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Regular Meeting of The Board of Mayor & Aldermen
Tuesday, November 21, 2023
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 Tuesday, November 21, 2023 at 6:30 p.m. to take action on the following matters of City business.

ROLL CALL

Mayor Jay 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 Aldermen Clark.

MAYOR'S COMMENTS

AMEND AGENDA/MAYOR'S COMMENTS/BOARD BUSINESS/CONSENT AGENDA

Re: Amend and Finalize agenda with addition of items 4b, 7j & k, and 8k & l

- a. Aldermen Lafontaine moved, seconded by Aldermen Richardson to amend and finalize the agenda with the addition of item(s) 4 (b) under Mayor's Comments, and items 7 (j) and (k) under Board Business, and items 8(k) and (l) under Consent Agenda.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

HOLIDAY SCHEDULE

Re: Add Tuesday Dec. 26, 2023 to the City of Waveland Holiday Schedule

- b. Aldermen Lafontaine moved, seconded by Aldermen Gamble to add Tuesday, December 26, 2023 (as Proclaimed by Governor Tate Reeves on the 8th day of November, 2023) to the City of Waveland holiday schedule. **(EXHIBIT A)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

At the last meeting Alderman Gamble asked the Mayor to check to see if everyone that had a cell phone that the city was paying for actually needed it. She stated the amount the city was paying for cell phones were a bit much. The Mayor said he asked Katherine to make him a list of every person that currently had a cell phone paid for by the city. He said after talking to several people, Mr. Fertitta, the City Comptroller, said he did not need a phone and Julie Bromwell, Utilities Manager, said she left hers on her desk when she left work. Therefore, Mayor Trapani turned those phones off. One police phone was suspended because the position held by Chad Dorn has not been filled. This will reduce the monthly phone charges from \$1,079 minus \$134 to \$945 monthly. Mayor Trapani also reported the Fire Department has two I-Pads, an 811 locater I-Pad and Meter Reader I-Pad. On another note, he reported that Alderman Richardson will be happy to hear that the flashing light was installed today at Old Spanish Trail and Nicholson Ave.

ALDERMEN'S COMMENTS

Re: Alderman Gamble

- Alderman Gamble thanked all City Workers that helped with the Christmas Bazaar. She said it was a fantastic and successful event. She reported that we had a lot of vendors with a large number of shoppers in attendance. She also said we received many wonderful compliments.
- Mayor Trapani thanked Rhonda and her committee for the great work of putting it together and said he looked forward to the Christmas Parade.

Re: Alderman Richardson

- Alderman Richardson said he did not have anything but did want to thank the Mayor for getting the light up.

Re: Alderman Lafontaine

- Alderman Lafontaine wished everyone a Happy Thanksgiving. He then asked if we got any Capital Improvement funding this year. The Mayor said that yes, we received \$250,000. Alderman Lafontaine asked, "Where did the money go?" City Clerk, Lisa Planchard, said it went into a separate bank account, restricted; it's HB603 funding from the State of MS. (no match by the City).

Mayor Trapani reported the last tractor was sold for \$100 thousand to Symmes Township, Ohio and they picked it up Monday. He also reported that surplus police vehicles were sold for \$22,000 and with everything that has been sold so far, we have received \$217,000. Alderman Richardson asked, "Where will that money go back to?" Mayor Trapani said it has not been discussed yet where the money will be posted to. He also said we have another auction that will end in a week with some surplus Public Works vehicles, old copiers & other things yet to be sold. The Mayor said the auction site seems to be working well.

PUBLIC COMMENTS

- a. There were no Public Comments

BOARD BUSINESS:

DOCKET OF CLAIMS/DEPOSITORY FUND

Re: Approve the Depository Docket of Claims, paid and unpaid, dated Nov. 21, 2023

- a. Aldermen Lafontaine moved, seconded by Aldermen Richardson to approve the Depository Docket of Claims, paid and unpaid, dated November 21, 2023 in the amount of \$431,180.40. **(EXHIBIT B)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

DOCKET OF CLAIMS/OPERATING UTILITIES FUND

Re: Approve Operating Utilities Docket of Claims, paid and unpaid, dated Nov. 21, 2023

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- b. Aldermen Lafontaine moved, seconded by Aldermen Gamble to approve the Operating Utilities Docket of Claims, paid and unpaid, dated November 21, 2023 in the amount of \$201,631.64. **(EXHIBIT C)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

CLOSEOUTS/VETERANS MEMORIAL REPAIRS PROJECT/PROJECTS-TIDELANDS /TIDELANDS PROJECTS-VETERANS MEMORIAL
Re: Accept, approve and authorize required signatures by Mayor on the following Veterans Memorial Repairs Project Closeout Documents

- c. Aldermen Gamble moved, seconded by Aldermen Richardson to accept, approve and authorize required signatures by Mayor on the following Veterans Memorial Repairs Project Closeout documents (if required) submitted by Neel-Schaffer Engineers: **(EXHIBIT D)**

1. Substantial Completion Certificate; Contractor-DNA Underground, LLC
2. Final Payment Application and Certificate signature page
3. Pay Application No. 3 and Final
4. Contract Completion Certificate
5. Recommendation for Final Acceptance of Contract
6. Final Completion Inspection Report
7. Final Waiver of Lien
8. Consent of Surety to Final Payment
9. Change Order No. 2 (Summary Change Order)

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

EMERGENCY REPAIRS/SANDY STREET-LIFT STATION/LIFT STATIONS/REPAIRS-LIFT STATIONS, SANDY STREET
Re: Approve Emergency Repairs- Sandy Street sewer lift station

- d. Aldermen Gamble moved, seconded by Aldermen Richardson to approve emergency Sandy Street sewer lift station pump down (LNJ Services) all night on 10/27/23 and subsequent electrical repairs (Bear Electrical) the next morning. Cost from LNJ Services - \$1,620.00; Cost from B.E.A.R. Electrical - \$2,021.38. (Tabled from 11/7/23 Board meeting) **(EXHIBIT E)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**BOARD OF ALDERMEN/TRAVEL/GULF COAST LEGISLATIVE RECEPTION
Re: Approve Aldermen Gamble's attendance at the Gulf Coast Legislative
Reception**

- e. Aldermen Richardson moved, seconded by Aldermen Lafontaine to approve Alderman Gamble's attendance at the Gulf Coast Legislative Reception on January 3, 2024. Cost will include 1 night lodging, use of a city vehicle or use of personal vehicle with mileage reimbursement and per-diem for the 1 to 2 days out of town. **(EXHIBIT F)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**LETTER OF RECOMMENDATION-STREET PAVING/CHINICHE
ENGINEERING & SURVEYING/GULF PRIDE PAVING, LLC/DBA GEOPAVE,
LLC/BIDS-TYLER, RUBY, & FOY STREETS PAVING PROJECT/ PROJECTS –
TYLER, RUBY, FOY STREET PAVING /PAVING – TYLER, RUBY, FOY
STREET PAVING**

**Re: Accept recommendation letter from Chiniche Engineering & Surveying and
approve Gulf Pride Paving, LLC as lowest and best bid**

- f. Aldermen Lafontaine moved, seconded by Aldermen Richardson to accept recommendation letter from Chiniche Engineering & Surveying and approve Gulf Pride Paving, LLC., "DBA GeoPave, LLC" as lowest and best bidder with a submitted bid of \$187,622.00 for the Tyler, Ruby & Foy Streets Paving project. **(EXHIBIT G)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**CONTRACTS/NOTICE OF AWARD/GULF PRIDE PAVING, LLC. DBA
GEOPAVE, LLC/TYLER, RUBY, & FOY STREETS PAVING PROJECT/
PROJECTS – PAVING: TYLER, RUBY, FOY STREETS**

**Re: Authorize Mayor to execute the Notice of Award and Contract with Gulf Pride
Paving, LLC**

- g. Aldermen Richardson moved, seconded by Aldermen Gamble to authorize Mayor to execute the Notice of Award and Contract with Gulf Pride Paving, LLC. "DBA GeoPave, LLC" in the amount of \$187,622.00 for the Tyler, Ruby & Foy Streets Paving Project. **(EXHIBIT H)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**BILLS OF SALE/TRANSFERS/STREETS DEPARTMENT- SALE OF
TRACTOR/PUBLIC WORKS DEPARTMENT TRACTOR SALE/EQUIPMENT
SALES- TRACTOR / AUCTION ON LINE**

**Re: Spread on the Minutes acceptance and approval of the offer from Symmes
Township, Ohio to purchase the Kubota M5-111HDC12 (tractor)**

- h. Aldermen Lafontaine moved, seconded by Aldermen Richardson to Spread on the Minutes acceptance and approval of the offer from Symmes Township, Ohio to purchase the Kubota M5-111HDC12 - 1 tractor w/side arm, bearing serial number KBUM4EDCVM8K66142, for the Purchase price of one hundred thousand dollars (\$100,000.00). The city attorney has prepared a bill of sale transferring ownership of the tractor to Symmes Township, OH. **(EXHIBIT I)**

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**BIDS-FINANCIAL INSTITUTIONS/FINANCIAL INSTITUTIONS BIDS/CITY
FUNDS -BIDS/ADVERTISEMENTS- FINANCIAL INSTITUTION BIDS**

**Re: Advertise for Bids for Financial Institutions for the privilege of keeping City
Funds, or any part thereof, in said institutions for the term of two years 1/1/2024 –
12/31/2025**

- i. Aldermen Lafontaine moved, seconded by Aldermen Richardson to advertise for Bids for financial institutions for the privilege of keeping City funds, or any part thereof, in said institutions for the term of two years, 1/1/2024 through 12/31/2025, all pursuant to Section 27-105-353, 27-105-363 and 27-105-355, et. Sec., MS. Code

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**ADVERTISEMENTS, REQUEST FOR QUALIFICATIONS (RFQ'S) /
FINANCIAL AUDITING & ACCOUNTING SERVICES / BIDS-AUDITING
SERVICES/FISCAL YEAR '23, '24, AND '25 – AUDITING SERVICES BIDS**

**Re: Advertise for Request for Qualifications from Professional Financial
Auditing/Accounting firms for Auditing Services**

- j. Aldermen Gamble moved, seconded by Aldermen Richardson to advertise for Request for Qualifications from Professional Financial Auditing/Accounting firms for Auditing Services to the City of Waveland for three (3) one-year engagements for the fiscal years ending September 30, 2023, September 30, 2024 and September 30, 2025.

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

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Absent: Clark

**APPOINTMENTS - HANCOCK COUNTY PORT AND HARBOR
COMMISSION/PORT AND HARBOR COMMISSION APPOINTMENTS
Re: Renewal of Mayor Jay Trapani's appointment of Ray L. Wesson to the
Hancock County Port and Harbor Commission**

- k. Aldermen Gamble moved, seconded by Aldermen Richardson to Spread on the Minutes renewal of Mayor Jay Trapani's appointment of Ray L. Wesson to the Hancock County Port and Harbor Commission (term to run concurrent with the Governor's term).

A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

**CONSENT AGENDA
Re: Consent Agenda Items as numbered (a – l):**

Aldermen Richardson 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, and Lafontaine

Voting Nay: None

Absent: Clark

**MINUTES
Re: Minutes of the Board of Mayor and Aldermen Special Meeting dated Oct. 30,
2023**

- a. Minutes of the Board of Mayor and Aldermen special meeting dated October 30, 2023.

**INVOICES-CHINICHE ENGINEERING/ENGINEERING SERVICES-
GARFIELD LADNER MEMORIAL PIER/GARFEILD LADNER MEMORIAL
PIER REPAIRS PROJECT/ TYLER, RUBY, & FOY STREETS REPAIR
PROJECT/JOURDAN RIVER HWY 90 GAS LINE RELOCATION PROJECT
/WATERFRONT IMPROVEMENTS
Re: The following Invoices from various Entities/Agencies/Contractors/Engineers,
etc.:**

- b. The following invoices from various Entities/Agencies/Contractors/Engineers, etc.: **(EXHIBIT J)**
1. Invoice #22-002-0099 from Chiniche Engineering & Surveying dated 11/13/23 in the amount of \$30,000.00 for engineering services related to the Garfield Ladner Memorial Pier Repairs Project.
 2. Invoice #22-002-0105 from Chiniche Engineering & Surveying dated 11/13/23 in the amount of \$4,000.00 for engineering services related to Ruby, Tyler, Foy Streets Project

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3. Invoice #22-002-0115 from Chiniche Engineering & Surveying dated 10/11/23 in the amount of \$1,498.75 for engineering services related to the Jourdan River Hwy 90 Gas Line Relocation Project.
4. Invoice #22-002-0171 from Chiniche Engineering & Surveying dated 10/11/23 in the amount of \$1,262.50 for engineering services regarding the boat launch, waterfront improvements conceptual plan

HUMAN RESOURCES/RESIGNATIONS – POLICE & COURT/NEW HIRES/POLICE DEPARTMENT /PAY RATE CHANGES/COURT DEPARTMENT - RESIGNATION

Re: Hires/Resignations of the following for various positions, as listed:

- c. Hires/Resignations of the following for various positions, as listed:
 1. Hire Mr. Hogan Ryan Ross as certified Police Officer at \$19.98 per hour pending passage of drug test and background check.
 2. Hire Ms. Melissa Ann Prendergast as certified Part-Time Police Officer at \$17.00 per hour pending passage of drug test and background check.
 3. Change Part-Time certified Officer Igor Rybar's pay rate to \$17.00 per hour.
 4. Resignation of Ms. Tanya Duenas as Deputy Court Clerk effective 11/17/23.

FIRE DEPARTMENT-TRAVEL/TRAINING HAZMAT TECH 1 COURSE/MS. STATE FIRE ACADEMY TRAINING/ TRAINING-FIRE ACADEMY

Re: Approval of Firefighter Garrett Beaugez to attend the Hazmat Tech 1 Course at the MS. State Fire Academy Dec. 4-8, 2023

- d. Approval of firefighter Garrett Beaugez to attend the Hazmat Tech I Course at the MS. State Fire Academy December 4-8, 2023. The course fee, lodging, breakfast and lunch are paid by a grant the Fire Academy received. Cost to the City will be 5 days per diem (total of \$140.00 (Evening meals only, \$28/day x 5 days), use of a city vehicle, and covering of his shift while attending the course. **(EXHIBIT K)**

PRIVILEGE LICENSES/REPORTS/BUILDING DEPARTMENT

Re: Privilege License report for the month of Oct. 2023

- e. Spread on the Minutes the Privilege License report for the month of October, 2023. **(EXHIBIT L)**

PERMITS/ PERMITS REPORTS/REPORTS/BUILDING DEPARTMENT

Re: Permits Reports for the month of Oct. 2023

- f. Spread on the Minutes the Permits Report for the month of October, 2023. **(EXHIBIT M)**

GROUND ZERO MUSEUM/CIVIC CENTER/REPORTS

Re: Ground Zero Museum Visitor Count report for the month of Oct. 2023

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

COMMUNITY SERVICE/REPORTS/POLICE DEPARTMENT

Re: Community Service Report for the month of Oct. 2023

- h. Spread on the Minutes the Community Services Report for the month of October, 2023. **(EXHIBIT O)**

COURT DEPARTMENT/REPORTS

Re: Court Statistics Report for the month of Sept. 2023

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- i. Spread on the Minutes the Court Statistics Report for the month of September, 2023. **(EXHIBIT P)**

CHRISTMAS PARADE/PARADES/EVENTS/COLEMAN AVENUE/TOWN GREEN

Re: Spread on the minutes the 2023 Christmas Parade route

- j. Spread on the Minutes the Christmas Parade (12/2/23) route which will begin at the Elwood Bourgeois Park (the corner of Central and Waveland Avenue), proceed down Central Avenue to Terrace Street, right on Terrace Street to Beach Blvd, right on Beach Blvd. to Coleman Avenue, and right on Coleman Avenue to the Town Green.

REVENUE & EXPENDITURES/REPORTS

Re: Revenue & Expenditures Report for the month of Oct. 2023

- k. Spread on the Minutes the Revenue & Expenditures Report for the month of October 2023. **(EXHIBIT Q)**

BUILDING DEPARTMENT/PURCHASING DEPARTMENT/PURCHASE REQUISITIONS/ZONING DEPARTMENT

Re: Ms. Geri Bouchie, Zoning /Building Dept. Clerk to sign Purchase Requisitions

- l. Approval for Ms. Geri Bouchie, Zoning Administrator/Building Department Clerk to sign purchase requisitions.

END CONSENT AGENDA

ADJOURN

Re: Adjourn the meeting at 6:46 p.m.

Aldermen Gamble moved, seconded by Aldermen Richardson to Adjourn the meeting at 6:46 p.m.


A vote was called for with the following results:

Voting Yea: Gamble, Richardson, and Lafontaine

Voting Nay: None

Absent: Clark

The foregoing minutes were presented to Mayor Trapani on December 06, 2023.



Lisa Planchard
City Clerk

The Minutes of November 21, 2023 have been read and approved by me on this day the 6th day of December, 2023



Jay Trapani
Mayor