



City Council Meeting Minutes

May 20, 2025 at 5:30 PM

598 Main Street, Bay St. Louis, MS 39520

Call to Order

Invocation and Pledge

PRESENT

Councilman Gene Hoffman

Councilman Josh DeSalvo

Councilman Gary Knoblock

Councilwoman Linda Davis

ABSENT

Councilman Doug Seal

Councilman Jeffrey Reed

Councilman Kyle Lewis

Agenda Amendments if Needed

Announcements

1. May 26, 2025 - Memorial Day City Offices Closed
2. June 3, 2025 - General Election
3. June 3, 2025 - City Council Meeting

Guests

Minutes Approval

4. Motion to approve the Minutes of May 6, 2025.

Motion made by Councilman Hoffman, Seconded by Councilwoman Davis.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

Planning and Zoning

5. Motion to follow Planning and Zoning's recommendation and approve the application for a variance of 10', resulting in a 15' setback to the front yard submitted by Adam and Regina Graff located at 4137 Cardinal Drive. Parcel Number 135N-1-39-233.000. APR 4-0

Adam and Regina Graff spoke representing the application.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

6. Motion to approve Planning and Zoning's recommendation and approve the application for a Special Use District to allow the use of Recreational Vehicle Park located on Chapman Road submitted by AJAX LLC. Parcel 138H-0-46-028.000. APR 4-0

Chandler Rust spoke representing the application.

Motion made by Councilman DeSalvo, Seconded by Councilman Knoblock.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

7. Motion to follow Planning and Zoning's recommendation and approve the application for a variance of 1', resulting in an 11' setback to the side yard on the Alabama Street side of the proposed dwelling submitted by Jason Phillips with Phil Sim Properties located at 5051 Georgia Street. Parcel 139A-0-40-099.001. APR 4-0.

Jason Phillips spoke representing the application.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

8. Motion to follow Planning and Zoning's recommendation and approve the application for a variance of 932 sq ft, resulting in 11,068 sq ft. to the minimum lot area and a variance of 26', resulting in a total of 74' to the minimum lot width to Parcel 1, a variance of 938 sq ft, resulting in 11,062 sq ft to the minimum lot area and a variance of 26', resulting in a total of 74' to the minimum lot width to Parcel 2 submitted by Larry Dyess Jr. located at 118 Engman Avenue. Parcel 136H-1-37-021.000. APR 3-1.

Larry Dyess spoke representing the application.

Chauncey Royster spoke in opposition.

Lloyd Boudreaux, David Taulli spoke in favor.

Motion made by Councilman Knoblock, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock

Voting Nay: Councilwoman Davis

APPROVE

9. Motion to follow Planning and Zoning's recommendation and approve the application for a variance of 21.4' resulting in a total of 78.6' to the minimum lot width of the newly proposed parcel submitted by Stieffel and Liokis located at 400 block of Sycamore Street. Parcel 149M-1-30-126.001 and Parcel 137J-0-44-053.000. APR 4-0

Matt Stieffel spoke representing the application.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

10. Motion to follow Planning and Zoning's recommendation and approve the application for a variance of 40' resulting in a total of 60' to the minimum lot width for Parcel A and a variance of 41', resulting in a total of 59' to the minimum lot width to Parcel B submitted by Stieffel and Liokis located on the 500 Block of St Francis Street. Parcel 137J-0-44-057.000 and Parcel 137J-0-44-056.000. APR 4-0

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

Mayor's Report

Council Business

11. Discuss June 3 City Council Meeting date

Public Forum

Anita Warner spoke regarding the status of McDonald park and the trees to be planted.

John Griffin spoke regarding the fence issue at his residence.

Christie Easterly spoke regarding code enforcement issues, city audit and various other issues.

Project Updates

12. Engineer's Report

13. Motion to approve change order 2 for the 22-006 P2 Citywide Sewer Improvements project ARPA funded in the amount of \$126,679.40 for the repair of a ruptured 24" force main.

Motion made by Councilman Knoblock, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

City Clerk's Report

14. Motion to approve the Docket of Claims 25-022 dated May 20, 2025 in the amount of \$1,226,762.29.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock,
Councilwoman Davis

APPROVE

15. Motion to approve Docket of Claims 25-025 Special dated May 20, 2025 in the amount of \$51,596.88.

Motion made by Councilman DeSalvo, Seconded by Councilwoman Davis.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock, Councilwoman Davis

APPROVE

16. Motion to approve Docket of Claims 25-026 Interfund dated May20, 2025 in the amount of \$250,000.00.

Motion made by Councilman DeSalvo, Seconded by Councilwoman Davis.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock, Councilwoman Davis

APPROVE

Consent Agenda

17. Motion to extend the emergency declaration for hurricane Zeta to June 26, 2025.
18. Motion to accept a donation from American Legion Post 139 in the amount of \$2,493.30 to the Bay St. Louis Police Department to reimburse for travel expenses for two officers traveling to Concerns of Police Survivors Week in Washington D.C. from May 11 - 17, 2025.
19. Motion to authorize the administration to sign the agreement with Tyler for adding My Civic Utility Access Interface with Interactive Voice Response for the Utilities Department at no cost to the City of Bay St. Louis and to pass on the per transaction fee to the utility customer using the service.
20. Motion to authorize the administration to execute the agreement between DRC Emergency Services, LLC and the City of Bay St. Louis for debris removal and disposal services.
21. Motion to approve the annual renewal for the Bay St. Louis Police Department's building Alta Access/Openpath integrated access control (door access to secure locations) subscription for cloud storage in the amount of \$1,913.33.
22. Motion to approve proposal by Bayland Services LLC for \$16,275.00 to replace Main 4" (425 ft.) and 2" (425 ft.) water lines with schedule 80 pipe at the harbor.
23. Motion to approve the proposal by Mechanical Engineering to replace the AC unit in the Court Street Community Center Kitchen for \$15,789.69 and to approve a transfer of funds from the Municipal Reserve Fund (#005) to the Capital Projects Fund (#305) for the same amount.
24. Motion to spread the settlement agreement between the City of Bay St. Louis and Gil's Crane & Dozer Services, Dale and Associates Architects, Brown, Mitchell & Alexander and Simpkins & Costelli Inc.
25. Motion to approve payment from Bottom2Top Construction LLC in the amount of \$353,771.57 for the work complete on Sunset and Dunbar Sewer Improvements Project.

26. Motion to approve payment 2 from BLD Services LLC in the amount of \$272,765.90 for the work complete on the the citywide sewer improvements project.
27. Motion to spread the Monthly Project Status Report from Tetra Tech for the SWIFT Grant (FMA-PJ-04-MS-2022-008).
28. Motion to spread the request for reimbursement from MEMA for the SWIFT grant (FMA-PJ-04-MS-2022-008) for pay app #2 for 4035 Honshu Street totaling \$51,596.88.
29. Motion to approve payment #2 to Kane Construction for 4035 Honshu Street Structure Elevation in the amount of \$51,596.88 upon receipt of SWIFT Grant Funds from MEMA (SWIFT Grant -- FMA-PJ-04-MS-2022-008).
30. Motion to approve the invoices from Chiniche Engineering in the total amount of \$51,972.07.
31. Motion to approve the interfund transfer between funds.
32. Motion to approve the Utility Refund Check Register #25-023, dated May 20, 2025, in the amount of \$2,534.90.
33. Motion to approve the Utility Refund Check Register #25-024, dated May 20, 2025, in the amount of \$41,565.14.
34. Motion to spread the Bay Saint Louis Payroll in the amount of \$221,583.29, dated May 16, 2025, on the Minutes.
35. Motion to spread the Bay Saint Louis Utility Refund Certification Letter, #25-023, dated May 20, 2025 on the Minutes.
36. Motion to spread the Bay Saint Louis Utility Refund Certification Letter, 25-024, dated May 20, 2025 on the Minutes.
37. Motion to approve the certification letter for Docket of Claims 25-022 dated May 20, 2025.
38. Motion to approve the certification letter for Docket of Claims 25-025 Special dated May 20, 2025.
39. Motion to approve the certification letter for Docket of Claims 25-026 (Interfund) dated May 20, 2025.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock, Councilwoman Davis

APPROVE

Spread Reports

40. Motion to spread the cash balances, wage and hours report, RG revenue report, detailed grant & intergovernmental report, revenue & expense report, gaming and sales tax report.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock, Councilwoman Davis

APPROVE

Attorney's Report
Executive Session (If Needed)

Adjourn

41. Motion to adjourn the meeting of May 20, 2025.
- Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.
- Voting Yea: Councilman Hoffman, Councilman DeSalvo, Councilman Knoblock, Councilwoman Davis
- APPROVE**

Gary Knoblock, Councilman At Large	Date
Doug Seal, Councilman Ward 1	Date
Gene Hoffman, Councilman Ward 2	Date
Jeffrey Reed, Councilman Ward 3	Date
Kyle Lewis, Councilman Ward 4	Date
Linda Davis, Councilwoman Ward 5	Date
Josh DeSalvo, Councilman Ward 6	Date
Mike Favre, Mayor	Date
Caitlin Bourgeois, Clerk of Council	Date