



Hancock County Board of Supervisors

Regular Meeting Agenda

August 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. Announcements

- A) The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Monday, August 19, 2024.**
- B) Biweekly payroll with a check date July 19, 2024 totaled \$827,481.03 and Biweekly payroll with a check date August 2, 2024, totaled \$816,503.25.**
- C) The Hancock County Board of Supervisors will be receiving sealed bids until 10:00 a.m. Monday, August 12, 2024, and then publicly read aloud, regarding the Hancock County Arena Development Project.**
- D) The Hancock County Board of Supervisors will be receiving sealed bids until 10:00 a.m. this morning, on Monday, August 5, 2024, and then publicly read aloud, regarding the construction of the Firetower Road Drainage Improvements.**
- E) The Hancock County Board of Supervisors will be receiving sealed proposals until 10:00 a.m., this morning, Monday, August 5, 2024, and then**

publicly read aloud, regarding the Maintenance of County Owned Recreation Facilities.

- F) The Hancock County Board of Supervisors will be receiving electronic or sealed Bids until 10:00 a.m., this morning, Monday, August 5, 2024, and then publicly read aloud, for the construction of North Beach Boulevard Box Culvert Replacement.**

5. Bid Openings

- A) Motion to spread on the Minutes, Letters and Certified Mail Receipts to Women and Minority Businesses regarding the RFP for Emergency, Disaster, or Provisional Debris Removal and Disposal Services.
- B) Motion to spread on the Minutes, the Certified Proof of Publication in the Sea Coast Echo and the MPTAB Bid Submission receipt regarding Project 3.25, Firetower Road Drainage Improvements.
- C) Motion to spread on the Minutes, the Certified Proof of Publication in the Sea Coast Echo and the MPTAB Bid Submission receipt regarding North Beach Boulevard Box Culvert Replacement.
- D) Motion to open and take under advisement Bids received regarding Project 3.25, Firetower Road Drainage Improvements.
- E) Motion to open and take under advisement Bids received regarding North Beach Boulevard Box Culvert Replacement.
- F) Motion to open and take under advisement Bids received regarding the Maintenance of County Owned Recreation Facilities.

6. Discussion regarding Firetower Road drainage

- A) Discussion regarding Firetower Road drainage issues.

7. External Business Agenda

A) Port & Harbor Commission

- 1. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20240722-01, Docket of Claims for July 22, 2024, in the amount of \$644,803.34 (GO \$163,981.62, RR \$210,948.56, IP \$140,618.68, AP \$129,254.48).
- 2. Motion to accept Resolution #20240722-10, Hancock County Port and Harbor Commission's Authorizing of special contract pricing for wharfage and dockage with Sabic Innovative Plastics US, LLC, effective August 1, 2024, for a term of three years.

B) Jeff Loftus – GRPC

1. Motion to spread on the Minutes the following DMR approved Request for Reallocation of funds:
 - a. FY20-P610-01 McLeod Park RV Expansion (\$35,312.76) to FY23 -P610-05 McLeod Park Bulkhead Improvements,
 - b. FY21-P610-02 Bayou Caddy Marina Expansion(\$44,897) to FY23 -P610-05 McLeod Park Bulkhead Improvements,
 - c. FY22-P610-04 Clermont Harbor Pier Expansion(\$139,377.33) to FY23 - P610-05 McLeod Park Bulkhead, Improvements,
 - d. FY24 Derelict Piers & Vessel Removal (\$125,000) to FY23 -P610-05 McLeod Park Bulkhead Improvements.
2. Motion to approve and authorize the Board President to sign the Amended FY23-P610-05 McLeod Park Bulkhead Improvements Application reflecting the new reallocation total of \$680,587.09.
3. Motion to approve and authorize the Board President to sign the Notice of Completion by reallocation for FY20-P610-01 McLeod Park RV Expansion.
4. Motion to approve and authorize the Board President to sign the Notice of Completion by reallocation for FY21-P610-02 Bayou Caddy Marina.
5. Motion to approve and authorize the Board President to sign the Notice of Completion by reallocation for FY22-P610-04 Clermont Harbor Pier.

C) Bruce Newton - Digital Engineering

1. Presentation of the Stormwater Program Status Report as of July 31, 2024.
2. Motion to spread on the Minutes, the engineer's recommendation letter and certified bid tabulation for Project 1.10.2, Bayside Park Drainage Improvements, Phase II.
3. Motion to approve and authorize the Board President to sign the Notice of Award to Apple Construction for Project 1.10.2, Bayside Park Drainage Improvements, Phase II.
4. Motion to approve and authorize the Board President to sign contract documents with Apple Construction for Project 1.10.2, Bayside Park Drainage Improvements, Phase II.

D) Jeff Edge, MHA - Chief Executive Officer, Ochsner, MS Gulf Coast Division

1. Presentation from Jeff Edge with an update on Ochsner Mississippi Gulf Coast.

E) Southern Mississippi Planning & Development District - Leonard Bentz, and Kristyn Gunter

1. Presentation from SMPDD regarding their Annual County Services Report.

F) Randy Green - White Cypress Lakes POA

1. Discussion by Randy Green of the White Cypress Lakes Property Owner's Association.

8. Departmental Agendas

A) Emergency Management Agency

B) E-911/Dispatch

1. Motion to approve the hiring of Brandy Danis and Savannah Valladares as full-time dispatchers at the rate of pay of \$14.42 per hour, effective August 5, 2024, pending successful completion of physicals and drug screenings, with a 90-day probationary period.
2. Motion to approve the resignation and removal from payroll for Angela Freeman, effective, August 17, 2024.

C) Animal Shelter

1. Motion to accept and spread on the Minutes, a check in the amount of \$1,000 to the Hancock County Animal Shelter as an unlimited grant from St. Jude Animal Rescue to be used for spaying and neutering needs.
2. Motion to accept and spread on the Minutes a check in the amount of \$5,000 for the Hancock County Animal Shelter for shelter needs.
3. Motion to rescind hiring Savannah Lee Frost as a full-time dog technician at the Animal Shelter at a rate of pay of \$12.31 per hour from the July 15, 2024, meeting.
4. Motion to approve the hiring of Virginia Stowe, full-time at the Animal Shelter, as a dog technician at a rate of pay of \$12.31 per hour, effective August 5, 2024.

D) Justice Court

1. Discussion regarding the appointment of a Special Prosecutor.
2. Motion to spread on the Minutes the Oath of Office for Justice Court Deputy Court Clerks.

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for August 5, 2024. This report reflects all credit card charges that are on the docket for payment.
2. Motion to approve the purchase of three (3) engines for patrol vehicles in the amount of \$27,211.91 from Turan Foley, for the Sheriff's Department and spread the quotes on the Minutes.

3. Motion to approve the purchase of Pagers in the amount of \$8,538.00 from CES Team One Communications, Inc. for the Kiln VFD and spread both quotes on the Minutes.
4. Motion to approve the purchase of a fence from Southern Exteriors Fence Co., in the amount of \$5,0671.67 for Buildings and Grounds and spread both quotes on the Minutes.
5. Motion to approve the purchase of a 2024 Toyota 4Runner in the amount of \$42,989.00 from Walker Toyota for the Sheriff's Department and spread both quotes on the Minutes.
6. Motion to approve the purchase of four (4) Electric Roll-up Door Kits in the amount of \$14,636.00 from Doorways for Fleet Maintenance, and spread both quotes on the Minutes.
7. Motion to approve the purchase of a Camera System in the amount of \$13,430.00 from Omni Tech for the EOC and spread both quotes on the Minutes.

G) Planning and Zoning

1. Motion to spread on the Minutes, proof of notices regarding the menace to public health and safety properties located at 5454 7th Avenue and 6048 Lark Street.
2. Motion to spread on the Minutes the proof of postings to clean the nuisance properties located at 6048 Lark Street, Bay St. Louis, Mississippi and 5454 7th Avenue, Pearlinton, Mississippi.
3. Motion to approve the Planning Commission Meeting Minutes held on June 20, 2024.
4. Motion to approve the Planning Commission Meeting Minutes held on July 18, 2024.
5. Motion to approve the hiring of Kathleen Hughes as the Solid Waste/Zoning Enforcement Officer at the rate of pay of \$14.50 per hour, effective after August 9, 2024, pending successful completion of a physical, drug screen and a 90-day probationary period.

H) Parks & Recreation

I) Inventory Clerk

1. Motion to approve the removal of the attached assets, as one is broken beyond repair and holds no value to the county. One asset is being sold and one being returned to the vendor.
2. Motion to approve the removal of asset #7498 VIN #6G3NS5U25GL238477 from the Sheriff's office Inventory due to an automobile accident. The

insurance company has taken possession of the vehicle.

J) Comptroller

1. Motion to approve the docket of claims for August 5, 2024 in the amount of \$2,034,386.18.
2. Motion to approve the budget amendments for August 5, 2024.
3. Motion to approve the interfund transfer into Fleet maintenance of \$50,000.00, of that from the General fund \$14,000.00, the Road fund \$33,000.00, and the Seawall fund \$3,000.00.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes of Monday, July 15, 2024, at 9:00 a.m.

9. 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 2024, as on file with the County Administrator, pursuant to Mississippi State Statute 19-25-74.
2. Motion to approve Troy Bordelon to attend the NRA Handgun Instructor course in Florence, Alabama from August 19-24, 2024. He will need a check for the course in the amount of \$799.00 and a per diem advance of \$295.00.
3. Motion to spread on the Minutes the following personnel changes:
 - a. Remove the following from the payroll: Edward Walley, effective July 28, 2024, and D'Angelo Donato, effective July 29, 2024,
 - b. Move Carl Gipson from full-time to part-time deputy, at a rate of pay of \$12.00 per hour, effective July 23, 2024.
 - c. Transfer Roger Ford Jr. to the Sheriff's Office as a Correction Officer, rate of pay \$15.48 per hour, effective August 05, 2024.
4. Motion to authorize the Sheriff Department's exempt employees to work DEA OCDETF overtime details and be paid at their hourly or overtime rate, in compliance with federal overtime laws, contingent on detailed employment not being incident to or in conjunction with the job description of the employee. Hours worked are not to exceed 16 hours in a two-week pay period in compliance with 553.212 of the FLSA. This will be reimbursed by the Drug Enforcement Administration, and retroactive to any time worked since July 1, 2024.

B) Tax Assessor

1. Motion to approve and authorize the Board President and Chancery Clerk to

sign the 1 mill Application for Certification.

2. Motion to spread on the Minutes the compliance letter from the Department of Revenue for the 2024 Landroll.
3. Motion to set a date for property valuation hearings.

C) Circuit Clerk

1. Motion to spread on the Minutes, the Order from the Second Circuit Court District of the State of Mississippi, Harrison, Hancock and Stone Counties regarding Court Terms for 2025.

D) County Court

E) Youth Court/Family Treatment Court

1. Motion to approve hiring Karen Warburton as a full-time employee for the Family Treatment Court, for the drug testing position, with a starting pay of \$13.00 per hour, effective August 11, 2024, pending successful completion of a physical and drug testing. Her salary will be paid out of the OJJDP 2020 grant funds until the end of this fiscal year.

F) Chancery Clerk

1. Motion to spread on the Minutes the following:
 - a. The Order setting a salary increase for "Support Staff" Jamie Cook, classified as, "Staff Attorney IV" for the Eighth Chancery Court District of Mississippi. Annual salary hereby set at \$83,400.00 plus benefits, effective January 1, 2025,
 - b. The Order setting a salary increase for "Support Staff" Lindsey Harris, classified as, "Staff Attorney V" for the Eighth Chancery Court District of Mississippi. Annual salary hereby set at \$89,100.00 plus benefits, effective November 1, 2024.
 - c. Approve payment increase of Hancock County's portion of Lindsey Harris and Jamie Cook's annual salaries.

G) County Engineer

1. Motion to spread on Minutes the Award Package for Lakeshore Resurfacing Project STP-0101-00(154)LPA/108785-701000 to Mississippi Department of Transportation (MDOT).
2. Motion to spread on the Minutes Addendum No. 4 and Addendum No. 5 or the Hancock County Arena / Fairgrounds Development Project.
3. Motion to spread on the Minutes Addendum No. 1 for the North Beach Boulevard Box Culvert Replacement Project.

H) Road Manager

1. Motion to approve hiring Tom Guidry in the Road Department South as a Class I CDLA Driver/Operator at a rate of pay of \$19.00 per hour, effective upon successful completion of physical and drug test.
2. Motion to approve hiring Nicholas Granger in the Road Department as a Class II Sign Tech/Road Safety Assistant at a rate of pay of \$12.50 per hour, effective upon successful completion of a physical and drug test.
3. Motion to approve hiring Michael Beaman in the Road Department as a Class II Sign Tech/Road Safety Assistant at a rate of pay of \$12.50 per hour, effective upon successful completion of a physical and drug test.
4. Motion to approve the Petition from E911 to name a private road at the end of Lawrence Ladner Road (Ripper's Way).
5. Discussion regarding the Port and Harbor Commission requesting paving assistance.
6. Motion to approve the Petition from E911 to name a private road off of Fenton Dedeaux Road (Saint Benedict Lane).
7. Motion to approve hiring Kerry Cuevas in Buildings and Grounds as a class III Grounds keeper/laborer at a rate of pay of \$12.50 per hour effective upon successful completion of physical and drug test.

I) Grant Administrator

1. Motion to approve and authorize the Board President to execute the MCWI Closeout Package for Subaward No. 412-1-SW-5.6 (Leetown Rd.).
2. Motion to approve and authorize the Board President's signature on the reimbursement and time extension requests for the waste tire grant (WT702-M1).
3. Motion to obligate \$550,000.00 of ARPA to Texas Flat Road Reconstruction.
4. Motion to approve and authorize the Board President's signature on the Corrective Action Letters for Texas Flat and Pontiac Drive drainage projects, and spread the letters on the Minutes (Agreement numbers: 404-2-SW-5.6 and 411-2-SW-5.6).
5. Motion to approve and authorize the Board President to execute Request for Cash No. 12 for the Aircraft Packaging Hangar in the amount of \$2,275.00.

J) County Administrator

1. Motion to ratify and spread on the Minutes the Hancock County Board of Supervisor's letter of support regarding the Bay St. Louis, Mississippi ADA Boardwalk Project.
2. Motion to ratify and spread on the Minutes the letter of support for the Coastal Mississippi grant application to support tourism marketing and public relations

for the Annual Port-Air-Space Day in the Bay on November 8-9, 2024.

3. Motion to ratify and spread on the Minutes the letter of support for the Coastal Mississippi grant application to support tourism marketing and public relations for the Annual Bud & Burgers in the Bay to be held on Saturday, November 9, 2024.
4. Discussion regarding Beaver Control Program County (BCAP) Enrollment. The program will run from October 1, 2024, through September 30, 2025, at a cost of \$7,500 per County.
5. Motion to request the Board of Supervisor's approval for Coroner, Jeff Hair to attend the Child Death Investigation training course in Austell, Georgia, from Sunday, September 8, 2024, through Wednesday, September 11, 2024. Expenses attached.
6. Motion to ratify and spread on the Minutes the letter of support for the Coastal Mississippi grant application to support tourism marketing and public relations for the 22nd Annual #ArtsAlive BSL Festival & Hancock County Parade of Homes.
7. Motion to approve adding to today's docket, the invoice payable to Pioneer Production Services, LLC in the amount of \$29,300.00.

K) County Attorney

1. Motion to spread on the Minutes the fully executed Memorandum of Understanding between Hancock County, Mississippi and Kiln Utility and Fire District regarding ARPA funding (Jourdan River Shores Sewer Improvements Project).
2. Motion to consider whether to provide comments re: Application DMR24-000341-Sam-2024-00657, West Hancock Nearshore Habitat Restoration Project.
3. Motion to spread on the Minutes recusal of Prosecutor Olen Anderson re: docket number 517, pages 848-851, and to appoint Michael Patten as special prosecutor.
4. Motion to approve and authorize the County to execute and to submit to the City of Diamondhead for approval the attached subdivision and designation of a public road re: Diamondhead Clinic and Library Tract; and to authorize recordation after all approvals.

10. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

E) District 5

1. Discussion/Motion to approve and spread on the Minutes the letter of request from the Hancock County School District Board of Education requesting the Hancock County Road Department to remove debris/downed trees off the cross county trail near West Hancock School as well as the filling of potholes in front of the Hancock Athletic entrance for baseball and softball.
2. Motion to approve waiving the fees for the rental of the Lakeshore Community Center on Wednesday, September 11, 2024, for the Waveland Community First Responders Appreciation Banquet.
3. Discussion regarding an emergency local contractor push to re-open roads in the event of a storm.

11. Public Comment

12. Executive Session

13. Adjourn/Recess