



Hancock County Board of Supervisors

Regular Meeting Agenda

December 2, 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

5. Announcements

- A) The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on December 16, 2024.
- B) The biweekly payroll with a check date November 22, 2024 totaled \$863,472.01.
- C) Sealed bids will be received by the Board of Supervisors until 10:00 a.m., December 16, 2024, and shortly thereafter publicly opened for providing Office Supplies and Janitorial Supplies to Hancock County, for a period of six months.

6. External Business Agenda

A) Port & Harbor Commission

- 1. Motion to accept the Hancock County Port and Harbor Commission's

Resolution #20241125-01, Docket of Claims for November 25, 2024 in the amount of \$1,563,921.69 (GO \$137,596.72, RR \$562,635.25, IP \$301,037.20, AP \$562,652.52).

B) Jeff Loftus – GRPC

C) Bruce Newton - Digital Engineering

1. Presentation of the Hancock County Stormwater Program Status Report as of December 2, 2024.

D) Frank Bordeaux - Cadence Insurance

1. Presentation of the Hancock County Insurance renewal proposal.

E) Lisa Morrison - Neel-Schaffer, Inc.

1. Presentation of the Hancock County Stormwater Training by Lisa Morrison.

F) Mandy Somerhalder and Jill Allison - Friends of the Animal Shelter

1. Discussion from Mandy Somerhalder with an update on donations and shelter statistics.

7. Departmental Agendas

A) Emergency Management Agency

1. Motion to authorize Megan Jordan to take home a county vehicle effective, December 2, 2024, due to being on call to respond to emergencies 24/7.
2. Motion to approve and spread on the Minutes the appointment of Megan Jordan as the EMA Receiving Clerk effective, December 1, 2024.
3. Motion to approve and authorize the Board President to sign the Memorandum of Understanding between Hancock County and Hancock County Resource Center, to utilize Hancock County Resource Center's office as a Disaster Recovery Center during a federally declared event. This Agreement will be for a one-year term beginning January 1, 2025, and ending December 31, 2025.

B) E-911/Dispatch

1. Motion to approve the resignation and removal from payroll of Taylor Holston effective, November 23, 2024.

C) Animal Shelter

1. Motion to accept and spread on the Minutes a donation to the Animal Shelter in the amount of \$5,000 from Industrial Corrosion Control, Inc., for shelter needs.
2. Motion to accept and spread on the Minutes, a donation in the amount of \$250.00 from Coastal Roadrunner Sams for shelter needs at the Animal

Shelter.

D) Justice Court

1. Motion to approve Catherine Garcia to attend the Mississippi Justice Court Clerks Mid-Winter Conference in Tunica, Mississippi on February 11-14, 2025.

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for December 2, 2024. This report reflects all credit card charges that are on the docket for payment.
2. Motion to approve the purchase of fifty (50) Glock model 47 service weapons from Southern Connection for the amount of \$6,300.00, after the exchange of 61 older model service weapons Sheriffs' Office and spread both quotes on the Minutes.

G) Planning and Zoning

1. Motion to approve the Planning Commission Meeting Minutes held on November 7, 2024.

H) Parks & Recreation

I) Inventory Clerk

J) Comptroller

1. Motion to approve the budget amendments for December 2, 2024.
2. Motion to approve the docket of claims for December 2, 2024, in the amount of \$1,852,919.85.
3. Motion to add to today's docket for payment, purchase order #24003692, payable to Med-Tech Resource, LLC. The four invoices are attached, and the payment due is \$18,814.23.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes of Monday, November 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 November 2024, as on file with the County Administrator,

pursuant to Mississippi State Statute 19-25-74.

2. Motion to spread on the Minutes the following personnel changes:
 - a. Remove Karl Kirsch from payroll, effective November 30, 2024.

B) Tax Assessor

1. Motion to spread on the Minutes the Outstanding Checks for the Tax Collectors Office.
2. Motion to spread on the Minutes the Increase/Decrease in assessments for Real and Personal Property and authorize the Board President and Chancery Clerk to sign.
3. Motion to void the attached tax sales.

C) Circuit Clerk

1. Motion to accept the resignation of District 5 Election Commissioner Joe Pettigrew, effective December 2, 2024.
2. Motion to approve and accept Breezy Bice as District 5 Election Commissioner to fill the remaining term of Joe Pettigrew, effective December 2, 2024. Ms. Bice will be sworn in on Tuesday, January 2, 2024, to begin her newly elected four (4) year term.

D) County Court

E) Youth Court/Family Treatment Court

F) Chancery Clerk

1. Motion to spread on the Minutes, the Certified Proof of Publication of the Audit Synopsis for FY2022.

G) County Engineer

1. Motion to approve and authorize the Board President to sign Sub-Contractors Request No. 1 in the amount of \$53,490.00 to Huey P. Stockstill, LLC for Construction of Resurfacing of Lakeshore Road from Lower Bay Road to North of CSX Railroad Crossing.
2. Motion to approve and authorize the Board President to sign the Board Order and Joint Letter of Acceptance to the Contractor Gills Crane and Dozer Service for South Railroad Street Bridge SAP-23(11) Project.
3. Motion to request authorization to advertise for Hancock County Arena Development Project.
4. Motion to spread on the Minutes the ROW Request from Kiln Utility and Fire District a new water service installed by bore method at 2795 Kiln Delisle Road.

5. Discussion: Concerning Library Roof

H) Road Manager

1. Motion to adjust Earl Terrys' pay in Seawall Department back to \$9.00 per hour, effective November 17, 2024.
2. Motion to approve paying the Road Manager dues for the year 2025.
3. Discussion regarding paint on vehicle from road striping at Fenton Dedeaux Road (Joe Garret).
4. Discussion regarding a broken window at 7321 Kiln Picayune Road (Buster Green).
5. Motion to approve the E911 petition to name 2 private roads off Kiln DeLisle Road, one being (Hill top Oaks Way) and one being (Hill top Oak Drive.)

I) Grant Administrator

1. Motion to approve and authorize the Board President to execute Request for Cash No. 12 for the Taxilane Sierra Project in the amount of \$2,887.50.
2. Motion to approve and authorize Board President to sign the Small Purchase Procedures letter selecting Neel-Schaffer, Inc., for construction engineering and inspection services on the Texas Flat Road Reconstruction Project STP-1126-00(002)LPA/109415-701000 funded through The Gulf Coast Transportation Improvement Program (TIP).
3. Motion to approve and spread on the Minutes the Letter of Recommendation to J.L. McCool Contractors, Inc. for the Countywide Safety Improvements project (STP-0023-00(056)/106743-702000) in the amount of \$481,720.00, contingent on MDOT review and approval and authorize the Board President and county personnel to execute documents required for completion of concurrence package.
4. Motion to approve and authorize the Board President to execute Amendment No. 2 of the Master Services Agreement with DCMC, LLC for pre-positioned disaster consulting services.

J) County Administrator

1. Motion to spread on the Minutes, the Hancock County Audited Financial Statements and Special Reports for the Year Ended September 30, 2022, as well as the Office of State Auditor approval letter dated November 6, 2024.
2. Motion to spread on the Minutes, Pafford Emergency Medical Services Monthly Run Report for August through October 2024.
3. Motion to approve a pay increase for Bridget Ladner to \$16.45 per hour effective December 2, 2024, for the position of Animal Shelter Office Manager.

4. Motion to add parcel number 133D-0-06-140.000 to the surplus list.

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

A) Motion to enter into a closed session to determine the appropriateness of an executive session regarding personnel issues.

B) Motion to enter into an executive session regarding personnel issues.

C) Motion to exit the executive session.

12. BOS Workshop

A) Discussions regarding various Hancock County long-term projects, including but not limited to the Historic Courthouse, E-911, the Department of Motor Vehicles office, and the Animal Shelter.

13. Adjourn/Recess