



## **Hancock County Board of Supervisors**

Regular Meeting Agenda

August 7, 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, August 21, 2023.
- B) Biweekly payroll with check date July 21, 2023 totaled \$814,452.20, and Biweekly payroll with check date August 4, 2023 totaled \$819,183.90.
- C) The 2023 State of the County Address was held on Thursday, July 20, 2023 at the Hollywood Casino. The full presentation can be viewed on our website and we have provided a few copies on the back table that you are welcome to take with you.
- D) The Board of Supervisors will hold a Public Hearing this morning at 11:00 a.m. to determine whether or not the property located at 19005 Laterre Drive, Kiln, Mississippi constitutes a public nuisance due to the presence of a fire and safety hazard.

- E) The Board of Supervisors will hold a Public Hearing on Monday, August 21, 2023 at 11:00 a.m. to hear Objections to the Real and Personal Property Assessment Rolls.**

**6. External Business Agenda**

**A) Myrtis Franke - Senator Cindy Hyde-Smith's Office**

1. Presentation/Recognition honoring William "Bill" Cotter for his service will be presented by Myrtis Franke of Senator Cindy Hyde-Smith's Office.

**B) Port & Harbor Commission**

1. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20230724-01, Docket of Claims for July 24, 2023, in the amount of \$388,189.24 (GO \$135,333.72, RR \$67,644.46, IP \$45,062.04, AP \$86,785.37, FAA \$53,363.65).
2. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20230724-11, authorizing the Execution of a Rail Services Special Contract with Polychemie, Inc. for a term of one year and three months, beginning July 1, 2023 with minimum monthly payments of \$6,843.75.

**C) Jeff Loftus – GRPC**

**D) Bruce Newton - Digital Engineering**

1. Presentation of Stormwater Program Project Status as of August 2, 2023.
2. Motion to spread on the Minutes, the engineers revised basic service fee for the Texas Flat Road and Pontiac Drive Drainage Improvements Project.
3. Motion to spread on the Minutes, the engineers revised basic service fee for the Bayside Park Drainage Improvements Project.
4. Motion to spread on the Minutes, the fully executed Notice To Proceed, issued to LJ Construction Inc. with a start date of August 14, 2023, for the project Hancock County Drainage Improvements – Rotten Bayou Road.
5. Discussion/Motion to approve and authorize the Board President to sign the Certificate of Partial Substantial Completion for the Texas Flat Road and Pontiac Drive Drainage Improvements Project.
6. Discussion regarding a potential change order to address a couple of drainage issues for the Pontiac Drive Drainage Improvements Project.

**E) Pine Belt Mental Healthcare Resource - Mona Gauthier**

1. Presentation/Annual Update from Mona Gauthier, Executive Director of Pine Belt Mental Healthcare Resource.

**7. Departmental Agendas**

### **A) Emergency Management Agency**

1. Motion to spread on the Minutes, the 2023 Emergency Management Performance Grant Program Agreement and authorize EMA Director Brian Adam to sign as the Sub-recipient's Designated Applicant's Agent.
2. Motion to approve the Facility Use Agreement with the American Red Cross for the Hancock County Shelters beginning August 7, 2023 and ending January 1, 2024, and Authorize the Board President to sign. This Agreement will allow the Red Cross to provide shelter operation services in Hancock County Shelters during a disaster.

### **B) E-911/Dispatch**

1. Motion to accept the resignation of Chrystain Barnett, effective August 2, 2023 and remove from payroll.
2. Motion to remove Chrystain Barnett from the 40 Hour basic Telecommunications Course in Wiggins at Stone County E911 on August 21-25, 2023, due to their resignation.
3. Motion to approve hiring Hallie Sherwood as a full-time dispatcher at the rate of pay of \$14.00 per hour, effective August 13, 2023, pending successful completion of a drug screen, physical and 90 day probationary period.
4. Motion to approve hiring Jadyn Olson as a full-time dispatcher at the rate of pay of \$15.00 per hour, effective August 7, 2023, pending successful completion of a drug screen, physical and 90 day probationary period.
5. Motion to approve the resignation of Alisha Stanton as Dispatch Coordinator, effective August 16, 2023 and remove from payroll.
6. Motion to approve the resignation of Dora Jones as Dispatch TAC Officer, effective August 16, 2023 and remove from payroll.

### **C) Animal Shelter**

1. Motion to remove Taran Lunsford from the Animal Shelter payroll, effective July 26, 2023, due to her termination.

### **D) Justice Court**

1. Motion to approve Constable Terry Necaise, to attend the NCMA 2023 Training Conference on August 28-31, 2023; registration is \$300.00.
2. Motion to approve Justice Court Clerk, Catherine Garcia to attend the Mississippi Justice Court Clerks Association Convention held on September 6-8, 2023; the registration fee is \$100.00.
3. Motion to spread on the Minutes, the Oath of Office for the Hancock County Justice Court Deputy Clerks for August 2023.

## **E) IT Department**

## **F) Purchasing**

1. Motion to approve and spread on the Minutes, the Credit Card Report for August 7, 2023. This report reflects all credit card charges that are presently on the docket for payment.
2. Motion to approve the purchase of equipment from Motorola Solutions for the Kiln Volunteer Fire Department on MSWIN Contract 21726 in the amount of \$13,959.31, and spread the quote on the Minutes.
3. Motion to approve the repair of a MFWD Axle Housing in the amount of \$16,853.21 from AGUP for the Road Department, and spread the quote on the Minutes.

## **G) Planning and Zoning**

1. Motion to approve the Planning Commission meeting Minutes held on July 6, 2023.
2. Motion to approve the July 20, 2023 Planning Commission Meeting Minutes held on July 20, 2023.
3. Motion to accept the Health, Safety and Welfare letter concerning the property located on Rd 357, Parcel # 055 -0-16-017.000, for cleaning as requested by the Hancock County School District.
4. Motion to accept the Health, Safety and Welfare letter concerning, Parcel # 055 -0-16-005.005, cleaning as requested by the Hancock County School District.
5. Motion to authorize the Board President to sign the South Deerwood Subdivision Final Plat.

## **H) Parks & Recreation**

## **I) Inventory**

1. Motion to approve the removal of assets on the attached Exhibit A as they hold no value to the County and will be discarded or returned to the Vendor.

## **J) Comptroller**

1. Motion to approve the docket of claims for Monday, August 7, 2023 in the amount of \$3,401,584.31.
2. Motion to approve the attached budget amendments.
3. Motion to approve the following Interfund Transfers:
  - a. Transfer into Fleet Maintenance \$50,000, of that \$14,000 from the general fund, \$33,000 from the road fund, and \$3,000 from the seawall fund.

## **K) Board Secretary**

1. Motion to approve the Regular Meeting Minutes of Monday, July 17, 2023 at 9:00 a.m. and the Homestead Exemption Objections Minutes of Monday, July 17, 2023 at 1:00 p.m.

## **8. Elected/Appointed Agendas**

### **A) Sheriff's Office**

1. Motion to spread on the Minutes, acknowledgment of the receipt of the monthly inmate meal log from the Hancock County Adult Detention Center for the month of July 2023, as on file with the County Administrator, pursuant to Mississippi State Statute 19-25-74.
2. Motion to replace Jay Gamble with Sara Koch as GED Facilitator for the inmates at a salary of \$1,200.00 per month to be funded from the Inmate Commissary, effective August 07, 2023.
3. Motion to approve and authorize the Board President to sign the FY24 154 Alcohol and Occupant Protection Grant Application and appoint Daysha Smith and Holli Cuevas, as the Secondary Signatory Officials for the MOHS 154AL and Occupant Protection Grant.
4. Motion to approve the attached vehicles, generator, and scrap metal to be auctioned with GovDeals and, upon auction, remove items from inventory.
5. Motion to modify Item 8.A.2. from the July 3, 2023 Meeting as follows: Motion to authorize Deputy Daniel Gilkerson II to replace Deputy Haley Overstreet to attend the associated 5-week canine handler course with on-site lodging in Abbeville, Louisiana, with an approval for Deputy Daniel Gilkerson II to receive the 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.
6. Motion to approve and authorize the Board President to sign the 3-year agreement with Thomson Reuters (CLEAR PROFLEX) to operate and maintain an electronic reporting and criminal investigation system for receiving data for law enforcement.
7. Motion to spread on the Minutes the following personnel changes:
  1. Adjust Carl Gipson's pay to \$20.00 per hour, effective July 30, 2023.
  2. Add the following to the payroll as full-time deputies, at a rate of pay of \$20.00 per hour, effective August 07, 2023: Jairus Davis, Shawn Riley, and Malcom McDonald II.
8. Motion to approve and authorize the Sheriff's signature on the Access Agreement between Lucky 8 TV LLC and the Hancock County Sheriff's Office for the filming and recording of a television series, effective August 3, 2023 for a period of one year and can be extended for a period of two additional one

year periods upon mutual agreement.

**B) Tax Assessor**

1. Motion to spread on the Minutes, the Petition for Reduction in Assessment and the Increase/Decrease in Assessment forms and authorize the Board President and the Chancery clerk to sign.
2. Motion to approve the attached void tax sale.
3. Motion to spread on the Minutes the objections from the Department of Revenue regarding the Homestead Charge Backs.
4. Motion to spread on the Minutes the 1 Mil Application and authorize the Board President and the Chancery clerk to sign.
5. Motion to spread on the Minutes and authorize the Board President and the Chancery Clerk to sign the Petition for Reduction of Assessment for Real Property.

**C) Circuit Clerk**

**D) County Court**

**E) Youth Court/Family Treatment Court**

**F) Chancery Clerk**

1. Motion to spread on the Minutes the Chancery Clerk's July Land Redemption Settlement Check in the amount of \$15,920.35 to the General Fund, and the Settlement Report.

**G) County Engineer**

1. Motion to spread on the Minutes the ROW Request from Telepak Networks to install underground conduit and fiber optic cable along Kiln Delisle Road to the Kids First Daycare and Preschool location across from Road 509.

**H) Road Manager**

1. Motion to spread on the Minutes, the fully executed Cleaning Service Contract between Hancock County Seawall & Sand Beach Department and Family Floor and More Janitorial for the cleaning of the Comfort Stations.
2. Motion to remove Trevor Abadie from payroll in the Buildings and Grounds Department due to his resignation, effective July 12, 2023.
3. Motion to approve hiring Dustin Necaie for the Buildings & Grounds Department as a Class III Grounds Keeper at a rate of pay of \$12.50 per hour, effective upon successful completion of a physical and drug test.
4. Motion to remove William Alligood from payroll in the Buildings & Grounds

Department due to his resignation, effective July 20, 2023.

5. Motion to remove Kamden Ladner from payroll in the Road Department North due to his resignation, effective July 20, 2023.
6. Motion to remove Steven Perry from payroll in the Road Department North due to his resignation, effective July 17, 2023.
7. Motion to approve hiring Terrance Ladner in the Road Department North as a Class III Laborer at a rate of pay of \$12.50 per hour, effective upon successful completion of physical and drug test.
8. Motion to approve hiring David Winkles in the Road Department South as a Class III CDL A Driver/Operator at a rate of pay of \$16.50 per hour, effective upon successful completion of a physical and drug test.

**I) Grant Administrator**

1. Motion to approve and authorize the Board President's signature on the Waste Tire Grant (WT702) extension request.
2. Motion to spread the fully executed MCWI Sub-Award Agreements for Pontiac and Crazy Horse stormwater projects.
3. Motion to approve and authorize the Board President to execute Request for Cash No. 5 for the Aircraft Packaging Hangar in the amount of \$15,469.50.
4. Motion to approve and authorize the Board President to execute Request for Cash No. 5 for the Taxilane Sierra project in the amount of \$24,988.24.
5. Motion to approve and authorize the Board President to sign the Letter requesting funds, Contact Form, Verification Form and Memorandum of Understanding as requested by the Department of Finance and Administration regarding House Bill 603 (Hancock County Infrastructure Improvements).
6. Motion to request approval and authorize the Board President to execute the preliminary engineering contract with Neel Schaffer for Texas Flat Road Reconstruction in the amount of \$90,271.76, pending MDOT concurrence.

**J) County Administrator**

1. Motion to ratify the Board President's signature on the Letter of Support and Certification Form regarding the 2023-2025 Emergency Solutions Grant (ESG) Program Application for the Hancock Resource Center.
2. Motion to approve waiving the fees for the Lakeshore Community Center for the First Responders Awards Ceremony.
3. Motion to approve and spread on the Minutes the following 16th Section Land Matters and authorize appropriate signatures thereto:
  - a. HCBS - Pearlinton Park - Recreational - Section 16-9S-16W - Parcel #185-0-16-001.000;

- b. HCBS - Hancock North Central Ballfield - Recreational - Section 19-6S-14W - Parcel #054-0-19-036.002;
  - c. HCBS - Old Leetown Dump - Commercial - Section 16-5S-15W - Parcel #025-0-16-004.000;
  - d. Adolph Collins - Residential - Section 16-9S-16W - Parcel #185E-1-16-001.000; and
  - e. Hancock County School District Correspondence.
- 4. Motion to approve and spread on the Minutes, letter of resignation of Blaine LaFontaine from the Coastal Mississippi Regional CVB, effective September 1 2023.
  - 5. Motion to waive the fees for the use of the Kiln Shelter on August 31, 2023 for an MDOT state employee's retirement party.
  - 6. FYI - A copy of the draft budget is provided and will be discussed at the next meeting.

**K) County Attorney**

- 1. Discussion regarding McKay Lane Road Registry
- 2. Discussion regarding KC Hall parking lot
- 3. Motion to authorize tax sale reimbursement re: Tax Parcel No. 131C-1-13-177.812.
- 4. Motion to approve terms and authorize signatures on the MOU with Hancock County Utility Authority for the Solar Project, subject to County Attorney review of any edits from HCUA, and to spread on the Minutes.
- 5. Motion to approve terms and authorize signatures on the MOU with Hancock County Water and Sewer District, subject to County Attorney review of any edits from HCWSD, and to spread on the Minutes.
- 6. Motion to ratify the Board President's signature on the 48 Hour Film Project Location Release dated August 3, 2023.

**9. Supervisors Items**

**A) District 1**

**B) District 2**

**C) District 3**

**D) District 4**

- 1. Motion to approve the request from the Mayor of Waveland, Jay Trapani, for the closure of North Beach Boulevard from Terrace Street to Coleman Avenue on Sunday, September 3, 2023, from 11:00 am to 11:00 pm for a Labor Day event and fireworks at the Waveland Lighthouse.



**E) District 5**

**10. Public Comment**

**11. Executive Session**

- A) Motion to enter into closed session to discuss the appropriateness of an executive session regarding pending litigation regarding Darrell Hughes.**
- B) Motion to enter into an executive session regarding pending litigation regarding Darrell Hughes.**
- C) Motion to exit the executive session.**

**12. Recess**

**13. Public Hearing - 19005 Laterre Drive, Kiln, Mississippi**

- A) Motion to spread on the Minutes, the Public Hearing Notice as well as the proof of mailing and posting on the property regarding 19005 Laterre Drive, Kiln, Mississippi.**

**14. Adjourn**