



Hancock County Board of Supervisors

Regular Meeting Agenda

April 7, 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. Bid Openings

5. Announcements

- A) The next regular scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on April 21, 2025.
- B) The biweekly payroll with a check date of March 28, 2025, totaled \$847,989.95.

6. External Business Agenda

- A) **Commendations: Bay High Boys and Girls Soccer Teams, Hancock High School Boys Bowling team, Hancock High School Boys and Girls Golf teams and St. Stanislaus Boys Soccer team.**

- 1. Presentation of Commendations to the Bay High School Boys and Girls Soccer teams, the Hancock High School Boys Bowling team, the Hancock High School Boys and Girls Golf teams and the St. Stanislaus Boys Soccer team.

B) CASA of South Mississippi and Hope Haven Children's Advocacy Center - Child Abuse Awareness and Prevention Month

1. Presentation of Proclamation to proclaim April 2025 as Child Abuse Awareness and Prevention Month.

C) Frank Bordeaux - Gallagher Insurance

1. Update/Discussion from Frank Bordeaux regarding the property insurance pool.

D) Port & Harbor Commission

1. Motion to approve the Hancock County Port & Harbor Commission's Docket of Claims for March 24, 2025, in the amount of \$905,449.57 (GO \$146,289.31, RR \$46,618.28, IP \$372,586.40, AP \$339,955.58)

E) Jeff Loftus – GRPC

1. Motion to approve and authorize the Board President to sign the Amended FY24-P610-08 Derelict Pier and Vessel Removal Feasibility Study Application reflecting the reallocation total of \$75,000.
2. Motion to approve and authorize the Board President to sign the FY24-P610-08 Derelict Pier and Vessel Removal Payment Request No. 2 for \$19,550.00.
3. Motion to approve and authorize the Board President to sign the Solid Waste Assistance Grant Application for the Non-Competitive fund Allocation of \$15,902.87.

F) Bruce Newton - Digital Engineering

1. Presentation of the Hancock County Stormwater Program Status Report as of April 2, 2025.
2. Motion to spread on the Minutes, the executed Change Order No. 2 for Project 3.25, Firetower Road Drainage Improvements.
3. Discussion/Motion to approve and authorize the Board President to sign Change Order No. 3 for Project 3.25, Firetower Road Drainage Improvements.
4. Discussion/Motion to approve and authorize the Board President to sign the Certificate of Substantial Completion for Project 1.10.2, Bayside Park Drainage Improvements, Phase 2.

G) Hancock County Food Pantry - Jan Vest, Lisa Cowand, and Marshall Kyger

1. Presentation of yearly updates from Jan Vest, Lisa Cowand, and Marshall Kyger with the Hancock County Food Pantry.

H) Betina Anderson - Disabled Kids of Hancock County

1. Presentation from Betina Anderson regarding CDI Services for Hancock County.

7. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve EMA staff Brian Adam, Holly Bilbo, and Megan Jordan to attend the Mississippi PIP Conference in Biloxi, Mississippi on May 20-23, 2025 at a total cost of \$600.00.
2. Motion to approve Holly Bilbo to attend the Mississippi State Fire Academy Fire Investigator NFPA 1033-100 Class on April 14-25, 2025 in Pearl, Mississippi, at a total cost of \$2,253.60 (\$500.00 tuition, \$544.00 per diem, \$1,209.60 lodging).
3. Motion to approve West Hancock Volunteer Fire Department's truck payment to KS Statebank Government Finance Department in the amount of \$19,133.60 from Insurance Rebate account 112-255-5711.

B) E-911/Dispatch

C) Animal Shelter

1. Motion to accept and spread on the Minutes the following donations:
 - a. A donation in the amount of \$5,000 from Industrial Corrosion Control for shelter needs,
 - b. A donation in the amount of \$500 from Matthew and Donna Colosino for shelter needs.
2. Motion to accept the resignation of Crystal Cooley effective March 19, 2025, and remove her from payroll.
3. Motion to approve the hiring of Makayla Smith at a rate of pay of \$12.68 per hour, effective March 31, 2025.

D) Justice Court

1. Motion to approve Justice Court Judge Desmond Hoda, Brian Necaise and Eric Moran to attend the MJCJA 2025 Summer Convention in Biloxi, Mississippi on June 28-July 3, 2025.
2. Motion to approve Justice Court Clerk, Catherine Garcia, to attend a mandatory continuing education conference, May 13 – 16, 2025 at the Embassy Suites Ridgeland, MS.

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for April 7, 2025. This report reflects all credit card charges that are on the docket for

payment.

2. Motion to approve the purchase of SCBA Units in the amount of \$92,583.70 from EEP for the Kiln Volunteer Fire Department and spread the quote on the Minutes. This purchase is on MS State Contract #820076586 with effective dates October 1, 2024–September 30, 2025.
3. Motion to approve the purchase of Mower Blades in the amount of \$5,827.48 from Crain Tractor & Equipment for the Road & Bridge Department and spread both quotes on the Minutes.

G) Planning and Zoning

1. Motion to approve the Planning Commission Meeting Minutes held on March 6, 2025.
2. Motion to approve the Planning Commission Meeting Minutes held on March 20, 2025.
3. Motion to consider declaring a Damaged Mobile Home located on Parcel Number 068T-0-28-053.000, with an address of 4421 Kiln Delisle Rd. Kiln, Mississippi 39556, a Safety Hazard to the Community and have the Mobile Home removed.
4. Motion to consider declaring a property located at 6026 W. Hinds Street, Bay St. Louis, Mississippi 39520, Parcel Number 163C-0-06-578.000, a Safety Hazard to the Community and have all debris removed.

H) Parks & Recreation

1. Motion to approve removing Gaetlyn Herrron from McLeod Park payroll due to his resignation, effective March 30, 2025.
2. Motion to approve hiring Joan Rhode for McLeod Park at the rate of \$11.00 per hour part-time, effective March 7, 2025, pending successful completion of a drug screen and physical.

I) Inventory Clerk

1. Motion to approve the removal of the attached Sheriff's office weapons as they will all be a part of a buy-back program.
2. Motion to approve the removal of the attached assets as they are broken beyond repair, hold no value to the county and will be discarded.

J) Comptroller

1. Motion to approve repaying the prior loan:
Repay \$165,742.50 from Bay St. Louis Road Maintenance Fund to the Road Maintenance Fund.
2. Motion to approve the attached budget amendments for April 7, 2025.

3. Motion to approve the docket of claims for April 7, 2025, in the amount of \$4,850,768.42.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes of Monday, March 17, 2025, at 9:00 a.m. and the Special Meeting Minutes of Tuesday, March 25, 2025, at 8:30 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 March 2025, as on file with the County Administrator, pursuant to Mississippi State Statute 19-25-74.
2. Motion to rescind Agenda Item 9.A.2.b. from the November 18, 2024, Meeting to add Donna Edelen to the payroll as a part-time Registered Nurse, at a rate of \$33.95 per hour, effective November 18, 2024. She did not show up for onboarding.
3. Motion to spread on the Minutes the following personnel changes:
 - a. Adjust Jeremy Whiteside and Roger Ford's rate of pay to \$16.97 per hour, effective April 06, 2025, due to graduation from the full-time Corrections Academy,
 - b. Adjust Allen Weaver and Thomas Hampton's pay to Sergeant at a rate of \$22.28 per hour, effective April 06, 2025,
 - c. Adjust Leroy Cospelich's pay to \$21.22 per hour, effective April 06, 2025,
 - d. Remove the following from payroll: Joshua Stroud, effective March 26, 2025, Shelby Fayette, effective March 28, 2025, Stephanie Taylor, Mark McCormick, Marie Richardson, Christine Fortune, Gary Ponthieux and Mark Michaud, effective April 07, 2025, and
 - e. Add to payroll Jason Trombley and Matthew Garvin as full-time deputies, rate of pay \$21.22 per hour, effective April 07, 2025.

B) Tax Assessor

1. Motion to void the attached tax sales.
2. Motion to spread on the Minutes the Increase/Decrease in Assessment and authorize the Board President and Chancery Clerk to sign.
3. Motion to spread on the Minutes the Assessment Rolls for 2024 and authorize the Chancery Clerk to sign.
4. Motion to spread on the Minutes the Application for the Free Port Warehouse License for Polychemie Inc.

C) Circuit Clerk

D) County Court

E) Youth Court/Family Treatment Court

1. Motion to approve and authorize the Board President to sign the MOU and Business Associate Agreement between the Hancock County Family Treatment Court and Pine Belt Mental Healthcare.

F) Chancery Clerk

1. Motion to spread on the Minutes the Chancery Clerk's year-end settlement check in the amount of \$138,692.00, for the General Fund, for the calendar year 2024.
2. Motion to spread on the Minutes the following Orders:
 - a. The Order setting the base salary for Court Reporter Tracey G. Bertrand, RMR, CCR #1320, the Official Court Reporter for the 8th Chancery Court District, is set at \$76,800.00, which is to be prorated between Harrison, Hancock and Stone County, as attached in the Order,
 - b. The Order setting the base salary for Court Reporter Jill Cox Eades, BCR, CCR #1037, the Official Court Reporter for the 8th Chancery Court District, is set at \$76,800.00, which is to be prorated between Harrison, Hancock and Stone County, as attached in the Order,
 - c. The Order setting the base salary for Court Reporter Shirley Anne Edwards, CCR #1940, the Official Court Reporter for the 8th Chancery Court District, is set at \$76,800.00, which is to be prorated between Harrison, Hancock and Stone County, as attached in the Order,
 - d. The Order setting the base salary for Court Reporter Natalie Seymour, CCR #1637, the Official Court Reporter for the 8th Chancery Court District, is set at \$76,800.00, which is to be prorated between Harrison, Hancock and Stone County, as attached in the Order.

G) County Engineer

1. Motion to spread on the Minutes a ROW Request from Kiln Utility and Fire District to install sewer service by connection to an existing sewer main by bore method for 15022 Sioux Place, Kiln, Mississippi.
2. Motion to approve and authorize the Board President to sign PS&E Assembly documents and the Construction Engineering and Inspection Services Contract for Reconstruction of Texas Flat Road from Highway 607 to Highway 603 Project STP-1126-00(002)LPA/109415701000.
3. Motion to approve and authorize the Board President to sign Task Order Request for Lott McCarty Bridge Emergency Repairs.

H) Road Manager

1. Discussion regarding a broken windshield on a vehicle owned by James Napier supposedly caused by boom mowing on 13th Avenue in Bay St. Louis.

The owner of the vehicle supplied two quotes, with the lowest quote being from Paul's Discount Glass of Petal Mississippi in the amount of \$197.95.

2. Discussion/Motion to authorize an interlocal transfer from the Road and Bridge Department of one Kobelco Mini Excavator, serial number YT04-08693, to the Hancock County Port and Harbor Commission. This machine is no longer needed and has been replaced with a new machine.
3. Motion to approve and spread on the Minutes the following personnel changes in the Road and Bridge Department, Building and Grounds Department, Seawall Department and Fleet Maintenance Department effective April 7, 2025 and make any necessary budget amendments. See attachment
4. Motion to hire Jayce Moran in the Road Department North as a Class III Laborer at a rate of \$13.27 per hour pending successful drug screening and physical.
5. Motion to hire Vincente Ortiz in the Road Department North at a rate of pay of \$17.88 per hour as a Class II Operator/CDL driver pending successful drug screen and physical.
6. Discussion/Motion to approve and spread on the Minutes the request for the Hancock County Road Department to boom mow a main drainage ditch parallel to the train rail on Port and Harbor Drive for the Hancock County Port and Harbor Commission twice per year.
7. Motion to approve the transfer of Robert Borne from the Road Department to the Fleet Maintenance Department as a Class II Mechanic/Laborer at a rate of \$17.00 per hour, effective April 7, 2025.

I) Grant Administrator

1. Motion to approve and authorize the Board President to sign Subcontractors Request No. 1 in the amount of \$25,060.00 and Subcontractor Request No. 2 in the amount of \$51,550.00 for Countywide Safety Improvements Phase II STP-0023-00(056)LPA/106743-702000.
2. Motion to approve and authorize the Board President to sign the Small Purchase letters selecting Neel-Schaffer, Inc. for preliminary engineering of the following funded through The Gulf Coast Transportation Improvement Program (TIP):
 - a. Turn Lanes on Kiln-Delisle at Hancock County Arena Project STP-0104-00(008)LPA/109818-701000,
 - b. Lakeshore Road Resurfacing Phase II Project STP-0101-00(156)LPA/109819-701000,
 - c. Texas Flat Road Resurfacing Phase II Project STP-1126-00(003)LPA109820-701000.
3. Motion to approve and authorize the Board President's signature on the following:

- a. Tire Grant WT702 requests reimbursement in the amount of \$5,100.00,
 - b. Release of Claims for Agreement No. WT702,
 - c. Waste Tire Grant Application,
 - d. MCWI Quarterly Report for Agreement No. 276-2-SW-5.6 (Bayside Phase II), and
 - e. MDOT Executive Compensation Reporting form.
4. Motion to approve and authorize the Board President to sign the Small Purchase letter selecting Chiniche Engineering, for construction engineering and inspection of the Washington Street ADA Improvements Project STP-023-00(055)LPA/108026-701000.

J) County Administrator

- 1. Motion to approve and authorize travel and lodging for any officials interested in attending the 2025 Mississippi Association of Supervisors Convention from June 9-12 at the Mississippi Coast Coliseum and Convention Center.
- 2. Motion to authorize attendance, travel, flights, and lodging for any officials interested in attending the 2025 NACo Annual conference & Exposition from July 10-15 in Philadelphia, PA.
- 3. Motion to spread on the Minutes the following attached deeds 1-3 regarding the Region XIII Commission for Mental Health - Mental Retardation d/b/a Gulf Coast Mental Health Center.
- 4. Motion to approve and authorize the Board President to sign the Virtual Care Services Agreement between First Stop Health, LLC, and the Hancock County Board of Supervisors.
- 5. Motion to authorize "Jeepin the Coast" to hold their annual Beach Crawl event on Friday, May 30, 2025, from 9:00 a.m. - 2:00 p.m., at Washington Street and South Beach Boulevard, during the 2025 Jeepin the Coast event.
- 6. Discussion/Motion regarding Service Agreement for Traffic-Violation Diversion Programs.
- 7. Motion to approve and spread on the Minutes the following 16th Section Land Matters:
 - a. Timothy Jarrell - Agricultural - Parcel #029-0-30-005.001 - New Lease,
 - b. Clyde "Chip" Moran, Jr. - Agricultural - Parcel #075-0-16-001.000 - New Lease,
 - c. Adolph Collins - Residential - Parcel #185E-1-16-001.000 - Cancellation/Release,
 - d. Chiquita Acker - Residential - Parcel #185E-1-16-001.000 - Cancellation/Release,
 - e. Hancock County School District Correspondence.
- 8. Discussion regarding area project.

9. Motion to authorize the Bay Rollers Cycling Club to block off South Beach Boulevard from Union Street to the Washington Street Pier for a community-driven fun bicycle ride to promote cycling and cycling safety on Saturday, April 12, 2025, from 8:00 a.m. - 9:00 a.m., and spread the Special Events Application from the City of Bay St. Louis on the Minutes.

K) County Attorney

1. Motion to spread on the Minutes the Certified Proof of Publication for the Resolution Declaring the Intention of the Board of Supervisors approving a loan on behalf of the County and the Airport Authority for Improvements to the Airport Facility.

9. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

E) District 5

1. Discussion regarding Glenda Faye's driveway off Ed Faye Road.

10. Public Comment

11. Executive Session

- A) Motion to enter a closed session to determine the appropriateness of an executive session regarding pending litigation regarding Abel Dedeaux.**
- B) Motion to enter an executive session regarding pending litigation regarding Abel Dedeaux.**
- C) Motion to exit the executive session.**

12. Adjourn/Recess