

RECESS MEETING OF JULY 21, 2015

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 July 21, 2015. Mayor Moran presiding, Aldermen Cox, Gill, McDonnell, Cody, Denyer, Dalgo and Impey were present. Also present was City Clerk Shelly Ferguson.

The Mayor called the meeting to order.

Mr. Carl King gave the invocation and the Mayor led the Pledge of Allegiance.

ADDENDUM

Motion was made by Alderman Denyer, seconded by Alderman Gill and unanimously carried to add the Addendum to the Agenda.

Motion was made by Alderman Gill, seconded by Alderman Denyer and unanimously carried to include the attachments to item (8-a) – Discussion concerning the contract with Stennis Institute to update the 2009 Salary Survey for \$3,750.00 under Department Reports.

Motion was made by Alderman Denyer, seconded by Alderman Gill and unanimously carried to include Ordinance Amending Ordinance No. 5-1972 by removing from the coverage afforded by the Civil Service System the position of Public Works Director for discussion item (8-b) under Department Reports.

OLD BUSINESS

Mr. Chris Snyder gave an update to the Board regarding the new Marine Education Center being built at the Gulf Coast Research Lab's (GCRL) Cedar Point Campus. There will be a meeting held by GCRL on July 30 from 5:30-7:00 p.m. at the Center Point Campus for citizens to get a better understanding of what the facility will offer.

NEW BUSINESS

Mr. Dennis Cowart presented his appeal of the Tree Committee's recommendation to deny removal of two (2) protected trees at Lot 2 @ East Beach for construction of a new home. Mr. Cowart explained the footprint of the houses on Lots 1-4 are staggered in order to obtain the maximum views of the property owners. Also, the homes have been pushed back beyond the flood zone line and the ground floor elevated. He

explained that pushing the houses back is a way to protect the owners from future floods. The placement of the home impacts 2 of the 11 trees on the lot. The Building Official reported the Tree Committee did not state a reason for denial on the application. Motion was made by Alderman Cody and seconded by Alderman Gill to allow removal of two (2) live oak trees at Lot 2 @ Seaside and to mitigate by planting two (2) live oak trees on the north side and two (2) live oak trees on the south side. Motion carried with Aldermen Cox, Gill, McDonnell, Cody and Denyer voting aye and Aldermen Dalgo and Impey voting nay (Exhibit 4-a).

PUBLIC HEARING

Motion was made by Alderman Gill, seconded by Alderman Cox and unanimously carried to open the Public Hearing on property located at 3204 Nottingham Road.

Proponents for the Cleaning

The Building Official reported his department received a complaint from Mr. Carl King concerning the property at 3204 Nottingham Road. He reported numerous letters were sent to the lienholder listed on the tax rolls on May 25, 2015; June 4, 2015 and June 15, 2014 and received no response from the lienholder. Pictures were presented by the Building Official for the record. He reported the weeds and plant growth are in excess of 11 inches and the vacant structure has not been maintained in a clean, safe, security and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety. Prior to this public hearing, notices were posted on the property; notices were sent to the last known address; posted on the bulletin board at City Hall and published in the City's publication of record.

Mr. Carl King, 1203 Hammersmith, stated he filed a complaint with the Building Department concerning the property. He stated some of the surrounding property owners have been cutting the grass in the front yard but now feel it is not their obligation and continue to keep the property clear. Mr. King also stated rodents have been seen in and around the house as well as snakes. He said leaving it as it is now is a detriment to the community.

Motion was made by Alderman Cody, seconded by Alderman Gill and unanimously carried to close the Public Hearing on property located at 3204 Nottingham Road.

Opponents for the Cleaning

The property owner or lienholder was not present at the Public Hearing.

Motion was made by Alderman Gill, seconded by Alderman Cody and unanimously carried to determine the property at 3204 Nottingham Road is in such a state of uncleanliness so as to be a menace to public health and safety based on the matters presented and the City shall clean the land and continue to cut and maintain it every 2 months for one year.

PUBLIC COMMENTS

None.

CONSENT AGENDA AND ADDENDUM

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

DEPARTMENT REPORTS

Human Resources/Risk Management:

The Mayor presented a proposal from the Stennis Institute of Government and Community Development for a Salary Review with Supplemental Survey of 15 selected municipalities. The H.R. Director explained a full salary survey was done in 2009 of all 94 positions. The Stennis Institute proposes to do an updated survey by merging the city's data from 2009 with new data from 15 other cities to build a salary range. The 15 municipalities chosen have a population ranging from 10,000 and less than 25,000. Alderman Cox stated the cities chosen should not be based on population. He recommends using revenue within a reasonable range and population. Alderman Denyer stated he would like to have data collected from Jackson County, Pascagoula, Gautier, Harrison County, Hancock County, Biloxi, Waveland and Bay St. Louis because a majority of city employees are leaving to work for the surrounding cities and counties that offer higher paid salaries. It was suggested to eliminate college towns and include local cities and counties.

Motion was made by Alderman Cody and seconded by Alderman Gill to approve proposal and H.R. Committee to determine the cities and make recommendation to the Board to be surveyed for approval. Motion carried with Aldermen Gill, McDonnell, Cody, Denyer, Dalgo and Impey voting aye and Alderman Cox voting nay.

Public Works Department:

Motion was made by Alderman Gill, seconded by Alderman Denyer and unanimously carried to adopt the new organizational chart for the Public Works Department. Alderman Impey abstained from the vote.

Motion was made by Alderman Denyer, seconded by Alderman Gill and unanimously carried to approve the job description for the Public Works Director. Alderman Impey abstained from the vote.

Motion was made by Alderman Cox, seconded by Alderman Gill to adopt **Ordinance No. 2015-12 Ordinance Amending Ordinance No. 5-1972 by Removing from the Coverage Afforded by the Civil Service System the Position of Public Works Director of the City of Ocean Springs, Mississippi** as presented (Exhibit 8-c). The motion carried with a roll call vote as follows:

Alderman Cox	<u>Voting Aye</u>
Alderman Gill	<u>Voting Aye</u>
Alderman McDonnell	<u>Voting Aye</u>
Alderman Cody	<u>Voting Aye</u>
Alderman Denyer	<u>Voting Aye</u>
Alderman Dalgo	<u>Voting Aye</u>
Alderman Impey	<u>Abstain</u>

Motion was made by Alderman Cody, seconded by Alderman Cox and unanimously carried to appoint Johnny Groue as the Public Works Director with a six-month probationary period, effective August 1, 2015.

Motion was made by Alderman McDonnell, seconded by Alderman Cody and unanimously carried to transfer Edward Hale from the Sewer Department and place him under Josh Dudte in the Beautification Department at \$15.00 hourly and authorize to begin the process to fill the vacant position in the Sewer Department at a rate commensurate with the candidate's experience.

Motion was made by Alderman Cody, seconded by Alderman Gill and unanimously carried to accept and approve the Contract Amendment No. 1 between the City of Ocean Springs and Compton Engineering, Inc. for the Agreement for Professional Services dated March 24, 2014, to include providing services associated with the position of Assistant Public Works Director. Alderman Impey abstained from the vote.

Community Development & Planning:

The Planning/Grants Administrator explained that Gulf Regional Planning Commission (GRPC) is working with the municipalities within Jackson County to work on a regional Bicycle and Pedestrian Master Plan due to the interest in the individual cities. Mr. Jeff Loftis with GRPC stated they will be utilizing their STP funding to create this master plan the proposed plan will help with planning, requesting funding and implementing pathways such as sidewalks, bike and pedestrians paths. The Grants/Planning Administrator explained cost for the master plan is estimated at a maximum of \$100,000 with the cities and county committing to jointly provide the required 20% match of \$20,000 or up to \$4,000 each from each city. Public meetings would be held to gather input from each community. She further explained that the scope of work would be brought back to the Board for final approval. Motion was made by Alderman Cody, seconded by Alderman Gill and unanimously carried to participate in the study and to provide commitment to the project match in an amount not to exceed \$4,000.00 for Bicycle and Pedestrian Master Plan, funded in FY14-15 (Exhibit 8-c).

ALDERMEN'S FORUM

The Mayor asked the Board to consider authorizing to advertise for Request for Proposals (RFP) for the City's solid waste contract. Alderman Gill said he thought it was a good idea since fuel prices have declined. There was also discussion to do this for all city service contracts, City Attorney, City Auditor and City Engineer.

Motion was made by Alderman Gill and seconded by Alderman McDonnell to authorize to advertise for Request for Proposals for the solid waste contract. After further discussion, Alderman Gill amended his motion, Alderman McDonnell amended his second to include prices for street sweeping and full debris pickup as alternates in the proposal, and also to receive RFPs for legal, engineering and auditors, pending legal review and approval.

Motion carried with Aldermen Cox, Gill, McDonnell, Cody, and Denyer voting aye and Aldermen Dalgo and Impey voting nay.

Alderman Gill asked the Mayor to send a letter to the County supervisors regarding the further funding from the Pat Harrison Waterway District.

Alderman McDonnell stated a concern with the maintenance of the grass recently planted on Front Beach. The Parks Director advised her department will transfer a mower to the Public Works Department to continue the maintenance of the grass and she will purchase a new mower in FY14-15.

Alderman Cody asked Public Works Department to assist with placing a tent at the stadium for the Community Pep Rally on August 20th.

The Mayor stated the area at the Harbor Green will be reseeded with hydroseed and the Department of Marine Resources (DMR) is purchasing hoses and sprinklers. The Grants/Planning Administrator explained the reseeding is under warranty and therefore, no cost to the City.

Alderman Impey reported the Finance Committee had met and have recommendations to be considered by the Board.

Motion was made by Alderman Impey, seconded by Alderman Dalgo and unanimously carried to approve funding of \$3,800.00 to trim the tree canopy of oak trees on Lover's Lane for safety reasons.

Motion was made by Alderman Impey, seconded by Alderman Cox and unanimously carried that upon receipt of the BP settlement funds, less legal fees, deposit directly into the City's reserve funds.

EXECUTIVE SESSION

Motion was made by Alderman Gill, seconded by Alderman Cody 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, Parks, H.R., City Clerk, Building and potential litigation regarding city services.

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

Motion was made by Alderman Cody, seconded by Alderman Impey and unanimously carried to approve the salary for the Public Works Director at \$65,000.00 and after a six month probationary period an additional \$1,441.18 with satisfactory performance; increase City Clerk's salary by \$5,000.00 effective August 1, 2015 and an additional \$5,000.00 effective August 1, 2016, pending satisfactory performance; increase the Parks Director and Building Official salaries by \$5,000.00 effective August 1, 2015; increase the H.R. Director and Assistant Parks Director's salary by \$2,500.00 effective August 1, 2015 and \$2,500.00 effective August 1, 2016, pending satisfactory performance.

Motion was made by Alderman Dalgo, seconded by Alderman Gill and unanimously carried to adjourn until 6:00 p.m. on August 4, 2015.

Meeting ended at 8:45 p.m.

City Clerk

Mayor

Date

Date

AGENDA
MAYOR AND BOARD OF ALDERMEN
CITY OF OCEAN SPRINGS
RECESS MEETING
July 21, 2015 - 6:00 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. OLD BUSINESS

- a) Presentation of information regarding \$17Million Construction Project in Ocean Springs for new Marine Educational Center at the Gulf Coast Research Lab – Mr. Chris Snyder (Exhibit 3-a)

4. NEW BUSINESS

- a) Appeal of Tree Committee recommendation for denial of removal of two (2) protected trees, Lot 2 Seaside – Mr. Dennis Cowart (Exhibit 4-a)

5. PUBLIC HEARING

- a) Lot Cleaning Hearing – 3204 Nottingham Road (Exhibit 5-a)

6. 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.

7. CONSENT AGENDA*

** Consent Agenda – All matters listed under Item 7, 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 minutes of Economic Development Council from July 13, 2015 (Exhibit 7-a)

City Clerk:

- b) Approve Minutes: Regular Meeting July 7, 2015 (Exhibit 7-b)
- c) Approve payment: Docket of Claims and spread upon the Minutes (Exhibit 7-c)
- d) Accept Action Report (Exhibit 7-d)
- e) Approve budget amendments for current FY14-15 budget (Exhibit 7-e)
- f) Authorize removal of Hailey Sheline, Court Clerk, from six month probationary status to full-time status effective immediately (Exhibit 7-f)
- g) Authorize to appoint The Ocean Springs Gazette as the City's newspaper of record for a period of two (2) years (Exhibit 7-g)
- h) Authorize to schedule public hearing for August 4, 2015 at 6:00 p.m. to adopt Resolution and Order adopting the Uniform Assessment Schedule for motor vehicles (Exhibit 7-h)
- i) Approve Run/Walk Permit Application for a 5K and 1 Mile Fun Run sponsored by St. Alphonsus School PTO on Friday, November 6, 2015 from 6:00 p.m. – 7:30 p.m.; costs incurred by Police Department for traffic control and safety in the amount of \$225.00 (Exhibit 7-i)
- j) Approve Run/Walk Permit Application for a 10K and 5K Casino Run sponsored by Harley Sports, LLC as a fundraiser for Furrever Homes Animal Rescue on Saturday, January 30, 2015 from 8:30 a.m. – 10:30 a.m.; costs incurred by Police Department for traffic control and safety in the amount of \$300.00 (Exhibit 7-j)

Police Department:

- k) Accept resignation of Patrolman Charles Michael Britt, effective July 15, 2015, and permit payout of his leave balance and authorize to begin the process to fill the vacant Patrolman position, H.R. Committee concurs (Exhibit 7-k)

Fire Department:

- l) Accept Monthly Department Report for June 11, 2015 to July 16, 2015 (Exhibit 7-l)
- m) Authorize to declare various items as surplus, of no use or value to the City and dispose of accordingly (Exhibit 7-m)

Human Resources/Risk Management:

City Engineer:

Public Works:

- n) Authorize the Mayor to submit an application for a Pat Harrison Waterway District (PHWD) grant to help finance the Vicksburg Drainage Improvements Project; send a request to the Jackson County Board of Supervisors asking for their support along with asking them to send a letter to PHWD indicating their support of this project (Exhibit 7-n)

Building Department:

- o) Accept Tree Committee Report (Exhibit 7-o)

Community Development & Planning:

- p) Authorize the Mayor to execute the amendment contract with Cowart Architects, PC in the amount of \$2,800.00 for Construction Oversight on the Mary C. O'Keefe Cultural Center Roof Replacement Project (Exhibit 7-p)

Parks & Leisure Services:

City Attorney:

Facilities:

Peer Review Committee:

H.R. Committee:

Finance Committee:

8. DEPARTMENT REPORTS

Mayor:

City Clerk:

Police Department:

Fire Department:

Human Resources/Risk Management:

- a) Authorize the Mayor to execute contract with Stennis Institute to update the 2009 Salary Survey for \$3,750.00 (Exhibit 8-a)
- b) Discussion on the following: Organizational Chart for Public Works Department; Public Works Director Job Description and amendment to contract with Compton Engineering, effective August 1, 2015 (Exhibit 8-b)

City Engineer:

Public Works:

Building Department:

Community Development & Planning:

- c) Discussion to authorize to participate in this county-wide Bicycle and Pedestrian Master Plan with contribution toward required match not to exceed \$4,000.00 (Exhibit 8-c)

Parks & Leisure Services:

City Attorney:

Facilities:

Peer Review Committee:

H.R. Committee:

Finance Committee:

9. ALDERMEN'S FORUM

10. EXECUTIVE SESSION

ADJOURN UNTIL 6:00 P.M. on August 4, 2015

**ADDENDUM TO AGENDA
MAYOR AND BOARD OF ALDERMEN
CITY OF OCEAN SPRINGS
RECESS MEETING
July 21, 2015 - 6:00 p.m.**

1. CONSENT AGENDA

Community Development & Planning:

- a) Approve Resolution of Intent-Energy Efficiency Revolving Loan for the retrofitting of interior lighting – re-advertisement based on Mississippi Development Authority input (Exhibit (Exhibit A-1a))