



Hancock County Board of Supervisors

Regular Meeting Agenda

July 3, 2023 at 9:00 AM

Board Meeting Room

1. Call to Order

- A) Pledge of Allegiance
- B) Invocation

2. Roll Call

3. Amendments to the Agenda

- A) Motion to accept the agenda.

4. Bid Openings

5. Announcements

- A) The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Monday, July 17, 2023.
- B) The bi-weekly payroll with a check date of June 23, 2023 totaled \$799,249.29.

6. External Business Agenda

A) Port & Harbor Commission

- 1. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20230623-01, Claims Docket for June 26, 2023, in the amount of \$435,657.63 (GO \$160,493.58, RR \$164,773.81, IP \$26,913.72, AP \$83,476.25).

B) Jeff Loftus – GRPC

C) Bruce Newton - Digital Engineering

1. Presentation of Stormwater Program Project Status as of June 28, 2023.
2. Discussion/Motion to approve and authorize the Board President to sign Change Order No. 1 for the Road 374 Drainage Improvements Project.
3. Motion to spread on the Minutes, the fully executed Notice of Award to LJ Construction Inc., for Hancock County Drainage Improvements Rotten Bayou Road.

7. Departmental Agendas

A) Emergency Management Agency

B) E-911/Dispatch

1. Motion to adjust Rachel Warner's pay to \$15.00 per hour, effective July 2, 2023, due to recertification and experience per pay scale.
2. Motion to approve Jalaya Lewis, Hayley Saucier, Trinity Sharkey, Miriam Perkins, Chrystain Barnett and Brianna Page to attend the IAED 40 hour Telecommunications Course in Wiggins at Stone County E911 on August 21-25, 2023. The cost is \$395.00 per person with a total of \$2,370.00.
3. Motion to approve Tyrell Whitfield-Roberson to attend the mandatory 16-hour training in Canton, Mississippi, on August 28-29, 2023, with hotel room costs of \$98 per night for 2 nights with meal and mileage reimbursement.
4. Motion to approve the Motorola Maintenance Agreement in the renewal amount of \$161,989.47 for July 1, 2023 to June 30, 2024 and have the Board President execute the agreement.
5. Motion to approve to spread on the Minutes, the Engagement Letter with Butler Snow for Attorney Heather Smith with an updated hourly rate of \$200 per hour as approved by the Hancock County E-911 Commission on June 27, 2023.

C) Animal Shelter

D) Justice Court

E) IT Department

F) Purchasing

1. Motion to approve and spread on Minutes, the Credit Card Report for July 3, 2023. This report reflects all credit card charges that are presently on the docket for payment.
2. Motion to approve the purchase of a Light Pole in the amount of \$10,803.75 from Seal Electrical and spread both quotes on the Minutes.

3. Motion to approve the repair of the front axle of a John Deere 6115 in the amount of \$13,699.22 from AGUP and spread the quotes on the Minutes.
4. Motion to approve and accept the low and alternate for the annual six-month term bids that were opened at the June 19, 2023 meeting. Bid tabulations attached.
5. Motion to approve and accept the low and alternate for the Portable Toilet bid that was opened at the June 19, 2023 meeting. Bid tabulations attached.
6. Motion to approve and authorize the Board President to sign the product lease agreement for the Circuit Court's postage machine from Quadient Inc., for a term of 60 months in the amount of \$76.86 per month.

G) Planning and Zoning

1. Motion to consider the property located at 19005 Laterre Drive, Kiln, MS 39556, a Public Safety and Health Hazard to the Community pursuant to Miss. Code Ann. 19-5-105 and request the Board to set a Public Hearing.

H) Parks & Recreation

1. Motion to approve a refund to Mary Chatman in the amount of \$92.80. Cancellation and paid cash.
2. Motion to approve a refund to Penelope Chatman in the amount of \$92.80. Cancellation and paid cash.
3. Motion to approve rescinding Motion Item 8.H.1 from the June 5, 2023 meeting to hire Nicholas Hewlett for McLeod Park. He declined the position.

I) Inventory Clerk

1. Motion to approve the removal of the attached asset from inventory as it has been returned to the vendor.

J) Comptroller

1. Motion to approve the docket of claims for July 3, 2023, in the amount of \$2,221,362.82.
2. Motion to approve the attached budget amendments for July 3, 2023.

K) Board Secretary

1. Motion to approve the Regular and Public Hearing Meeting Minutes of Monday, June 19, 2023 at 9:00 a.m.

8. Elected/Appointed Agendas

A) Sheriff's Office

1. Motion to spread on the Minutes, acknowledgement of the receipt of the

monthly inmate meal log from the Hancock County Adult Detention Center for the month of June 2023, as on file with the County Administrator, pursuant to Mississippi State Statute 19-25-74.

2. Motion to authorize the purchase of two (2) dual purpose police canines from the low bidder US-K9 Unlimited for the total sum of \$36,000.00, and authorize Deputy Diran Brock Donnigan and Deputy Haley Overstreet to attend the associated 5-week canine handler course with on-site lodging in Abbeville, Louisiana, with an approval for Deputy Diran Brock Donnigan and Deputy Haley Overstreet to receive 25 days of per diem advanced pay at a rate of \$46.00 per day for a total of \$1,150.00 each from July 10, 2023 through August 11, 2023. All to be paid from 114 DOT Forfeitures.
3. Motion to spread on the Minutes the following personnel changes:
 - a. Remove Glenn Grannan and Anthony Gambino from payroll due to retiring, effective June 30, 2023.
 - b. Adjust D'Angelo Donta and Stephanie Angstadt's pay to \$16.00 per hour, effective July 02, 2023. They have completed the academy.
 - c. Remove Leeanna Dunigan Walters from payroll, effective June 28, 2023.
4. Motion to remove Asset #20210445, Glock Model 45 Gen5 9mm cal., Serial Number BVAD169 from inventory and allow Anthony Gambino to purchase the weapon for \$1.00 pursuant to State Statute 45-9-131. (See attachment)
5. Motion to remove Glenn Grannan's assigned duty weapon from inventory, Asset #20210419 Glock Model 45 9mm Serial number BVXA103, and allow him to purchase his weapon for \$1.00 pursuant to State Statute 45-9-131. (See attachment)
6. Motion to request a budget amendment to 001-200-5427 increasing it by \$80,000.00 and a budget amendment to 001-200-5435 creating it at \$20,000.

B) Tax Assessor

1. Motion to approve and spread on the Minutes, the attached voided tax sale list.
2. Motion to approve the 2023/2024 budget for the Hancock County Tax Assessor/Collectors Office.
3. Motion to approve the 2023 Landroll Recapitulation and Affidavits.
4. Motion to accept and spread on the Minutes, the hiring of Rebecca Miller, at a rate of pay of \$11.00 per hour, effective June 12, 2023.
5. Motion to accept and spread on the Minutes, the hiring of Brock Peterson, at a rate of pay of \$14.00 per hour, effective July 3, 2023.

C) Circuit Clerk

1. Motion to spread on the Minutes the following:
 - a. County Executive Committee Agreement between the Hancock County

Republican Executive Committee and Hancock County Election Commission and Circuit Clerk;

b. County Executive Committee Agreement between the Hancock County Democratic Executive Committee and Hancock County Election Commission and Circuit Clerk.

D) County Court

E) Youth Court/Family Treatment Court

F) Chancery Clerk

1. Motion to spread on the Minutes, a Records Disposal Authorization for Circuit Court civil files, approved by Senior Circuit Judge Dodson, and signed by Director of the Mississippi Department of Archives and History, Katie Blount.

G) County Engineer

1. Motion to approve and authorize the Board President to sign the Small Construction Notice of Intent (SCNOI) Permit from MDEQ for Hancock County Arena Fairgrounds Project.
2. Motion to approve and authorize the Board President to sign Construction Engineering and Inspection Services Contract for Hurricane Zeta Repairs to Beach Boulevard ER-0023-00(056)LPA/108754-701000 Project.
3. Discussion: Field Review of Mint Julep Road
4. Discussion: Field Review of McKay Lane
5. Discussion: Field Review of Road 374

H) Road Manager

1. Motion to remove Tyler Larsen from payroll with regret due to his retirement, effective June 30, 2023, and request a commendation for the same.
2. Discussion regarding the replacement of a windshield broken by a road department employee while cutting grass on the shoulder of the road in a 2006 Ford F-450 belonging to Harold Sloan, 27479 Leetown Road.
3. Discussion regarding drainage at Kapalama Dr.

I) Grant Administrator

1. Motion to approve and authorize Board President to sign the MDEQ Mississippi Municipality and County Water Infrastructure Grant Subaward Agreement for Crazy Horse Drive drainage project.
2. Motion to spread on the Minutes, the letter of support for Hancock County Port & Harbor Commission's GCRF application for Property Acquisition at Port Bienville Industrial Park.

3. Motion to spread on the Minutes, the Intergovernmental Review Form signed by the Board President for the Leetown and Kapalama stormwater projects for the MCWI grant program.
4. Motion to authorize April Shiyon to submit a Gulf Coast Restoration Fund application for Hancock County Port and Harbor Commission's water loop expansion project at Port Bienville Industrial Park in the amount of \$3,504,000.00.

J) County Administrator

1. Motion to approve the re-appointment of Mr. Blaine LaFontaine to the Coastal Mississippi Board of Commissioners to represent Hancock County for a new 5-year term. Mr. LaFontaine's appointment runs from July 1, 2023 - July 30, 2028.
2. Motion to approve the Order of the Board of Supervisors regarding Real and Personal Property Assessment Rolls, advertising in the Sea Coast Echo, and setting a Public Hearing for any objections from taxpayers of Hancock County regarding the real and personal property assessment rolls of 2023, and authorize the Clerk of the Board to sign the Order setting the Public Hearing. The deadline for submitting objections is 5:00 p.m., on August 7, 2023 with the Public Hearing being scheduled for August 21, 2023 at _____.m.
3. Motion to spread on the Minutes, the following 16th Section Land Matters:
 - a. Nolan Vince - Residential - Section 16-9S-16W - Parcel #185E-2-16-001.000 - Amendment,
 - b. Shirley Thompson - Residential - Release - Section 16-9S-16W - Parcel #185C-2-16-004.000,
 - c. Naurice Summers - Residential - Cancellation - Section 16-6S-14W - Parcel #055-0-16-006.000,
 - d. Lucy Janet Seals - Forestry - Release - Section 19-5S15W - Parcel #024-0-19-001.000,
 - e. Richard Schuster/Irvin Templet - Forestry - Cancellation - Section 29-5S-15W - Parcel #02-0-29-006.003,
 - f. Hancock County School District Correspondence.

K) County Attorney

9. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

E) District 5

10. Public Comment

11. Executive Session

12. Adjourn/Recess