



Hancock County Board of Supervisors

Regular Meeting Agenda

January 6, 2025 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. Appointment of President and Vice President for 2025

- A) Appointment of _____ for the 2025 Board President of the Board of Supervisors.
- B) Appointment of _____ for the 2025 Vice-President of the Board of Supervisors.

5. Appointments and Re-Appointments for 2025

- A) Re-Appoint Jimmie Ladner, Jr. as County Administrator for 2025.
- B) Re-Appoint Gary Yarborough as the Hancock County Attorney for the Board of Supervisors for 2025.
- C) Appoint Leroy Lee as the Hancock County Road Manager for 2025.
- D) Re-Appoint Alex Davis as the Hancock County Engineer for 2025.
- E) Re-Appoint all Current County Employees to their Current Positions and

with their Current Salaries for 2025.

F) Re-Appoint Brian Adam as the Hancock County EMA Director for 2025.

6. Bid Openings

7. Announcements

A) The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Tuesday, January 21, 2025 at 9:00 a.m., due to Monday being a Holiday.

B) Biweekly payroll with a check date January 3, 2025 totaled \$897,050.21.

8. External Business Agenda

A) Port & Harbor Commission

1. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20241223-01, Docket of Claims for December 23, 2024, in the amount of \$638,656.33 (GO \$90,405.40, RR \$36,979.61, IP \$335,787.93, AP \$175,483.39).
2. Motion to accept the Hancock County Port and Harbor Commission's Resolution #20241209-08, spreading on the Minutes the Executed Lease Agreement with Warehouse Services, Inc. for Warehouse #3 at Port Bienville.

B) Jeff Loftus – GRPC

C) Bruce Newton - Digital Engineering

1. Presentation of the Hancock County Stormwater Program Status Report as of January 2, 2025.

9. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve Holly Bilbo to attend the National Fire Academy Hazardous Materials Code Enforcement N0615 Course held at the MS State Fire Academy on January 13-17, 2025, at a total cost of \$712.00 (\$440.00 Lodging & \$272.00 Per Diem).

B) E-911/Dispatch

1. Motion to approve and spread on the Minutes the following E-911 personnel changes:
 - a. Hire Wendy Kennedy as a full-time dispatcher at the rate of pay of \$14.85 per hour, effective January 6, 2025, pending successful completion of physical and drug screening, with a 90-day probationary period,
 - b. Approve the resignation and removal from payroll of Halle Nardyz, effective

December 12, 2024,

- c. Approve and adjust Alexia Stehlin's pay from Shift Supervisor at the rate of pay of \$18.04 per hour, to Dispatcher pay at the rate of pay of \$15.91 per hour, effective December 17, 2024,
- d. Adjust Jolene Dougherty's pay from TAC Officer to Shift Supervisor at the rate of pay of \$18.04 per hour, effective December 29, 2024,
- e. Approve the resignation and removal from payroll of Nikee Jackson, effective December 30, 2024.

C) Animal Shelter

1. Motion to spread on the Minutes a donation in the amount of One Thousand Dollars (\$1,000.00) from the Downman Family Foundation for shelter needs, a donation in the amount of One Thousand Five Hundred Dollars (\$1,500.00) from Mark Edward Jensen DDS and Stephanie L Jacobs for shelter needs, a donation in the amount of Five Thousand Dollars (5,000) from Industrial Corrosion Control, Inc., for shelter needs, a donation in the amount of One Hundred Dollars (\$100) from Remax Coast Delta Realty for shelter needs, and a donation in the amount of One Hundred Dollars (\$100) from Thomas J. Johnston and Tammy Johnston for shelter needs.

D) Justice Court

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for January 6, 2025. This report reflects all credit card charges that are on the docket for payment.
2. Motion to approve the purchase for four (4) 2025 Ford Police Interceptors from Pine Belt Auto Group in the total amount of \$201,620.00 for the Sheriff's Department and spread the quotes on the Minutes. The cost of the vehicles are below state contract price.
3. Motion to approve the purchase of security door panel boxes from Craftmaster Hardware in the amount of \$10,653.00 for the Sheriff's Department, and spread both quotes on the Minutes.
4. Motion to approve the purchase of four (4) Orion 15M Micro PC's from Daktech in the amount of \$6,516.00 for the Sheriff's Department. This purchase is on MS EPL 3760.
5. Motion to approve and authorize the Board President to sign the contract from Metrix Solutions for four (4) In Car Video Bundles with year 1 payment in the amount of \$14,814.74, year 2 payment in the amount of \$11,111.05, and year 3 payment in the amount of \$11,111.05, for a total of \$37,036.84 and spread quote and sole source letter on the Minutes.

6. Motion to approve the upgrade of the Exit Barrier Gate from Bohnenstiehl Electric, Inc. in the amount of \$7,250.00 for McLeod Park and spread both quotes on the Minutes. This purchase will require a budget amendment.
7. Motion to approve advertising for an Excavator for the Road Department.
8. Motion to re-advertise for Pest Control, Limestone, Unprocessed Gravel, & DBST annual Term Bids.
9. Motion to accept the following annual Term Bids; Portable Toilets, Hot Mix, Gravel & Sand, Signs & Posts, Culverts & Couplings, and Microsurfacing and spread the Bid Tabulations on the Minutes.
10. Motion to accept Gulf Coast Business Supply, S & L Office Supplies and Sun Coast / Sun Clays as the lowest and best bidders for the highlighted attached bid tab for Office Supplies. The highlighted item indicates that the bidder is deemed the lowest and best bid for that respective item. The Board of Supervisors finds that for each of those respective items, those listed bidders provided the lowest and best bid, in that its bid is substantially similar to other bids, and it best indicates the ability to timely and completely provide the required supplies to the County.
11. Motion to accept Gulf Coast Business Supply, Imperial Dade, and Sun Coast / Sun Clays as the lowest and best bidders for the highlighted attached bid tab for Janitorial Supply bids. The highlighted item indicates that the bidder is deemed the lowest and best bid for that respective item. The Board of Supervisors finds that for each of those respective items, those listed bidders provided the lowest and best bid, in that its bid is substantially similar to other bids, and it best indicates the ability to timely and completely provide the required supplies to the County.

G) Planning and Zoning

1. Motion to approve the Planning Commission Meeting Minutes held on November 21, 2024.

H) Parks & Recreation

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. The assets will be discarded or returned to the vendor.

J) Comptroller

1. Motion to approve the budget amendments for January 6, 2025.
2. Motion to approve the docket of claims for January 6, 2025, in the amount of \$2,042,102.12.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes of Monday, December 16, 2024 with a correction made to the agenda item added as an amendment under the Road Manager to reflect the petition to change a no-name road to Fannie Lane was not endorsed nor approved by the E-911 Commission due to it not following the addressing standards approved by the E-911 Commission for emergency response reasons and was not signed off on by E-911.

10. 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 December 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. Adjust Jason Byrd's pay to \$23.34 per hour, effective January 12, 2025,
 - b. Remove Adam Penton from the payroll, effective December 18, 2024,
 - c. Move Lauralyn Yager to part time Deputy, rate of pay \$15.00 per hour, effective January 02, 2025,
 - d. Adjust Jordan Lee's rate of pay to \$21.22 per hour, effective January 12, 2025,
 - e. Add Micheal Prendergast to payroll as full time Deputy, rate of pay \$21.22 per hour, effective January 06, 2025.

B) Tax Assessor

1. Motion to spread on the Minutes the resignation of Rebecca Russell-Miller, effective December 19, 2024.
2. Motion to void the attached tax sale.
3. Motion to spread on the Minutes the hiring of Lily Copeland effective December 30, 2024 at a rate of \$12.50 per hour plus pay for her Collector I education.

C) Circuit Clerk

1. Motion to authorize Election Commissioners, Donna L. Henry, Reba McCaleb and Breezy Bice to attend the ECAM 2025 Annual Certification Training and Convention in Philadelphia, Mississippi from February 5-7, 2025, including meals and travel expenses paid for a total of \$1,710.00.
2. Motion to spread on the Minutes the certified copies of the Oaths of Office for the following Election Commissioners: Reba McCaleb, District 1, Eugene "EJ" Bice, District 3 and Breezy Bice, District 5.
3. Motion to approve and spread on the Minutes the following Circuit Court

Orders:

- a. Order allowing Clerk \$5,000.00 per annum for Public Service Section 25-7-13(2)(k);
- b. Order allowing Clerk 1/2 of 1% on Money Collected Section 25-7-13(5).

D) County Court

E) Youth Court/Family Treatment Court

F) Chancery Clerk

1. Motion to spread on the Minutes the Chancery Clerk's December Land Redemption Settlement Check in the amount of \$16,287.15 to Hancock County, for the General Fund, and the Settlement Report.
2. Motion to spread on the Minutes a check in the amount of \$47,069.06, representing the proceeds from a Certificate of Deposit (CD) that matured at the Hancock-Whitney Bank, be deposited into the General Fund.

G) County Engineer

H) Road Manager

1. Motion to remove Craig Martin from the payroll due to his retirement effective December 31, 2024.
2. Discussion regarding a street light at the corner of Hunter Drive and Firetower Road.
3. Discussion regarding a request from the Hancock County School transportation department to trim bushes and or limbs at West Hancock School on the sides of the entrance and exit of the roadway inside of the school property.

I) Grant Administrator

1. Motion to spread on the Minutes the executed Amended Memorandum of Understanding between the Board of Supervisors and the County Administrator for ARPA funds.
2. Motion to approve and authorize the Board President's signature on the following:
 - a. MCWI Quarterly Report for 276-2-SW-5.6 (Bayside Park Phase II),
 - b. Quarterly Report for HB603 Infrastructure Improvements,
 - c. Request for Reimbursement for WT702-M2 (Waste Tire),
 - d. Final Acceptance Letter to contractor for ER-0023-00(056)LPA/108754-701000 (Zeta Beach Boulevard repairs).

J) County Administrator

1. Motion to spread on the Minutes the Pafford Emergency Medical Services,

Hancock County Monthly Run Report from August 2024 through November 2024.

2. Motion to authorize the Board of Supervisors to accept Mr. Mark Knowlton as an Unclaimed Body and assist with the cremation directed by Riemann Funeral Home, Gulfport, MS. The cost will be \$800.00.
3. Motion to authorize the Board of Supervisors to accept Mr. Daniel Potts as an Unclaimed Body and assist with the cremation directed by Edmond Fahey Funeral Home. The cost will be \$800.00.
4. Motion to request for Jeff Hair and Deputy Jonathan Favre to attend the Mississippi Corner Medical Examiner Association Winter Conference on February 12-14, 2025. The cost will be \$250.00 per person plus \$200.00 membership dues per person. The lodging for each person will be at a rate of \$119.00/night for 2 nights for each person. Jonathan Favre will need per diem and travel expenses. Jeff Hair will only need per diem, as travel will be in County Vehicle. Total cost for both will be \$1,376.00.
5. Motion to authorize the placement of two (2) Flock license plate reader cameras/solar panels to be placed on the county's right of way on Lake Cypress Drive as depicted on the attached memorandum.

K) County Attorney

1. Motion to approve Legal Retainer Agreement for 2025 with Yarborough Law Firm, PLLC.

11. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

1. Motion to approve the Resolution of the Hancock County Board of Supervisors for the Amended Appointment of Paige Lundgren to the County Library Board of Trustees. Ms. Lundgren's appointment will end on September 30, 2025.

E) District 5

1. Motion to approve the Resolution of the Hancock County Board of Supervisors for the Reappointment of the Appointment of Linda McKay to the County Library Board of Trustees. Ms. McKay's new term will end on September 30, 2029.

12. Public Comment

13. Executive Session

14. Adjourn/Recess

15. Public Hearing - Planning and Zoning Appeal - Brian Andre

- A) Motion to spread on the Minutes, the notice of appeal hearing to Mr. Brian Andre, Jr., dated November 7, 2024, as well as Mr. Andre's request of appeal, application documents, certified mail receipt, certified proof of publication, and receipt in the amount of \$500.00.**