

***Please Silence your cell phones
*Identify yourself before speaking
into the microphone**

**Regular Meeting Agenda
December 5, 2017
6:30 p.m.**

12/1/2017

1. Pledge of Allegiance
2. Moment of Silence
3. Public Comments
4. Roll Call
5. Blighted Property Public Hearing:
 - a) 708 Birch Street, Waveland, MS 39576, Owner Jules Mollere
 - b) 706 Birch Street, Waveland, MS 39576, Owner Mary E. Courtney
 - c) 600 Highway 90, Waveland, MS 39576, Owner Yen Thi Tang
6. Mayor's Report
7. Attorney's Comments
 - a) Motion to discuss and adopt an Amendment to the Special Charter to the City of Waveland amending the setting of salaries for the Mayor, Board of Aldermen, and the City Clerk.
 - b) Motion to discuss and adopt an Order to establish a special fund in a separate municipal account to be known as the municipal reserve fund in accordance with Miss. Code Ann. §21-35-22.
8. Aldermen's Comments:

Alderman Burke – Discuss location of HCSW recycling receptacle in Waveland.
9. Motion to approve the Docket of Claims in the amount of \$357,807.07 as submitted.
10. Motion to approve the Minutes of the Regular Meetings of November 7, 2017 and the Minutes of the Special Meeting of November 15, 2017 as submitted.
11. Representative David Baria will be present to discuss the upcoming 2018 Legislative Session.
12. Motion to Amend the 9/30/17 Fiscal Year Budget to Actual; adopt Summary format for Minutes.
13. PLANNING & ZONING:
 - 1) **John Ferrara, current property owner for the property commonly known as 814 S. Beach Blvd**, Legal Description: 2-6 PT 1 BLK 2 Jeff Subdivision, is considering splitting his current property to create two lots. To accomplish that the applicant is requesting the following variances:
 - a) For Proposed Parcel #1 (frontage on South Beach Blvd). Requesting the following variance from the Area and Yard requirements set forth in the Zoning Ordinance: A Variance Request from Section 701.2 Minimum Lot Width, current requirement is 100 feet. The request is to have a minimum 80' frontage on South Beach Blvd.

Commissioner Adams moved, seconded by Commissioner Boudoin, to recommend approval of the request for a variance to allow a minimum 80' frontage on South Beach Blvd.
 - b) For Proposed Parcel #2 (frontage on Dane Road). A Variance Request from Section 701.2 Minimum Lot Width, current requirement is 100 feet. The Request is to have a minimum 75 feet of frontage.

Commissioner Adams moved, seconded by Commissioner Boudoin, to recommend approval of the request for a variance to allow a minimum 75' frontage on Dane Rd.
 - c) A Variance request from Section 701.1 Minimum Lot Area, current requirement is 12,000 square feet. The Request is to have a lot with a minimum of 9,100 square feet.

Commissioner Boudoin moved, seconded by Commissioner Adams, to recommend approval of the request for a variance to allow a minimum 75' frontage on Dane Rd.
 - 2) **Jim Casadaban current property owner of 110 Bienville** and an adjacent lot Legal Description: Lot PT. 13 (13B) (PARCEL# 161A-2-01-026.000) is requesting a Conditional Use to allow construction of an accessory building exceeding five hundred (500) square feet. Conditional Use under the current Zoning Ordinance (#349), in a Single Family Residential District (R-1), Section 601.2, Item F. Which states "Accessory Buildings that contain more than five hundred (500) square feet. The requested Conditional Use is for an accessory building that will be 840 square feet.

***Please Silence your cell phones
*Identify yourself before speaking
into the microphone**

**Regular Meeting Agenda
December 5, 2017
6:30 p.m.**

12/1/2017

Commissioner Adams made a motion, seconded by Commissioner Boudoin to recommend approval of the proposed Conditional Use to allow an accessory structure larger than five hundred square feet. The accessory structure will be 840 square feet.

3) Jim Casadaban current property owner of 110 Bienville and an adjacent lot is requesting the following variance: On Lot PT. 13 (13B) (PARCEL# 161A -2-01-026.000) the request is to allow a variance from the current Zoning Ordinance, Article IV, Section 701.5 Minimum Rear Yard (25 feet), to allow a Five (5) Foot Rear Yard. The Zoning Ordinance allows an accessory structure to utilize 10 feet of the required rear yard if the primary residence is more than 12 feet from the residence (Section 701.8 (B)). The variance request would be for a 10 foot variance from the current Zoning Ordinance. The purpose of the request is to allow the construction of a boat shed.

Commissioner Adams made a motion, seconded by Commissioner Boudoin to recommend approval of the variance request for a 10 foot variance from the rear yard setback requirement.

4) Garrett Garcia current owner of the property commonly known as 170 Lakeview Drive, Legal Description: PT 28 & 30 1st Ward, Waveland , MS, Hancock County, Parcel #161B-2-01-019.040 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.

Commissioner Adams made a motion, seconded by Commissioner Boudoin to recommend approval of the "Procedural Variance" from the Subdivision Ordinance.

5) Garrett Garcia current owner of the property commonly known as 170 Lakeview Drive, Legal Description: PT 28 & 30 1st Ward, Waveland, MS, Hancock County, Parcel #161B-2-01-019.040 is requesting a review and recommendation for a Final Plat that would divide the property into five (5) Lots. As shown on the Final Plat application all lots would meet the minimum area and frontage requirements for R1 Single Family Residential Zoning, which is the current zoning for this property.

Commissioner Adams made a motion, seconded by Commissioner Boudoin to recommend approval of the Final Plat as presented.

14. Motion to consider adopting the proposed Wrecker Service Ordinance (on OneDrive).
15. Motion to ratify letter to MEMA dated 11/30/17 requesting approval of Scope of Work Change re: the HMGP Project 1604-0420, City of Waveland Drainage Improvements Project-Remove Vacation Lane CSX Crossing.
16. Motion to approve travel for the following as listed, (Items a-b):
 - a) Deputy City Clerks Ron Duckworth (Comptroller) Rachel Cullen (Purchasing Agent), and April Chevis (HR Director) to attend the MMCCA 2017 Winter Education Workshop in Jackson, Mississippi on December 13-15, 2017. Cost to the City will be for each a \$165.00 registration fee, lodging for 2 nights for 2 rooms, 2 days per diem (1/2 day Wednesday & Friday + all day Thursday) and use of a City Vehicle.
 - b) Investigator Matt Sekinger to attend the Basic Network Intrusion Training at the National Computer Forensics Institute in Hoover Alabama. Cost to the City would be use of a City vehicle. (All other costs paid by Secret Service).
17. Motion to terminate contract with Compton Engineering as CRS Coordinator.
18. Motion to approve naming Building Inspector Josh Hayes as CRS Coordinator, and April Chevis and Jeanne Conrad as Assistant CRS Coordinators, each at an annual salary increase of \$1,526.00 plus benefits, to perform all duties required and associated with this position which shall be in addition to the primary job duties already assigned.
19. Motion to declare surplus and auction the following Police Vehicles as listed, (Items a-d); if the Board so chooses to approve these as surplus, in accordance with MS. Code Section 17-25-25, it is necessarily

***Please Silence your cell phones
*Identify yourself before speaking
into the microphone**

**Regular Meeting Agenda
December 5, 2017
6:30 p.m.**

12/1/2017

making the finding that this personal property in the form of a vehicle is no longer being used for City purposes and it is in the best interests of the City to dispose of it.

- a) 2007 CROWN VIC 2FAFP71W87X156919
- b) 2007 CROWN VIC 2FAFP71W47X156920
- c) 2009 CROWN VIC 2FAHP71V99X144054
- d) 2009 CROWN VIC 2FAHP71V19X144058

- 20. Motion to approve Hancock Bank as lowest, best and most responsive quote (at a 3 year interest rate of 2.62%) for financing of (1 or both) tractors as requested by Public Works Director Brent Anderson. Board to discuss and determine financing and/or paying cash on the following item(s) to be purchased to include Items (a-c): (Total cost of \$172,452.78) (As TABLED from the November 21, 2017 Meeting) (*Not currently budgeted*)
 - a) New Holland TS6.110,ROPS, (non-cab) 4WD, with a Tiger TM-60-c side mower w/60" Flat deck for a cost of \$74,086.24 (complete mounted to tractor)(State Contract price)
 - b) Tiger 2 spool valve \$1,918.54 (Frees up your rear remotes on the tractor)
 - c) New Holland TS6.110, ROPS, 4WD, with a Tiger TRB-50C Bengal Boom Mower w/50" HD head for a cost of \$96,448.00 (complete mounted to tractor).
- 21. Motion to approve the purchase of 4 Police Vehicles in the amount of \$33,575.00 each and an estimated interest rate of 2.62% with an estimated monthly payment in the amount of \$3,883.16, beginning January 01, 2018. Loan total of 4 vehicles to be financed would be \$134,300.00. (*Not currently budgeted*) (As TABLED from the November 21, 2017 Meeting)
- 22. Motion to approve the purchase of one 2018 Dodge Ram 2500, 3/4 ton Crew Cab, 2 wheel drive pickup Truck for the Utility Department from Landers Dodge in the amount of \$23,467.00 (State Contract) to replace stolen truck. (*Not currently budgeted*)
- 23. Motion to approve a Maintenance Agreement between the City of Waveland Police Department and Ray C. Weaver Mechanical Contractors for HVAC Equipment Preventative Maintenance and Inspection at the Waveland Police Department in the amount of \$3,520.00 per year. (*Not currently budgeted*)
- 24. Motion to approve a Contract between the City of Waveland Police Department and Lisa Parker for transcription of interviews at a cost not to exceed \$1,000.00 to be paid out of NTF. (*Not currently budgeted*) Chief Allen will be present to discuss.
- 25. Motion to re-hire Mr. Don Siebenkittel as a part-time Patrolman at a rate of \$9.00 per hour, pending passage of drug test.
- 26. Motion to discuss 2 quotes received on the "Resurfacing of Various Streets – Waveland MS" from LandShapers and Warren & Warren Asphalt Paving. Note: Balance of \$25,053.65 remaining to pave with Road & Bridge funds received 2017. This would involve repairs to Central (at Coleman), Villere & Ducre.
- 27. Motion to approve agreement with Compton Engineering for professional services related to Repairs of Central, Villere, Ducre (and Auderer Blvd?), for a total cost of \$2,500.00 (would decrease available Road & Bridge Funds to \$22,553.65). (As TABLED from the November 21, 2017 Meeting)
- 28. Motion to authorize Compton Engineering to solicit sealed quotes for pot-holing utilities on Highway 90 as part of the Hwy 90 lighting relocation and ask for special meeting on the 13th or 14th of December to award the lowest quote if needed. Compton Engineering shall coordinate with City of Waveland Purchasing Office.
- 29. Motion to advertise for sealed quotes for Demolition to remove existing lighting and wiring regarding the Hwy 90 Lighting Project, while allowing remaining lights to stay energized.
- 30. Motion to advertise for construction bids on the Waveland Citywide Sanitary Sewer Improvements Project.
- 31. Motion to allow Compton Engineering to conduct the Annual Stormwater Compliance Training for the Board of Mayor and Aldermen during the regularly scheduled Board Meeting. (approximate time will be 10 Minutes)

***Please Silence your cell phones
*Identify yourself before speaking
into the microphone**

**Regular Meeting Agenda
December 5, 2017
6:30 p.m.**

12/1/2017

32. Motion to appoint Public Works Director Brent Anderson as the City's LPA Project Manager for the Nicholson Avenue Improvements Project #STP-9136-00 (004) LPA/107516-701000 and the Citywide Sidewalks Study Project #STP-0274-00(010) LPA/107488-711000.
33. Motion to approve Studio Inferno (Erica Larkin Gaudet and Mitchell Gaudet) as best and most responsive bid for lease of the entire Waveland Business Center (Incubator) in the amount of \$500.00.
34. Motion to approve the Tidelands Trust Fund Program Grant Award Agreement, including required signatures, for the Waveland Beach Pagodas (FY18-P646-4WV) in the amount of \$200,000.00.
35. Motion to approve the Tidelands Trust Fund Program – Revised 2018 Applications as prepared by Compton Engineering, including required signatures, to reflect award of \$200,000 for Waveland Beach Pagodas
36. **IF** Secretary of State Lease Amendment arrives by Board meeting time:
 - a) Motion to approve the Secretary of State Amended Lease Agreement approving construction of the Lighthouse and Public Pavilion project. (Yet to be received)

Note: If City Attorney does not receive this before meeting time Tuesday, she would like to have a special meeting this week to approve so we can get it to the governor for signature as soon as possible.
37. 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, (Item a-d):
 - a) Invoice #N20124033 from AMEC Foster Wheeler in the amount of \$3,288.70 – Citywide Drainage Improvements Project.
 - b) Invoice #N20124239 from AMEC Foster Wheeler in the amount of \$762.41 – Citywide Drainage Improvements Project.
 - c) Invoice MP7037 from DNA Underground, LLC in the amount of \$6,800.00 – EMERGENCY Sewer Point Repair completed at Nicholson Avenue and Highway 90 on November 23, 2018. (Item is on current Docket and was an EMERGENCY Sewer Repair).
 - d) Invoice from Judge Pro-Tem James A. Lagasse III in the amount of \$175.00 – Court Date, November 15, 2017.
38. Spread on the Minutes the following being listed (Items a-f):
 - a) Building Department Permits Report for the month of November, 2017.
 - b) Removal of Mr. Gary Gros and Mr. Don Grey from part-time roster at Police Department. Neither gentlemen accepted the position.
 - c) Removal of Big Boy Status Towing Company from Police Department Tow Rotation.
 - d) Officer Matthew Roberts as Deputy Court Clerk to authorize signing of tickets, affidavits, citations, etc.
 - e) The Amended to Actual Revenues and Expenditures Report for the month ending 9/30/17.
 - f) Privilege License Report for the month of November, 2017.
39. Motion to consider Executive Session to prompt a closed discussion regarding
40. Motion to enter Executive Session regarding
41. Motion to exit Executive Session with no action taken.
42. Adjourn