

The Board of Mayor and Aldermen of the City of Waveland, Mississippi, met in regular session at the Waveland City Hall Board Room 301 Coleman Avenue, Waveland, MS. on October 16, 2013 at 6:30 p.m., to take action on the following matters of city business.

ROLL CALL

Mayor Garcia noted for the record the presence of Aldermen Stahler, Geoffrey Lafontaine, and Kidd along with City Attorney Gary Yarborough and City Clerk Lisa Planchard.

PUBLIC COMMENTS

Re: Mr. Alfred “Tiger” Harris discussed grass cutting and issues regarding cable television in the Annexed Area.

MAYOR’S REPORT: (SEE EXHIBIT A)

Re: Thursday night, from 4:30 to 6:30 pm, the Waveland City Hall Art Gallery will be open. Art work will be on display until December 6, 2013.

Re: Congratulated Chief Allen, the Waveland Police Department and everyone who participated in the active shooter training exercise held this past Friday at Waveland Elementary School.

Re: Thursday October 31, 2013 will be the 2nd Annual Trunk or Treat. Mrs. Raquel Lafontaine was present to update the Board on the progress of this event.

Re: The Garfield Ladner Memorial Pier bid documents have been picked up by MEMA and will be forwarded shortly to FEMA Region IV for further review.

Re: Due to Tropical Storm Karen, WaveFest has been rescheduled to November 2, 2013.

Re: Gulfside Assembly also had to cancel their event (90th Annual Celebration) due to Tropical Storm Karen. The event has not been rescheduled at this time.

Re: The Mayor spoke with Mr. Ashley Edwards, who said that he could meet with the Board the second week of November to discuss economic development in the City.

Mayor Garcia said if the Board would give him a date he would invite Mr. Edwards.

Alderman Stahler suggested Tuesday, November 12th at 6:00 pm. All Board members verbally agreed to this date and time, as did the City Attorney. City Clerk Planchard will place an ad in the newspaper to advertise this workshop.

ATTORNEY’S REPORT:

Re: Mr. Yarborough announced that Public Works Director, Brent Anderson requested to have agenda item #11 removed.

ALDERMEN’S COMMENTS:

Re: Alderman Stahler:

- a. Attended the Keep Mississippi Beautiful Conference in Tupelo last week; grant preparation assistance was offered to the City.
- b. Met with MDEQ and DMR, along with Alderman Mark Kidd, regarding the RESTORE Act process; there will be monthly meetings for elected officials for the next two months.
- c. Will be attending the Fire Academy on Thursday and looking forward to participating.

Re: Alderman Geoffrey had no comments.

Re: Alderman Lafontaine:

- a. Inquired about the sale of alcohol being denied by the Secretary of State on the beach during Wave Fest. Mr. Yarborough said that the City can’t sell on the Pier or any State leased property.
- b. Asked Mr. Anderson, Public Works Director about citywide grass cutting rotation. Mr. Anderson said it was about 4.5 to 5 weeks to get the whole city cut, but this past month included stopping twice to clean up for Crusin’ the Coast and another event. This week he said he only has 2 mowers running because his men were working on repairing streets, bringing in rocks, cutting road grades. Alderman Lafontaine asked how the three large manhole linings were coming.

Mr. Anderson said he spoke with the company today and will try to be here first of next week to install; he's estimating about \$20,000 for all three. For repairing of broken lines, when the Board decides to start smoke testing, there are about 63 miles of sewer that will have to be tested.

Re: Alderman Kidd:

- a. On Saturday October 19, 2013, the Waveland Community Coalition and volunteers plan to paint the bulk head at the beach on Dane Road.
- b. Also discussed the meeting regarding the BP Restoration money. He said MS. stands to get about \$156,000,000 from BP, adding that as a City, the Board needs to get together to look at the City's needs and what can/can't be done with these funds. The City can request funds for canals for restoration (not dredging), drainage, beach restoration, etc.
- c. Also going to the Fire Academy with Assistant Fire Chief Tony Mallini tomorrow.

MINUTES

Re: Minutes of the Regular Meeting of September 18, 2013, the Special Meeting of September 30, 2013 and the Regular Meeting of October 1, 2013.

Alderman Lafontaine moved, seconded by Alderman Stahler to approve the Minutes of the regular meeting of September 18, 2013, the Special Meeting of September 30, 2013 and the regular meeting of October 1, 2013.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

RSVP

Re: Claims

Alderman Lafontaine moved, seconded by Alderman Geoffrey to approve the RSVP Claims as submitted. **(EXHIBIT B)**

A vote was called for with the following results:

Voting Yea: Stahler Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

DOCKET OF CLAIMS

Re: Claims

Alderman Geoffrey moved, seconded by Alderman Lafontaine to approve the Docket of Claims dated October 16, 2013. **(EXHIBIT C)**

001 Fund – 1 to 61
099 Fund – None
100 Fund – None
101 Fund – None
102 Fund – None
103 Fund - 1
104 Fund – None
124 Fund – 1 to 7
125 Fund – 2
126 Fund – 1

127 Fund – None
200 Fund – 1 to 2
400 Fund – 1 to 20
601 Fund – 7 to 11
650 Fund – None

A vote was called for with the following results:

Voting Yea: Stahler Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

**INTERFUND TRANSFER/UTILITY FUND/GENERAL FUND/COMPROLLER/
BUDGET**

Re: Monthly Interfund Transfers to cover Administration Costs for Utility Fund

Alderman Lafontaine moved, seconded by Alderman Stahler to authorize monthly interfund transfers, as budgeted, to cover administration costs for Utility Fund funded through the General Fund.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

**WATER SYSTEM EXTENSION – ANNEXED AREA PROJECT/EASEMENT
PURCHASE/REAL PROPERTY PURCHASE/LEGAL**

Re: Closing on the Rito 15' Easement (Real Property) Purchase, Hire Atty. Ronnie Artigues

Alderman Kidd moved, seconded by Alderman Stahler to approve the property closing for the Rito 15' easement purchase associated with the Water System Extension-Annexed Area (Master Tie in) Project, and hire Ronnie Artigues for real estate legal services related thereto. ~~(EXHIBIT-D)~~ **No Exhibit Required.**

After discussion with City Attorney Gary Yarborough, City Clerk Planchard was advised that a contract is not required; this is a professional service.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

HMGP ACQUISITION PROJECT/ LEGAL/REAL PROPERTY

Re: Hire Attorney Ronnie Artigues to provide Real Estate Legal Services; HMGP Acquisition Project

Alderman Lafontaine moved, seconded by Alderman Stahler to approve ~~contracting~~ hiring Attorney Ronnie Artigues for real estate legal services related to the HMGP Acquisitions Project. ~~(EXHIBIT-E)~~ **No Exhibit Required.**

After discussion with City Attorney Gary Yarborough, City Clerk Planchard was advised that a contract is not required; this is a professional service.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

**HMGP ACQUISITION PROJECT /REAL PROPERTY/ APPRAISALS
Re: Hire Ms. Ann Teadt RA633 to Perform Appraisal Services for Acquisition
Project**

Alderman Kidd moved, seconded by Alderman Lafontaine to approve Anne Teadt, RA-633 as lowest, best and most responsible quote received for Appraisal Services related to the 5 HMGP Acquisition Projects at a price of \$300.00 for each appraisal/piece of property. **(EXHIBIT E-1, Quotes) (EXHIBIT E-2, Engagement Letter)**

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

**BUSINESS CENTER/LEASE/AGREEMENTS/CONTRACTS/UTILITIES
Re: Ms. Gina Pepe' to Collect Rents and Invoice Utility Bills for Tenants at the
Business Center**

Alderman Stahler moved, seconded by Alderman Lafontaine to approve lease fee of \$250.00 per month (Unit C), providing tenant Gina Pepe' serves to collect rents and bill for utilities to all tenants at the Business Center. Re: Bids acted upon 9/18/13.
(EXHIBIT F- Lease Agreement)

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

**INVOICES/HMGP DRAINAGE IMPROVEMENTS PROJECT/DRAINAGE
IMPROVEMENTS PROJECT/EAST JEFF DAVIS SEWER SYSTEM
IMPROVEMENTS PROJECT/WEST JEFF DAVIS SEWER SYSTEM
IMPROVEMENTS PROJECT/GULFSIDE STREET SEWER IMPROVEMENTS
PROJECT/JEFF DAVIS CONNECTORS SEWER AND PAVING PROJECT
Re: Invoices Submitted by Various Contractors**

Alderman Lafontaine moved, seconded by Alderman Kidd to approve the following invoices submitted by various contractors and vendors and recommended to be placed in line for payment consideration contingent upon receiving funding from grant sources, as listed, (Items a-e): **(EXHIBIT G)**

- a. Invoice X17328228 from AMEC Environment & Infrastructure, Inc. in the amount of \$734.16 – HMGP Drainage Improvement Project.
- b. Invoice No. 702-36-05A from Digital Engineering in the amount of \$915.75 – W. Jeff Davis Sewer System Improvements Project; P.O. #1135
- c. Invoice No. 702-37-05A from Digital Engineering in the amount of \$740.25 – E. Jeff Davis Sewer System Improvements Project; P.O. #1136
- d. Invoice No. 702-38-05A from Digital Engineering in the amount of \$1,023.75 – Jeff Connector Sewers and Paving Project; P.O. #1137

- e. Invoice No. 702-39-05A from Digital Engineering in the amount of \$697.50 – Gulfside Sewer and Paving Project; P.O. #1138

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

PUBLIC WORKS/UTILITY DEPARTMENT/MISSISSIPPI RURAL WATER ASSOCIATION TRAINING SESSION/CERTIFICATIONS/REQUEST FOR CASH REIMBURSEMENTS/CITY HALL AND CITY ANNEX/CIVIC CENTER/LIBRARY/FIRE STATION/COLEMAN AVENUE IMPROVEMENTS PROJECT/ EAST JEFF DAVIS SEWER SYSTEM IMPROVEMENTS PROJECT/WEST JEFF DAVIS SEWER SYSTEM IMPROVEMENTS PROJECT/GULFSIDE STREET SEWER IMPROVEMENTS PROJECT/JEFF DAVIS CONNECTORS SEWER AND PAVING

Spread on the minute's the following as listed (Items a-f)

- a. The termination of James Clement effective September 18, 2013.
- b. Mayor David Garcia has met the qualifications required to graduate as a Professional Development Certified Municipal Official. **(EXHIBIT H)**
- c. Mayor David Garcia completed the MS. Rural Water Association Training Session on June 12, 2012. **(EXHIBIT H)**
- d. The following Request for Cash Reimbursements:
 - 1. RFC #41, #R-109-379-02-KCR in the amount of \$3,659.61 – City Hall and City Hall Annex. **(EXHIBIT I)**
 - 2. RFC #63, #R-103-379-01-KCR in the amount of \$40,110.11- Civic Center, Library, Fire Station and Coleman Ave. Improvements Project. **(EXHIBIT J)**
- e. Revenue and Expenditure report for the month of September 2013 at this regular meeting of October 2013. **(EXHIBIT K)**
- f. Bids for the four Jeff Davis Avenue & and Gulfside St. Sewer Improvements Projects: W. Jeff Davis Ave. Sewer Improvements, E. Jeff Davis Sewer Improvements, Jeff Davis Connector Sewers and Paving and Gulfside Street Sewer System Improvements were opened prior to the meeting and were taken under advisement until such time they can be reviewed and recommendation made to the Board.

EXECUTIVE SESSION

Re: Personnel issues in the Utility Department

Alderman Lafontaine moved, seconded by Alderman Kidd to consider Executive Session to prompt a closed discussion regarding Personnel Issues - Utility Department.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

Alderman Lafontaine moved, seconded by Alderman Kidd to enter Executive Session regarding Personnel Issues - Utility Department.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

Alderman Kidd moved, seconded by Alderman Geoffrey to exit Executive Session with no action taken.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine, and Kidd

Voting Nay: None

Absent: None

ADJOURN

Re: Adjourn meeting at 8:20 p.m.

Alderman Kidd moved, seconded by Alderman Geoffrey to adjourn the meeting at 8:20 p.m.

A vote was called for with the following results:

Voting Yea: Stahler, Geoffrey, Lafontaine and Kidd

Voting Nay: None

Absent: None

The foregoing minutes were presented to Mayor Garcia on November 8, 2013.

Lisa Planchard
City Clerk

The Minutes of October 16, 2013 have been read and approved by me on this day the 8th day of November 2013.

David A. Garcia
Mayor

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