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Regular Meeting of The Board of Mayor & Aldermen
Wednesday, September 20, 2023
6:30 pm.

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 20, 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, and Lafontaine, along with City Clerk Lisa Planchard and City Attorney Ronnie Artigues. Absent from the meeting was Alderman Clark.

MAYOR'S COMMENTS

a. Alderman Lafontaine moved, seconded by Alderman Richardson to amend and finalize the agenda with the addition of item(s) #d under the Mayor's Comments, item, #7(i) under Board Business, and #8) f-1 and #8 n under the Consent Agenda section of the agenda.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

b. Proclamation to declare October, 2023 as Breast Cancer Awareness Month.

City Clerk, Lisa Planchard read aloud the Proclamation for Breast Cancer Awareness and declaring October, 2023 as Breast Cancer Awareness Month. **(EXHIBIT A)**

c. Proclamation to declare September 17th through September 23rd, 2023 as Constitution Week. **(EXHIBIT B)**

City Clerk, Lisa Planchard read aloud the Proclamation for Constitution Week informing the Public that September 23, 2023 marks the 236th anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention.

d. Discuss Recycling Services (drop-off at back of City Hall). Cost to City would be \$49,200 for Fiscal year 2024.

• During discussion, Mayor Trapani informed the public that although the County had been paying for the Recycling Services in the past, this year they have taken this out of their budget and will no longer be paying for Recycling Services. He noted that we do not have \$49,200 budgeted in FY 2024 for the City of Waveland to absorb this expense, meaning this service will be cut. Mayor Trapani informed the public that The Solid Waste Authority is currently working on a program county-wide for recycling services you can receive at your own home for \$33.00 dollars a month, but need a minimum of 1,500 people county-wide to sign up. He noted that the cities of Diamondhead and Bay Saint Louis are cutting these services from their budgets as well. Alderman Gamble noted that with these other Cities dropping these services, and if Waveland kept theirs, this would equate that all surrounding areas will be coming to drop their recycling items off in the Waveland Dumpster causing the amount of weight in recycling tonnage to go up making the City's current \$49,200 bill for this service much higher than normal (currently we are paying \$1,000 per ton). Mayor Trapani added that to put this material out for trash collection, and it's taken to the land fill, the city is only charged \$37.00 per ton. Mayor Trapani also noted that Waveland's Recycling Dumpster was the least used throughout the surrounding areas.

ALDERMEN'S COMMENTS

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Re: Alderman Gamble

- Inquired about the status of the situation regarding an accessory structure on Keller Street. Building Official, Josh Hayes informed Alderman Gamble that he has spoken with the owner of this property a week ago and she was supposed to be coming in the office to discuss this issue; he would contact her tomorrow. Mr. Hayes explained that the property owner told him her son built the structure; he exceeded the guidelines of what he was permitted to do, which is a 1 story accessory structure. Alderman Gamble asked the Building Official what his plan was to do next. Building Official, Josh Hayes let the Board know that the next step is to stop work and they either have to tear down the work or ask for a variance. Mr. Hayes said it's not finished on the inside, but has stairs to a second level. Alderman Gamble said the owner is in major violation of the ordinance and a major violation of her permit; there is no permit she can come to ask for to do something retrospect. City Attorney Artigues said they got a permit, but they built something different than the permit and what was approved by the city to build. He said she could apply for a variance, but that's not an option any longer; practical reality is she's going to have to tear down/demo and bring into compliance with what was approved by the Board. Alderman Gamble said there are penalties in the ordinance for these types of violations that we've never used.
- Inquired about 544 Meadow Lane. Building Official, Josh Hayes informed the Board that this was voted on last October to be fixed by a contractor, but has not yet been bid out. Alderman Gamble explained that last October the previous Board declared this a menace and have the Building Official, Mr. Hayes, go inside and inspect the building and board up any open windows. City Attorney, Ronnie Artigues asked Josh if the inspections have been done? Josh informed them that he has not done any inspections on the inside of the building because he's not been able to get in contact with the owner, but has issued citations for this house before. Alderman Gamble asked if the house's taxes are getting paid. Josh confirmed that taxes are being paid. Alderman Gamble suggested to Mr. Hayes to find out who is paying the taxes on the house and contact them. City Attorney Artigues said that before demo or going out for bids, the Building Official has to confirm that the inspections have been done. Building Official, Josh Hayes explained that he would need a right of entry to go inside the home without having contacted the owner. City Attorney Artigues told Mr. Hayes he has authority to enter the building; he assured the Building Official that he has full authority to enter this building contrary of advice of prior counsel.

Re: Alderman Richardson

- Asked for an update on the Jourdan River Underwater Gas Line Project. Public Works Manager, Bo Humphrey explained that the Hancock Utility Authority has been unable to locate their 16" water line, so Abercrombie pulled off the job on 9/19/23. Once that line is located, Abercrombie will return to work, it should be by tomorrow.

Re: Alderman Lafontaine

- Inquired about the Kiln-Waveland Cutoff quotes; he said Mr. Humphrey was still waiting on one more quote. Alderman Lafontaine requested the second quote for this project and if we do not have the second quote within the week, whether Mayor Trapani would call a Special Meeting for this specifically. Mayor Trapani said we should have this by the end of the week.
- Mrs. Raquel Lafontaine came to the podium to confirm the City's 2023 Halloween Bash that is held every Halloween from 5:30 p.m. to 8:00 p.m. on Coleman Avenue. Mrs. Lafontaine asked that we close down Coleman Avenue at 8:00 am from the Incubator driveway (on Coleman) to Bourgeois Street for the Barnett's to set up their display on Coleman, which takes all day. Mrs. Lafontaine will get with Ms. Janita Cole about this event; she will be bringing flyers, printed by the City, to North Bay Elementary and Waveland Elementary. She also requested if the City could spread the word to request more candy donations and citizen participation to give out candy. Everything for this event is free to the recipients; nothing is being sold. Booths are voluntary and they provide their own candy as well. This is just for a safe place for the children to trick-or-treat on Halloween. The City is only providing the venue.

PUBLIC COMMENTS

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a. **Bryan Therolf**

Mr. Therolf added information about the Solid Waste recycling bin being done away with, but explained that the revenue now is in cardboard recycling. Perhaps the Solid Waste Board or the City could look into this for revenue.

BOARD BUSINESS:

DOCKET OF CLAIM

Re: Depository Docket of Claims

Alderman Lafontaine moved, seconded by Alderman Gamble to approve the Depository Docket of Claims, paid and unpaid, dated September 20, 2023, in the amount of \$368,629.50. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

DOCKET OF CLAIMS

Re: Operating Utilities Docket of Claims

Alderman Gamble moved, seconded by Alderman Richardson to approve the Operating Utilities Docket of Claims, paid and unpaid, dated September 20, 2023 in the amount of \$167,349.25. **(EXHIBIT D)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

**LEASES/AGREEMENTS/CONTRACTS/CITY HALL/FIRE DEPARTMENT/
SERVICE AGREEMENTS/SAFE HAVEN BABY BOXES, INC.**

Re: Discuss and consider approval of a Lease and Service Agreement between City of Waveland and Safe Haven Baby Boxes, Inc.

Alderman Gamble moved, seconded by Alderman Richardson to **TABLE** until the October 3, 2023, approval of a Lease and Service Agreement between the City of Waveland and Safe Haven Baby Boxes, Inc.

Alderman Lafontaine said that nothing was discussed about the \$11,000 cost the first time they were here; they only mentioned the annual renewal of \$300.00. Alderman Gamble said that all total it comes to \$12,000+/- in the contract, but all of that will be raised money; this would be the initial purchase/setup costs. She added that 'Monica' has already started getting donations toward the entire project cost. City Attorney Artigues said he has reviewed the contract and explained that the contract actually sent did not reflect donations, and in fact, put the responsibility on the City. Mr. Artigues contacted them back and told them that was not the arrangement. They indicated to Mr. Artigues that they do have a different contract that involves third party payors that they would send, but they have not sent that yet. He added that when they sent the second contract to him, it was basically the same as the first contract, so he wrote them again saying you have to send him (Mr. Artigues) the agreement that reflects the presentation in what was approved, but he has not received that to date. Alderman Lafontaine asked what the renewal was in 5 years. Mr. Artigues said that the page attached to the contract, had a \$300 fee, a \$500 fee, and one

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separate one-time set of costs of around \$11,000 and then there were other costs that could potentially reach \$20,000, but those weren't fixed. He said the potential under the contract that was sent, which is different than what Alderman Gamble was explaining, did not reflect just that \$300.00; that was the issue, and it made it a binding obligation of the City if no funds were collected. He said, "So until we know at such time that the funds are collected, there is no agreement for the Board to sign to approve." He added that what the Board approved was to move forward with potentially, because she did mention the \$300, and she did qualify that they hope to have it, but that the most that it would cost the City could potentially be the \$300. Mr. Artigues said, "That's what the Board approved, so the contract will have to match what the Board approved". He added that their standard contract is for 5 years, but we can't contract more than 4 years; that was also one of the issues raised. Alderman Gamble clarified that there is nothing prohibiting the City from raising donation dollars for any of this. Mr. Artigues said that there was not. He added that you can raise 100% of those donations; the problem is making sure you have those donations and that the agreement reads that way, so you don't get stuck if the donations don't materialize. Alderman Lafontaine brought up some language in the agreement reading, "Provider agrees to maintain the safety of the device in good working order, the cost of which ought to be born by the provider." Mr. Artigues explained that those are additional costs above the \$11,000, the \$500, and the \$300.00. Alderman Lafontaine asked if something goes wrong with it in 3 years from now, is it up to the City to fix it? Mr. Artigues said that it was. Alderman Gamble said that if we only have a contract for 4 years, we could tell them to take it back at this time if we don't make the repairs.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

CONTRACTS/RENEWALS/CIVICPLUS, LLC/MUNICODE/SUBSCRIPTIONS
Re: Approve Contract Renewal with CivicPlus, LLC

Alderman Lafontaine moved, seconded by Alderman Richardson to approve contract renewal with CivicPlus, LLC. (Municode Web Premium) subscription renewal at a cost of \$3,300.00. The Board directed the Mayor and City Attorney to find alternatives and give 60-day notice at that time.

Mayor Trapani told Board members that this is the company that hosts our website. Alderman Gamble pointed out that this contract has a lot of add-ons that we don't use. She pointed out that we can do a regular website much cheaper than this if we don't intend to use all those add-ons that we have on the website. Mr. Artigues pointed out that the Ordinances being put on the website are a separate scope of work to this contract for the website, which has already been paid for. The attorney that is doing this work has assured the City that he will have the product sent to the City by mid-October. He explained that the ordinance component can be uploaded to the website regardless of who hosts or maintains the website; that has already been paid for. Alderman Gamble asked if we decide that we want to go with something less expensive, are there any provisions to cancel this. Mr. Artigues said there is a 60-day cancellation provision in the contract.

Alderman Lafontaine then moved, seconded by Alderman Richardson to approve, tentative to reviewing the add-ons, renewal with CivicPlus, LLC. (Municode Web Premium) subscription renewal at a cost of \$3,300.00. **(EXHIBIT E)**

"If the Board finds something less expensive, we should pursue that", Alderman Gamble recommended. She brought up if we're not going to use the other components, such as Minutes/Agenda's, then we should not keep them. Mayor Trapani explained that the Minutes/Agendas are a completely separate component of the software; that's another \$3,800 a year and we've decided that we're not going to be pursuing that. We will continue

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to do the minutes the way we're doing now. Mayor Trapani said he agrees that \$3,300 is quite expensive for hosting a website; he spoke with the City Attorney today about finding an alternative. City Attorney Artigues said that we will need our website active until we transition.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)/ST. JOSEPH STREET SIDEWALK PROJECT/PROJECTS
Re: Authorize Mayor to send Activation Request Letter to MDOT for the St. Joseph Street Sidewalk Project

Alderman Gamble moved, seconded by Alderman Lafontaine to authorize the Mayor to send the activation request letter to MDOT for the St. Joseph Street Sidewalk Project and authorize the mayor to execute all documents as required by MDOT. **(EXHIBIT F)**

The Mayor explained that this project is somewhat on hold because we did not receive all the funding we anticipated from GRPC (Gulf Regional Planning Commission). GRPC and the City Engineer have suggested the City proceed with activating this project with MDOT, which must be done before we can request the other 20% in funding possibility.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

ADVERTISEMENT/BIDS/PROJECTS/TYLER STREET/RUBY STREET/FOY STREET/CONSTRUCTION: TYLER, RUBY, FOY STREETS/BIDS-CONSTRUCTION: TYLER, RUBY, FOY STREETS
Re: Authorize Advertisement for Construction Bids-Tyler, Ruby & Foy Streets

Alderman Lafontaine moved, seconded by Alderman Richardson to authorize advertisement for Construction bids related to the Tyler, Ruby and Foy Streets Repair Project.

Mayor Trapani noted that this project is budgeted for in FY24.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

GRANTS/MISSISSIPPI OUTDOOR STEWARDSHIP GRANT /PARKS AND RECREATION/IMPROVEMENTS-PARKS/APPLICATIONS/MOST GRANT - PARKS
Re: Approve Mississippi Outdoor Stewardship (MOST) Grant Program Application

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Alderman Richardson moved, seconded by Alderman Gamble to approve the Mississippi Outdoor Stewardship Grant Program Application for improvements to Elwood Bourgeois Park and authorize Mayor's signature thereon. **(EXHIBIT G)**

The Mayor explained that we applied for this grant last year, but did not get it. There is more money available this year via the State Legislature, so we are reapplying.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

**MISSISSIPPI MUNICIPAL SERVICE COMPANY/CADENCE INSURANCE/
LIABILITY COVERAGE/INSURANCE**

Re: Exclude Liability Coverage, currently with MS. Municipal Service Company, from the Cadence Insurance Coverages originally agreed upon for the City of Waveland

Alderman Lafontaine moved, seconded by Alderman Gamble to exclude Liability coverage, currently with MS. Municipal Service Company, from the Cadence insurance coverages agreed for the City of Waveland at the 8/16/23 Board meeting; this at the recommendation of Mr. Justin Ladner with Cadence Insurance who recommends our liability coverage stay with MS. Municipal Service Company.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

**PUBLIC WORKS DEPARTMENT/UTILITIES DEPARTMENT/EMERGENCY
REPAIRS/GAS LINES/SONIC DRIVE-IN; GAS LINE LEAK**

Re: Declare Class 3 Emergency related to a 2" Gas Line Leak

Alderman Gamble moved, seconded by Alderman Lafontaine to ratify the Mayor's declaration of Class 3 emergency related to a 2" gas line leak in front of Sonic Drive-In on Tuesday, September 19, 2023.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

PLANNING & ZONING

1. No Planning & Zoning items presented for Board consideration at this time.

CONSENT AGENDA

Alderman Lafontaine moved, seconded by Alderman Richardson to approve the following Consent Agenda items as numbered Items (a-n):

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Alderman Gamble moved, seconded by Alderman Richardson to approve the following Consent Agenda items as numbered Items (a-n), excluding (d):

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

MINUTES

Re: Regular meeting dated September 5, 2023

a. Minutes of the Board of Mayor and Aldermen meeting dated September 5, 2023.

INVOICES/CONTRACTORS/ENGINEERS/ENGINEERING SERVICES

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

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

1. No invoices presented at this time.

HOLIDAY SCHEDULE/CITY HALL/SCHEDULES/HOLIDAYS

Re: Approve the Holiday Schedule for the 2023-2024 Fiscal Year

c. Approve the Holiday Schedule for the 2023-2024 Fiscal Year **(EXHIBIT H)**

d. **Removed**

HUMAN RESOURCES/PERSONNEL/POLICE DEPARTMENT

Re: Accept resignations of the following personnel:

e. Accept resignations of following personnel:

- | | |
|---|---------|
| 1. Josh Stockstill – Police Officer | 9/04/23 |
| 2. Janelle Piazza – Police Receptionist | 9/05/23 |

HUMAN RESOURCES/PERSONNEL/BUILDING DEPARTMENT

Re: Hire/Transfer the following for various positions

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

1. Hire Ms. Geraldine Bouchie as Zoning Manager/Building Office Clerk at the rate of \$18.00 per hour pending passage of drug test and background check.

COMPTROLLER/TRAVEL/BBI, INC./TRAINING-COMPTROLLER

Re: Approval of Mr. Robert Fertitta, Comptroller, to attend BBI Budgetary Program Training

g. Approval of Mr. Robert Fertitta, Comptroller, to attend BBI Budgetary Program training Monday, September 25, 2023. Cost to the City will be 1 night lodging, a fee of \$50/hour, 1-day per diem and mileage reimbursement.

FIRE DEPARTMENT/TRAVEL/FIRE ACADEMY/TRAINING

Re: Approve Firefighters Garrett Beaugez and Chris Albrekton to attend the Driver Operator-Aerial course.

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- h. Approve Firefighters Garrett Beaugez and Chris Albrektson to attend the Driver Operator-Aerial course being presented by the LSU Fire Academy and hosted at the St. Tammany Fire Department in Slidell, La. from October 16-20, 2023. Cost to the City will a course fee of \$300.00 per student, use of a city vehicle, and covering their shifts while attending the course. **(EXHIBIT I)**

REPORTS/PRIVILEGE LICENSE REPORTS/BUILDING DEPARTMENT
Re: Privilege License report for the Month of August 2023

- i. Spread on the Minutes the Privilege License Report for the month of August, 2023. **(EXHIBIT J)**

REPORTS/PERMIT REPORTS/BUILDING DEPARTMENT
Re: Permit reports for the Month of August 2023

- j. Spread on the Minutes the Permits Report for the month of August, 2023. **(EXHIBIT K)**

REPORTS/GROUND ZERO MUSEUM/CIVIC CENTER
Re: Visitor Count Report for the Month of August 2023

- k. Spread on the Minutes the Visitor Count report, as submitted by the Ground Zero Museum Board, for the month of August, 2023. **(EXHIBIT L)**

REPORTS/COMMUNITY SERVICE REPORT
Re: Community Service report for the Month of August 2023

- l. Spread on the Minutes the Community Services Report for the month of August, 2023. **(EXHIBIT M)**

REPORTS/COURT STATISTICS REPORT/COURT DEPARTMENT
Re: Court Statistics report for the Month of August 2023

- m. Spread on the Minutes the Court Statistics Report for the month of August, 2023. **(EXHIBIT N)**

SURPLUS PROPERTY/INVENTORY/CITY HALL/PURCHASING DEPARTMENT
Re: Declare surplus, Remove from Inventory and Approve to take action on the following items of City of Waveland Property/Assets

- n. Motion to declare surplus, remove from inventory and approve to take action on the following Item(s) (as specified on each) of City of Waveland property/assets: **(EXHIBIT O)**

1. Surplus and Sell for Scrap the listed catalytic converters:

a) 1 catalytic converter from vehicle BZ09, 2009 Ford F-150,
Vin #1FTRF12W69KB66120

b) 1 catalytic converter from vehicle PW094, 2015 Chevrolet Silverado, Vin #
1GCNKPEC4EZ393094

2. Surplus and Sell at online auction the following:

a) Lexmark T650N printer, Serial #794V9XX, Asset No. 0063 (former comptroller's office)

END CONSENT AGENDA

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ADJOURN

Re: Adjourn the meeting at 7:16 p.m.

Alderman Gamble moved, seconded by Aldermen Richardson to Adjourn the meeting at 7:16 p.m.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine

Voting Nay: None

Absent: Clark

The foregoing minutes were presented to Mayor Trapani on October 19, 2023.



Lisa Planchard,
City Clerk

The Minutes of September 20, 2023 have been read and approved by me on this day the 19th day of October, 2023



Jay Trapani,
Mayor