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**Regular Meeting Agenda
December 6, 2016
6:30 p.m.**

12/20/2016 9:16:03 AM

1. Pledge of Allegiance
2. Moment of Silence
3. Public Comments – Ms. Connie St. Julien
4. Roll Call
5. Mayor's Report
 - a. Motion to approve Invoice #000101 to Jesse R. Loya for door/window repairs at Civic Center in the amount of \$4,550.00. Note: Invoice received Monday, 12/5/16, on DropBox
 - b. Motion to approve and authorize signatures on the Tideland (MS. DMR) Request for Reallocation of Funds in the amount of \$314.68. This \$314.68 was left over after closeout of FY2011-P111 and is being reallocated to FY2014-P401-4WV, Waveland Parks & Leisure.
6. Attorney's Comments
7. Aldermen's Comments
8. Motion to approve the Docket of Claims (excluding the Streets Payroll portion) in the amount of \$465,087.99 dated December 6, 2016 as submitted.
9. Motion to approve the minutes of the Regular Meeting of November 16, 2016 and the Special Meeting of November 22, 2016 as submitted.
10. **Sean Henton appeared before the commission** with a request for a variance from the number of accessory buildings allowed in order to construct a 12' x 16' accessory building on his property located at 839 Daniel Street. Currently the property has one garage/carport attached by a breezeway to his residence. There is also four additional accessory structures that were not permitted at this location. His intention is to remove one of the smaller structures and replace it with the 12' x 16' accessory building. Legal description: Block 77, Lots 29-34 BSL Land and Improvement Co., City of Waveland, Hancock County, Mississippi.

Commissioner John Becker said that he would like to make a motion to **TABLE** the applicant's request until the applicant addresses the letter from Bill Carrigee saying that the property must be brought into compliance. Once the applicant has satisfied the building department, such as permitting the pavilion and the Carolina carport meets the specifications by Bill Carrigee, and the removal of the two smaller structures. Once this is accomplished then applicant's tabled request will be addressed by the commission. Commissioner John Becker told Sean Henton to meet with Bill Carrigee to discuss the carport and what has to be done to permit the existing pavilion because it has to be approved by him. Commissioner Charlotte Watson seconded the motion.
11. **Henry L. Deville III appeared before the commission** with a request for a conditional use in order to construct an accessory structure 30' x 30' that will replace the 12' x 12' accessory structure that is currently on his property located at 1055 Amar Street. Legal description: Block 20, Lots 36-44 Highland Park Subdivision, City of Waveland, Hancock County, Mississippi.

Commissioner Charlotte Watson moved, seconded by Commissioner Clarence Harris to recommend that the Board of Mayor and Aldermen approve the applicant's request to construct an accessory structure 30' x 30' that will replace the 12' x 12' accessory structure that is currently on his property located at 1055 Amar Street provided that the current 12' x 12' structure is torn down and removed, water faucet(s) on the outside or inside and to allow his well pump as long as there are no sinks or other plumbing in the building, seconded by Commissioner Clarence Harris.
12. Motion to approve travel for Personnel Director April Chevis to attend the Payroll Law Seminar held in Gulfport, Mississippi on January 18, 2017. Cost to the City would be \$199.00 registration fee and use of a City vehicle.

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13. Motion to approve Mayor's correspondence to MDOT requesting permission to use Small Purchase Procedures to select Compton Engineering as the Professional Services Consultant for project number STP-0274-00(010)LPA, City of Waveland Sidewalk Study. The City of Waveland reserves the right to negotiate the terms and conditions of a professional services contract and grants no rights to Compton by seeking this permission from MDOT. (Corrected template letter on DropBox).
14. Motion to approve a proposal from Ray Weaver for annual HVAC Equipment Preventative Maintenance and Inspection on 5 HVAC units at the Ground Zero Museum (Civic Center/Old Waveland School) for an annual fee of \$1,940.00. (Note: two quotes were obtained)
15. Motion to approve an Enrollment/Agreement with CARFAX Police Crash Assistance Program which allows the Police Department access to the CARFAX Vehicle History Service, the CARFAX E-Commerce Program and such other programs that CARFAX may offer participants of the Program from time-to-time during the Term in exchange for motor vehicle accident reports data created or collected by Agency.
16. Motion to approve and authorize signatures on the Engagement Letter with Windham & Lacey, PLLC. CPA's for the annual Audit of FY2016.
17. Motion to reject all bids for the backhoe and re-advertise for the same.
18. Motion to accept bids received from Artisan Global, LLC for the purchase of the following Mobile Homes currently owned by the City of Waveland being listed: (Items a-c)
 - a) Bar Code #1238215 & 1238216 (Old Police Station) in the amount of \$3,000.00.
 - b) Bar Code #1238566 & 1238567 (Old Animal Shelter) in the amount of \$3,000.00.
 - c) Bar Code #1032858 (Gulfside Fire Station Trailer) in the amount of \$3,000.00.
19. Motion to approve internet service for City Hall, increasing the strength and providing more stable hardline internet service as needed to accommodate the City Hall building's internet needs (Fiber Internet) \$580.00 per month, cost to be shared by departments within City Hall. This will eliminate Windstream internet (currently no active contract).
20. 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), as listed (Items a-e)
 - a) Invoice 216-021-8 from Compton Engineering in the amount of \$1,530.00 – Phase II Stormwater Program.
 - b) Invoice 215-068-15 from Compton Engineering in the amount of \$2,425.00 – Geotechnical, Lighthouse Outdoor Recreations (Tidelands)
 - c) Invoice 215-068-16 from Compton Engineering in the amount of \$15,040.00 – Design of Lighthouse Outdoor Recreations (Tidelands)
 - d) Invoice 215-065-21 from Compton Engineering in the amount of \$2,163.75 – Facilities Plan and Related Services (SRF).
 - e) Invoice #N20122422 from AMEC Foster Wheeler in the amount of \$2,539.91 – Citywide Drainage Improvements Project (HMGP)
- 20-1. Motion to approve Invoice No. 9040025 in the amount of \$4,221.41, due 11/24/16, submitted by CSX for work performed during the Citywide Drainage Improvements Project as listed, reserving all rights, contractual or otherwise against Kappa Development. As of today's date, this invoice has not been paid; checked with CSX 12/6/16 am. Invoice was sent by City Clerk to Pickering 10/31/16, who forwarded to Kappa also 10/31/16 (City Clerk has documentation).
21. Motion to select the following firms for interviews related to Engineering – Construction Materials Testing related to the Citywide Sewer Improvements Project (RFQ's opened 11/16/16 @ 6:00 pm): The Board may select a minimum of three (maximum of five) below firms to interview (to be determined by Board), as listed (1-5):
 1. Quality Engineering Services, Inc.
 2. Burns, Cooley, Dennis, Inc.
 3. BECC Professional Engineering
 4. Eustis Engineering

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5. Professional Service Industries, Inc.

22. Spread on the minutes the following, as listed (Items a-c):
 - a. Officer Phillip Pavolini as Deputy Court Clerk to sign sworn affidavits.
 - b. Privilege License Activity Report for the month of November 2016.
 - c. Building Permits Activity Report for the month of November 2016.
23. Motion to consider Executive Session to prompt a closed discussion regarding potential and probable litigation regarding denial of insurance coverage for the lift station located at the corner of Central Ave. and Lakewood Drive with a date of loss occurring on April 22, 2016.
24. Motion to approve entering Executive Session regarding potential and probable litigation regarding denial of insurance coverage for the lift station located at the corner of Central Ave. and Lakewood Drive with a date of loss occurring on April 22, 2016.
25. Motion to exit Executive Session with no action taken.
26. Motion to approve the 11/01/16 Docket of Claims, Streets Payroll portion only, in the amount of \$16,861.47 as submitted.
27. Adjourn