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**Special Meeting Agenda
September 5, 2018
6:30 p.m.**

(Replaces Meeting of 9/4/18 due to Hurricane Gordon)

9/4/2018 9:06:27 AM

1. Pledge of Allegiance
 2. Moment of Silence
 3. Public Hearing; Blighted property located at 412 Chadwick Street.
 4. Public Comments
 5. Roll Call
 6. Mayor's Report
 - a. Declaration of Emergency for Hurricane Gordon, projected to make landfall between late 9/4/18 and morning of 9/5/18.
 - b. Mr. James Moody with BancCorp South Insurance to discuss Health Insurance for upcoming calendar year.
 7. Attorney's Comments
 8. Aldermen's Comments
 9. Motion to discuss the FYI 2017 Audit as submitted by Windham & Lacey, PLLC, CPA's. Representative(s) of Windham & Lacey, PLLC, CPA's will be present to answer questions.
 10. Motion to accept and approve the FYE 2017 Audit as prepared and submitted by Windham & Lacey, PLLC, CPA's.
 11. Motion to approve Healthy Workplace Underwritten Group Letter of Understanding, including required signatures, with BlueCross BlueShield of Mississippi.
 12. PLANNING AND ZONING:
 - A. **Jean Hill and Janet Bourgeois**, joint owners of property on Market Street consisting of Lot 92C (Parcel# 162R-0-10-084.000) and Lot 93-A (Parcel# 162R-0-10—085.000), 3rd Ward, Waveland, MS, are requesting yard variances from the established yard requirements for R-1 Single Family Residential District in the City of Waveland Zoning Ordinance. The purpose of variances is to allow the construction of a house on each of the two previously described lots. The variance requests are as follows. #1) A front yard variance of 10' from the required 25' front yard for both lots #2) A rear yard variance of 15' for both lots #3) A left side yard variance on Lot 92C of 6" from the required 12.5' side yard for a lot of 50' in width or less. #4) A left side yard variance on Lot 93A of 2' 6" from the required 15' side yard requirement for a lot with more than 50 of frontage. #5) a right side yard variance on Lot 93A of 1' 6" from the side yard requirement for a lot with more than 50 feet of frontage.
- Commissioner Watson made a motion to recommend approval of the variances as presented. The Motion was seconded by Commissioner Boudoin.
13. Motion to approve the Minutes of the Regular meeting of August 7, 2018 and Special Budget Meeting of August 15, 2018 as submitted.
 14. Motion to approve the Docket of Claims in the amount of \$352,246.77 dated September 4, 2018 as submitted.
 15. Motion to approve Compton Engineering's Revised Engineering Capital Cost Estimate and Revised 'Preliminary & Design Engineering' Cost Services Estimate from \$74,170.68 to \$82,303.63 for the Hwy 90 Utility Relocation work, (Hwy 90 Lighting & Utility Relocation Project), MDOT Project HSIP-0003-01(192)/107127/201000.

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16. Motion to approve Addendum to Extend Time on Professional Services contract between the City of Waveland and Compton Engineering, Inc. for an additional twelve (12) months from September 30, 2018 to September 30, 2019 regarding the Nicholson Avenue Improvements Project.
17. Motion to approve the MDEQ Amended Water Pollution Control Revolving Loan Fund Agreement (WPCRLF) for wastewater upgrades, which reflects as bid construction costs, final amounts for professional services contracts, and a construction contingency resulting in a decrease of \$1,413.725, for a current SRF loan amount of \$6,152,703.00.
18. Motion to approve the following letters, forms, checklists and 17 Resolutions related to the MLK Community Center Project, as listed (Items a-w)
 - a) Authorized Signatures Letter to MDA.
 - b) Environmentally Exempt Form 1 - NEPA (Exempt from Environmental Review)
 - c) Pre-Development Exemption Letter to MDA
 - d) Environmental Checklist, Page 1, 2012
 - e) ADA Assessment Letter to MDA
 - f) Applicant/Recipient Disclosure/Update Report Form HUD-2880.
 - g) Resolution Authorizing Mike Smith, Mayor of the City of Waveland, Mississippi, to sign Request for Cash Forms, Request for Cash Consolidated Support Sheets, Cash Summary Support Sheets, and Reporting Worksheets under the Katrina Supplemental Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - h) Resolution - Proper use of Funds and Prohibition of Recovery of Costs, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - i) Resolution - Fair Housing Plan Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - j) Resolution - Establishing Goals for Minority and Women-Owned Business Participation Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - k) Resolution - Citizen Participation Plan Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project number R-109-379-10-KCR.
 - l) Resolution - Section 3 - Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - m) City of Waveland Section 3 Action Plan.
 - n) Resolution - Legal Authority, Compliance with Applicable Laws, Project Readiness, Project Readiness, Project Monitoring, and Record Keeping, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - o) Resolution - Public Law 101-144, as Amended - Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-10-KCR.
 - p) Resolution - Residential Anti-Displacement and Relocation Assistance, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - q) Resolution - Code of Standards of Conduct, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - r) Resolution - Uniform Relocation Assistance and Real Property Acquisition Policies Act, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - s) Resolution - Restrictions of Lobbying and Political Activity Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - t) Resolution - Anti-Discrimination, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - u) Resolution - Floodplain and Flood Insurance Purchase Requirements, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.

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- v) Resolution - Environmental Compliance, Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
 - w) Resolution Endorsing Civil Right Laws and Executive Orders Applicable to the Katrina Supplemental Community Development Block Grant (KCDBG) Program, Project Number R-109-379-01-KCR.
19. ~~Motion to approve a Proclamation recognizing the 80th Anniversary of the Bay-Waveland Garden Club.~~
(Requested to be moved to the 9/19/18 meeting agenda)
20. Motion to approve a Proclamation recognizing National Suicide Prevention Day.
21. Motion to hold a Public Hearing on Wednesday September 19, 2018 (in conjunction with the regular meeting) for the following blighted properties:
- a) 467 Highway 90 – Blighted Buildings for Demolition.
22. Motion to approve the MS. State Department of Health Grant Agreement with a term of 7/1/2018 to 6/30/2019 for the VAWA Grant to pay a portion of Police Officer salary; total grant in the amount of \$35,028.00 with cost share by the City of Waveland of \$11,574.18) (Agreement #2017-WF-AX-0047)
23. Motion to approve and authorize Mayor’s signature on the following Memorandum of Understanding submitted by RSVP Director, Linda Pitts, subject to Attorney review:
- a) Hancock County Tourism - Volunteer Services
24. 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-h):
- a) Pay Application #7 from Barnard & Sons Construction, LLC in the amount of \$89,194.55- Lighthouse & Public Pavilion Project.
 - b) Invoice #217-095-15 from Compton Engineering in the amount of \$4,000.00 – Lighthouse and Public Pavilion Project, construction administration.
 - c) Invoice #217-095-16 from Compton Engineering in the amount of \$6,305.00 – Lighthouse and Public Pavilion Project, resident project representative.
 - d) Invoice #216-021-125 from Compton Engineering in the amount of 1,200.00 - Phase II Stormwater Program, stormwater program implementation 2018.
 - e) Invoice #216-060-10 from Compton Engineering in the amount of \$4,195.38 – Citywide Sidewalk Study.
 - f) Invoice #217-043-10 from Compton Engineering in the amount of \$3,185.32 - Nicholson Avenue Improvements Project.
 - g) Invoice #217-059-7 from Compton Engineering in the amount of \$1,967.42 – Hwy 90 Lighting & Utility Relocation Project.
 - h) Invoice #217-059-7a from Compton Engineering in the amount of \$831.60 – Highway 90 Lighting Project. (invoice payment revised by Comptroller- see memo)
25. Motion to approve travel for Firefighter’s Eric Janssen and Hayden Hall to attend the Driver Operator-Aerial Course by the LSU Fire Academy at the St. Tammany Fire Department in Slidell, LA. Cost to the City for each will be a \$250.00 registration and use of a City vehicle.
26. Motion to approve purchase of 1 Dodge Pick-up, ½ Ton, V-6, Crew cab, 4WD in the amount of \$24,585.00 for Public Works Director, Utility Department; current truck will be handed down to a utility staff member. *(Not currently budgeted)*
27. Motion to hire Mr. Derrick Gillum in the Utility department at a rate of \$11.25 per hour, pending passage of drug test.
28. Motion to approve the following changes in personnel in Police Department being listed: (Items a-d)

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- a) Resignation of full-time domestic violence investigator, Ronald Storey effective September 7, 2018 and reclassify Officer Storey to stay employed as a part-time Officer at a rate of \$9.00 per hour.
 - b) Promotion of Officer Jamie Nelson to Domestic Violence Investigator at a rate of \$16.84 per hour to replace Ronald Storey effective September 10, 2018. (This salary is to be increased upon approval of the Domestic Violence Grant to bring it in line with other Investigators).
 - c) Promotion of Sergeant Matthew Roberts to Criminal Investigator at a rate of \$17.00 per hour to replace Investigator Matthew Sekinger effective September 10, 2018.
 - d) Pay raise for Officer Michael Whitfield from \$14.00 to \$15.11. Officer Whitfield's pay should have been increased at 3 months, since he has worked for 3 months at a lower rate, Chief Allen wishes to give him 6 month raise early to offset the mistake.
29. Motion to approve Construction Engineering and Inspection Services Contract, as reviewed and approved by MDOT, with James J. Chiniche, PA, Inc. at a cost limit of \$142,625.53 for the Waveland Avenue Sidewalk Project, and approve the Mayor's signature thereon.
30. Motion to spread the following on the minutes, as listed (Items a-e):
- a) Memorandum from Mississippi Department of Transportation review of the PE (Preliminary Expenditure) costs expenditure of the Special Match Credit package between the City of Waveland and James J. Chiniche, PA, Inc. After review, the CSU (Consultant Services Unit) determined that a PE expenditure in the amount of \$46,954.59 of the SMC Package is appropriate for Special Match consideration re: the Waveland Avenue Sidewalk Project.
 - b) Termination of Ms. Anitra Freeman effective 8/21/2018.
 - c) Termination of Darryl Antoine, effective 8/27/2018.
 - d) Privilege License Report for the Month of August, 2018.
 - e) Building Permits Report for the Month of August, 2018.
31. Motion to consider Executive Session to prompt a closed discussion regarding
32. Motion to approve entering Executive Session regarding
33. Motion to exit Executive Session with no action taken.
34. Adjourn