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Regular Meeting of The Board of Mayor & Aldermen
Tuesday, January 2, 2024
6:30 pm.

The Board of 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 January 02, 2024 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, Lafontaine and Clark along with City Clerk Lisa Planchard and City Attorney Ronnie Artigues.

MAYOR'S COMMENTS

Re: Employee of the Month, December 2023

a. Award the Employee of the Month for the month of December 2023:
 Employees of the Month for December are members of the Waveland Fire
 Department; Hayden Hall, Chris Albrecktson, Darius Alexander, Reed Bolden,
 Mark Palmer and Scott Tartavoulle II. Hayden Hall was present at the meeting and accepted the certificates for everyone.

Re: Employee of the Year, 2023

b. Award the Employee of the Year-2023 to Mr. Willie Moody.

Mayor Trapani said that tomorrow is the one-year anniversary of the Board of Mayor and Aldermen having been sworn in 1/3/23. He noted some things accomplished in the first year, and feels we've formed a good foundation moving forward: 1) He said he does not get any complaints about any city employees, 2) Cruising the Coast was brought back to Waveland as a huge success and will be done again next year, 3) An agreement was reached with Mississippi Power to get the street lights repaired and maintained along Highway 90, 4) The City reallocated money to restore the Veterans Memorial, 5) Street lights: Electrician Michael Lewis is working on getting the street light globes replaced, but they are hard to find.

The mayor mentioned that if the interest rates would come down, we have a lot of commercial projects in the pipeline; we just need help from the federal government. 6) Pier: All the paperwork has been filed; we are waiting for an answer from FEMA. The mayor said that people are asking why the city doesn't spend \$1.6 million of City money to make up the difference to fix the pier. He said that if the city spends \$1 on this project; FEMA would de-obligate the other \$4.3 million; "You can't spend City money on a FEMA project". He said he feels confident that the city will get the additional \$1.6 million when they do the new cost analysis. 7) Bourgeois Park playground equipment repairs: Mayor Trapani said the city has been trying to get a second bid on repairing this playground equipment, however we have been unsuccessful. He said we had a company come out three weeks ago, but have not heard anything else from them. The only company that responded with a bid was Wren Construction Company in the amount of \$35,000+; they are the original company that installed the equipment. That amount is included in our budget to get the equipment repaired. We have made attempts to solicit bids and made phone calls, and despite all attempts only one company responded. The board will be asked tonight to approve the only bid we have received so that the playground equipment can be repaired.

BIDS-PARKS/ELWOOD BOURGEOIS PARK/PARKS AND RECREATION/ PLAYGROUND EQUIPMENT/QUOTES-PLAYGROUND EQUIPMENT Page No.

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Re: Accept Bid from Wren Construction for Repairs to the Elwood Bourgeois Park Playground Equipment

c. Alderman Gamble moved, seconded by Alderman Richardson to accept the bid from Wren Construction in the amount of \$35,401.47 for repairing the Elwood Bourgeois Park playground equipment. City Attorney, Ronnie Artigues noted that we have made attempts to solicit quotes to bid, made phone calls, and despite all attempts there is only one company that has responded and is willing to provide us a price. (EXHIBIT A)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

REQUEST FOR QUALIFICATIONS (RFQ'S)/AUDITING SERVICES Re: Open Requests for Qualifications for Auditing Services

d. Aldermen Lafontaine moved, seconded by Aldermen Clark to open Requests for Qualifications for Auditing Services and take under advisement, pending review and evaluation of those received by Board members.

City Attorney Mr. Ronnie Artigues opened the only one RFQ received for auditing services, which was from Wright, Ward, Hatten and Guel. He said this went through the local and state procurement requirements, the bid was submitted in proper form, and he asked the board if they wanted to make a motion to take the bid under advisement and review the proposal subsequently

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

ALDERMEN'S COMMENTS:

Re: Alderman Gamble

No Comments

Re: Alderman Richardson

 Asked Mayor Trapani if he had any news about the Claiborne Hill property water leak? Mayor Trapani said he spoke to Mr. Jamie Bean and was told that Jamie had a friend that was supposed to take care of it last week. He said he has not been out there to check it out. Alderman Richardson said it is still leaking and asked the mayor if we could follow up on this. The mayor said that we would.

Re: Alderman Lafontaine

No Comments

Re: Alderman Clark

No Comments

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PUBLIC COMMENTS

a. Mr. Jason Chiniche, Chiniche Engineering & Surveying was present to speak about ARPA engineering and project(s).

Mr. Jason Chiniche gave an update on the ARPA (American Rescue and Recovery Plan Act) Project. He said the city received two grants coming directly to the city with a match coming from MDEQ. He explained that the scope of work in the sub-grant agreement is written for utility improvements in Central City. After discussing the needs of the city further, he said that we want to modify or amend that scope of work to cover additional sewer needs throughout the city. A list of recommendation was presented to the Board and some of the comments he received were about the SCADA system and adding additional controls to some main lift stations. He said they estimated \$250,000 for that and they met with Control Systems Inc., who gave him a breakdown of some of those costs to add a SCADA system for monitoring about 10 main lift stations; that cost quote was about \$50.000. Mr. Chiniche said he wanted to bring that information back to the Board. He stated the difference between that system and the system that was put on about 10 years ago (which is the old system) was an emission system that was supposed to be a 'call out' system. Much of that technology is now outdated and all the equipment installed then, including the software, is now obsolete. The new SCADA system would allow public works to pull additional information from the pumps run times, and quicker notifications when something happens. It also ties in with what they already have with well systems, water systems, and covering all main infrastructure components. He said that we could also look at putting some different smaller watchdog systems, or call out systems on some of the smaller lift stations and don't have to go with a full control system like on main lift stations. He said that we could go with something that will just give an alert when something happens; "A lot of them are not monitored right now". Alderman Lafontaine asked, "What are the monthly fees?" Mr. Chiniche said there is not a monthly maintenance fee, but there is a monitoring fee, i.e. cellular fees are \$30 per month or \$360 per site per year. Alderman Lafontaine asked if there was a software fee for using it. Mr. Chiniche said no, but they do have technical support. If you have an issue, you can call a technician and they will walk you through it. However, if they have to come down and trouble shoot, there will be an additional fee for that. Alderman Lafontaine asked, "Do they monitor flow or is it just if the lift station goes down?" Mr. Chiniche said for lift stations that have flow meters, it will be able to monitor flow and tie into those. City Clerk Lisa Planchard asked, "How many sites will be monitored at \$360 per site?" Mr. Chiniche said, "Ten". He said the Board will now need to approve amending the ARPA application to expand it to more citywide sewer needs and look at some of the lift stations outside the central city area and any other lift stations upgrades. New control panels or new pumps for future growth would also be included in that application. Mr. Chiniche added, "These things would be included in that, and add \$3,600 a year for those 10". The mayor said that the initial \$50,000 will be rolled into the ARPA Grant, then each year thereafter we will have to budget roughly \$4 thousand for cellular fees. Mayor Trapani explained that tonight is a question-andanswer session with Mr. Chiniche to develop a project; we have \$3.2 million of ARPA monies that have to be spent by 2026. Alderman Richardson said that he feels the SCADA system would be very beneficial to have quicker response times and would also save the city money in repairs. Mr. Humphrey

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said everything would come straight to his laptop in real time so we can attend to problems much faster. Alderman Lafontaine said it sounds like a far better system than what we had 10 years ago. Mr. Chiniche said that he will modify the scope and get it re-submitted.

BOARD BUSINESS:

DOCKET OF CLAIMS/DEPOSITORY BANK ACCOUNT Re: Depository Docket of Claims, paid and unpaid, dated January 02, 2024

a. Alderman Lafontaine moved, seconded by Alderman Clark to approve the Depository Docket of Claims, paid and unpaid, dated January 2, 2024 in the amount of \$316,968.05. (EXHIBIT B)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

DOCKET OF CLAIMS/OPERATING UTILITIES BANK ACCOUNT Re: Operating Utilities Docket of Claims, paid and unpaid, dated January 02, 2024

b. Alderman Gamble moved, seconded by Alderman Richardson to approve the Operating Utilities Docket of Claims, paid and unpaid, dated January 2, 2024 in the amount of \$82,247.33. (EXHIBIT C)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

GRASS CUTTING SERVICES/LOMBARDO INDUSTRIES, LLC/CONTRACTS/AGREEMENTS

Re: Approve and authorize mayor's signature on the Grass Cutting Services contract with Steve Lombardo Jr., Lombardo Industries, LLC

c. Alderman Clark moved, seconded by Alderman Lafontaine to approve and authorize Mayor's signature on the Grass Cutting Services contract with Steve Lombardo, Jr., Lombardo Industries, LLC., subject to revisions discussed in the below discussion section.

Alderman Lafontaine had questions about the preliminary contract prepared by Mr. Artigues. He said, "Number 1, where it says upon completion of work each month and approval by the city, the contractor shall be paid in equal monthly installments as provided in Exhibit A. Can we take 'equal' out?" Mr. Artigues said that the Board could because it will be payment only for work that is completed and approved by the city that is paid each month. Alderman Lafontaine then said there is nothing in the contract saying that one section has to be completed before moving on to another section to be cut. He said that was a big problem with them (grass cutting crews) jumping all around. Mr.

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Artigues said that it does say that the work is assigned by the city each week, and that is how to control where they go. He also said that he did not want to limit it to just that section because what if you had something pop up and you want the city to direct them somewhere outside of that zone. If you have an event or something, you may want to keep that discretion, but you can control them from jumping around by the City giving them the weekly instructions on where they're supposed to go. Alderman Lafontaine said that he, personally, would rather not tell them where to go. He added, "I would rather tell them this is your section: call me when you start it and then call me when you are done". If we have to tell them every week where to go, and if we get off track, it messes up the number of counts. Mr. Artigues said he can make that modification. He added that there are 6 sections and asked is there a particular area or order you want to start? Alderman Lafontaine suggested start with section 1 and go in order from there. He also asked about Section B - Instead of designating 1 person, can we designate 2 employees? He suggested perhaps having Willie do parks and Bo do the rest of the city; with the mayor as a 3rd designation. Mr. Artigues said we could do that; we'll need to amend the motion to approve subject to revisions just discussed in the discussion section. Lafontaine said, "Where it says we'll pay for a complete cut, is that referring to all 6 sections; then we'll pay for the entire cut (one payment), which is all 8 cuts". Mr. Artigues said, "Okay".

Alderman Clark moved, seconded by Alderman Lafontaine to amend the motion to authorize the mayor's signature on the Grass Cutting Services contract with Steve Lombardo, Jr., Lombardo Industries, LLC. subject to revisions discussed in the above discussion section. (EXHIBIT D)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

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Absent: None

APPLICANT AGENT, MEMA PROJECT #4528/MEMA - SMALL PROJECT FINAL INSPECTION/PROJECTS, MEMA-PW 74/SMALL PROJECT FINAL INSPECTION-PW 74

Re: Approve and authorize Katharine Corr, as alternate Applicant Agent to sign the letter to MEMA Director, requesting Small Project Final Inspection Project #4528, PW 74

d. Alderman Clark moved, seconded by Alderman Richardson to approve and authorize Katharine Corr, as alternate Applicant Agent (formerly Mickey Lagasse), to sign the letter to Mike Siler, MEMA Director, requesting Small Project Final Inspection be done and to sign the Request for Small Project Final Inspection for Project #4528 (Covid), PW# 74 (Cat B).

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

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INTERLOCAL GOVERNMENTAL AGREEMENT/AGREEMENTS-INTERLOCALS/CONTRACTS, INTERLOCAL AGREEMENTS/HANCOCK COUNTY, MS. INTERLOCAL/BAY SAINT LOUIS, MS. INTERLOCAL/DIAMONDHEAD, MS. INTERLOCAL

Re: Approve and authorize Mayor's signature on the corrected Interlocal Governmental Agreement between Hancock County, Bay St. Louis, Diamondhead & Waveland

e. Alderman Gamble moved, seconded by Alderman Lafontaine to approve and authorize Mayor's signature on the *corrected* Interlocal Governmental Agreement by and between Hancock County, MS. and the Cities of Bay St. Louis, Waveland, and Diamondhead for the years 2024-2027. (EXHIBIT F)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent:

MINUTES: PLANNING & ZONING /PLANNING & ZONING MINUTES/BUILDING DEPARTMENT

Re: Accept Minutes of Planning & Zoning Commission dated Dec. 28, 2023

f. Alderman Clark moved, seconded by Alderman Richardson to accept Minutes of Planning & Zoning Commission dated Thursday, December 28, 2023.

(EXHIBIT G)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

Voting Nay: None

Absent: None

MS. DEPARTMENT OF MARINE RESOURCES/REQUEST FOR REALLOCATION OF FUNDS, TIDELANDS/FUNDS-REALLOCATION, TIDELANDS/TIDELANDS -REALLOCATION OF FUNDS/HANDICAP ACCESSIBLE WALKWAY AND RAMP/PAGODAS AND SHOWERS/PROJECTS – TIDELANDS, REALLOCATION OF FUNDS REQUEST Re: Approve and authorize the mayor's signature on the MS. Department of Marine Resources Request for Reallocation of Funds, Tidelands Trust Fund Program

g. Alderman Clark moved, seconded by Alderman Lafontaine to approve and authorize the Mayor's signature on the MS. Department of Marine Resources Request for Reallocation of Funds, Tidelands Trust Fund Program. This will be transferring the balance of \$16,444.89 from Project FY20-P646-01 (Handicap Accessible Walkway and Ramp to Water) to Project FY21-P646-03 (Pagodas and Showers). (EXHIBIT H)

Mayor Trapani said that he received letters of support from Senator Thompson and Representative Brent Anderson for this request.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, Lafontaine and Clark

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Voting Nay: None

Absent: None

PLANNING & ZONING:

Spring Murphy, owner of the property commonly known as 1902/1904 Nicholson Ave., parcel #137N-0-35-030.001, has made an application for a Variance in order to divide the property into 2 separate parcels. The property is Zoned R-1: Single Family Residential District. Each parcel will have a preexisting house on it. A variance is being requested for +/-3.52 shortage on road frontage for each parcel. Parcel "A" will have 9,492 square feet, Parcel "B" will have 5,226. The applicant is requesting an area size variance, and on Parcel "B" variances of 1.9 feet on the side and 19.3 feet on the front setback.

Chairman Frater asked if anyone was present to comment on the case. Mike Murphy came forward to answer any questions. He explained that the properties were separate at one time, then combined later. They have owned the property for 2 years, but this all happened before they purchased it. They now want to divide the properties which have their own utilities, and sell at least 1 of the properties.

Chairman Frater asked if anyone had any questions, and Commissioner Cornfoot verified that they have owned the property at least 2 years and that the property was all one piece before they purchased it and Mr. Murphy replied "Yes".

Commissioner Romero had some questions concerning the survey and whether the property lines could be moved. There was some discussion, about modifying lines regarding the side and front variances. Mr. Frater mentioned the West side 15 foot Right of Way and the East side 30 foot Right of Way from the property line concerning the front variance.

Chairman Frater asked if there were any comments from the audience. No one came forward. Chairman Frater asked if there was any correspondence. Mrs. Bouchie answered "yes" and read:

CALLER: George Fitzpatrick

MESSAGE: Mr. Fitzpatrick stated that he is against the Variance. He would rather see someone else purchase the property "AS IS", then take care of it. He is afraid that the property needing the major Variances will never be fixed to code, then the property owner will demo the house and rebuild on a noncompliant lot. He stated that the property owner is a "slumlord" from New Orleans and is not interested in fixing up anything correctly.

At that time, Cynthia (Murphy's Realtor) came forward and disputed the conflict with the correspondence. Chairman Frater stated that decisions aren't made from conjecture.

Commissioner Romero reiterated that it is 2 dwellings on 1 property in an R-1.

Commissioner Romero moved, seconded by Commissioner Cornfoot to approve the Variance to split the property at 1902/1904 Nicholson Ave.

After a unanimous vote by all commissioners present in favor of the motion, Chairman Frater declared the motion passed.

Alderman Lafontaine moved, seconded by Alderman Clark to approve and accept the recommendation of the Planning & Zoning Board.

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During discussion Alderman Gamble said that these two houses were separate parcels at one point in time and is not sure when they became one parcel. She noted that she has a problem with dividing property up and intentionally creating non-conforming lots. She added that she's not opposed to doing this, "But the Board should perhaps add a stipulation on this because it's a non-conforming lot and because we're doing such a large variance on the square footage required, that we not allow further variances on it." Alderman Gamble added that both of the properties are currently for sale so if someone comes along and buys it and they think the structure is little, and they want to add on to it, they will come back to the Board asking for more variances. She said that before we set a precedence, we need to look at not allowing future variances when this piece of property is going to be so small to begin with. Alderman Richardson questioned the 5200 ft. property and whether the house on that is livable? Mike Murphy, property owner, said that it is. Alderman Richardson said that he agreed to the motion made, but would like to see a stipulation that if the house were not livable or was to be torn down, and was to be rebuilt, it would have to be rebuilt on the same footprint so that someone would not come back for a variance of any type. Mr. Murphy said that they can move the property line on that lot to give it more square footage if needed. Alderman Gamble added that Mr. Murphy is asking for 50% of what the minimum lot square footage is; that's a considerable amount and she knows these two houses have been there for a very long time. Board members discussed further and said they'd like to see the house restricted to that same footprint. Alderman Lafontaine confirmed that what Aldermen Gamble and Richardson want to add is that this is a non-conforming lot at this point so that any future variances... Mayor Trapani added that his problem with this is, "Where is the disclosure on this going to be because Mr. Murphy has 'For Sale' signs on both of the lots, so he sells them and the next person comes in and wants to add a room." Mr. Artigues said, "#1, it's a disclosure requirement on behalf of the seller so if the seller doesn't disclose that, the buyer will have recourse against the seller and #2, the backup is to try and file that and we'll have it recorded in the land records so if anybody does a title examination, they'll see that restriction runs with the land." Mayor Trapani told Mr. Murphy, "So you're going to have to talk to Vickie (Mr. Murphy's real estate agent) and add an addendum to your disclosure that whoever buys this property, they won't be able to request a variance in the future."

Alderman Lafontaine moved, seconded by Alderman Clark to approve and accept the recommendation of the Planning & Zoning Board with the stipulation that no further variances or any improvements or expansions of the existing structures can be made. Alderman Lafontaine asked, "Whenever you said 'improvements' Ronnie, if they want to fix the house up, they can, right." City Attorney, Ronnie Artigues said, "Yes... no expansion." (EXHIBIT I)

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 (a-i)

Alderman Clark moved, seconded by Alderman Gamble to approve the following Consent Agenda items as numbered Items (a-i):

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

MINUTES

Re: Minutes of the Board of Mayor and Aldermen Meeting dated Dec. 18, 2023

a. Minutes of the Board of Mayor and Aldermen meeting dated December 18, 2023.

PERSONNEL/HUMAN RESOURCES

Re: Hire/Promote/Transfer/Resignations of the following for various positions - None

b. Hire/Promote/Transfer/Resignations of the following for various positions, as listed: **None received.**

UTILITIES DEPARTMENT/CUSTOMER DEPOSIT REFUND CHECKS/REFUND CHECKS – CUSTOMER DEPOSIT

Re: Approve monthly Utility Customer Deposit refund checks

c. Approve monthly Utility Customer Deposit refund checks totaling \$3,895.00 numbered #7370 to #7384 as submitted by Utility Office Manager Julie Bromwell. Note: \$2,523.57 is due to the City of Waveland and \$1,371.43 is due to customers. (EXHIBIT J)

EVENTS/PARADES/NEREIDS PARADE 2024/CITY OF PASS CHRISTIAN-REVIEWING STANDS/PASS CHRISTIAN-REVIEWING STANDS/REVIEWING STANDS-NEREIDS PARADE

Re: Spread on the Minutes the Mayor's letter dated 12/20/23 to the City of Pass Chrisitan requesting the use of their reviewing stands for Waveland's Nereids Parade 2024

d. Spread on the Minutes the Mayor's letter dated 12/20/23 addressed to the City of Pass Christian's Board of Mayor and Aldermen requesting use of their reviewing stands for Waveland's Christian's Board of Mayor and Aldermen requesting use of their reviewing stands for Waveland's Nereids Parade scheduled for February 4, 2024 at 10:00 am.

(EXHIBIT K)

TRAVEL/HUMAN RESOURCES/PAYROLL DEPARTMENT/MS. MUNICIPAL SERVICE COMPANY-TRAINING/TRAINING-ADVANCED MUNICIPAL LIABILITY AND WORKERS COMPENSATION RISK MANAGEMENT

Re: Travel for Janita Cole and Kyleigh Seale to attend the MS. Municipal Service Company's 'Advanced Municipal Liability and Worker's Compensation Risk Management'

e. Travel for Janita Cole and Kyleigh Seale to attend the MS. Municipal Service Company's 'Advanced Municipal Liability and Worker's Compensation Risk Management' Educational program in Flowood, MS. on Thursday, April 11, 2024 from 10:00 am. To 2:00 pm. Cost to the city will be mileage reimbursement for one vehicle. There will be no lodging, meals or registration costs associated with this. (EXHIBIT L)

HOLIDAYS/HOLIDAY SCHEDULE/FY 2023-2024/EVENTS Re: Approve Holiday Schedule (revised) for Fiscal Year 2023-2024

f. Approve the Holiday Schedule for Fiscal Year 2023-2024 (removing Good Friday and substituting Mardi Gras). **(EXHIBIT M)**

FUND BALANCES/BANK ACCOUNTS/FINANCIAL BALANCES - FUNDS Re: Spread on the Minutes the City of Waveland Fund Balances at 12/1/23

g. Spread on the Minutes the City of Waveland Fund Balances at 12/1/23. (EXHIBIT N)

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REVENUE & EXPENDITURES/REPORTS

Re: Spread on the Minutes the Revenue & Expenditures Report dated 11/30/23

Spread on the Minutes the Revenue & Expenditures Report dated 11/30/24. (EXHIBIT O)

PUBLIC WORKS DEPARTMENT-TRAINING/TRAINING-PUBLIC WORKS MANAGER/GAS CERTIFICATION-PUBLIC WORKS MANAGER

Re: Approve Public Works Manager to take 39 mandatory online federal pipeline safety courses re: gas certification

Approve Mr. Bo Humphrey, Public Works manager, to take 39 mandatory online federal pipeline safety courses re: gas certification at a total cost of \$2,145.00, (\$55.00 each) as budgeted for.

(EXHIBIT P)

END CONSENT AGENDA

ADJOURN

Re: Adjourn the meeting at 7:06 p.m.

Alderman Gamble moved, seconded by Alderman Richardson to Adjourn the meeting at 7:06 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 February 7, 2024.

Lisa Planchard City Clerk

The Minutes of January 02, 2024 have been read and approved by me on this day the 7th day of February, 2024.