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Regular Meeting of The Board of Mayor & Aldermen
Tuesday, September 05, 2023
6:30 p.m.

The Board Mayor and Aldermen of the City of Waveland, Mississippi, met in Regular Session at the Waveland City Hall Boardroom, 301 Coleman Avenue, Waveland, Mississippi, on September 05, 2023 at 6:30 p.m. to take action on the following matters of City business.

ROLL CALL

Mayor Trapani noted for the record the presence of Aldermen Gamble, Richardson (via telephone), Lafontaine and Clark, along with City Clerk Lisa Planchard and City Attorney Ronnie Artigues.

MAYOR'S COMMENTS

- a. Award Employee of the Month for the month of August 2023 to Mrs. Lisa Planchard, City Clerk.

Mayor Trapani Recognized Mrs. Planchard for going above and beyond with all her hard work and long hours she has devoted to the City of Waveland working on the budgets and other issues.

- b. Aldermen Clark moved, seconded by Aldermen Lafontaine to amend and finalize the agenda with the addition of item 7(e) under the Board Business section of the agenda.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

- c. Proclamation to declare September, 2023 as National Library Card Sign Up Month.
(EXHIBIT A)
- d. Mayor Trapani made a brief announcement to the public about the two Special Meetings that will take place on 9/06/2023 (Budget Workshop Meeting) at 6:00 pm and 9/07/2023 (Public Hearing for FY2024 Budget) at 6:00 p.m. at the City Hall Boardroom.

ALDERMEN'S COMMENTS

Re: Aldermen Gamble

- Introduced Mrs. Monica Ladner to discuss a proposal to add a Safe Haven Baby Box to the City of Waveland. Mrs. Ladner explained that the first Safe Haven Baby Box to be placed in Mississippi was installed in the Long Beach Fire Department in Long Beach, Mississippi. Mrs. Ladner has been working with this company prior to the Long Beach opening to get information and details to hopefully bring a Safe Haven Baby Box into Hancock County. She has currently spoken with the Board of Supervisors and received their blessing to move forward with this project. The building that the Safe Haven Baby Box is in must be a City Building, so it has to be approved by the City of Waveland Board of Aldermen. This box will need to be placed in a 24-hour monitored system, a Fire Department. She said it doesn't cost to install this box; she has a licensed contractor and electrician to do the labor. She added that it will cost the city \$300 to inspect and recertify it once a year, with the first year's cost donated. This box is leased to the City, if it breaks they fix it for free. Mrs. Ladner added that the first year's payment is already donated to cover the cost. She added that once the

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Board signs the agreement we can start fundraising, about 4 weeks later a baby box can be installed.

Alderman Gamble moved, seconded by Alderman Richardson to accept a Safe Haven Baby Box to be placed at the Hwy 90 Fire Station and authorize the Mayor to sign the contract subject to review by the City Attorney. **(EXHIBIT B)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

- Mrs. Gamble proposed doing a “Coleman Avenue Lighting Project” similar to downtown Slidell, LA. The lights would go down Coleman Avenue on the light poles from Central Avenue to Beach Blvd. Mrs. Gamble explained that the money raised from the Christmas Bazaar has to be donated, so they have been discussing donating those funds toward the “Coleman Avenue Lighting” project. The Fire Chief is going to do measuring to ensure fire engine clearance. Aldermen Lafontaine asked whether Alderman Gamble has checked with the Power Company. Mrs. Gamble explained they will not be strung from the Power Company’s poles, they will be on the City’s black street light poles. Alderman Lafontaine said they have been told in the past that those black poles belong to the Power Company. City Attorney Artigues explained that if they belong to the city we would not need permission, but if they are owned by the Power Company, we would require permission. She said she would look further into these questions before the next meeting.

Re: Aldermen Richardson

- Informed the Board that due to Mr. Aaron Wilkinson’s (electrician) busy schedule he will not be able to work on the light pole on Nicholson Avenue. Aldermen Richardson asked about getting quotes from another contractor for this particular project.
- Inquired about the air conditioners in the Fire Engines. Fire Chief Tommy Carver Jr. explained that this will be a 2-part project. According to Chief Carver, in order to replace the air conditioners, you have to replace the water pumps that have a shaft on the end with a pulley that operates the air conditioner. The last quote for this fix was around 10,000.00 per truck. Fire Chief explained that he is looking at prices from another company.

Re: Aldermen Lafontaine

- Gave thanks to the Public for coming out the Labor Day Event that was held this past Sunday. There was a lot of positive feedback.
- Mentioned people bringing their metal detectors to parks and digging holes. Most of them fill the holes back in, but some are just leaving holes in the ground, creating the possibility for children to get hurt. He inquired about getting the Parks and Recreation Manger, Willie Moody to go take a look around the parks and make sure there are no holes. If this keeps happening, we should perhaps put signs up at the Parks.

Re: Aldermen Clark

- Alderman Clark had no comments at this time.

PUBLIC COMMENTS

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- a. James Moody – Cadence Health Insurance Representative, updated Board members on health insurance issues.
- b. Mark Shiffer- Requesting an extension of time on 2 shipping containers on his property. Note: 180-day moratorium expires October 19, 2023.

During discussion Mr. Shiffer explained that back in January he came before the Board and had a 6-month waiver for shipping containers ending October 20th, 2023. Mr. Shiffer also explained these containers were strictly for tool storage and are anchored down. He has now built a pad for the containers that is about 5-foot above sea level. He has been delayed by having to go through the process of a Wetlands Delineation which involves the Corp of Engineers and coordinating a permitting process. He said that his contractors are on standby and ready to build once he's approved by the State and Corp. to move forward. Mr. Shiffer is requesting a 4-month extension to keep these containers on the property. Mayor Trapani suggested the Board approve a 6-month extension for the containers.

Aldermen LaFontaine moved, seconded by Aldermen Clark to approve the six-month extension of time for the shipping containers on Mr. Shiffer's property, namely 10049 Eden Street. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

- c. Bryan Frater – Gave a brief thank you to Building & Zoning Manager, Jeanne Willie for her wonderful assistance to the Planning and Zoning Board and her knowledge of the Zoning Regulations. She will be difficult to replace and he wishes her the best of luck in her new endeavors.

BOARD BUSINESS:

DOCKET OF CLAIMS

Re: Depository Docket of Claims, paid and unpaid, dated Sept. 5, 2023

- a. Aldermen Richardson moved, seconded by Aldermen Gamble to approve the Depository Docket of Claims, paid and unpaid, dated September 5, 2023, in the amount of \$443,247.43. **(EXHIBIT D)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

DOCKET OF CLAIMS

Re: Operating Utilities Docket of Claims, paid and unpaid, dated Sept. 5, 2023

- b. Aldermen Gamble moved, seconded by Aldermen Clark to approve the Operating Utilities Docket of Claims, paid and unpaid, dated September 5, 2023 in the amount of \$104,496.33. **(EXHIBIT E)**

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A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

**WORK ORDERS/ENGINEERING SERVICES/CHINICHE ENGINEERING &
SURVEYING/STREET REPAIRS/REPAIRS-STREETS**
**Re: Approve Work Order No. 22-002-010 for Engineering Services related to Street
Repairs**

- c. Aldermen Clark moved, seconded by Aldermen Lafontaine to approve Work Order No. 22-002-010 in the amount of \$32,000.00 for engineering services related to Street Repairs – Ruby, Foy and Tyler Streets by Chiniche Engineering and Surveying.
(EXHIBIT F)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

**CHANGE ORDERS/CONTRACTS/ABERCROMBIE UNDERGROUND SOLUTIONS,
LLC/HWY 90-JOURDAN RIVER GAS LINE REPAIRS PROJECT/PROJECTS-HWY.
90-JOURDAN RIVER GAS LINE REPAIRS PROJECT**
Re: Approve Change Order No. 1-1 from Abercrombie Underground Solutions, LLC

- d. Aldermen Lafontaine moved, seconded by Aldermen Clark to approve Change Order No. 1-1 from Abercrombie Underground Solutions, LLC. revising the contract price from \$63,985.96 to \$68,985.96, an increase of \$5,000, for installation of additional wiring. Note: Change Order No. 1 (Accepting Alternate #1) in the amount of \$8,650.00 was approved by this Board on 8/1/23. The Mayor noted that the Board passed the original change order at \$8,650.00, but the price came in at \$5,000.00. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

**BANKS/THE PEOPLE'S BANK/CITY HALL/INVESTMENTS/TRINITY
INVESTMENTS/ARPA/TRINITY CAPITAL INVESTORS ACCOUNT/CITY
INVESTMENT FUNDS/FUNDS/ARPA BANK ACCOUNT**
Re: Set up the following New Bank Account at People's Bank

- e. Aldermen Clark moved, seconded by Aldermen Gamble to set up the following new bank account at Peoples Bank with Mayor Jay Trapani, City Clerk Lisa Planchard, and Alderman Shane Lafontaine as signatories:
1. New savings account titled 'City Investment Funds' and approve to close the Trinity Capital Investors Account transferring all Investment funds (other than ARPA funds) into this new bank savings account. ARPA Money invested with Trinity will be transferred directly into the ARPA Bank Account.

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During discussion Aldermen Richardson inquired about the Trinity Investments and what the difference of the interest rates would be moving the money. City Clerk Planchard said that Peoples is 5.5% on checking and savings accounts. City Attorney Artigues explained that due to the nature of the investments that the money was placed in by the financial advisers, it has fluctuated and we've had some months of gain and some with no gain. He said this is more consistent with the needs of the City.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

PLANNING & ZONING

Re: Gary Vehlewald, owner of the property commonly known as 311 Terrace Ave.

Gary Vehlewald, owner of the property commonly known as 311 Terrace Ave, parcel #161E-0-02-160.001, has made an application for the temporary use of an RV during the new construction of his primary residence. The RV permit will allow occupancy for 180 days.

Mr. Vehlewald came forward to explain his request to stay in the RV while he is building his home.

Chairman Frater called for a motion from the Commissioners. Commissioner Romero moved, seconded by Commissioner Coatney, to approve the request with the condition that Josh Hayes keep up with the progress regularly to ensure that the applicant knows of the timeline of the RV.

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

During discussion Aldermen Lafontaine inquired if there was slab put down already? Building Official Josh Hayes informed the Board that there was a slab there. Aldermen Gamble inquired about the length of time that the trailer has been on the property and being lived in. Mr. Vehlewald informed the Board he has been in the Trailer for roughly a week.

Board members questioned Mr. Vehlewald and the continued need for the mobile home. After a period of discussion, the Board made motion. Mr. Vehlewald was not aware that he needed a permit to have the RV there and will have to come in and get one, as noted by Alderman Gamble.

(EXHIBIT H)

Alderman Lafontaine moved, seconded by Alderman Clark to approve the request to allow RV occupancy for 180 days as recommended by Planning & Zoning.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

CONSENT AGENDA

Re: Consent Agenda Items listed as (a-l):

Aldermen Gamble moved, seconded by Aldermen Lafontaine to approve the following Consent Agenda items as numbered Items (a-l):

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

MINUTES

Re: Minutes for the following Board of Mayor and Aldermen Board meetings.

- a. Minutes of the Board of Mayor and Aldermen's Special meeting dated August 7, 2023, the Minutes of the Regular Meeting of August 16, 2023, and the Special Meeting of August 28, 2023. Note: The minutes of 8/16/23 will be uploaded to the City of Waveland website before Tuesday, September 5, 2023.

INVOICES/CONTRACTORS/ENGINEERS/ENGINEERING SERVICES/CHINICHE ENGINEERING & SURVEYING

Re: The following invoices from various Entities/Agencies/Contractors/Engineers, etc.:

- b. The following invoices from various Entities/Agencies/Contractors/Engineers, etc.:
(EXHIBIT I)
 1. Invoice #22-002-0112 from Chiniche Engineering & Surveying dated 08/29/23 in the amount of \$1,125.00 for engineering services related to the Jourdan River Gas Line Crossing repair project.
 1. Invoice #22-002-0095 from Chiniche Engineering & Surveying dated 8/29/23 in the amount of \$30,099.90 for engineering services related to street repairs.

WAVELAND LIBRARY/BOARD-LIBRARY/RESIGNATIONS/HANCOCK COUNTY LIBRARY BOARD

Re: The following resignations/appointments from/to the Hancock Library Board

- c. Spread on the Minutes the following resignations/appointments from/to the Hancock Library Board
 1. Casey Marquar – Resignation from the Library Board
 2. Joal Stone – Appointment to the Library Board; Mr. Stone will finish Ms. Marquar's term and is reappointed for the next term following the end of this term.

HUMAN RESOURCES/PERSONNEL/RESIGNATIONS/FIRE DEPARTMENT/STREET DEPARTMENT/PUBLIC WORKS DEPARTMENT/POLICE DEPARTMENT/BUILDING DEPARTMENT

Re: Accept resignations of the following personnel:

- d. Accept resignations of the following personnel:
 1. Travis Bradshaw – Fire Department 8/29/23
 2. James Ness – Streets 8/29/23
 3. Jordan McKenzie – Streets 8/25/23
 4. Odell Dedeaux – Streets 8/21/23
 5. William Andress – Police 8/30/23
 6. Jeanne Willie – Building and Zoning 9/01/23

HUMAN RESOURCES/PERSONNEL

Re: Hire/Transfer the following for various positions, as listed:

- e. Hire/Transfer the following for various positions, as listed:
 - 1. None

POLICE DEPARTMENT/TRAINING/TRAVEL/SOUTHERN REGIONAL PUBLIC SAFETY INSTITUTE TACTICAL OFFICER SURVIVAL SCHOOL

Re: Approve Officers Ricky Trudell and Troy Bordelon to attend the Southern Regional Public Safety Institute Tactical Officer Survival School

- f. Approval of Officers Ricky Trudell and Troy Bordelon to attend the Southern Regional Public Safety Institute Tactical Officer Survival School for firearms instructor training in Hattiesburg, MS. from October 17-19, 2023. Cost to the City will be use of City vehicle and a tuition fee of \$525.00 each. This tuition includes range fee, lodging and meals.
(EXHIBIT J)

CITY ADMINISTRATION/CITY HALL/TRAVEL/USM/ECONOMIC DEVELOPMENT TRAINING

Re: Approve Lodging and Perdiem for Mayor Jay Trapani to attend the USM/Trent Lott National Center for an Economic Development training course.

- g. Approve lodging costs and perdiem for Mayor Jay Trapani to attend the USM/Trent Lott National Center for an Economic Development training course from September 25-28, 2023 in Hattiesburg, MS. Note: Cost to the City will only be use of city vehicle.
(EXHIBIT K)

PAYROLL DEPARTMENT/BBI, INC./TRAINING/TRAVEL

Re: Approve Kyleigh Seal to attend BBI Payroll System training session

- h. Approve Kyleigh Seale to attend BBI Payroll System training session November 8, 2023 for reporting year end payroll taxes, balance/process of W-2's, and processing 1099's. Cost to the City will be 1 night lodging, 1-day perdiem and use of a city vehicle, or mileage if required.

UTILITY DEPARTMENT/UTILITY CUSTOMER DEPOSIT REFUNDS/ REFUND CHECKS/ UTILTIY REFUND CHECKS

Re: Approve monthly Utility Customer Deposit Refund Checks

- i. Approve monthly Utility Customer Deposit refund checks totaling \$3,955.00 numbered #7264 through #7284 as submitted by Utility Officer Manager Julie Bromwell. Note: \$2,197.03 is due to the City of Waveland and \$1,757.97 is due to customers.
(EXHIBIT L)

PARADES/EVENTS/CHRISTMAS PARADE/LIGHTING OF THE TREE/COLEMAN AVENUE/CHRISTMAS BAZAAR

Re: Approve to schedule the Christmas Parade and Lighting of the Tree event on Coleman Avenue and Schedule A Christmas Bazaar for November 17, 2023

- j. Approval to schedule the Christmas Parade and Lighting of the Tree event on Coleman Avenue for December 2, 2023 and schedule the Christmas Bazaar on November 17th (beginning at 3:00 pm) and November 18th, 2023 from 9:00 am to 9:00 pm at the Town Green on Coleman Avenue. Alderman Gamble has the original bazaar organizers working on this event. Coleman Avenue will be closed for traffic safety in that area both days.

BANK TRANSFERS/BANKS/ARPA/ARPA INVESTMENTS/FUNDS/GENERAL FUND DEPOSITORY ACCOUNT/GRANTS/GRANTS - ARPA

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Re: Correct the amount for Transfer of the second half of ARPA Grant Funds

- k. Correct the amount for transfer of the second half of ARPA (American Rescue Plan Act) grant funds (previously approved 2/7/23 by the Board) to the amount of \$774,658.14 from the General Fund Depository bank account to the ARPA Investments bank account. (Original amount approved 2/27/23 was for \$775,813.00.) Note: Funds were not moved until recently and the correct amount (\$774,658.14) was transferred. This motion is only a correction for the Minute Book.

SURPLUS PROPERTY/INVENTORY/CITY HALL/PURCHASING DEPARTMENT

Re: Declare surplus, remove from inventory and approve to take action on the following schedule of City of Waveland Property/Assets

1. Motion to declare surplus, remove from inventory and approve to take action on the following schedule (as specified on each) of City of Waveland property/assets.
(EXHIBIT M)

1. Schedule A – Surplus and Sell for Scrap the listed items, (2 pages), old Street Signs

END CONSENT AGENDA

EXECUTIVE SESSION

Re: Consider entering a Closed Session

Aldermen Clark moved, seconded by Aldermen Lafontaine to consider entering a closed session for discussion related to personnel issues; Court Department.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

Re: Enter Executive Session

Aldermen Clark moved, seconded by Aldermen Gamble to enter an executive session for discussion related to personnel issues; Court Department.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

Re: Exit Executive Session

Aldermen Gamble moved, seconded by Aldermen Lafontaine to come out of executive session with no action taken.

A vote was called for with the following results:

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Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

ADJOURN

Re: Adjourn the meeting at 7:52 p.m.

Aldermen Gamble moved, seconded by Aldermen Richardson to Adjourn the meeting at 7:52 p.m.


A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

The foregoing minutes were presented to Mayor Trapani on September 21, 2023.



Lisa Planchard
City Clerk

The Minutes of September 5, 2023 have been read and approved by me on this day the 21st day of September, 2023



Jay Trapani
Mayor