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**Regular Meeting Agenda
October 2, 2018
6:30 p.m.**

10/2/2018 9:56:13
AM

1. Pledge of Allegiance
2. Moment of Silence
3. Public Hearing; Blighted property located at 467 Highway 90.
4. Public Comments
5. Roll Call
6. Mayor's Report
 - a. Motion to accept recommendation of James J., Chiniche, PA., Inc. (Jason Chiniche) and approve DNA Underground as lowest and best bid from DNA Underground Construction, LLC. in the amount of \$1,563,515.00 for the Waveland Avenue Sidewalk Project.
 - b. Motion to ratify commercial insurance application, including required signature, with Betz Rosetti & Associates, Inc. for equipment insurance from 10/1/18 to 10/1/19.
 - b. Motion to ratify commercial insurance application, including required signature, with Betz Rosetti & Associates, Inc. for vehicles insurance from 10/1/18 to 10/1/19.
7. Attorney's Comments
8. Aldermen's Comments
9. Motion to discuss the Adjudication and Administrative Proposal between the Hancock County Board of Supervisors and the Mississippi Association of Supervisors for participation in the Inmate Medical Cost Containment Program to bring inmate medical costs down. The Court department is requesting to use this program through the County to drive down any prisoner medical costs the City may have to pay. Mr. Casey Favre, HCSO Director of Health Services and Ms. Christina Herman, Coordinator of HCSO Health Services will be present to explain and answer questions.
10. PLANNING AND ZONING, as listed (Items a-g):
 - a) Santo P. Baiamonte, owner the property commonly known as 104 Waveland Avenue, Legal Description: Lot 4, Beach Vista Subdivision, is requesting a permit to remove a Live Oak Tree on his property per Section 408 and Section 907 of the City of Waveland current Zoning Ordinance (#349). Please see complete application submittal for details on the tree and the property. The tree is located in the front yard near the street.

Commissioner Adams made a motion to recommend approval of the application to remove the Live Oak Tree located at 104 Waveland Avenue. Commissioner Boudoin seconded the motion
 - b) Eric Chatelain, current owner of the property on 4th Street off of Sears Avenue, (Parcel #162Q-1-10-111.000), legal description: Lots 39-46, Block 8, Anchorage Subdivision is proposing to split the lots to create two lots. The two (2) proposed lots require a variance from the overall lot area requirement for Single Family Residential (R1) of 12,000 square feet. Parcel "A" would have an overall lot area of 10,987 Sq. Ft. requiring a variance of 1,013 Sq. Ft. Parcel "B" would have an overall lot area of 11,966 Sq. Ft. requiring a variance of 34 Sq. Ft.

Commissioner Adams made a motion to recommend approval of the variances as requested. Commissioner Boudoin seconded the motion.
 - c) Stephen Hartel, Jr., current owner of the property commonly known as 240 S. Beach Blvd., Legal Description: PT 94, PT 98, PT 103. All 100 & 102, 2ND Ward, Waveland, MS, Hancock County, Parcel #161M-0-11-079.000, is requesting a "Procedural Variance" under Section 306.2(G) (3.) of the current Subdivision Ordinance (#351) which states: "3. Procedural Variance. Where a proposed subdivision would contain no new streets and no more than ten (10) lots, the requirement to prepare a Preliminary Plat may be waived by the Board of Mayor and Aldermen upon recommendation by the Planning and Zoning Commission." The "Procedural Variance" if recommended for approval would allow the applicant to submit a Final Plat for review and recommendation by the Planning and Zoning Commission to the Board of Alderman.

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Commissioner Adams made a motion to recommend approval of the 'Procedural Variance under Section 306.2(G)(3.) of the current Subdivision Ordinance (#351). Commissioner Harris seconded the motion.

- d) Stephen Hartel, Jr., current owner of the property commonly known as 240 S. Beach Blvd., Legal Description: PT 94, PT 98, PT 103. All 100 & 102, 2ND Ward, Waveland, MS, Hancock County, Parcel #161M-0-11-079.000, is requesting the following variances: Variances from the current Zoning Ordinance, Article VII, Section 701., Minimum Lot Width – 100 feet. The purpose of the requested variances is to allow the creation of 3 lots fronting on S. Beach Blvd and 1 lot fronting on Favre Street shown on the survey as Parcel "A", Parcel "B", Parcel "C" and Parcel "D". Parcel "A" as proposed would have a lot width of 92.95 feet requiring a variance of 7.05 feet. Parcel "B" as proposed would have a lot width of 93 feet requiring a variance of 7 feet. Parcel "C" as proposed would have a lot width of 93 feet requiring a variance of 7 feet. Parcel "D" as proposed would have a lot frontage width of 20 feet on Favre Street requiring a variance of 80 feet.

Chairman Meggett recommended that the item be tabled to allow time to receive input from the City Attorney. Commissioner Boudoin made a motion to **TABLE** this item until the next meeting. Commissioner Harris seconded the motion.

- e) Stephen Hartel, Jr., current owner of the property commonly known as 240 S. Beach Blvd., Legal Description: PT 94, PT 98, PT 103. All 100 & 102, 2ND Ward, Waveland, MS, Hancock County, Parcel #161M-0-11-079.000, is requesting a review and recommendation for a Final Plat that would divide the property into four (4) Lots. As shown on the proposed Final Plat.

Chairman Meggett recommended that the item be tabled to allow time to receive input from the City Attorney. Commissioner Harris made a motion to **TABLE** this item until the next meeting. Commissioner Adams seconded the motion.

- f) Palm Development, with written permission from the current owner of the property commonly known as 451 Hwy 90, legal description: PT NW ¼ - SE ¼ PT 71 SEC 34-8-14, is requesting 2 permits to remove 2 Live Oak Trees on the subject property per Section 408 and Section 907 of the City of Waveland current Zoning Ordinance (#349). The purpose of the request is to allow Palm Development to complete site plan work and construction of an urgent care clinic on the property.

Commissioner Adams made a motion to recommend denial of the request to remove two (2) Live Oak Trees from the property. Commissioner Harris seconded the motion.

Commissioner Adams made a motion to recommend that the Site Plan not be approved. Commissioner Boudoin seconded the motion.

- g) Palm Developments, current owner of the property commonly known as 451 Hwy 90, legal description: PT NW ¼ - SE ¼ PT 71 SEC 34-8-14, have submitted a site plan for the redevelopment of the property as a medical clinic. As required by the Site Plan review process as outlined in the City of Waveland's Zoning Ordinance, Section 808, the Planning and Zoning Commission will review the proposed site plan and make a recommendation to the Board of Alderman. (This item was tabled by the Commission at the August 27th, 2018 meeting. Will need motion to remove from table prior to taking up the item.)

Commissioner Harris made a motion to remove this item from the table to allow discussion. Commissioner Boudoin seconded the motion.

Commissioner Adams made a motion to recommend that the Site Plan not be approved. Commissioner Boudoin seconded the motion.

11. Motion to approve the following Proclamations being listed Items a-b):
a) October 2018 as Domestic Violence Awareness Month.
b) October 2018 as Racial Reconciliation Month.

12. Motion to approve the Minutes of the following:

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- a. Special meeting of September 5, 2018 (i.e. Rescheduled Regular meeting of 9/4/18 due to Tropical Storm Gordon) as submitted.
- b. Special Meeting of September 13, 2018 as submitted.
- c. Regular Meeting of September 19, 2018 as submitted.

13. Motion to approve the Docket of Claims in the amount of \$826,747.08 dated October 2, 2018 as submitted.
14. Motion to approve the annual Municipal Compliance Questionnaire for the Fiscal Year Ending September 30, 2018.
15. Motion to accept and approve the Assessed Valuation Schedule from Tax Assessor/Collector, Jimmie Ladner of Real Property, Personal Property, Public Utility, Motor Vehicles, and Mobile Homes taxes for the Year 2018 to be collected in 2019.
16. Motion to approve advertisement renewal requested by the Bay High Hardwood Club with sign to be placed in the Bay High School Gym. Renewal cost of the sign would be \$100.00 for a 24" x 18" sign, with a \$100.00 renewal fee each subsequent year. This advertisement is budgeted for FY 2019. (The sign verbiage will be updated post-election).
17. Motion to approve Audit Engagement Letter, including required signatures, with Windham & Lacey, PLLC, CPA's for FYE 2018 Audit services, as Board approved 11/16/16 for 3 years' service.
18. Motion to change Personnel Director, April Chevis's status from full-time (resigning as full-time 10/5/18) to part-time at a rate of \$14.43 per hour for payroll services and training.
19. Motion to approve travel for Permits Clerk/Asst. CRS, Jeanne Conrad to attend the ASFPM Certified Floodplain Manager Program & Exam in Pearl, Mississippi, October 28-November 2, 2018. Cost to the City will be lodging for 5 nights, 5 days per diem, mileage reimbursement and registration/exam fee.
20. Motion to implement all employee approved and budgeted FY 2019 raises effective 10/1/2018.
21. Motion to approve an amendment, including required signatures, on the Kone Elevators & Escalators revision providing for a Maintenance Control Program that would allow for compliance with the State of Mississippi's enforcement of the ANSI 17.1 2018 Code. Cost to the City would be \$900.00; \$450.00 per unit (2 elevators, 1 at each Fire Department).
22. Removed
23. Motion to approve payment request from Gulf Regional Planning Commission (GRPC) for annual appropriation in the amount of \$2,937.00, as budgeted.
24. Motion to approve three Change Orders, with accompanying Compton letter dated 9/26/18, i.e.; Change Orders 1, 2 & 3 related to the Highway 90 Lighting and Utility Relocation Project as submitted by Compton Engineering:
 - a) Explanatory Letter from Compton Engineering dated 9/26/18 including Table 1 & Attachment A
 - b) Change Order #1, Natural Gas for an increase of \$10,841.00.
 - c) Change Order #2, Roadway Lighting for an increase of \$75,853.65.
 - d) Change Order #3, Waterworks for an increase of \$76,253.18.
25. Motion to approve Mayor's signature on letter (including Table 1 on front page) to Anthony McFarlin with MDOT requesting Supplemental Utility Agreements totaling \$162,947.83 (reference above change orders 1, 2 & 3) for natural gas, roadway lighting, and water works; all as they relate to the Highway 90 Lighting & Utility Relocation Project.
26. Motion to approve Change Order No. 1 from DNA Underground in the amount of \$49,500.00, increasing the total contract cost to \$595,111.00, related to the Meadow Lane Sanitary Sewer project SRF C280788-01; i.e. part of the Citywide Sewer Improvements Project

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27. Motion to approve the Tidelands Request for Reimbursement #1 in the amount of \$42,369.10 related to the Lighthouse/Pavilion Project, #FY2017-646-01.
28. 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-i):
 - a) Invoice #216-056-28 from Compton Engineering in the amount of \$51,746.65 – Citywide Sewer Improvements Project.
 - b) Invoice #217-095-17 from Compton Engineering in the amount of \$4,000.00 – Lighthouse and Public Pavilion Project, construction administration.
 - c) Invoice #217-095-18 from Compton Engineering in the amount of \$2,762.50 – Lighthouse and Public Pavilion Project, RPR services.
 - d) Invoice #218-047-1 from Compton Engineering in the amount of \$7,575.00 – MLK Community Center building.
 - e) Invoice #218-077-2 from Compton Engineering in the amount of \$1,980.00 – Repairs to Villere, Central, Sears, Ducre and Auderer Streets.
 - f) Invoice #217-043-11 from Compton Engineering in the amount of \$6,805.88 – Nicholson Avenue Improvements Project.
 - g) Invoice #217-059-8 from Compton engineering in the amount of \$9,634.68 – Highway 90 Lighting & Utility Relocation Project.
 - h) Invoice #216-060-11 from Compton Engineering in the amount of \$4,621.93 – Citywide Sidewalk Study.
 - i) Invoice #16-0108 from James J. Chiniche, P.A., Inc. in the amount of \$5,460.53 – Waveland Avenue Sidewalk Project.
 - j) Pay application #8 from Barnard & Sons Construction, LLC. in the amount of \$163,586.20 – Lighthouse/Public Pavilion Project.
29. Motion to spread on the minutes the following, as listed (Items a-g):
 - a) Resignation of Utilities employee Michael Barr, effective September 20, 2018.
 - b) Resignation of Utilities employee Christopher Hoda, before last Board meeting.
 - c) Resignation of Streets employee Johnny Seeman, before last Board meeting.
 - d) Court Clerk, Rhonda Cumming's Certificate of Attendance from the Municipal Court Clerk Conference held September 12-14, 2018 by University of Mississippi Law Center.
 - e) Permits Report for the Month of August 2018.
 - f) Privilege License Report for the Month of August 2018.
 - g) The following are unmarked vehicles belonging to the Waveland Police Department:
 1. 2010 Nissan Pathfinder Vin #5N1AR18U39C613177 MS.
 2. 2008 Ford Expedition Vin #1FMFK165X8LA86694 MS.
 3. 2008 Ford Expedition Vin #1FMFK16518LA86695 MS.
 4. 2008 Ford Expedition Vin #1FMFK15518LA15868 MS.
 5. 2008 Ford F150 Vin #1FTPW14V88FA30459 MS.
 6. 2008 Ford F150 Vin #1FTPW14V88FA76566 MS.
 7. 2008 Ford F150 Vin #1FTPW14V88FA76616 MS.
 8. 2008 Ford F150 Vin #1FTPW14V28FA76675 MS.
 9. 2008 Ford F150 Vin #1FTPW14VX8FA76732 MS.
 10. 2009 Dodge Charger Vin #2B3LA43TS9H635426 MS.
30. Motion to consider Executive Session to prompt a closed discussion regarding
31. Motion to approve entering Executive Session regarding
32. Motion to exit Executive Session with no action taken.
33. Adjourn