

## **RECESS MEETING OF JANUARY 19, 2021**

Be it remembered that the Mayor and Board of Aldermen of the City of Ocean Springs met in a Recess Meeting at City Hall in the City of Ocean Springs at 6:00 p.m. on January 19, 2021. The Mayor presiding, Aldermen Gill, Authement, Bellman, Cox, Papania, Blackman, and Impey were present. Also present were City Attorney Will Norman, City Clerk Patty Gaston, Deputy City Clerk Vicky Hupe, Fire Chief Derek McCoy, Police Chief Mark Dunston, Human Resources & Risk Management Director Mindy McDowell, Planning & Grants Administrator Carolyn Martin, Building Official Darrell Stringfellow, Public Works Director Allan Ladnier, Parks & Recreation Director Stephen Glorioso, and Executive Assistant to the Mayor & Board Meggan Brown.

The Mayor called the meeting to order.

Alderman Papania gave the invocation and the Mayor led the Pledge of Allegiance.

Motion was made by Alderman Authement, seconded by Alderman Blackman and unanimously carried to accept the agenda.

### **PRESENTATIONS**

Jamie Holloway from Government Consultants presented the option to refinance the City's 2017 General Obligation bond with over 5% in total savings resulting in approximately \$80,000 in savings per year. He said a special call meeting would be needed before Wednesday, January 27th. The Board agreed for him and the City Clerk to move forward and to have a special call next week when the Resolution has been prepared by Butler Snow.

### **PUBLIC HEARINGS**

Item 4-a) Motion was made by Alderman Blackman, seconded by Alderman Gill and unanimously carried to open the Public Hearing for an amendment to the Unified Development Code (UDC); to revise Chapter 2: Process, Section 2.29.6: Certificate of Appropriateness, to include an application fee for related purposes (Exhibit 4-a).

The Planning & Grants Administrator said the Planning Commission recommended approval. She said this will establish an application fee for certificate of appropriateness applications. She said the ordinance would not list the price but would reference a fee schedule so that if the cost were to change in the future an ordinance amendment would not be required. She said currently the fee would be set at \$50.00 per application.

No public comment was received.

**EXHIBIT # 6-f**

Motion was made by Alderman Gill, seconded by Alderman Cox and unanimously carried to close the Public Hearing.

Motion was made by Alderman Gill and seconded by Alderman Blackman to adopt an amendment to the Unified Development Code (UDC); to revise Chapter 2: Process, Section 2.29.6: Certificate of Appropriateness, to include an application fee for related purposes.

The motion carried with a roll call vote as follows:

Alderman Gill	Aye
Alderman Authement	Aye
Alderman Bellman	Aye
Alderman Cox	Aye
Alderman Papania	Aye
Alderman Blackman	Aye
Alderman Impey	Aye

Item 4-b) Motion was made by Alderman Cox, seconded by Alderman Authement and unanimously carried to open the Public Hearing for an amendment to the Unified Development Code (UDC); to revise Chapter 2: Process, Section 2.43: Lot Consolidation; and to revise Chapter 2: Table 2.2: Development review process overview; to clarify consolidation and reconfiguration for both lots and parcels, to include an application fee for parcel reconfiguration and related purposes (Exhibit 4-b).

The Planning & Grants Administrator said the Planning Commission recommended approval. She said this will revise and clarify the categories of activity and establish an application fee for parcel reconfiguration applications. She said the section title will be changed to "property consolidation and reconfiguration" to avoid confusion between lot and parcel. She said the ordinance would not list the price but would reference a fee schedule so that if the cost were to change in the future an ordinance amendment would not be required. She said currently the fees would be \$50.00 per application.

No public comment was received.

Motion was made by Alderman Cox, seconded by Alderman Blackman and unanimously carried to close the Public Hearing.

Motion was made by Alderman Cox and seconded by Alderman Blackman to adopt an amendment to the Unified Development Code (UDC); to revise Chapter 2: Process, Section 2.43: Lot Consolidation; and to revise Chapter 2: Table 2.2: Development review process overview; to clarify consolidation and reconfiguration for both lots and parcels, to include an application fee for parcel reconfiguration and related purposes set at \$50.00 (Exhibit 4-b).

The motion carried with a roll call vote as follows:

Alderman Gill	Aye
Alderman Authement	Aye

Alderman Bellman	Aye
Alderman Cox	Aye
Alderman Papania	Aye
Alderman Blackman	Aye
Alderman Impey	Aye

Item 4-c) Motion was made by Alderman Cox, seconded by Alderman Gill and unanimously carried to open the Public Hearing for an amendment to the Ocean Springs Code of Ordinances, Zoning and Subdivisions – to revise Chapter 15, Section 15-18 regarding the structures prohibited on East Beach and Front Beach; and for related purposes (Exhibit 4-c).

The Planning & Grants Administrator said this amendment is to clarify what structures are allowed on East Beach and Front Beach.

No public comment was received.

Motion was made by Alderman Gill, seconded by Alderman Blackman and unanimously carried to close the Public Hearing.

Motion was made by Alderman Papania and seconded by Alderman Gill to approve an amendment to the Ocean Springs Code of Ordinances, Zoning and Subdivisions – to revise Chapter 15, Section 15-18 regarding the structures prohibited on East Beach and Front Beach; and for related purposes.

The motion carried with a roll call vote as follows:

Alderman Gill	Aye
Alderman Authement	Aye
Alderman Bellman	Aye
Alderman Cox	Aye
Alderman Papania	Aye
Alderman Blackman	Aye
Alderman Impey	Aye

Item 4-d) Motion was made by Alderman Papania, seconded by Alderman Gill and unanimously carried to open the Public Hearing for an amendment to the Ocean Springs Code of Ordinances, Zoning and Subdivisions – to revise Chapter 14, Article III, Section 14-42 regarding no parking zones within the City of Ocean Springs, and for related purposes (Exhibit 4-d).

No public comment was received.

Motion was made by Alderman Cox, seconded by Alderman Gill and unanimously carried to close the Public Hearing.

Motion was made by Alderman Papania, seconded by Alderman Gill and unanimously carried to table item 4-d for further discussion until the February Regular meeting.

## **AGENDA PUBLIC COMMENT**

None.

## **OLD BUSINESS**

The Mayor said the Art & Culture Coordinator had to resign due to family illness. The City Clerk said if the open position is advertised tomorrow, the position could be filled by the recess meeting in February. Alderman Authement requested the full Board of Aldermen conduct the interviews, and the rest of the Board agreed. Alderman Cox thanked the Art & Culture Coordinator for all of her work, making headway and leaving a manual to work from moving forward. Motion was made by Alderman Blackman, seconded by Alderman Authement and unanimously carried to advertise the Art & Culture Coordinator position beginning on January 20<sup>th</sup>.

Alderman Authement said at the previous meeting there was a motion to remove the damaged tree at Fort Maurepas damaged by Hurricane Zeta. He said he met with a tree cutting service this week with an option to possibly save the tree by significantly cutting limbs to reduce weight. Alderman Gill said he will not vote to save the tree, there is too much liability with a playground close by and the insurance company already said they would not insure. The City Clerk said the tree will need to be taken down in sections, so trimming now and later if the tree needs to be removed completely, there will not be a significant cost increase. Motion was made by Alderman Authement and seconded by Alderman Blackman to authorize McClain's Tree Experts to trim several limbs after Public Works marks the limbs from the tree damaged by Hurricane Zeta. The motion carried with Aldermen Authement, Bellman, Cox, Papania and Blackman voting aye; and Aldermen Gill and Impey voting nay.

## **NEW BUSINESS**

Alderman Authement said the current contract for the Water, Sewer and Storm Sewer Rehabilitation Program is expiring soon and requested to authorize the advertisement of a Request for Qualifications. Motion was made by Alderman Authement, seconded by Alderman Bellman and unanimously carried to authorize advertisement of a Request for Qualifications for the Water, Sewer and Storm Sewer Rehabilitation Program.

## **CONSENT AGENDA**

Motion was made by Alderman Gill, seconded by Alderman Authement and unanimously carried to approve the Consent Agenda.

- a) Authorize to extend the resolution proclaiming the existence of a local emergency enacted October 26, 2020 regarding Hurricane Zeta (Exhibit 8-a)
- b) Ratify check to Guaranteed Plumbing Service, Inc. in the amount of \$3,590.00 for various plumbing work at MLK bathrooms (Exhibit 8-b)
- c) Approve Minutes: Recess Meeting December 15, 2020 (Exhibit 8-c)
- d) Approve Minutes: Special Call Meeting December 23, 2020 (Exhibit 8-d)
- e) Accept monthly OSPD Report for December 2020 (Exhibit 8-e)
- f) Accept full-year OSPD Report for 2020 (Exhibit 8-f)
- g) Accept monthly Fire Department Report for December 2020 (Exhibit 8-g)
- h) Authorize to declare a 3' x 50' fire hose as surplus and authorize donation of surplus hose to the Jackson County Harbor (Exhibit 8-h)
- i) Accept Human Resources Committee Meeting Minutes January 13, 2021 (Exhibit 8-i)
- j) Human Resources Action items (Exhibit 8-j):
  - a. Authorize removal of Equipment Operator Thomas Lizana from probationary status to full-time status effective immediately
  - b. Accept the resignation of Art & Culture Coordinator Cade Holder, effective January 15, 2020; authorize to begin the process of filling the vacant position
- k) Approve lot split for 8917 and 8913 Ocean Springs Road PID# 60123510.000; Planning Commission recommends approval subject to an easement being provided to 8913 Ocean Springs Road for the sewer line that runs on 8917 Ocean Springs Road (Exhibit 8-k)
- l) Approve lot split for 2109 Bienville Blvd PID# 60120010.000; Planning Commission recommends approval subject to creating an easement for the existing driveway and the northernmost dwelling is demolished (Exhibit 8-l)
- m) Approve subdivision final plat for 709 Church Street, Rosetti Park East Subdivision PID # 60119116.000; Planning Commission recommends approval (Exhibit 8-m)
- n) Approve Certificate of Appropriateness for a fence and wooden covered deck; 1014 Legion Lane PID# 60119182.000; Historic Preservation Commission recommends approval (Exhibit 8-n)
- o) Approve Certificate of Appropriateness for a fence; 106-A Shearwater Drive PID# 60130600.000; Historic Preservation Commission recommends approval (Exhibit 8-o)
- p) Authorize to execute contract related to Planning/Engineering Services with Pickering Firm, Inc. – South Ocean Springs Road/Steelman Lane Traffic Study (Exhibit 8-p)
- q) Approve variance of side yard setback requirement for an accessory structure at 617 East Beach Drive PID# 60132090.000 (Exhibit 8-q)
- r) Accept Building Department December 2020 Permit Report (Exhibit 8-r)
- s) Approve Tree Department recommendations – Tree Applications through January 14, 2021 (Exhibit 8-s)
- t) Approve Code Enforcement Report through January 14, 2021 (Exhibit 8-t)
- u) Approve Facility Use Agreement for Southern Elite Lacrosse for use of OS Sports Complex football field 2; January 12 – May 13, 2021 (Exhibit 8-u)

## **DEPARTMENT REPORTS**

### CITY CLERK:

Motion was made by Alderman Impey, seconded by Alderman Bellman and unanimously carried to approve the Docket of Claims; the Board finds that all expenses are lawful and appropriate (Exhibit 9-a).

Aldermen Blackman and Authement expressed concern the water/sewer adjustments are becoming too frequent and too expensive with very large amounts of usage, some over 100,000 gallons. Alderman Papania said many residents are elderly, living alone, cannot hear when there is a problem and they don't know until they get an extremely high bill which becomes a major financial concern when living on a fixed income. Alderman Cox said all of the accounts listed on Exhibit 9-b did not go through the sewer system. The City Clerk said she is researching how other municipalities are handling seniors with leaky toilets since the city cannot forgive the sewer bill in total. Motion was made by Alderman Cox, seconded by Alderman Papania and unanimously carried to adjust the water/sewer accounts listed on Exhibit 9-b; with the finding that the customers did not receive the benefit of the utility and the excess usages were due to unforeseen circumstances (Exhibit 9-b).

Alderman Cox asked if there is a leakage report to alert customers of potential leaks. The City Clerk said she is currently working to determine what problems the software can alert. Alderman Blackman asked if there is a way to alert the customer when a bill is being estimated and there is an issue with the meter.

### GRANTS ADMINISTRATION:

Alderman Impey recused himself from the discussion of item 9-c, he left the meeting at 6:47 p.m. The Planning and Grants Administrator requested authorization to move forward with an application for a grant through the National Parks Service which is due on January 26th. She met with engineers and Park's staff to review the current HVAC system and discuss the need for a climate control system that can both humidify and dehumidify to protect the Walter Anderson mural walls. She said she would need a \$125,000 match commitment from the Board from the next fiscal year budget but she will keep investigating to locate other funding sources. She added that until a new system is in place, low-cost preventive measures will be implemented to prevent further damage; like adding fans between the glass railing and murals to keep air circulating and adding a glass door between the Community Center and WAMA. Alderman Blackman asked if the empty cells in the walls could be filled with grout or foam, she said she would check. Motion was made by Alderman Authement, seconded by Alderman Blackman and unanimously carried to authorize to submit grant application to the National Parks Service Save America's Treasures for a climate control system at the Community Center (Exhibit 9-c). Alderman Impey recused himself from the vote.

## **GENERAL PUBLIC COMMENT**

None.

Alderman Impey returned to the meeting at 7:01 p.m.

## **ALDERMAN'S FORUM**

Alderman Gill asked the Public Works Director to blow out a fire hydrant in Fort Bayou Estates to eliminate the sulfur smell from the water. He said during Hurricane Zeta the subdivision brick fence on Bristol Blvd. and Guilford Rd. was damaged for a second time. He said the HOA depleted all of their funds fixing the fence last year when it was damaged during a storm. The HOA has a quote to replace 250' of fence for \$6,800. Motion was made by Alderman Gill, seconded by Alderman Cox and unanimously carried to approve \$4,000 of Ward 1 funds and \$2,800 from At Large funds or general fund to Fort Bayou HOA to repair the fence damaged during Hurricane Zeta.

Alderman Authement thanked the Parks & Recreation Department for the work completed at Marble Springs Park.

Alderman Cox received a donated photograph possibly from the dedication of the Dewey Avenue Police Station, he requested if anyone can identify the persons in the photograph to let the City know so that the names can be placed below the photograph which will be kept at the Police Station. Motion was made by Alderman Cox, seconded by Alderman Gill and unanimously carried to accept the donation of a photograph of officers and others in front of the Dewey Avenue Police Station, date unknown.

Alderman Papania said the sidewalk on Government Street between Hanley Road and Ocean Springs Road has rails on the south side of the sidewalk that makes it dangerous. He requested the situation be addressed. He asked the Public Works Director to get a cost to pipe the ditch and fill in the area with dirt and sod so that the rails can be removed. Alderman Blackman said the contractor that originally started the sidewalk project passed away; MDOT required the rails because the drop off exceeded the maximum amount. The rails can't be removed until the drop off is addressed. The Planning & Grants Administrator said the closeout process has progressed and the project has been released but ADA requires a rail or the drop off to be reduced by piping and covering.

Alderman Blackman requested the Fire Chief evaluate requiring a permit for burning leaves and debris on private property. The Fire Chief responded that they request residents call to notify the Fire Department when they are burning. Alderman Blackman said he is getting many complaints about smoke coming from large burning leaf piles into their homes and would like the requirement of a permit to be reviewed so that something could be enforced if an issue arises. He then asked the Planning & Grants Administrator for an update on the Government Street sidewalk project. She responded once the supplies are delivered and the final closeout from MDOT is received, the remaining work on the project can be implemented. The design for this work is under review by BMA.

Alderman Impey asked the Planning & Grants Administrator for an update on the Trentwood/Parktown Drainage project. She said it is still under review by the Army Corps of Engineers. They have received all but one permit, a revised timeline is being established and will be available at the recess meeting in February. He then asked for an update on the Ocean Springs Road Phase 1 project. She said additional funding has been secured to address the intersection of Ocean Springs Road and Groveland Road, which has extended the amount of time for preliminary but are on track for the end of year advertising. Alderman Impey asked the Public Works Director for a timeline on the Jackson County paving project. He responded he has been told that within three weeks Jackson County will be here paving. He said Ward 1 was not on the list but Alderman Cox said he was notified that one list was missing but it will get added. Alderman Impey said the concrete work will begin Monday for the Fire Training Facility. Motion was made by Alderman Impey, seconded by Alderman Blackman and unanimously carried to waive all permit fees for construction work on the Fire Tower Training Facility.

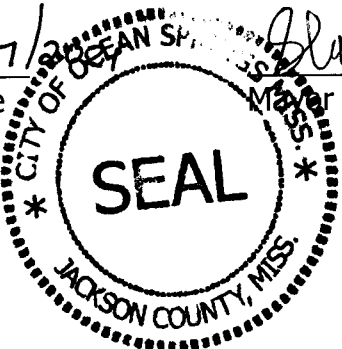
**EXECUTIVE SESSION**

None.

Motion was made by Alderman Cox, seconded by Alderman Gill and unanimously carried to adjourn the meeting until 6:00 p.m. on February 2, 2021.

Meeting ended at 7:29 p.m.

Patty Gaston 2/17/2021 Alex Deason 2/16/2021  
City Clerk Date Mayor Date





**RECESS MEETING AGENDA**  
**MAYOR AND BOARD OF ALDERMEN • CITY OF OCEAN SPRINGS**  
**January 19, 2021 – 6:00 p.m. at City Hall**

**1. CALL TO ORDER**

**2. INVOCATION AND PLEDGE OF ALLEGIANCE**

**3. PROCLAMATION**

- a) Retirement of Assistant Parks & Recreation Director Huffy Mayfield

**4. PUBLIC HEARINGS**

- a) An amendment to the Unified Development Code (UDC) – to revise Chapter 2: Process, Section 2.29.6: Certificate of Appropriateness, to include an application fee for related purposes; Planning Commission recommends approval (Exhibit 4-a)
- b) An amendment to the Unified Development Code (UDC) – to revise Chapter 2: Process, Section 2.43: Lot Consolidation; and to revise Chapter 2: Table 2.2: Development review process overview; to clarify consolidation and reconfiguration for both lots and parcels, to include an application fee for parcel reconfiguration and related purposes; Planning Commission recommends approval (Exhibit 4-b)
- c) An amendment to the Ocean Springs Code of Ordinances, Zoning and Subdivisions – to revise Chapter 15, Section 15-18 regarding the structures prohibited on East Beach and Front Beach; and for related purposes (Exhibit 4-c)
- d) An amendment to the Ocean Springs Code of Ordinances, Zoning and Subdivisions – to revise the chapter 14, Article III, Section 14-42 regarding no parking zones with the City of Ocean Springs, and for related purposes (Exhibit 4-d)

**5. AGENDA PUBLIC COMMENT** *\*\* The Public is invited to address the Board for up to 3 minutes each for a maximum period of 30 minutes, **ONLY regarding issues listed on this agenda.** The Board will take all comments under advisement for potential action if warranted. Please identify yourself and agenda item.*

**6. OLD BUSINESS**

- a) Discuss Arts & Culture Coordinator position – *Mayor*
- b) Discuss quote from Donny McClain’s Tree Experts received regarding saving tree at Fort Maurepas damaged by Hurricane Zeta (Exhibit 6-b) – *Alderman Authement*

**7. NEW BUSINESS**

- a) Discuss authorizing advertisement or a Request for Qualifications (RFQ) for Water, Sewer and Storm Sewer Rehabilitation Program – *Alderman Authement* (Exhibit 7-a)

**8. CONSENT AGENDA\*** *Consent Agenda – All matters listed under 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.*

**City Clerk:**

- a) Authorize to extend the resolution proclaiming the existence of a local emergency enacted October 26, 2020 regarding Hurricane Zeta (Exhibit 8-a)

- b) Ratify check to Guaranteed Plumbing Service, Inc. in the amount of \$3,590.00 for various plumbing work at MLK bathrooms (Exhibit 8-b)
- c) Approve Minutes: Recess Meeting December 15, 2020 (Exhibit 8-c)
- d) Approve Minutes: Special Call Meeting December 23, 2020 (Exhibit 8-d)

**Police Department:**

- e) Accept monthly OSPD Report for December 2020 (Exhibit 8-e)
- f) Accept full year OSPD Report for 2020 (Exhibit 8-f)

**Fire Department:**

- g) Accept monthly Fire Department Report for December 2020 (Exhibit 8-g)
- h) Authorize to declare 3' x 50' fire hose as surplus and authorize donation of surplus hose to the Jackson County Harbor (Exhibit 8-h)

**Human Resources/Risk Management:**

- i) Accept Human Resources Committee Meeting Minutes January 13, 2021 (Exhibit 8-i)
- j) Human Resources Action items (Exhibit 8-j):
  - a. Authorize removal of Equipment Operator Thomas Lizana from probationary status to full time status effective immediately
  - b. Accept resignation of Art & Culture Coordinator Cade Holder, effective January 15, 2020; authorize to begin the process of filling the vacant position

**Planning Commission:**

- k) Approve lot split for 8917 and 8913 Ocean Springs Road PID# 60123510.000; Planning Commission recommends approval subject to an easement being provided to 8913 Ocean Springs Road for the sewer line that runs on 8917 Ocean Springs Road (Exhibit 8-k)
- l) Approve lot split for 2109 Bienville Blvd PID# 60120010.000; Planning Commission recommends approval subject to creating an easement for the existing drive way and the northern most dwelling is demolished (Exhibit 8-l)
- m) Approve subdivision final plat for 709 Church Street, Rosetti Park East Subdivision PID # 60119116.000; Planning Commission recommends approval (Exhibit 8-m)

**Historic Preservation Commission:**

- n) Approve Certificate of Appropriateness for a fence and wooden covered deck; 1014 Legion Lane PID# 60119182.000; Historic Preservation Commission recommends approval (Exhibit 8-n)
- o) Approve Certificate of Appropriateness for a fence; 106-A Shearwater Drive PID# 60130600.000; Historic Preservation Commission recommends approval (Exhibit 8-o)

**Grants Administration:**

- p) Authorize to execute contract related to Planning/Engineering Services with Pickering Firm, Inc. – South Ocean Springs Road/Steelman Lane Traffic Study (Exhibit 8-p)

**Zoning & Adjustments Board:**

- q) Approve variance of side yard setback requirement for an accessory structure at 617 East Beach Drive PID# 60132090.000 (Exhibit 8-q)

**Building Department:**

- r) Accept Building Department December 2020 Permit Report (Exhibit 8-r)
- s) Approve Tree Department recommendations – Tree Applications through January 14, 2021 (Exhibit 8-s)
- t) Approve Code Enforcement Report through January 14, 2021 (Exhibit 8-t)

**Parks & Recreation:**

- u) Approve Facility Use Agreement for Southern Elite Lacrosse for use OS Sports Complex football field 2; January 12 – May 13, 2021 (Exhibit 8-u)

**9. DEPARTMENT REPORTS**

**Mayor:**

**City Clerk:**

- a) Approve payment: Docket of Claims, all expenditures are appropriate and authorized by law, and spread summary on the Minutes (Exhibit 9-a)
- b) Authorize adjustment of water/sewer accounts due to a finding that the customers did not receive the benefit of the utility and the excess usages were due to unforeseen circumstances (Exhibit 9-b)

**Police Department:**

**Fire Department:**

**Human Resources/Risk Manager:**

**City Engineer:**

**Community Development & Planning:**

**Grants Administration:**

- c) Authorization to submit grant application: OS Community Center climate control – National Parks Service – Save America’s Treasures (Exhibit 9-c)

**Public Works:**

**Building Department:**

**Parks & Recreation:**

**City Attorney:**

**10. GENERAL PUBLIC COMMENT** \*\* *The public is invited to address the Board regarding issues NOT listed on this agenda, for up to 3 minutes each for a maximum period of 30 minutes. The Board will take all comments under advisement to take potential action at a later date if warranted. Priority will be given to Ocean Springs residents and Business Owners.*

**11. ALDERMEN’S FORUM**

**12. EXECUTIVE SESSION**

**ADJOURN UNTIL 6:00 P.M. on Tuesday, February 2, 2021**