noted for the record the presence of Aldermen Burke, Richardson, Lafontaine and Piazza, along with City Clerk Lisa Planchard and City Attorney Rachel P. Yarborough.

MAYOR'S REPORT: (EXHIBIT A)

Re: Mayor Smith recognized Chris Cochran of S&L Office Supply for being selected as Waveland's Business of the Year; he will be honored at the Chamber Gala August 27, 2015 at 5:30 pm.

Re: The Mayor recognized Mr. Jerry Ladner who discussed small commercial utility deposits. City Attorney Yarborough said the correct way to pursue reducing the deposit amounts would be to change the ordinance to lower the deposit or find some other formula to come to a dollar amount on the deposit. Mayor Smith said that given the current ordinance the deposit is \$600; there is no way around that; it's a deposit, you'll get that back. Ms. Yarborough said, "Retrospectively, the City can't necessarily refund a deposit because the ordinance is going to be from the time it's enacted forward, so you could turn your service off, get your deposit back and then turn it back on under the new deposit rate if that's the way the Board goes, but you won't necessarily get a refund from the City per say."

MAYOR'S REPORT (Cont.)

Re: Mayor Smith asked the Board for funding for the upcoming Discovery Channel Destination America Fourth of July event that would cover promotional items and overtime not previously budgeted for. Mayor Smith estimated \$5,000 on promotional items and City Clerk Planchard estimated \$10,000 or more on overtime.

Re: Once Substantial Completion is approved on the agenda tonight, the Pier will open bright and early Saturday morning.

EVENTS/DESTINATION AMERICA/RED WHITE AND YOU/COMMITTED FUND/BUDGET

Re: Authorize use of Committed Funds for Destination America RWY Fourth of July Event

Alderman Piazza moved, seconded by Alderman Lafontaine to authorize use of committed funds for the purchase of promotional/advertising and overtime costs associated with the Red, White and You Destination America Fourth of July Event.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

NEW HIRE/STREETS DEPARTMENT/PERSONNEL/HUMAN RESOURCES

Re: New Hire, Streets Laborer – Nicholas Shaw

Alderman Piazza moved, seconded by Alderman Lafontaine to hire Mr. Nicholas Shaw as Streets laborer in the amount of \$10.00 per hour pending passage of drug test.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

CITY ATTORNEY'S COMMENTS:

Ms. Rachel Yarborough said that in review of the June 2, 2015 minutes considered for adoption at this meeting, under Executive Session section she requested to amend the minutes to clarify that that closed discussion was exited with the finding that the issue did not qualify for executive session. City Clerk Planchard showed Attorney Yarborough her set of June 2, 2015 minutes whereby those minutes related to executive session stated, "Alderman Lafontaine moved, seconded by Alderman Burke to deny entering Executive Session; the issue at hand does not qualify for Executive Session." City Attorney Yarborough said that was fine and a motion is not required.

ALDERMEN'S COMMENTS:

Re: Alderman Burke

- There is a USAV Volleyball Tournament to be held June 20th at the Volleyball Courts on the Beach near Terrace Avenue.
- Discussed the details of a new contract recently negotiated by the Solid Waste Authority.

Re: Alderman Richardson:

- Requested Warren Paving, a subcontractor for Jeff Davis/Gulfside Project, to pave a portion of St. Joseph Street from Jeff Davis to Herlihy Street (about 70 to 80 feet). Alderman Richardson requested that it be placed in the current scope of work. Mr. Anderson said it is being addressed and is planned for; the Sewer project contractor will pave this; it's on the plans.

Re: Alderman Lafontaine:

- Inquired about an Ordinance regarding golf carts. Mrs. Yarborough explained the complexity of State Laws and noted some ambiguity related to an A.G. opinion. She said a golf cart cannot be on a state road unless it meets all the safety requirements of a motor vehicle; driver's license, tags, brakes, mirror, insurance etc... She referenced Diamondhead's policy/ordinance regarding this issue. She said she thought we could implement a golf cart ordinance and put those restrictions on it. She will provide the Board with a rough draft ordinance and we'll go from there.
- Asked Chief Allen when the Tasers will be reissued to police officers. Chief Allen said they are currently working on Policies, Procedures and Training before they will be returned to the Officers. He said he's working toward this goal, but wants it done the right way and not a 'crutch' that they were used as years ago.
- There will be a Utility Authority Budget Meeting on June 30th, 2015 at 4:30 pm. Alderman Lafontaine asked if Board members could attend the meeting. He would need to know in advance so the City could advertise if we anticipate a quorum. There will discussion about whether Waveland will purchase water from them.
- Requested additional Litter Control Signs.
- The City has done a awful lot to seal the sewer system and has spent a lot of money, the problem is that in April we sold \$17M gallons of water, but the City treated \$30M gallons of sewer at the Sewerage Treatment plant; we're not making enough progress. It's time to hire someone to do a study and monitor each of the lift stations and determine efficiency/waste of each to locate the problem areas and then repair. Mayor Smith said he totally agrees. City Attorney Yarborough said she felt it would be a professional service. Alderman Lafontaine noted that he'd like to advertise for RFQ's for this service. P.W. Director Anderson said there would have to be a scope of work developed first; we're about to spend a lot of money "cameraing" the system in the mid-city area, a 17 block area. He reiterated that you would have to write a scope of work for this, you just can't put an advertisement in the paper without it. Mayor Smith said that given we're putting an additional 200M gallons of water back in the ground more than what we're taking out so there must be a very large leak somewhere. Mr. Anderson said he would start working to get the scope of work written. Alderman Lafontaine said we really want the lift stations monitored.
Mr. Lagasse said there are ways to determine the lift stations' highest usage areas.
- Look into reducing the amount of Administration fees paid from the Utility Fund to the General Fund and instead increase the millage. Requested a Special Meeting to discuss the Utility Rates Ordinance, the Golf Cart Ordinance and amend the current Trash Ordinance. The Board decided to meet at 6 p.m. on July 8th, 2015.

Re: Alderman Piazza:

- Has cleared all of his questions before the meeting and requested to continue his conversation with Mayor on Friday morning and will also get with Public Works Anderson on Friday about some concerns.

RSVP

Re: Claims

Alderman Piazza moved, seconded by Alderman Burke to approve the RSVP Claims as submitted.
(EXHIBIT B)

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

RSVP

Re: City Clerk Lisa Planchard as a signatory on RSVP Bank Account

Alderman Lafontaine moved, seconded by Alderman Burke to approve City Clerk Lisa Planchard as signatory on RSVP Bank Account with First Bank along with Mayor Smith who is already a signature on that account. This signature will replace that of Mrs. Mary Turcotte who has resigned as Director of RSVP.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

DOCKET OF CLAIMS

Re: Claims

Alderman Burke moved, seconded by Alderman Lafontaine to approve the Docket of Claims dated 06/17/2015 as submitted and recuse Alderman Piazza from the payroll portion of the docket related to Maconnelly Piazza. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

MINUTES

Re: Minutes of the Regular Meeting of June 2, 2015

Alderman Burke moved, seconded by Alderman Richardson to approve the Minutes the Regular Meeting of June 2, 2015 as presented.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

**BIDS/GENERAL OBLIGATION (G.O.) BONDS/BONDS/POLICE STATION/FINANCING/
POLICE BUILDING**

Re: Hancock Bank as best, lowest and most responsible bidder for financing the \$2M G.O. Bonds, Series 2015 for providing funding to complete the Police Building

Alderman Piazza moved, seconded by Alderman Burke to approve Hancock Bank as the best, lowest and most responsible bidder for financing (a at a rate of 2.625%) related to issuance of \$2M G.O. Improvement Bonds, Series 2015 for the purpose of providing funding for repairing, improving, adorning and equipping municipal buildings, including the Waveland Police Building and Safe Room Building and paying the cost of issuance of the Bonds. By approving, the Board is making the finding that the bid rate is reasonable for the market and that other financial institutions were given the opportunity to bid. **(EXHIBIT D)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

**RESOLUTIONS/GENERAL OBLIGATION BONDS/BOND SALE/FINANCING/POLICE
BUILDING**

Re: Resolution Directing the Sale and Award of the \$2M General Obligation Public Improvement Bonds for the Police Building

Alderman Burke, moved, seconded by Alderman Lafontaine to approve RESOLUTION DIRECTING THE SALE AND AWARD OF GENERAL OBLIGATION PUBLIC IMPROVEMENT BONDS, SERIES 2015 OF THE CITY OF WAVELAND, MISSISSIPPI, TO BE DATED THE DATE OF DELIVERY THEREOF, IN THE PRINCIPAL AMOUNT OF TWO MILLION DOLLARS (\$2,000,000). (Related to completion of the Waveland Police Building) **(EXHIBIT E)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

AGREEMENTS/CINTAS/CONTRACTS

Re: Renewal Agreement with Cintas

Alderman Burke moved, seconded by Alderman Richardson to approve and authorize signatures on Standard Rental Service Agreement (Renewal) with Cintas for City Hall rental of 4x6 brown entranceway mats; same price as prior year, as budgeted. **(EXHIBIT F)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

TIDELANDS/GRANTS/TIDELANDS APPLICATIONS

Mickey Lagasse with Compton Engineering was present to establish with Board members their Tidelands Projects as to priority for submission for the 2017 Tidelands Grant application. Note: The City has been awarded a \$75,000 Tidelands Grant Award for FY2016, FY16-P646-01 Public Restroom Facilities. After lengthy discussion, it was established that priorities shall be in the order of 1) Lighthouse with bathrooms 2) Up to 10 Sand Pavilions with benches and showers at the end of major streets that come out to the beach and 3) Comfort stations to include outdoor showers, benches and observation decks for bird watching. Mr. Lagasse said that the boat launch would be a major endeavor and the chances of \$2M projects being funded would be remote.

CERTIFICATE OF SUBSTANTIAL COMPLETION/GARFIELD LADNER MEMORIAL PIER/PIER RENOVATION PROJECT

Re: Certificate of Substantial Completion – Coastal Marine Construction

Alderman Burke moved, seconded by Alderman Piazza to accept and approve the Certificate of Substantial Completion submitted by Coastal Marine Contractors for the Garfield Ladner Memorial Pier Repairs Project, as recommended by Compton Engineering. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

CHANGE ORDERS/GARFIELD LADNER MEMORIAL PIER PROJECT/PIER

Re: Change Order No. 2 from Coastal Marine Contractors in the amount of \$8,875.00

Alderman Lafontaine moved, seconded by Alderman Piazza to approve Change Order No. 2 from Coastal Marine Contractors in the amount of \$8,875.00 for various painting related repairs re: the Garfield Ladner Memorial Pier Repairs Project. **(EXHIBIT H)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

POLICE BUILDING/BIDS/CONSTRUCTION BIDS

Re: J.O. Collins Bid Selection for Waveland Police Building Construction

Alderman Piazza moved, seconded by Alderman Burke to **TABLE** appointment with J.O. Collins, Contractor Inc. as lowest, best and most responsive bid in the amount of \$4,750,000 for the Waveland Police Building on McLaurin Street. By approving, the Board is making the finding that the bid price is reasonable for the market and that other companies were given the opportunity to bid.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

CONTRACTS/UNABRIDGED ARCHITECTURE/GROUND ZERO MUSEUM/CIVIC CENTER/MUSEUM/NOTICE TO PROCEED

Re: Contract and Authorize Notice to Proceed with Unabridged Architecture for Civic Center/Museum Improvements

Alderman Piazza moved, seconded by Alderman Burke to approve the contract and authorize the notice to proceed with Unabridged Architecture and the City of Waveland for Architectural & Engineering Services related to the addition of Museum Components within the Waveland Civic Center (Ground Zero Museum), providing for City Attorney review and revisions. **(EXHIBIT I)**

Mrs. Yarborough said there will be at least 3 amendments to the contract language as to:

- The Section regarding compensation will be revised to be based upon the percentage of the project that is complete on a fee schedule, with 40% of the fee being due for contract documents, 40 percent for preliminary design and 20% for building and contract administration.
- Amended to add 'Section 3' language
- Language added regarding 18.36, HUD Requirements for procurement
- Adding a termination clause, regulation of certain executive orders, any of the requirements of the language required by the grantor.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

AGREEMENTS/CONTRACTS/COMPTROLLER
Re: Independent Contractor Agreement with Linda Elias

Alderman Burke moved, seconded by Alderman Piazza to approve independent contractor agreement with Ms. Linda Elias, CPA for municipal accounting services. **(EXHIBIT J)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Piazza

Voting Nay: Lafontaine

Absent: None

BUDGET MODIFICATIONS/CIVIC CENTER/LIBRARY/FIRE STATION/COLEMAN AVENUE STREET IMPROVEMENTS PROJECT/MUSEUM/EXTENSIONS/CENTRAL FIRE STATION
Re: Budget Modifications Various Projects

Alderman Lafontaine moved, seconded by Alderman Burke to approve and authorize signatures on the following Budget Modifications as listed, items (a & b): **(EXHIBIT K)**

- a) Budget Modification #17, R-103-379-01-KCR – Civic Center Library, Fire Station Coleman Avenue Street Improvements Project, Museum... to extend the project deadline on the Museum to 1/31/16.
- b) Budget Modification #9, R-118-379-01-HCCR – Central Fire Station... to extend the project deadline to 12/31/15.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

INVOICES/EAST JEFF DAVIS SEWER SYSTEM IMPROVEMENTS PROJECT/W. JEFF DAVIS SEWER IMPROVEMENTS PROJECT/JEFF DAVIS CONNECTOR SEWER AND PAVING PROJECT/GULFSIDE SEWER AND PAVING PROJECT

Re: Payment of invoices submitted by various Contractors

Alderman Lafontaine moved, seconded by Alderman Piazza 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 needed, as listed (Items a-d): **(EXHIBIT L)**

- a) Invoice No. 702-37-22A from Digital Engineering in the amount of \$825.00 – East Jeff Davis Sewer System Improvements. (P.O. #1136)
- b) Invoice No. 702-36-21A from Digital Engineering in the amount of \$823.87 – W. Jeff Davis Sewer System Improvements Project. (P.O. #1135)
- c) Invoice No. 702-38-22A from Digital Engineering in the amount of \$1,137.50 – Jeff Davis Connector Sewers and Paving Project. (P.O. #1137)
- d) Invoice No. 702-39-15A from Digital Engineering in the amount of \$967.09 – Gulfside Sewer and Paving Project. (P.O. #1138)

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

POLICE DEPARTMENT/PERSONNEL

Re: Transfer Officer Ian Larsen from Part-Time position to Full-Time Position

Alderman Lafontaine moved, seconded by Alderman Richardson to transfer Ian Larsen, Police Officer, from Part-Time to Full-Time at a rate of \$13.00/hour. This is to replace the vacancy created in patrol staffing when Mike Prendergast was moved to Assistant Chief.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

AGREEMENTS/CONTRACTS/MUSEUM/GROUND ZERO MUSEUM/HANCOCK COUNTY COMMUNITY DEVELOPMENT FOUNDATION

Re: Agreement with Hancock County Development Foundation for Museum

Alderman Piazza moved, seconded by Alderman Burke to approve Museum Agreement between the Hancock County Community Development Foundation and the City of Waveland, including required signatures, for the operation and administration of the ‘Ground Zero Museum’ and shall commence upon valid signature of last signing party and expire on the last day of the term of the current Board, being December 5, 2018. **(EXHIBIT M)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

HOLIDAY SCHEDULE/FOURTH OF JULY/DESTINATION AMERICA

Re: Amend Holiday Schedule to accommodate Destination America Red White and You Event

Alderman Piazza moved, seconded by Burke to amend the FY2015 Holiday Schedule, specifically from July 3, 2015 (Friday) to Monday, July 6th, due to the upcoming Destination America event and necessity of event preparation work on July 3, 2015.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

PERSONNEL/STREETS DEPARTMENT/PERSONNEL/POLICE DEPARTMENT/REVENUE AND EXPENSE REPORT/REQUEST FOR CASH REIMBURSEMENT/GULFSIDE SEWER IMPROVEMENTS AND PAVING PROJECT/WEST JEFF DAVIS SEWER IMPROVEMENTS PROJECT/BIDS/BUSINESS INCUBATOR

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

- a) The Termination of Chase Baldini from the Streets Department.
- b) Correction of resignation date of Officer Ben Bowden as July 5, 2015 from June 5, 2015 in the 6/2/15 Meeting minutes.
- c) Revenue and Expense Report for the month of May, presented at this the second meeting of June, 2015. **(EXHIBIT N)**
- d) Request for Cash Reimbursements as listed, (Items 1&2):
 1. RFC #14A in the amount of \$9,643.25 – Gulfside Sewer Improvements and Paving Project. **(EXHIBIT O)**
 2. RFC #20A in the amount of \$665.75 – West Jeff Davis Sewer Improvements and Paving Project. **(EXHIBIT P)**
- e) Bids for the Intention to Lease City Property at the Business Center, Units A7 & A8, were opened immediately prior to the meeting and taken under advisement.

ADJOURN

Re: Adjourn Meeting at 8:23 p.m.

Alderman Burke moved, seconded by Alderman Richardson to adjourn the meeting at 8:23 p.m.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, Lafontaine, and Piazza

Voting Nay: None

Absent: None

The foregoing minutes were presented to Mayor Smith on July 24, 2015.

Lisa Planchard
City Clerk

The Minutes of June 17, 2015 have been read and approved by me on this day the 24th of July, 2015.

Mike Smith
Mayor