



Hancock County Board of Supervisors

Regular Meeting Agenda

January 17, 2023 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, February 6, 2023.
- B) Biweekly payroll for ending date December 31, 2022 with check date January 6, 2023 totaled \$839,150.07.
- C) The Board of Supervisors will be receiving electronic and sealed bids regarding Bridge and Approaches on the South Railroad Avenue being known as Project No. LSBP-23(11) on Monday, February 6, 2023 at 10:00 a.m.
- D) The Board of Supervisors will be receiving electronic and sealed bids for the construction of the Road 374 Drainage Improvements on Monday, February 6, 2023 at 10:00 a.m.

5. External Business Agenda

A) Port & Harbor Commission

1. Motion to accept the Hancock County Port and Harbor Commission Resolution #20230109-09, Docket of Claims for January 9, 2023, in the amount of \$324,313.56 (GO: \$216,419.12; RR: \$52,208.19; IP: \$18,158.45; AP: \$37,527.80).
2. Motion to accept Hancock County Port and Harbor Commission Resolution #20230109-11, authorizing execution of the Mississippi Development Authority ACE grant agreement in the amount of \$15,000,000 to act as local sponsor for Relativity Space Inc.
3. Motion to accept Hancock County Port and Harbor Commission Resolution #20230109-08, authorizing execution of Running Repair Agent Services and Lease Agreement with Cathcart Rail, LLC.
4. Motion to accept Hancock County Port and Harbor Commission Resolution #20230109-05, approval of a Professional Services Agreement with Retail Strategies, LLC for Three Years in the Amount of \$120,000.

B) Jeff Loftus – GRPC

1. Motion to approve and authorize the Board President to sign Payment Request 6 for FY21 Bayou Caddy Marina Expansion.
2. Motion to approve and authorize the Board President to sign Payment Request 5 for FY22 Clermont Harbor Pier Expansion.
3. Motion to approve and authorize the Board President to sign the Release of Claims for the MDEQ Solid Waste Assistance Grant #674 -FY21 HHWD Day.
4. Motion to approve and authorize the Board President to sign the Project Extension Request for Washington Street Waterfront Improvements.

C) Bruce Newton - Digital Engineering

1. Motion to spread on the Minutes, the Time Extension Request with NRCS for the Hancock County EWP Agreement NR224423XXXXC042. The current agreement is set to expire on February 8, 2023.
2. Motion to spread on the Minutes, the engineer's recommendation letter and certified bid tabulation for projects Pontiac Drive & Texas Flat Road Drainage Improvements.
3. Motion to spread on the Minutes, the fully executed Notice Of Award to Bottom 2 Top Construction, LLC for projects Pontiac Drive & Texas Flat Road Drainage Improvements.
4. Motion to spread on the Minutes, the engineer's recommendation letter and certified bid tabulation for project Lawrence Ladner Road Drainage Improvements.

5. Motion to spread on the Minutes, the fully executed Notice of Award to LJ Construction, Inc., for project Lawrence Ladner Road Drainage Improvements.

6. Departmental Agendas

A) Emergency Management Agency

1. Motion to approve Holly Bilbo to attend the National Emergency Management Basic Academy Homeland Security Exercise and Evaluation Program Training and Public Information classes in Pearl, Mississippi, on February 6-10, 2023, at a total cost of \$761.31 (\$392.00 Lodging, \$184.00 Per Diem, and \$185.31 mileage).

B) E-911/Dispatch

1. Motion to accept the resignation of Summer Denning effective December 22, 2022.
2. Motion to accept the resignation of Destiny Cuevas effective December 29, 2022.
3. Motion to rescind hiring Angela Freeman from the December 19, 2022 meeting.
4. Motion to amend Motion #11691 to change the dates of the TAC Officer Course in Pearl MS to February 20-24, 2023 for Dora Jones due to limited seating for the course.
5. Motion to remove Angela Freeman from the NECI Bomb Threat Course on January 12, 2023.
6. Motion to move Jady Olson to the January 13, 2023 NECI Bomb Threat Course due to scheduling.
7. Motion to remove Dana Kluczkowski as a full-time Dispatcher and remove from payroll, effective January 10, 2022.
8. Motion to approve hiring Hayley Saucier as a full-time Dispatcher at the rate of pay of \$14.00 per hour, effective January 17, 2022, pending successful completion of a drug screen and physical and a 90 day probationary period.

C) Animal Shelter

1. Motion to accept and spread on the Minutes, donation from Linda and David Rein in the amount of \$500.00 for food and supplies.

D) Justice Court

E) IT Department

F) Purchasing

1. Motion to approve and spread on the Minutes, the Credit Card Report for January 17, 2023. This report reflects all credit card charges that are currently on the docket for payment.
2. Approve re-advertising for Depository Services
3. Motion to approve re-advertisement for Pest Control, Microsurfacing and Seals, Hot Bituminous in Place, Hot Mix & Liquid Asphalt Term Bids.
4. Motion to reject Office and Janitorial Bids from Gulf Coast Business Supply. The bid was received after the 10:00 a.m. deadline.

G) Planning and Zoning

1. Motion to waive the fees for the Pearlington Recovery Center for Repass Service for Mrs. Wyman held on January 12, 2023.
2. Motion to approve the Planning Commission Meeting Minutes held on December 15, 2023.
3. Discussion regarding updates on the status of the 5014 Cardinal Street Public Nuisance property cleanup.

H) Parks & Recreation

I) Inventory Clerk

1. Motion to approve the removal and disposal of assets on the attached Exhibit A as they are no longer needed for county purposes. Asset #6549 was a trade in to purchase the new excavator for the Road & Bridge Department. All other assets listed will be returned to CSpire due to the Sheriff's Office switching their cellular provider to AT&T.
2. Motion to approve the purchase of an undercover tag in the amount of \$16.00 for a 2015 Infiniti QX70 for the Sheriff's Department, Vin No. JN8CS1MU9FM381539.

J) Comptroller

1. Motion to spread on the Minutes, the MEMA Audit Compliance form for FY 2022.
2. Motion to approve the docket of claims for January 17, 2023 in the amount of \$139,509.55.

K) Board Secretary

1. Motion to approve the Regular Meeting Minutes from Tuesday, January 6, 2023 at 9:00 a.m.

7. Elected/Appointed Agendas

A) Sheriff's Office

B) Tax Assessor

1. Motion to spread on the Minutes, to increase Yolanda Sanders' salary by an additional \$2,000.00 per year for AEII designation that has been approved and budgeted, effective November 6, 2022.
2. Motion to spread on the Minutes, to increase Trina Lizana's salary by an additional \$2,000.00 per year for AEII designation that has been approved and budgeted, effective November 6, 2022.

C) Circuit Clerk

1. Motion to approve and spread on the Minutes the following Circuit Clerk orders:
 - a. Order Allowing Clerk 1/2 of 1% on money collected per Section 25-7-13(5),
 - b. Order Allowing Clerk \$5,000.00 per annum for Public Service per Section 25-7-13(2)(k).

D) County Court

E) Youth Court/Family Treatment Court

1. Motion to spread on the Minutes, the fully executed Guaranteed Support Agreement from Infoware 2 for the Courtroom FTR Touch Recording Machine that was approved at the Monday, November 21, 2022 meeting.

F) Chancery Clerk

1. Motion to spread on the Minutes, the Chancery Clerk's December Land Redemption Settlement Check for \$11,407.64 to the General Fund, and the Settlement Report.
2. Motion to spread on the Minutes a Rental Agreement (renewal/upgrade) between the Hancock County Chancery Clerk and Quadient Inc., for two existing mailing machines, for \$384.57 each, per month, billed quarterly, for 60 months. The fully executed document will be spread on the Minutes upon delivery and installation of the new machines.
3. Motion to spread on the Minutes, the Records Management Workshop flyer. The Workshop is scheduled for Tuesday, January 24, 2023 from 9:00 a.m. - 12:00 noon, in the Board of Supervisors' Meeting Room.
4. Motion to spread on the Minutes, Records Management Claim for January 2023.

G) County Engineer

1. Discussion regarding Stennis Airport Road Program.

2. Discussion regarding Stewart Street Bridge Program.

H) Road Manager

I) Grant Administrator

1. Motion to authorize Board President to sign and spread on the Minutes, the Quarterly Report to be submitted to the Department of Finance and Administration for the Arena Fairgrounds Improvement Project.
2. Motion to approve and authorize Board President to sign the Tire Grant WT702 request to the Mississippi Department of Environmental Quality for reimbursement in the amount of \$7,400.00.
3. Motion to spread on the Minutes, the attached FEMA Disaster Recovery time extensions granted for project worksheets 236, 267 and 451 for Hurricane Zeta.
4. Motion to spread on the Minutes, the Request for Applicant Closeout for DR-4350 (Hurricane Nate) as submitted to MEMA.
5. Motion to approve and authorize Board President to sign the SGA designating April Shiyou as the Sub-Recipient Grant Administrator for the Cybersecurity grant 20ES23.

J) County Administrator

1. Motion to spread on the Minutes, letter of support for HCWSD's application for the Port Bienville Water Improvement Project.
2. Motion to spread on the Minutes, the fully executed Agreement between Hancock County, Mississippi and City of Bay Saint Louis, Mississippi concerning repairs to Stewart Street Bridge.
3. Motion to spread on the Minutes, the Local System Bridge Program Agreement for Municipalities.
4. Motion to spread on the Minutes, American Medical Response's Hancock County All Zones Report for December 2022 as well as the AMR January 2023 Rapport.
5. Motion to spread on the Minutes, adding April Shiyou to the Requisition writers list.
6. Motion to spread on the Minutes, increasing Daysha Smith's yearly salary to \$42,000.00 per year, effective January 1, 2023.
7. Motion to spread on the Minutes, increasing Reba McCaleb's yearly salary to \$42,000.00 per year, effective January 1, 2023.

K) County Attorney

8. Supervisors Items

A) District 1

B) District 2

C) District 3

D) District 4

E) District 5

9. Public Comment

10. Executive Session

11. Adjourn/Recess