

## **REGULAR MEETING OF SEPTEMBER 6, 2016**

Be it remembered that the Mayor and Board of Aldermen of the City of Ocean Springs met in a Regular meeting at City Hall in the City of Ocean Springs at 6:00 p.m. on September 6, 2016. The Mayor presiding, Aldermen Cox, Gill, McDonnell, Cody, Denyer, Dalgo and Impey were present. Also present was City Clerk Shelly Ferguson and City Attorney Kevin Melchi.

The Mayor called the meeting to order.

Rev. Michael Barnett gave the invocation and the Mayor led the Pledge of Allegiance.

Motion made by Alderman Gill, seconded by Alderman Cody and unanimously carried to accept to add a presentation from Mr. Herb Moore and Ms. Melanie Allen from PAPOS and a discussion under the Mayor's item regarding the Old Fort Bayou Dredging Project to the Agenda.

### **NEW BUSINESS**

Mr. Herb Moore from PAPOS presented information on the dedication of the new piece of art from Trailer McQuilken to be held on Saturday, September 10, 2016 during the HOSA Run from 1:00 p.m. – 4:00 p.m. with the actual dedication to begin at 1:30 p.m. at the Mary C. O'Keefe Cultural Center. Mr. Moore also requests authorization for the two (2) glass sculptures that were originally placed at the Train Depot and currently stored at Public Works, to be placed in the two entry windows inside the entrance of the Mary C. O'Keefe Cultural Center.

### **PRESENTATION**

The Auditing firm of Culumber, Harvey & Associates, P.A. presented the unmodified 2014-2015 Audit Report. Motion was made by Alderman Impey, seconded by Alderman Dalgo and unanimously carried to accept the Audit Report and make it available for the citizens to view.

Mr. Todd Garlington, partner and vice president, with Medical Analysis presented information on services provided by their primary care medical clinic for employees and their families.

### **OLD BUSINESS**

Mr. Craig Overstreet with the Neel Schaffer Engineering firm presented an overview and update on the Porter Avenue Infrastructure Project.

Motion made by Alderman McDonnell, seconded by Alderman Gill and unanimously carried to accept the Letter of Agreement with Neel-Schaffer to proceed with the Porter Avenue Infrastructure Project PS&E Assembly and Bidding services for a fixed fee of \$10,000.00.

## **PUBLIC COMMENTS**

None

Alderman Gill gave an update on the Fort Bayou Dredging Project. Easements have been signed by all property owners.

Motion was made by Gill, seconded by Cody and unanimously carried to transfer \$5,000.00 from Tidelands Grant to the Greenways project and amend the scope of work to include the dredging project.

## **CONSENT AGENDA and ADDENDUM**

Motion was made by Alderman Cox, seconded by Alderman Cody to add an addendum to the consent agenda regarding demolition of property at 302 Halstead Rd.

The Building Official stated the structure was over 50 years old but in a dilapidated condition.

Item 6w needs clarification. It should read Water and Sewer for \$20,000.00 each in the facilities plan.

The Mayor requested the facilities plan should be a \$5 million dollar plan. Aldermen questioned how it would be repaid. Alderman McDonnell will not approve anything until the repayment method is identified. He asked the City Clerk what debt was retiring within the next five (5) years. The Mayor stated the \$20,000.00 fee will remain the same no matter what amount is expected to borrow.

Motion was made by Alderman Denyer, seconded by Alderman Cody and unanimously carried to revise Item 6w to add sewer and additional \$20,000.00.

Motion was made by Alderman Dalgo, seconded by Alderman Gill and unanimously carried to approve the Consent Agenda with the exception of item 6a and 6t.

Alderman Cox asked if the position was budgeted. The City Clerk stated that it is in the FY16-17 Budget that begins Oct. 1<sup>st</sup>. The position would not be filled until after that time.

Motion was made by Alderman Cox, seconded by Alderman Cody and unanimously carried to approve Item 6a.

Item 6t is to be discussed in Executive Session.

## **DEPARTMENT REPORTS**

### **ALDERMEN'S FORUM**

Alderman Gill asked about sand being placed on Front Beach. The Mayor instructed the Public Works Director to contact the county about getting additional sand. Alderman Gill would like WastePro to pick up 31 cans on Front Beach and alleviate the landscaper from picking up the trash.

The Mayor instructed the City Clerk and Deputy City Clerk to report on the revenue of the fire pit rentals.

Alderman McDonnell asked what was left in the Tidelands funds. Every year Tidelands funds need to be requested. He said the beach landscaping looks really good. He asked the City Clerk the status of the water meter change out. The City Clerk stated that 4 cases were coming in and going out at all times. There are 500-700 meters still to be replaced. He asked to stay updated on the status of the change out.

Motion was made by Alderman McDonnell, seconded by Alderman Cody to purchase three (3) barricades for the city from Ward 2 funds in the amount of \$1,020.00 that will have artwork that will have scenes from Ward 2.

Motion by Alderman McDonnell, seconded by Alderman Cody to approve the special event permit application for Cruisin' the Coast including the map.

The Mayor and Board discussed the outside sales requirements during Cruisin' the Coast.

Alderman Cody requested Public Works look at changing the crosswalk on Front Beach before Cruisin' the Coast. He requested Gerald Ferrill's water meter be changed out.

Alderman Cox stated that the HR Committee met with the Civil Service Commission to establish a laborer pool. The HR Director said the Civil Service is looking at changing their process.

Motion was made by Alderman Cox, seconded by Alderman Denyer and unanimously carried to hire Compton Engineering to survey the Hwy 57 Sports Complex road access.

Motion was made by Alderman Cox, seconded by Alderman Denyer and unanimously carried to dedicate the Armory to the Ryan family and name the armory Ryan's Youth Center.

Alderman Cox would like to look further in to Med Analysis to see if it would benefit the city.

Motion was made by Alderman Cox, seconded by Alderman Cody and unanimously carried to have HR and Alderman Cody meet with Med Analysis to negotiate rates and see what they offer.

Alderman Denyer asked the Building Official about the elevation requirements regarding flooding issues.

Alderman Impey recognized Battalion Chief Crispus Medley on his retirement. There will be an MDOT meeting at the Civic Center on Sept. 15, 2016.

Alderman Denyer asked the Mayor to draft a letter thanking Mrs. Applewhite for the use of Rosetti Park for the free summer concert series.

## **EXECUTIVE SESSION**

Motion was made by Alderman Cody, seconded by Alderman Cox and unanimously carried to go into closed session to determine the necessity of going into executive session.

The City Clerk returned to the meeting and announced a motion was made by Alderman Gill, seconded by Alderman Cody and unanimously carried to remain in executive session to discuss personnel in public works.

Motion was made by Alderman Cody, seconded by Alderman Dalgo and unanimously carried to return to regular session.

Motion was made by Alderman Cody, seconded by Alderman Dalgo and unanimously carried to recess until 6:00 p.m. on September 8, 2016.

Meeting ended at 8:30 p.m.

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City Clerk

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Mayor

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Date

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Date

**AGENDA**  
**MAYOR AND BOARD OF ALDERMEN**  
**CITY OF OCEAN SPRINGS**  
**REGULAR MEETING**  
**September 6, 2016 – 6:00 p.m.**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. NEW BUSINESS**

- a) Introduction of the 2016-2017 Youth United Way selections for the Ocean Springs School District – Isaiah Hayes
- b) Presentation of 2015 Audit – Cumber, Harvey & Associates
- c) Presentation from Med Analysis on services provided by their clinic – Todd Garington

**4. OLD BUSINESS**

- a) Presentation on the Porter Avenue Infrastructure Project – Steve Twedt, Neel Schaffer

**5. PUBLIC COMMENT:** The public is invited to address the Board for up to 3 minutes. The Board will take all comments under advisement for potential action at a later date if warranted.

**6. CONSENT AGENDA\***

*\*Consent Agenda – All matters listed under Item 6, Consent Agenda, are considered to be routine by the Board of Aldermen and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

**Mayor:**

- a) Accept the revised Job Description for the Executive Assistant to the Mayor and Board of Aldermen to include the salary range of \$30,000 - \$36,000 annually as approved by the HR Committee and authorize to advertise to fill the position of Executive Assistant to the Mayor and Board of Aldermen (Exhibit 6-a)
- b) Authorize the request for Use of the Civic Center from MDOT to conduct a public meeting on September 15, 2016 from 4:00 p.m. to 6:00 p.m. to view the plans to improve safety and mobility on US Highway 90 in Jackson County pending MDOT commissioner's approval of the Facility Agreement Application and to request to waive the facility rental fee (Exhibit 6-b)

**City Clerk:**

- c) Approve Minutes: Recess Meeting August 16, 2016 (Exhibit 6-c)
- d) Approve payment: Docket of Claims and spread summary upon the Minutes (Exhibit 6-d)
- e) Accept Action Report (Exhibit 6-e)
- f) Approve Special Event Permit Application for the OSHS Homecoming Parade on Wednesday, October 12, 2016, from 4:45 p.m. – 6:45 p.m., using approved parade route (Exhibit 6-f)
- g) Approve Run/Walk Permit Application for the 8<sup>th</sup> Annual Rotary Club of Ocean Springs 5K Run for Art, Culture, and Education (RACE) and Post-Race "Smarty Party" to be held on Saturday, October 15, 2016 from 6:00 p.m. to 10:00 p.m. pending costs incurred by the city (Exhibit 6-g)
- h) Ratify check to Windstream Communications in the amount of \$2,073.56 (Exhibit 6-h)
- i) Authorize to Adopt a Resolution authorizing Butler Snow LLC to file Continuing Disclosure Statements mandated by the Securities and Exchange Commission regarding the city's bond issue for a fee of \$3500.00 (Exhibit 6-i)

- j) Authorize to Adopt the City of Ocean Springs Ocean Springs Policies and Procedures for Continuing Disclosure/SEC Rule 15c2-12 Compliance (Exhibit 6-i)
- k) Authorize to enter into an Agreement with Cypress Environmental to perform a wetland delineation and assessment at Highway 57 Sports Complex in the amount of \$1,970.00 to be paid from the Food and Beverage Tax 2% Fund (Exhibit 6-j)

**Police Department:**

- l) Authorize removal of Mike King, Dispatcher, from six-month probationary status to full-time civil service status effective August 29, 2016 (Exhibit 6-k)
- m) Accept the letter of resignation from Patrick "Pete" Brown, Dispatcher, effective August 30, 2016 (Exhibit 6-l)
- n) Authorize employment of Ashleigh Gordon, Dispatcher, effective September 12, 2016, \$12.00 hourly, one-year probationary period and pending successful completion of all pre-employment requirements (Exhibit 6-m)
- o) Authorize out-of-state travel for Dispatchers Donna Staszko and Michael King to attend the Alabama NENA Gulf Coast 911 Conference in Orange Beach, Alabama on October 11-14, 2016 (Exhibit 6-n)

**Fire Department:**

- p) Accept the letter of resignation from Battalion Chief Crispus Medley, who is retiring after 26 years of service, effective September 16, 2016 and authorize to fill the vacant position (Exhibit 6-o)
- q) Accept the letter of resignation from Probationary Firefighter Jeffery Warrick, effective September 9, 2016 and authorize to fill the vacant position (Exhibit 6-p)

**Human Resources/Risk Management:**

**City Engineer:**

**Public Works:**

- r) Authorize removal of Jon Lizana from six-month probationary status to full-time status at his current rate of pay effective September 21, 2016 (Exhibit 6-q)
- s) Authorize to transfer Tony Smith, Street Department Laborer, to the Sewer Department Laborer Class B position, effective September 7, 2016, increase hourly rate to \$12.50 hourly, six-month probationary period, and authorize to fill the vacant Street Department Laborer position (Exhibit 6-r)
- t) Authorize to transfer Jacob Hickman, Street Department Laborer, to the Maintenance Department Laborer Class A position, effective September 7, 2016, increase hourly rate to \$15.00 hourly, six-month probationary period, and authorize to fill the vacant Street Department Laborer Class B position (Exhibit 6-s)
- u) Accept the letter of resignation from Corey Groue, Sewer Department Laborer, effective September 9, 2016 (Exhibit 6-t)
- v) Authorize to enter into an Agreement with Hall Lily Harbour, LLC, for extension of the City's water system to the Lily Harbour subdivision located outside of city limits (Exhibit 6-u)
- w) Authorize Compton Engineering to prepare a Facilities Plan for Water System Improvements for a fee of \$20,000.00 as budgeted (Exhibit 6-v)
- x) Authorize to advertise for bids for City of Ocean Springs Water Tank Repairs (Exhibit 6-w)

**Community Development & Planning:**

**Building Department:**

- y) Accept Tree Protection Committee Meeting Minutes (Exhibit 6-x)
- z) Authorize removal of Marissa Jones, Permit Clerk, from six-month probationary status to full-time status effective immediately (Exhibit 6-y)
- aa) Authorize Building Department Permit Application from Nick Ladner, Contractor with ADPR, for Demolition of Structure located at 1910 Stuart Avenue (Exhibit 6-z)

**Parks & Leisure Services:**

- bb) Authorize removal of Briani Liddell, Camp & Special Events Coordinator, from six-month probationary status to full-time status effective September 2, 2016 (Exhibit 6-aa)

**cc)** Authorize removal of Michael Carroll, Ballfield/Turf Maintenance Worker, from six-month probationary status to full-time status effective September 4, 2016 (Exhibit 6-bb)

**dd)** Authorize to enter into an Agreement with the Ocean Springs Tournament League for the use of Alice Street East and West fields beginning September 12, 2016 through October 21, 2016 (Exhibit 6-cc)

**City Attorney:**

**Facilities:**

**Peer Review Committee:**

**H.R. Committee:**

**Finance Committee:**

**7. DEPARTMENT REPORTS**

**Mayor:**

**City Clerk:**

**Police Department:**

**Fire Department:**

**Human Resources/Risk Management:**

**City Engineer:**

**Public Works:**

**Community Development & Planning:**

**Building Department:**

**Parks & Leisure Services:**

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**8. ALDERMEN'S FORUM**

**9. EXECUTIVE SESSION**

**RECESS UNTIL 6:00 P.M. on September 8, 2016**