



Hancock County Board of Supervisors

Regular Meeting Agenda

February 5, 2024 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

- A) Motion to spread on the Minutes the Proof of Publication regarding sealed bids for Pest Control and Unprocessed Sand.
- B) Motion to open and take under advisement term bids received regarding Pest Control and Unprocessed Sand.

5. Announcements

- A) **The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Tuesday, February 20, 2024.**
- B) **Biweekly payroll with a check date of February 2, 2024, totaled \$816,725.25.**

6. External Business Agenda

A) Port & Harbor Commission

- 1. Hancock County Sports Feasibility Presentation from Synergy Sports Global.

2. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20240122-01, Docket of Claims for January 22, 2024, in the amount of \$1,905,983.21 (GO \$167,173.80, RR \$1,141,425.86, IP \$71,577.65, AP \$218,281.43, FAA \$307,524.47).
3. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20240122-05, Authorizing the Chief Executive Officer to Terminate the Existing Memorandum of Agreement with Gulf Coast Aviation, LLC on behalf of Hancock County Port and Harbor Commission and the Hancock County Board of Supervisors.

B) Jeff Loftus – GRPC

1. Motion to approve the cost proposal from Complete Environmental and Remediation to collect Household Hazardous Waste during the Household Hazardous Waste Collection Day Event and spread the Summary of Cost Proposals/Bids Received on the Minutes.
2. Motion to approve the cost proposal from _____ to collect Electronic Waste during the Household Hazardous Waste collection.
3. Motion to approve the cost proposal from _____ to collect Waste Oil during the Household Hazardous Waste Collection Day Event.

C) Bruce Newton - Digital Engineering

1. Presentation of the Stormwater Program Project Status as of January 30, 2024.
2. Discussion/Motion to approve and authorize the Board President to sign the Certificate of Substantial Completion for Project 4.03, Texas Flat Road Subdivision Drainage Improvements, and Project 5.07, Pontiac Drive Drainage Improvements.
3. Discussion/Motion to approve and authorize the Board President to sign the Certificate of Substantial Completion for Project 1.10, Bayside Park Drainage Improvements, Phase 1.
4. Motion to authorize the Board President to sign contract documents with Chiniche Engineering & Surveying for the design of Project 3.25, Firetower Road Drainage Improvements and spread the fully executed contract on the Minutes.

D) Terry Olivier and John Garner - Jourdan River Shores

1. Presentation/Discussion from Terry Oliver and John Garner regarding the Jourdan River Shores proposed sewer grinder pump project.

7. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve the appointment of Mr. James Butcher as a Board Member and Treasurer to the Bayside Fire Protection District Board for a 5-year term, effective February 5, 2024. His term will expire February 4, 2029.
2. Motion to approve Tywana Kaigler to volunteer with the EMA Office to gain experience while working towards her Emergency Management Degree.

B) E-911/Dispatch

1. Motion to approve the following E-911 Dispatch personnel changes:
 - a. Motion to accept the resignation of Jalaya Lewis effective February 3, 2024, and the resignation of Desirae Necaise, effective February 24, 2024.
 - b. Motion to approve the hiring of Christina Berry as a full-time dispatcher at the rate of pay of \$14.42 per hour, effective February 5, 2024, pending successful completion of physical and drug screening, with a 90-day probationary period.

C) Animal Shelter

1. Motion to accept the January 17, 2024, Animal Shelter donation from Industrial Corrosion Control, Inc., for shelter needs in the amount of \$5,000 and spread the check and receipt on the Minutes.
2. Motion to accept the January 29, 2024, Animal Shelter donations for shelter needs in the amount of \$350.00 from Kona LLC d/b/a Coffee Culture Diamondhead and \$350.00 from Blended Berry LLC d/b/a Coffee Culture for a total of \$700.00.
3. Motion to remove Robyn Bruchey from the Animal Shelter payroll, effective January 30, 2024.

D) Justice Court

1. Motion to spread on the Minutes, the Oath of Office for Hancock County Justice Court Deputy Clerks for February 2024.

E) IT Department

F) Purchasing

1. Motion to approve the Sole Source purchase of Tag Readers from Vigilant Solution in the amount of \$9,608.00 for the Sheriff's Department and spread the quote on the Minutes.
2. Motion to approve and spread on the Minutes, the Credit Card Report for February 5, 2024. This report reflects all charges that are on the docket for payment.
3. Motion to approve the low quote purchase of a 2024 Chevrolet 2500 HD

Silverado from Walt Massey Automotive, in the amount of \$63,990.00 for the Sheriff's Department and spread both quotes on the Minutes.

4. Motion to approve the low quote purchase of an Air Conditioner Unit from Trane Supply in the amount of \$12,026.84 for the Courthouse, and spread both quotes on the Minutes.
5. Motion to approve the purchase of a Kubota Tractor on MS State Contract 8200067336, (Effective Dates 3/1/2023-2/29/2024) in the amount of \$16,399.18 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 January 4, 2024.
2. Motion to approve the Planning Commission Meeting Minutes held on January 18, 2024.
3. Motion to request a Life Safety and Hazardous Property hearing for 6048 Lark Street, Bay St. Louis, MS 39520, pursuant to Mississippi Code 19-5-105.
4. Motion to request a Life Safety & Hazardous Property hearing for 5454 7th Avenue, Pearlinton, MS 39572, pursuant to Mississippi Code 19-5-105.

H) Parks & Recreation

1. Motion to approve the resignation of Peggy Bennett, effective February 6, 2024, and remove her from the payroll.
2. Motion to approve hiring Kristi Aguilar full time at McLeod Park at the rate of pay of \$12.00 per hour, pending successful completion of drug screening and physical.
3. Motion to approve hiring James Little part-time at McLeod Park at the rate of pay of \$11.00 per hour, pending successful completion of drug screening and physical.
4. Motion to approve renting an 80-foot Boom Lift from Puckett Rents in the amount of \$2,291.25, and spread the quote on the Minutes. This will require a budget amendment.
5. Discussion about Hancock Youth Athletic Association using the Sports Complex for seasonal ball.

I) Inventory Clerk

1. Motion to approve the attached assets, as they are broken beyond repair and hold no value to the county and will be discarded.
2. Motion to approve the removal of asset numbers 2159 and 5027. They will be sent to auction.

3. Motion to remove asset number 4573. The asset is broken beyond repair and holds no value to the county.

J) Comptroller

1. Motion to ratify the interest payment to First Security Bank in the amount \$41,511.88. This was the interest payment due on the \$7,000,000 general obligation bond.
2. Motion to approve the docket of claims in the amount of \$4,792,503.41 for Monday, February 5, 2024.
3. Motion to approve the attached budget amendments.

K) Board Secretary

1. Motion to approve the Special Meeting Minutes of Thursday, January 18, 2024, at 9:00 a.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 January 2024, as on file with the County Administrator, pursuant to Mississippi State Statute 19-25-74.
2. Motion to approve and authorize the Board President to sign the Preventive Maintenance Service Agreement for technical support services for the Sheriff's Office with Powers of Mississippi, Inc., in the amount of \$4,200.00 for a 1-year term.
3. Motion to spread on the Minutes the following personnel changes:
Adjust the following pay rates:
 - a. Allen Weaver's pay to \$20.60 per hour, effective January 28, 2024, Colin Ladner's pay to \$21.63 per hour, effective February 05, 2024, and Adam Penton's pay to Sergeant's pay at a rate of \$21.63 per hour, effective February 11, 2024.
 - b. Change Emily Burk's pay to \$20.43 per hour, effective January 14, 2024. This position will be 100% reimbursed by HIDTA.

B) Tax Assessor

1. Motion to spread on the Minutes and authorize the Board President to sign the Increase/Decrease in Assessments for November 2023 and December 2023.
2. Motion to void the attached tax sales.

C) Circuit Clerk

1. Motion to spread on the Minutes, the County Executive Committee Agreement

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

D) County Court

E) Youth Court/Family Treatment Court

F) Chancery Clerk

1. Motion to authorize appropriate signatures on the Interlocal Agreements regarding Collection of Delinquent Taxes by and between Hancock County, Mississippi, and the Cities of Bay St. Louis, Diamondhead, Picayune, and Waveland and spread all documents on the Minutes.

G) County Engineer

1. Motion to approve and authorize the Board President to sign the 2023 Small Municipal Separate Storm Sewer System (MS4) General Permit Annual Report Form.
2. Motion to approve and authorize the Board President to sign the Task Order for Bay St. Louis Library Roof Replacement Project.
3. Motion to spread in Minutes, the approved Construction Change Request No. 1 for State Aid Project No. SAP-23(30).
4. Motion to approve and authorize the Board President to sign the Task Order for the Annex Landscaping Project.
5. Motion to approve and authorize the Board President to sign PS&E Assembly documents and the Construction Engineering and Inspection Services Contract for Resurfacing of Lakeshore Road from Lower Bay Road to North of CSX Crossing - STP-0101-00(154) LPA/108785-701000.

H) Road Manager

1. Motion to remove Dean Alley from the payroll due to his resignation, effective January 15, 2024.
2. Motion to remove Jerry Guidry from the payroll with regret due to his passing away, effective January 17, 2024.
3. Discussion regarding the request from Jeremiah and Sarah Abbott to abandon an easement related to 5016 Samoa Road, Pearlinton, Mississippi.
4. Discussion/Motion to spread on the Minutes the notice from Pike Inc. (David Kenny) terminating his services regarding grounds maintenance for Hancock County, effective January 31, 2024.

I) Grant Administrator

1. Motion to approve and authorize the Board President's signature on the SF-270 (pay request) and SF-425 (federal financial report) for NRCS project number NR224423XXXXC042.
2. Motion to authorize the Board President's signature on Engineering Progress Estimate no. 1 and Engineering Progress Estimate no. 2 for ER-0023-00(056)LPA/108754-701000 Hurricane Zeta Repairs to Beach Blvd.
3. Motion to spread on the Minutes the MDOT Certification Form for Sub-Awards Executive Compensation Reporting for Fiscal Year 2024.
4. Motion to spread on the Minutes the DR4626 PW131 request for project closeout.
5. Motion to approve and authorize the Board President to execute the grant agreement for the Aircraft Packaging Hangar.

J) County Administrator

1. Motion to approve and authorize travel in a county vehicle and meals per diem for District 1 Supervisor, Donald Wayne Graham, to attend the NACo Conference in Washington, DC on February 10-13, 2024, with travel commencing on February 9, 2024, and returning on February 14, 2024.
2. Motion to approve and authorize travel (air and/or county vehicle), registration, and meals per diem, and hotel accommodations for any county officials interested in attending the Hurricane Conference in Orlando, Florida on March 24 - 28, 2024.
3. Motion to spread on the Minutes the use of the Hancock County Arena for the food drive on February 20, 2024.
4. Motion to spread on the Minutes declaring April 3, 2024, as Child Abuse Awareness Month and display a pinwheel decoration/garden at the Hancock County Courthouse for the month of April.
5. Motion to approve and spread on the Minutes the following 16th Section Land Matters:
 - a. Authorize the Chancery Clerk's signature on the 16th Section Land Residential Release for David Hoang, Section 16-9S-16W - Parcel #185-0-016.008,
 - b. Hancock County School District's Correspondence dated January 31, 2024.

K) County Attorney

1. Motion to approve and authorize signatures on covenant of use and purpose for the Arena project and spread on the Minutes.
2. Motion to approve MCWI-Arpa Corrective Action Plan and Adoption of DFA Checklist with new procurement requirements.

9. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

1. Motion to reappoint Virginia Kenny to the Pine Belt Mental Healthcare Resources Board of Commissioners for a new 4-year term. Ms. Kenny's new term will expire on December 31, 2027.
2. Discussion regarding the use of the Farmer's Market for a Boys and Girl's Club event.

E) District 5

10. Public Comment

11. Executive Session

12. Adjourn/Recess