

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 July 5, 2016 at 6:30 p.m. to take action on the following matters of City business.

**PUBLIC COMMENTS:**

- Ms. Charlotte Call- Waveland Avenue

**ROLL CALL:**

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

Absent from the meeting was Alderman Charlie Piazza

**MAYOR'S REPORT/PERSONNEL**

**Re: Hire Ms. Cindy Knoblock as Temporary Full-Time HR Director**

Alderman Richardson moved, seconded by Alderman Lafontaine to hire Cindy V. Knoblock as temporary full-time HR Director at \$14.43 per hour pending passage of drug test.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**MAYOR'S REPORT/RESOLUTION/POLICE DEPARTMENT/GLOCKS**

**Re: Resolution Inventorying Certain Glock Weapons to Master Fixed Assets Record**

Alderman Lafontaine moved, seconded by Alderman Richardson to approve a Resolution of The City of Waveland's Board of Mayor and Aldermen Inventorying Certain Glock Weapons to the Master Fixed Asset Record and Declaring Certain Glock Weapons Lost. **(EXHIBIT A)**

Aldermen Richardson explained that he can participate in Glock discussions; his son was hired after the fact. Ms. Yarborough confirmed that he had not received a weapon. Alderman Richardson said that was correct.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**MAYOR'S REPORT/MDOT (MISSISSIPPI DEPARTMENT OF TRANSPORTATION)/WAVELAND AVENUE SIDEWALK PROJECT**

**Re: Forward to MDOT for review the Preliminary Engineering Services Contract**

Alderman Burke moved, seconded by Alderman Lafontaine to preliminarily approve and authorize the Mayor to forward to Mississippi Department of Transportation, for review and concurrence, the Preliminary Engineering Services Contract regarding the Waveland Avenue Sidewalk Project STP 9137-00(003) LPA/107183-701000. **(EXHIBIT B)**

City Attorney Yarborough explained that this is required by MDOT; this motion is not an acceptance of the terms of the contract and in no way binds the City to the terms of the contract at this time. What is required is a review and acceptance by the Board of the form and legality of the contract.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**Re: Event Saturday (Destination Waveland) 4<sup>th</sup> of July event** was fantastic. Police Department had no issues/no arrests.

#### **ATTORNEY'S COMMENTS**

**Re:** No comments

#### **ALDERMEN'S COMMENTS**

**Re: Alderman Burke**

- Asked the Mayor about any resolution with appointing an employee to handle Blighted Properties. The Mayor said he had not had a chance to speak to the employee yet, but will do that tomorrow.

**Re: Alderman Richardson**

- Attended the Fishing Rodeo and the City was well represented by Ms. Baylie Cornfoot.
- Appreciated having the grass removed from the South side of Old Spanish Trail; the water is now flowing. However on the South side of the highway, by "Harry's" Hotel, its holding water in that ditch now.

**Re: Alderman Lafontaine:**

- Received a complaint regarding the trash cans at the end of Coleman on the beach; please have them dumped/removed.
- Acknowledged Officer Leanna Dunigan for going above and beyond her duty and moving a mattress out of the highway during a heavy rain.

#### **DOCKET OF CLAIMS**

**Re: Claims**

Alderman Richardson moved, seconded by Alderman Burke to approve the Docket of Claims in the amount of \$ 329,185.08 dated May 18, 2016 as submitted.

**(EXHIBIT C)**

Mrs. Planchard noted 1 correction as submitted by Alderman Burke regarding transaction number 162300 should be payable to Hancock County Chamber of Commerce and not to Hancock High School, for the Teacher Appreciation Event. That transaction will be voided and re-worked.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

#### **MINUTES**

**Re: Minutes of the Regular Meeting of June 7 & Special Meeting of June 14, 2016**

Alderman Lafontaine moved, seconded by Alderman Burke to approve the Minutes of the Regular Meeting of June 7, 2016 and the minutes of the Special Meeting of June 14, 2016 as submitted.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**Re: Minutes of the Special Meeting of June 24, 2016**

Alderman Burke moved, seconded by Alderman Richardson the Special Meeting of June 24, 2016 as submitted.

A vote was called for with the following results:

Voting Yea: Burke, Richardson & Mayor Smith

Voting Nay: None

Abstain: Lafontaine

Absent: Piazza

#### **RSVP**

##### **Re: Claims**

Alderman Burke moved, seconded by Alderman Richardson to approve the RSVP Claims as submitted.  
**(EXHIBIT D)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

#### **PUBLIC APPEARANCE**

##### **Re: Mrs. Brenda McComb –Discuss forming a Committee to Develop Plans for an Annual Coleman Avenue Garage Sale (EXHIBIT E)**

Mayor Smith suggested that since the City already has an Economic Development group, which has a sub-committee for Destination Waveland, perhaps Ms. McComb could be a part of what they are doing and work with them on this. Ms. McComb said that would be great and actually said she can foresee this eventually becoming a full weekend event along Coleman Avenue.

#### **RSVP/PURCHASING**

##### **Re: Authorize RSVP Director Linda Pitts to Sign Purchase Requisitions**

Alderman Richardson moved, seconded by Alderman Lafontaine to authorize Linda Pitts, RSVP Director to sign Purchase Requisitions.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

#### **RSVP/BANK ACCOUNT/BUDGETS**

##### **Re: Close the current RSVP Bank Account with *The First* and authorize opening a City RSVP Non-Interest Bearing Account**

Alderman Burke moved, seconded by Alderman Richardson to close the current RSVP bank account with *The First* and authorize opening a City RSVP non-interest bearing restricted bank account with Hancock Bank (City's Depository) to hold RSVP monies with the following signatories; Mayor Mike Smith, Mayor Pro Tem Shane Lafontaine and City Clerk Lisa Planchard and add Deputy City Clerk Tammy Fayard.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**RESOLUTIONS/AGREEMENTS/CONTRACTS/SRF LOAN/WATER POLLUTION CONTROL REVOLVING FUND LOAN PROGRAM/REVOLVING FUND LOAN PROGRAM-WATER POLLUTION CONTROL/MDEQ (MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY)/CITYWIDE SEWER IMPROVEMENTS PROJECT  
Re: Resolution authorizing the Mayor to execute Documents/Agreements required with Application for Water Pollution Control Fund Loan Program**

Alderman Lafontaine moved, seconded by Alderman Richardson to approve a Resolution authorizing the Mayor to execute those Documents and Agreements Required in connection with Application for the Water Pollution Control Revolving Fund Loan Program through the Mississippi Department of Environmental Quality and naming the Mayor as Authorized representative for the City of Waveland, this as it relates to Citywide Sewer Improvements Plan (SRF Loan) as presented by Compton Engineering. **(EXHIBIT F)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**MDEQ (MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY)/WATER POLLUTION CONTROL REVOLVING LOAN PROGRAM/REVOLVING LOAN/PROCUREMENT CERTIFICATION/SRF LOAN, CITYWIDE SEWER IMPROVEMENTS PROJECT  
Re: Procurement Certification by MDEQ for applying for the Water Pollution Control Revolving Fund Loan Program (SRF Loan/Citywide Sewer Improvements Project)**

Alderman Lafontaine moved, seconded by Alderman Richardson to approve Procurement Certification Form by MDEQ (MS. Department of Environmental Quality) for applying for the Water Pollution Control Revolving Fund Loan Program as it related to the Citywide Sewer Improvements Plan as presented by Compton Engineering. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**CONTRACTS/TOSHIBA BUSINESS SOLUTIONS/POLICE BUILDING-STATION/COURT DEPARTMENT  
Re: Approve Rental of 1 Toshiba Copy Machine for Court Room**

Alderman Lafontaine moved, seconded by Alderman Burke to approve Contract with Toshiba Business Solutions (USA), Inc. for the rental of 1 Toshiba Copy Machine for the Court Room at the new Police Building, priced under State Contract at a cost of \$164.11 per month for 36 months. Court Clerk will be present to answer questions. **(EXHIBIT H)**

Mrs. Yarborough said this will be with the required addendum, since the terms of this contract extend beyond this Board, that this Board does not have the authority to bind future Boards and that this term contract is subject to cancellation.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**CERTIFICATE OF SUBSTANTIAL COMPLETION/POLICE BUILDING-STATION**  
**Re: Certificate of Substantial Completion submitted by J.O. Collins Contractor- Police Building**

Alderman Lafontaine moved, seconded by Alderman Richardson to approve, with signatures, Certificate of Substantial Completion as submitted by J.O. Collins Contractor, Inc. and signed by Architect Nofie Alfonso for the Waveland Police Building, Project Number R-118-379-02-HCCR. **(EXHIBIT I)**

Mrs. Yarborough said the Contractor has 60 days to complete the final punch list, which is quite long but small items.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**HMGP GRANT/CITYWIDE DRAINAGE IMPROVEMENTS PROJECT/DRAINAGE PROJECT/LOAN/NOTES/**  
**Re: HMGP Grant Anticipation Note – Citywide Drainage Improvements Project**

Alderman Burke moved, seconded by Alderman Richardson to approve draw from the HMGP Grant Anticipation Note in the amount of \$726,082.52 related to the Citywide Drainage Improvements Project representing funds for the following payments: Note: Because the City anticipated FEMA and HMGP reimbursements earlier in the year when these invoices came through the City did not borrow funds for these invoices, however because those reimbursements are delayed, it is recommended to draw, as originally planned to assist in cash flow until the reimbursements come in. **(EXHIBIT J)**

- a) AMEC Foster \$127,107.41
- b) Pickering Engineering \$49,424.20
- c) Kappa Development \$549,550.91

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**BIDS/CONTRACTS/VACUUM TRUCK**  
**Re: Old River of New Orleans as Lowest, Best & Most Responsible Bidder for Vacuum Truck**

Alderman Burke moved, seconded by Alderman Richardson to approve Old River of New Orleans as the lowest, best and most responsible bidder on the Vacuum Truck in the amount of \$ 149,986.00; bids were reviewed by City Attorney Rachel Yarborough & Public Works Director, Brent Anderson.

Discussion between Board members prompted the need for City Clerk Planchard to leave the Board Room and retrieve the Bid file. Discussion to be continued after her return to the meeting.

**INVOICES/CITYWIDE DRAINAGE IMPROVEMENTS PROJECT/POLICE STATION/ BUILDING**  
**Re: Payment of Invoices as Submitted by Various Contractors**

Alderman Richardson moved, seconded by Alderman Burke to approve payment of the following invoices submitted by various contractors to be placed in line for payment consideration contingent upon receiving funding from grant sources being listed, (Items a & b): **(EXHIBIT K)**

- a) Pay Application No. 19 from Kappa Development in the amount of \$115,346.10 – Citywide Drainage Improvements Project.
- b) Payment Application No. 12 from J.O. Collins Contractor, Inc. in the amount of \$372,122.17 – Waveland Police Building.

#### **GRANTS/RSVP/DONATIONS/PRIVILEGE TAX COLLECTYIONS**

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

- a) Notice of Grant Award from Corporation for National and Community Service for the Retired Senior Volunteer Program in the amount of \$48,489.00 + \$3,000 amendment for a total of \$51,489.00; Budget Year 4/1/15 to 3/31/16. **(EXHIBIT L)**
- b) Donation of 2 Ozark Trail 10' x 10' Canopy Tents from Compton Engineering.
- c) Privilege Tax License Collections Report for the Month of June 2016 **(EXHIBIT M)**

Alderman Lafontaine asked Ms. Cummings if the Board will be able to get the Court Collection report. Ms. Cummings said she would have it for the next meeting; her computer has been down and just brought up today.

#### **BIDS/CONTRACTS/VACUUM TRUCK**

**Re: Old River of New Orleans as Lowest, Best & Most Responsible Bidder for Vacuum Truck**

Alderman Burke moved, seconded by Alderman Richardson to **TABLE** Old River of New Orleans as the lowest, best and most responsible bidder on the Vacuum Truck in the amount of \$ 149,986.00; bids to be reviewed by City Attorney Rachel Yarborough & Public Works Director, Brent Anderson.

During discussion, Alderman Lafontaine said that there were different manufacturers and from what he understood, with one of them there was going to be an issue in getting service work done. He said he would rather table this issue until Mr. Anderson was present to answer questions.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

#### **DONATIONS/DESTINATION WAVELAND FOURTH OF JULY EVENT/FOURTH OF JULY EVENT-DESTINATION WAVELAND**

**Re: Donations Received toward Fourth of July Event**

Alderman Lafontaine moved, seconded by Alderman Burke to accept donations received for the Destination Waveland Fourth of July Event. **(EXHIBIT N)**

1. Silver Slipper \$5,000.00
2. Theodore and Amy Longo - \$2,000.00
3. South Group Insurance – 250.00
4. Ashman Mollere Realty (Charles and Nancy Cornelius) - \$500.00
5. Compton Engineering - \$1,500.00

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

#### **EXECUTIVE SESSION**

**Re: Pending Litigation-Gohres Realty, LLC. v. City of Waveland**

Alderman Lafontaine moved, seconded by Alderman Burke to consider Executive Session to prompt a closed discussion regarding Gohres Realty, LLC vs. City of Waveland-pending litigation.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

Alderman Burke moved, seconded by Alderman Richardson to approve entering Executive Session regarding Gohres Realty, LLC vs. City of Waveland-pending litigation.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

Alderman Lafontaine moved, seconded by Alderman Richardson to exit Executive Session with no action taken.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**LEGAL DEPARTMENT/GOHRES REALTY**  
**Re: Deny Settlement Officer to Gohres Realty**

Alderman Lafontaine moved, seconded by Alderman Richardson to deny settlement offer to resolve Gohres Realty LLC, vs. the City of Waveland.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

**ADJOURN**  
**Re: Adjourn Meeting at 7:22 p.m.**

Alderman Burke moved, seconded by Alderman Richardson to adjourn the meeting at 7:22 p.m.

A vote was called for with the following results:

Voting Yea: Burke, Richardson, and Lafontaine

Voting Nay: None

Absent: Piazza

The foregoing minutes were presented to Mayor Smith on August 5, 2016.

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Lisa Planchard,  
City Clerk

The Minutes of July 5 2016 have been read and approved by me on this day the 5<sup>th</sup> day of July 2016.

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Mike Smith,  
Mayor

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