

Agenda  
Regular Meeting of  
The Board of Mayor & Aldermen  
Wednesday, May 17, 2023  
6:30 pm.

1. Pledge of Allegiance
2. Moment of silence
3. Roll Call
4. Mayor's Comments:
  - a. National Corrosion Service, Inc. and the City of Waveland recognize Bo Humphrey's excellent job in maintaining the City of Waveland's gas systems records in compliance with the State and Federal Pipeline Safety regulations.
  - b. Proclamation Declaring June 2, 2023 to be National Gun Violence Awareness Day in the City of Waveland
5. Aldermen's Comments:
6. Public Comments
  - a. Mr. Jason Chiniche with Chiniche Engineering & Surveying – update Board members on the Citywide Drainage Improvements project
  - b. Mr. Frank Salomone – Discuss drainage issues behind his house.
7. **BOARD BUSINESS:**
  - a. Motion to approve the following vendors to lease commercial space located within the parking lot of 'The Waveland Lighthouse'. Advertisement for same was run April 27 and May 4, 2023. Approval is contingent upon vendor(s) (listed below) signing a lease agreement with the City of Waveland. 1) 2)
  - b. Motion to approve the Depository Docket of Claims, paid and unpaid, dated May 17, 2023, in the amount of \$ 674,620.86.
  - c. Motion to approve the Operating Utilities Docket of Claims, paid and unpaid, dated May 17, 2023, in the amount of \$205,034.27.
  - d. Motion to approve and waive any costs for Bay High School to hold a fundraiser at the Waveland Volleyball venue on June 17, 2023 to raise money for the Bay High School volleyball team. There will be a concession stand where they will be selling food and drinks. There will be no alcohol; this is a Bay High School sponsored event.
  - e. Motion to ratify and approve purchase of Building Permits software from MyGov, LLC at a cost of \$10,253.00. This cost was budgeted in the recently approved Municipal Amended Budget.
  - f. Approve opening a new bank checking account at Peoples Bank titled 'Fire Dept. Restricted Funds' for the Fire Department to be able to receive and restrict funds from their annual calendar sales. This shall authorize Mayor Jay Trapani, City Clerk Lisa Planchard, Mayor Pro-Tem Shane Lafontaine, and Comptroller Kim Boushie as signatories on the account. Ms. Boushie needs to be a signatory, according to Peoples Bank management, to perform bank account transfers as needed for her job.
  - g. Motion to approve pass through increase (dollar for dollar) from the Hancock County Solid Waste Authority for CPI solid waste collection services as listed below:

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Original Rate Collection/Cart: \$13.75  
Original Cost Per Month: \$35,763.75

New Rate Collection/Cart: \$14.44  
New Cost Per Month: \$37,558.44

Original Bulky Waste: \$2.75  
Original Cost Per Month: \$7,152.75

New Rate Bulky Waste: \$2.89  
New Cost Per Month: \$7,516.89

Total Per Month: \$45,075.33

### **BLIGHTED PROPERTY**

1. 750 Herlihy Street, Parcel #162G-O-03-111.000 (tabled from 3/7/23, 4/4/23 & 4/19/23)
2. 1207 Taranto Street, Parcel #162L-1-09.007.000, Property owner Tory Lowe (tabled from 4/19/23)
3. 400 Lizana Lane, Parcel #161C-0-02-107.000, Property owner Melody Dahn

### **PLANNING & ZONING**

1. **Scott Harris**, owner of the property commonly known as 241 Gulf Dr., parcel #162Q-1-10-046.000, has made an application of a Conditional Use in order to construction an accessory structure over 500 sq. ft. and to build the structure before the primary structure. The proposed accessory structure will be 840 sq. ft. and will meet all minimum setbacks per Zoning Ordinance #349.

Chairman Frater called for Mr. Harris to come forward and explain his request. Mr. Harris was not present in the audience. The commissioners reviewed the application request and discussed tabling the application due to questions they would like to ask the applicant.

Chairman Frater called for a motion to Table the item until the next meeting on Monday, May 8, 2023 at 6:00 pm in order for the applicant to be present and answer questions for the record. Commissioner Touart moved, seconded by Commissioner Coatney to table the request.

After a unanimous vote of yes by all Commissioners present, Chairman Frater declared the motion passed.

2. **Michael Martin**, owner of the property commonly known as 518 Fell Grass St., parcel #161D-0-02-096.000, has made an application for variances, a conditional use, and the temporary use of an RV during new construction. There is currently a non-conforming 1,200 sq. ft. accessory structure on the property. The applicant is requesting a 5' left side-yard variance for the pre-existing structure and for the proposed new primary structure in order to match the side-yard with the existing accessory structure. The non-conforming structure will also need a 5' rear-yard variance because it is 20' from the rear property line and not the required 25' due to the distance from the proposed primary structure. The applicant is also requesting a 5' variance on the right side-yard for the proposed open carport addition to the existing accessory structure for additional covered parking. This results in the request for a Conditional Use in order to have the total accessory structure to be 2,400 sq. ft. in size. The last request is to temporarily use an RV as occupancy during the new construction of the 1,050 sq. ft. primary residence.

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Chairman Frater suggested that the request be split into 4 actions/motions to make things easier. Mr. Martin came forward to explain his multiple requests. There was a lengthy discussion about aesthetics, sizes, and positions of the structures between the Commissioners, the applicant and a few neighbors; Prima Luke, resident at 338 Jeff Davis Ave, Tina Landes, resident at 512 Fell Grass St, and Liz Stahler, resident at 509 St. Anthony St. After all discussions were completed, Chairman Frater called for each individual motion to be made as follows:

Commissioner Touart made the motion, seconded by Commissioner Coatney, to approve the 5' left side-yard variance on the existing non-conforming accessory structure.

Commissioner Touart made the motion, seconded by Commissioner Coatney, to approve the 5' left side-yard variance for the construction of a new Primary Dwelling in order to match the existing accessory structure.

The request for a right side-yard variance for the accessory structure addition died for lack of a motion made.

Commissioner Touart made the motion, seconded by Commissioner Coatney, to approve the temporary use of an RV/Camper during new construction of a Primary Dwelling.

After a unanimous vote of yes by all Commissioners present, Chairman Frater declared the multiple motions passed.

3. **Chairman Frater and the Commissioners** discussed a verbiage change to the protected tree ordinance in order to not penalize the removal of a protected tree if it happens to be damaged or blown over by a heavy storm/natural disaster. The new verbiage will state "The Planning & Zoning Board, taken into consideration adverse circumstances, shall have the option to modify or waive the number of replacement trees designated by said replacement formula."

Chairman Frater called for a motion to approve the additional verbiage. Commissioner Coatney moved, seconded by Commissioner Touart to approve the change to the Protected Tree Ordinance.

After a unanimous vote of yes by all Commissioners present, Chairman Frater declared the motion passed.

4. **Chairman Frater** began a discussion on regulating Short-Term Rentals in the City of Waveland pending a new ordinance to be written by City Attorney, Ronnie Artigues. After a brief discussion that continued from the Special Meeting held on Monday, April 10, 2023, the Commission decided to recommend the implementation of a 3% sales tax on STR and Hotels/Motels and to add a \$200 initial application, \$100 annual renewal & \$500 violations, and verbiage of regulating the number of occupants be limited to no more than 2 people per bedroom plus 1 in the house and limit to 2 spaces for motor vehicle parking into Ord. to be written by City Attorney, Ronnie Artigues.

Chairman Frater then called for a motion to approve said recommendations. Commissioner Touart moved, seconded by Commissioner Coatney to approve the recommendations to the Board of Mayor and Alderman.

After a unanimous vote of yes by all Commissioners present, Chairman Frater declared the motion passed.

5. **With Commissioners Poindexter and Whitney not present**, the remaining Commissioners decided to table the remaining discussion of Amendments to the Zoning Ordinance #349 Article IV, Sections 405-409 to the next Special Meeting on Monday, May 8, 2023, at 6:00 pm in order for the rest of the Commission to be present for discussion.

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Chairman Frater called for a motion to table the discussion of Article IV, Sections 405-409. Commissioner Coatney made the motion, seconded by Commissioner Touart to table the item.

After a unanimous vote of yes by all Commissioners present, Chairman Frater declared the motion passed.

**CONSENT AGENDA**

8. Motion to approve the following Consent Agenda items as numbered Items (a-o):
- a. Minutes of the Board of Mayor and Aldermen meeting dated May 2, 2023 and Workshop dated Feb. 2, 2023.
  - b. Privilege License report for the month of April, 2023
  - c. Building Department report for the month of April, 2023
  - d. Community Service report for the month of April, 2023
  - e. Ground Zero Museum reports for the months of March 2023 and April 2023
  - f. Court Department report for the month of April 2023
  - g. Approval to have a Pickleball teaching event on June 3, 2032 at the new Waveland pickleball court
  - h. The following Invoices from various Entities/Agencies/Contractors/Engineers, etc.:
    1. Ratify and approve Invoice # 221-019-27 from CE Group, Inc. dated 4/14/23, in the amount of \$1,760.00 for The Veterans Memorial – Admin (Waveland Multiple Projects Directed to Hurricane Zeta)
    2. Ratify and approve Invoice #221-019-28 from CE Group, Inc. dated 4/14/23, in the amount of \$60.00 for Public Works Pole Barn – Admin Asst.
    3. Ratify and approve Invoice #222-033.004-5 from CE Group, Inc. dated 4/14/23, in the amount of \$1,200.00 for the Jourdan River Hwy. 603 Gas Main Crossing project.
    4. Invoice #22-002-0044, from Chiniche Engineering & Surveying, Inc. dated 5/8/23, in the amount of \$800.00 for map updates-GIS
    5. Invoice #22-002-0028, from Chiniche Engineering & Surveying, Inc. dated 5/8/23, in the amount of \$3,500.00 for Project and Permit Coordination-Jackson Marsh
    6. Invoice #22-002-0058, from Chiniche Engineering & Surveying, Inc. dated 5/8/23, in the amount of \$4,500.00 for Watershed Cost Estimate-Citywide Drainage Improvements Project
    7. Invoice #Apr-23 from Delta Water LLC dated 4/28/23 in the amount of \$10,500.00 for February, March and April billings of \$3,500 each re: Analysis and assessment of Utility billing system and office functions
  - i. Approve Police Chief Mike Prendergast to attend the MS. Chief's Association Conference at the Golden Nugget in Biloxi, MS. from June 20 through June 23, 2023. Cost to the City will be a registration fee of \$300 plus dues of \$100 (total \$400). Chief Prendergast will use his city vehicle to travel back and forth to the conference.
  - j. Approve addition of BIZ, LLC (owner James Slade) to the City of Waveland Wrecker Rotation list at the request of Police Chief Mike Prendergast.
  - k. Motion to approve transfer in the amount of \$310,000.00 from the Utility Fund to the General Fund for the annual services fee.

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- l. Motion to approve travel for City Clerk, Purchasing Agent and Comptroller to attend the MML 2023 Annual Conference to be held at the MS. Coast Coliseum & Convention Center, June 26 & 27, 2023 in Biloxi, MS. Costs include for each, a registration fee of \$350 (\$325 if early registration), and use of a city vehicle (or mileage reimbursement if they bring their own vehicle).
- m. Approve refund checks from Ageing Report for Route 2 dated 5/3/23 as presented by Office Manager, Julie Bromwell. Note: There will be 11 more routes to be completed in clearing these old closed accounts off of the books. Amount owed to City is \$1,853.63 and amount owed to customers is \$2,611.37, a total of \$4,465.00
- n. Approve Mayor, Bo Humphrey and Comptroller Kim Boushie to attend the MS. Rural Water Association Annual Management & Technical Conference & Exhibition, May 31 and June 1. Costs to the City will be registration fees, total, in the amount of \$500.00, and use of a city vehicle (or mileage reimbursement if employee uses their own vehicle). Lunch is provided.  
Mayor: Registration fee of \$100.00 (Wednesday only)  
Comptroller: Registration fee of \$150.00 (Wednesday only) – Info about grants  
Public Works Manager: Registration fee of \$250.00 (Wednesday & Thursday)
- o. Approve Building Official, Josh Hayes to attend the Building Officials Association of Mississippi 2023 Summer Conference in Gulfport, MS. on June 12-16, 2023. Costs include a registration fee of \$200.00. Mr. Hayes will be using his city vehicle.
- p. Authorize and approve Mayor Trapani to sign the Agreement between Cruisin' the Coast, Inc. and the City of Waveland, MS. for the City's venue (Hot Rods and Hospitality) to be held October 4, 2023 from 10:00 am to 2:00 pm. There will be a \$5,000 Special Event fee.

**END CONSENT AGENDA**

**EXECUTIVE SESSION**

9. Motion to consider entering a closed session to discuss
10. Motion to enter an executive session to discuss
11. Motion to come out of executive session with/without action taken.

**ADJOURN**

12. Motion to Adjourn