



Hancock County Board of Supervisors

Regular Meeting Agenda

April 15, 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 Certified Proof of Publication for Lawn Maintenance of Various Hancock County Facilities as well as Addendum Number 1 and authorize the Board President to sign the Addendum.
- B) Motion to open and take under advisement proposals received regarding Lawn Maintenance of Various Hancock County Facilities.
- C) Motion to award the RFP regarding Ambulance Services for all of Hancock County, Mississippi that was received at the April 1, 2024, meeting, and spread on the Minutes, the Ambulance RFP Selection Committee Talley Sheet and the Ambulance Services Selection Committee Rating Sheets.

5. Announcements

- A) **The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Monday, May 6, 2024.**

B) The biweekly payroll with a check date April 15, 2024 totaled \$821,249.21.

C) The Hancock County Board of Supervisors will be accepting sealed proposals until 10:00 AM this morning, regarding Lawn Maintenance of Various Hancock County Facilities.

D) The Hancock County Board of Supervisors will be accepting proposals until 10:00 AM on Wednesday, April 17, 2024, from qualified contractors/providers to perform maintenance and upkeep of County-owned recreation facilities.

6. External Business Agenda

A) Port & Harbor Commission

1. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20240408-01, Docket of Claims April 8, 2024, in the amount of \$1,523,685.19 (GO \$196,551.78, RR \$1,163,965.20, IP \$18,508.05, AP \$144,660.16).
2. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20240408-18, Authorizing the Execution of Legal Services Agreement with Balch & Bingham, LLP for Outside Counsel Services.

B) Jeff Loftus – GRPC

1. Motion to approve the MDEQ Grant Agreement SW1428 and authorize the President of the Board to sign it in support of the 2025 Household Hazardous Waste Collection Day Event.
2. Brief Discussion about the 2024 Household Hazardous Waste Day Collection Day Event.

C) Bruce Newton - Digital Engineering

D) Rhonda Rhodes - Hancock Resource Center

1. Motion to approve the Resolution to Declare Hancock County, Mississippi, A Neighborhood/Revitalization Area as presented by Rhonda Rhodes.

7. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve Brian Adam, John Albert Evans, and Holly Bilbo to attend the 2024 Partners In Preparedness Conference in Biloxi, Mississippi, April 30 - May 3, 2024, at a total cost of \$525.00 for registration fees.

B) E-911/Dispatch

1. Motion to approve Christina Berry to attend the 16-Hour Orientation Course on June 23-25, 2024 at 152 Watford Parkway Drive, Canton, Mississippi and

approve lodging, mileage and meals reimbursement. Tuition for the class is at no cost to the County.

2. Motion to approve and adjust the pay for Dispatcher Taylor Holston due to being certified from \$14.42 per hour to \$14.92 per hour, effective April 7, 2024.

C) Animal Shelter

D) Justice Court

1. Motion to request authorization for the disposal of the following records: Justice Court Criminal and Civil Closed Case Files, dated December 1, 2004, through September 15, 2016. The Mississippi Department of Archives and History approved it on March 22, 2024.
2. Motion to approve Catherine Garcia to attend the Justice Court Clerk Conference May 14- May 17, 2024, in Philadelphia, Mississippi.

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for April 15, 2024. This report reflects all charges that are on the docket for payment.
2. Motion to approve the Sole Source Purchase of Card Access database computer and software from Accurate Controls, Inc., in the amount of \$5,811.42 for the Sheriff's Department. This purchase will require a budget amendment.
3. Motion to approve and authorize the Board President to sign the lowest quote from JaniKing in the amount of \$7,850.00 for the deep cleaning of the Annex offices and spread all quotes on the Minutes.

G) Planning and Zoning

1. Motion to approve the Planning Commission Meeting Minutes held on March 21, 2024.
2. Motion to approve Anthony Cuevas to attend the 2024 Association of Floodplain Managers of Mississippi Spring Conference held in Natchez, Mississippi on May 14-16, 2024, with a registration fee of \$195.00 and lodging of \$124.00 a night with travel in a County Vehicle.
3. Discussion: Beach Vending

H) Parks & Recreation

1. Motion to approve the following pay adjustments for the Parks & Recreation Department; the pay adjustments are budgeted and will not require a budget amendment:
 - a. Greg Ehret adjusted to \$13.25 per hour, effective April 7, 2024,

- b. James Luter adjusted to \$13.25 per hour, effective April 7, 2024,
- c. Natalie Tribble adjusted to \$12.33 per hour, effective April 7, 2024.

I) Inventory Clerk

- 1. Motion to approve the removal of the attached assets as they are broken beyond repair and hold no value to the county.

J) Comptroller

- 1. Motion to approve the wire transfer from Hancock County to Hancock Whitney Bank for the Gomesa Bond payment in the amount of \$1,966,890.19 and authorize the necessary budget amendment.
- 2. Motion to approve the docket of claims for April 15, 2024 in the amount of \$442,559.33.

K) Board Secretary

- 1. Motion to approve the Regular Meeting Minutes of Monday, April 1, 2024 at 9:00 AM.

8. Elected/Appointed Agendas

A) Sheriff's Office

- 1. Motion to amend Agenda Item 8.A.3.a. from the April 01, 2024, Meeting as follows: Remove Michael Burkett from payroll, effective May 04, 2024, not April 19, 2024.
- 2. Motion to approve and spread on the Minutes, the Resolution of Mayor and Council of the City of Diamondhead, MS for the Intergovernmental transfer of assets to the Hancock County Board of Supervisors.
- 3. Motion to approve the auction of assorted medical equipment through GOV Deals. (See attachment)
- 4. Motion to spread on the Minutes the following Personnel Changes:
 - a. Remove the following from payroll: Camron Dear, effective March 28, 2024, Donald Jones, effective March 29, 2024, Allen Weaver, effective April 04, 2024, Braxton Manuel, effective April 05, 2024, Luke Taylor, effective April 08, 2024;
 - b. Add Mark McCormick to the payroll as a part-time Deputy, on an as-needed basis at a rate of pay of \$12.00 an hour, effective April 15, 2024. There will be no compensation until he completes FTO training.
 - c. Add Emily McNeil to the payroll as a full-time Correction Officer, at a rate of pay of \$15.97 per hour, effective April 15, 2024;
 - d. Add Ngawai Heke-Stackstill as a full-time clerical, at a rate of pay of \$16.48 per hour, effective April 15, 2024;
 - e. Adjust Kristy Sand's pay to \$21.12 per hour, effective April 21, 2024.

B) Tax Assessor

1. Motion to approve the Increase/Decrease in Assessments and have the Board President and Chancery Clerk to sign.
2. Motion to spread on the Minutes the Free Port Warehouse License for Polychemie Inc.

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 March Land Redemption Settlement Report for \$11,913.12 to the General Fund, and the Settlement Report.
2. Motion to spread on the Minutes, the Homestead Exemption Disallowances for the reimbursement year 2023, signed by the Chancery Clerk, objections, and to authorize notice and have the Board set a hearing date at today's meeting.
3. Motion to spread on the Minutes the following:
 - a. The Order accepting the verbal resignation of Karee Mulholland as Court Reporter for the Eighth Chancery Court District, effective April 2, 2024, and rescinding the prior Order of March 26, 2024.
 - b. The Order appointing Natalie Seymour as the new Chancery Court reporter, effective April 15, 2024, for a term of two (2) years and nine (9) months.
 - c. Approve payment of Hancock County's portion of Natalie Seymour's salary, which remains the same.

G) County Engineer

1. Motion to request approval to advertise for Bay St. Louis Library Roof Replacement Project.
2. Motion to request approval to advertise for the Hancock County Arena Development Project pending final approval from MDEQ.
3. Motion to request approval to advertise for the Aircraft Packaging Hanger Rehabilitation Project.

H) Road Manager

1. Motion to remove Robert Newell from the payroll in the Road Department North due to his resignation, effective March 29, 2024.
2. Motion to approve hiring Roger Ford Jr. in Buildings & Grounds as a Class III Groundskeeper at a rate of pay of \$12.50 per hour, effective upon successful completion of physical and drug test.

3. Discussion regarding 16th Section School District Land cleanup.

I) Grant Administrator

1. Motion to approve and authorize the Board President's signature for the SF-424 and SF-LLL in the event we choose to apply for the Smart Prosecution-Innovative Prosecution Solutions Grant through DOJ.

J) County Administrator

1. Motion to spread on the Minutes, American Medical Response's March 2024 response time report.
2. Motion to spread on the Minutes, the letters to the Mayors of the City of Bay St. Louis, the City of Waveland, and the City of Diamondhead requesting the Cities 2024/2025 Road and Bridge Projects Lists using the Road & Bridge Funds refunded to the Cities by Hancock County.
3. Motion to authorize signatures on the closing statement and any other necessary documents for the acquisition of property from L&M Land, LLC.
4. Motion to approve Mr. Kerry Pittman as an unclaimed body and to assist with the cremation directed by Edmond Fahey Funeral Home, Gulfport, Mississippi 39501.
5. Motion to waive the fees for a benefit event at the Lakeshore Community Center for Dexter Smith on May 11, 2024, and refund any deposits that have been paid in the name of Rhonda Leblanc.
6. Motion to approve and authorize the Board President to sign the lowest quote for the Records Recovery for the Courthouse (Old Jail) from Business Systems & Consultants, Inc., in the amount of \$161,666.75 and spread all quotes on the Minutes.

K) County Attorney

1. Motion to spread on the Minutes the Affidavit of Scotty Adam as well as the Title Counsel's Certification regarding the Arena Project.

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