



Hancock County Board of Supervisors

Regular Meeting Agenda

December 15, 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 regularly scheduled Board of Supervisor's meeting will be held at 9:00 a.m., on Monday, January 5, 2025.**
- B) Biweekly payroll with a check date of December 5, 2025 totaled \$906,933.81.**

6. External Business Agenda

A) Port & Harbor Commission

- 1. Motion to Approve the Hancock County Port and Harbor Commission's Docket of Claims for December 8, 2025, in the Amount of \$620,082.96 (GO \$229,031.51, RR \$56,604.11, IP \$60,078.30, AP \$206,816.54, FAA \$67,552.50).
- 2. Motion To Approve The Lease Agreement With Salacia Logistics & Holdings LLC For Port Bienville Industrial Park, Warehouse 1 Totaling 36,047 Sq. Ft In The Amount Of \$145,706.22 Annually For The Term Of Two (2) Years, Beginning January 1, 2026, With 2 One-Year Options To Renew.

B) Jeff Loftus – GRPC

1. Motion to authorize the County to Request Cost Proposals to procure an Electronics Waste Collection Contractor for the 2026 HHWD Event.
2. Motion to authorize the County to advertise a Request for Proposals to solicit qualified contractors for the collection and disposal of Household Hazardous Waste collected during the 2026 Household Hazardous Waste Collection Day Event.
3. Motion to authorize the Purchasing Clerk to write purchase orders for the 2026 HHWD Supplies and Services: 1. Event Shirts, 2. Flyer/Educational Printing, 3. Event Reminder and or Directional Signs, 4. Roll-Off Containers and Landfill Disposal Fees, 5. Safety Glasses, 6. Work Gloves, 7. Masks, 8. Stretch Wrap, 9. Rental Equipment (i.e. floor jack), 10. Radio and Newspaper - Press Releases, Public Notices, Requests for volunteers.

C) Bruce Newton - Digital Engineering

D) David Pitalo - Hancock County Utility Authority

1. Presentation/Update from David Pitalo.

7. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve Camron Ladner and Tammy Hawthorne to attend the FAA Part 107 class, hosted by the Mississippi Department of Marine Resources in Biloxi, MS, January 5–8, 2026, at no cost to the County.
2. Motion to approve the termination of Megan Jordan and removal from payroll, effective December 11, 2025.
3. Motion to spread on the Minutes the removal of Megan Jordan as a Hancock County Fire Investigator, effective December 11, 2025.

B) E-911/Dispatch

1. Motion to spread on the Minutes, the hiring of Adele Neal, effective December 29, 2025, as a full-time telecommunicator at a rate of pay of \$15.30 per hour, pending successful completion of physical and drug screening.

C) Animal Shelter

1. Motion to accept the following donations for Shelter needs:
 - a. \$700.00 donation from Mary Tooker,
 - b. \$500.00 donation from Diamondhead Lions Club.

D) Justice Court

1. Motion to increase the hourly rate of Justice Court Civil Clerk, Brooke Poolson

Crowe, to \$18.00 per hour, effective Monday, December 15, 2025.

2. Motion to approve, Catherine Garcia, to attend the Mid-Winter Clerks Conference, on February 16–20, 2026, at the Hollywood Casino in Bay St. Louis, MS.
3. Motion to spread on the Minutes the Oath of Office for Justice Court Deputy Clerks, as of December 2025.

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for December 15, 2025. The report reflects all credit card purchases on the docket for payment.
2. Motion to approve the purchase of Fire Equipment from NAFECO in the amount of \$16,620.74 for the Fenton Fire Department and spread both quotes on the Minutes.
3. Motion to approve the purchase of an engine from Rogers Dabbs in the amount of \$11,800.00 for the Sheriff's Office (patrol) and spread the quotes on the Minutes. This will require a budget amendment from Sheriff's Gaming.
4. Motion to award the bid proposal for the Sheriff's Office reverse auction in the amount of \$208,700.00 for four (4) Ford Interceptor Utility Vehicles from Pine Belt Auto Group and spread the quote on the Minutes.
5. Motion to approve the vehicle repairs from Unlimited Towing for Unit 7669 in the amount of \$7,172.50 for the Sheriff's Office and spread both quotes on the Minutes.

G) Planning and Zoning

1. Motion to approve the Planning Commission Meeting Minutes held on November 20, 2025.

H) Parks & Recreation

I) Inventory Clerk

J) Comptroller

1. Motion to approve the docket of claims for December 15, 2025, in the amount of \$107,955.36.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes of Monday, December 1, 2025, at 9:00 a.m.

8. Elected/Appointed Agendas

A) Sheriff's Office

1. Motion to approve Brandon Zeringue to travel to Tuscaloosa, Alabama for training on January 05 - 08, 2026. He will need a check for tuition \$800.00, hotel \$307.05 and advanced per diem \$204.00.
2. Motion to spread on the Minutes the following personnel changes:
 - a. Remove Tametria Ishem from the payroll, effective December 21, 2025,
 - b. Add Thomas Hampton to the payroll as a full-time Deputy, at a rate of pay of \$23.22 per hour, effective December 05, 2025,
 - c. Move Caleb Burch from part-time to full-time Deputy, rate of pay \$23.22 per hour, effective December 14, 2025.
3. Motion to approve and authorize Sheriff Adam to sign the Civil Service Commission to add a new board member, Melaine Smith, to replace Mike Smith due to his passing, rate of pay is \$100.00 per month, effective December 02, 2025.

B) Tax Assessor

1. Motion to spread on the Minutes and authorize the Board President and Chancery Clerk to sign the Increase/Decrease in Assessments.
2. Motion to approve voiding the attached tax sales.

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 November Land Redemption Settlement Check in the amount of \$12,570.30 to Hancock County, for the General Fund, and the Settlement Report.

G) County Engineer

1. Motion to spread on the Minutes the Notice of Award for McLeod Park Bulkhead Project Phase I to Cycle Construction Company LLC.
2. Motion to spread on the Minutes the following ROW requests:
 - a. Kiln Utility and Fire District to install water service to 7140 Crazy Horse Dr. Kiln, Mississippi,
 - b. Kiln Utility and Fire District to install sewer service to 17065 Camellia St. Kiln, Mississippi.

H) Road Manager

1. Motion to spread on the Minutes the following personnel changes:
 - a. Remove Jefferson Verdin from the payroll, effective December 31, 2025, due to his retirement (attached), requesting a Commendation for his 34 years of service to Hancock County,
 - b. Remove Earl Terry from the payroll, effective December 1, 2025, due to his death,
 - c. Adjust Ancel Jones's position from Laborer to Tractor Operator/Laborer, at a new rate of pay of \$14.73 per hour effective December 15, 2025,
 - d. Hire Mark Breun for the Road and Bridge Department as a full-time Laborer at the rate of pay of \$13.67 per hour, pending successful physical and drug screening,
 - e. Hire Michael Ladner, Jr., for the Road and Bridge Department as a full-time Operator/Tractor Driver/Laborer at the rate of pay of \$15.50 per hour, pending successful physical and drug screening,
 - f. Hire Michael White for the Road and Bridge Department as a full-time Class A Driver/Laborer at the rate of pay of \$15.65 per hour, pending successful physical and drug screening,
 - g. Hire Nichole Kreeger for the Road and Bridge Department as a full-time Class A Driver/Laborer at the rate of pay of \$15.65 per hour, pending successful physical and drug screening.
2. Discussion regarding a damaged window at the residence of Jennifer Wood, 6321 Shawnee Street, Kiln, Mississippi.

I) Grant Administrator

1. Motion to approve and authorize the Board President to execute the project activation request for the Kiln Delisle Road & Kapalama Drive Intersection project.
2. Motion to spread on the Minutes the following:
 - a. Final acceptance letter for project No: STP-0101-00(154)LPA/108785-701000 (Resurfacing of Lakeshore Road),
 - b. Full and final settlement letter for project No: STP-0023-00(056)LPA/106743-702000 (Safety Improvements Phase II).
3. Motion to approve and authorize the Board President to execute the closeout package for MCWI Subaward No: 276-2-SW-5.6 (Bayside Phase II).
4. Motion to approve and authorize the Board President to execute the MDA-DRD Grant Closeout Package for the Aircraft Packaging Hangar project (R109-023-07-KCR) consisting of the following:
 - a. Certificate of Completion,
 - b. Recipient Performance Certification Report,
 - c. Ethnic Beneficiary Information for Grant and Emergency Projects,
 - d. Outstanding Claimants List (No outstanding claimants identified),
 - e. Inventory and Program Income Form,
 - f. Certificate of Recipient Compliance,

g. Agreement Relative to Closeout of Disaster Recovery Division Grant Programs.

5. Motion to approve and authorize the Board President to execute the construction closeout package for the Aircraft Packaging Hangar project (R109-023-07-KCR).
6. Motion to approve the renewal of the Master Services Agreement Pre-Disaster Contract Positioning for Disaster Debris Monitoring Services with Tetra Tech Inc. for a one (1) year period and authorize the County Attorney and Board President to execute all documents related.
7. Motion to approve and authorize the Board President to execute Request for Cash No. 24 in the amount of \$42,269.33 for the Aircraft Packaging Hangar project.
8. Motion to approve and authorize the Board President to execute Request for Cash No. 25-FINAL in the amount of \$2,500.00 for the Aircraft Packaging Hangar.

J) County Administrator

1. Motion to authorize the closure of Beach Boulevard from 7:00 p.m. - 1:00 a.m. for the New Year's Eve Oyster Drop at 200 North Beach and spread on the Minutes, the Special Event Application as provided by the City of Bay St. Louis.
2. Motion to spread on the Minutes, Pafford Emergency Medical Services, November 2025, Hancock County Monthly Run Report.
3. Motion to approve and authorize any necessary signatures on the following 16th Section Land Matters:
 - a. Terry McQueen - Residential - Parcel #036-0-24-021.000 - Assignment,
 - b. Ada Palode - Residential Lease - Parcel #185C-1-16-011.000 - Addendum.
4. Motion to authorize Jeff Hair and Jonathan Favre to attend the MS Corner Medical Examiner Association Winter Conference on February 11, 2026, through February 13, 2026. The cost for registration will be \$450.00 per person, for a total of \$900.00 for membership dues and conference fees. Hotel stay for 2 nights each at the Hilton Garden Inn, Flowood, at a rate of \$199.00 per night with 2 nights each. The total cost for lodging will be \$476.00. Jonathan Favre will be reimbursed for mileage. Pier diem is needed for both Jonathan Favre and Jeff Hair. The total cost for the event will be \$1376.00.
5. Motion to authorize travel, registration, hotel accommodations, parking and per diem for any officials interested in traveling to the 2026 National Hurricane Conference in Orlando, Florida on March 30–April 2, 2026.
6. Motion to waive the fees for the rental of the Bayou Phillips Community Center to Cindy Shoonmaker for a Celebration of Life Ceremony.

K) County Attorney

9. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

E) District 5

10. Frank Bordeaux - Gallagher Insurance

A) Presentation of the Hancock County 2026 Insurance Renewal Proposal.

11. Public Comment

12. Executive Session

13. Adjourn/Recess

[MEET_FOOT]