



## City Council Meeting Minutes

June 18, 2024 at 5:30 PM

598 Main Street, Bay St. Louis, MS 39520

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### Call to Order

Invocation and Pledge

### PRESENT

Councilman Doug Seal

Councilman Gene Hoffman

Councilman Jeffrey Reed

Councilman Kyle Lewis

Councilman Buddy Zimmerman

Councilman Josh DeSalvo

### ABSENT

Councilman Gary Knoblock

### Agenda Amendments if Needed

### Announcements

### Guests

### Minutes Approval

1. Motion to approve the minutes of June 4, 2024.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Zimmerman, Councilman DeSalvo

Absent: Councilman Lewis

**APPROVED**

## **Planning and Zoning**

2. Motion to overturn Planning and Zoning's recommendation and deny the application for a special exception and variance to the zoning ordinance submitted by Donald Robertson requesting a special exception to construct a detached accessory dwelling and a variance of 623sf to minimum lot area of located at 223 Leonhard Avenue.

Chris Hansen spoke regarding the application.

Motion made by Councilman Seal, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

3. Motion to follow Planning and Zoning's recommendation and approve the application for a variance to the zoning ordinance submitted by Lee and Taryn Rogers requesting a variance of 30', resulting in a 20' setback to the front yard and a variance of 12' resulting in an 8' setback to the rear yard located at 1350 North Beach Boulevard.

Taryn Rogers spoke representing the application.

Motion made by Councilman DeSalvo, Seconded by Councilman Reed.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

4. Motion to overturn Planning and Zonings' recommendation and deny the application for special exception to the zoning ordinance submitted by Celina LeBlanc requesting a special exception to allow an accessory dwelling on the parcel located at 411 Ballentine Street.

Celina LeBlanc spoke representing the application.

Motion made by Councilman Lewis, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

## **Mayor's Report**

5. Motion to ratify the mayor's reappointment of Janet Freeman to the Bay Waveland Housing Authority for another 4 year term.

Motion made by Councilman Reed, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

6. Motion to accept the resignation of Jimmy Osbourne from the Planning and Zoning Commission.

Motion made by Councilman Hoffman, Seconded by Councilman Reed.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

7. Motion to ratify the mayor's appointment of Mikayla Brown to the Planning and Zoning Commission.

Motion made by Councilman Reed, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

### **Council Business**

8. Motion to spread the RFQ for Grant Administrator for SWIFT Grants and the letter to MEMA Requesting SWIFT Grant Budget Amendments on the minutes.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

9. FEMA Regulations update Mole St.

10. Discuss Tennis Courts

### **Public Forum**

Anita Warner spoke regarding the proposed tree ordinance.

### **Project Updates**

11. Motion to approve the recommendation by MP Design to accept the best and low bid from David Rush Construction in the amount of \$951,400 for the renovations of the Court Street Community Center.

Motion made by Councilman DeSalvo, Seconded by Councilman Reed.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

12. Engineer's Report

13. Sewer Rehab Project Update (ARPA) - Jason Chiniche

14. Motion to authorize the advertisement for construction bids for downtown ADA Boardwalk phase 2.

Tabled to next meeting

15. Motion to authorize the advertisement for construction bids for BSL Sewer Improvements project Phase 2.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

16. Motion to approve the GOMESA Grant application for FY 2025.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

17. Motion to approve the Mississippi Tidelands Trust Fund Grant Program application for FY 2026.

Motion made by Councilman Hoffman, Seconded by Councilman Reed.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

### **City Clerk's Report**

18. Motion to approve the docket of claims 24-032 in the amount of \$529,577.17.

Motion made by Councilman DeSalvo, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

19. Motion to approve docket of claims #24-033 special dated June 18, 2024.

Motion made by Councilman DeSalvo, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

### **Consent Agenda**

Motion to approve the following consent agenda with the removal of item 29

20. Motion to approve Governor Tate Reeve's proclamation declaring offices closed on Friday July 5th in addition to July 4th, 2024 in observance of Independence Day.

21. Motion to approve the Budget Calendar for the 2024/2025 Fiscal year.

22. Motion to amend the motion from May 21 authorizing the administration to get quotes for lease purchase of used trucks not to exceed \$74,000 for public works and utility departments to not to exceed \$74,800 for public works and utility departments.
23. Motion to approve FY 2023-2024 Mid-year budget amendments for funds 001-Operating, 400-Utility Operations, and 450-Municipal Harbor.
24. Motion to authorize the administration to advertise for request for qualifications (RFQ) for engineering services for the street paving project on Depot Way and the addition of new parking spaces on Blaize Ave as part of the Train Depot Improvements Project.
25. Motion to approve engagement letter with Butler Snow for Ballentine Properties LLC vs. Bay St. Louis.
26. Motion to approve contract for services between the City of Bay St. Louis and the Hancock County Circuit Clerk for Redistricting Services.
27. Motion to approve the Commercial Lease Agreement between the city of Bay St. Louis and Pafford EMS of Mississippi Inc at a monthly sum of \$500.00 for services beginning June 18, 2024 and ending June 18, 2025.
28. Motion to approve the proposal from AT&T for a cell phone to be used as a “call out phone” for the community centers for a monthly rate of \$27.99.
- ~~29. Motion to approve the low and best quote for elevator modernization in the Train Depot Building by EMR Services LLC for \$67,723.00 and to use the FRA grant as the funding source.~~
30. Motion to spread the executed software license agreement for My Government Online to be used in the Building Department with South Central Planning and Development Commission with monthly fee of \$999.00.
31. Motion to spread the executed contract for the Scianna Lane Drainage project between the City of Bay St. Louis and JLB Contractors.
32. Motion to approve the invoice from MP Design in the amount of \$24,000 for the GRPC Grant Court Street Community Center Project.
33. Motion to approve work order 15-007-031 from Chiniche Engineering in the amount of \$15,000 for Bayou Lacroix Boat Launch Improvements Phase 2.
34. Motion to approve the invoices from Chiniche Engineering in the total amount of \$42,016.37.
35. Motion to approve the certification letter dated June 18, 2024.
36. Motion to approve the certification letter for Docket of Claims 24-033 Special.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

## **Spread Reports**

Motion to spread the following reports on the minutes.

37. Motion to spread the Cash Balances report on the minutes.

38. Motion to spread the Bay Saint Louis Payroll in the amount of \$228,368.32 dated June 14, 2024 on the Minutes.

39. Motion to spread the Bay Saint Louis Payroll Hours Report dated June 14, 2024, on the Minutes.

40. Motion to spread the monthly harbor report on the minutes.

Motion made by Councilman Hoffman, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

## **Attorney's Report**

41. Motion to approve Ordinance #665-06-2024 adopting redistricting of ward boundaries for the City of Bay St. Louis, Mississippi.

Motion made by Councilman Hoffman, Seconded by Councilman DeSalvo.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

## **Executive Session (If Needed)**

Motion to enter into closed session to determine the need to go into Executive Session to discuss the petition filed by Ballentine Properties LLC vs. the city of Bay St. Louis.

Motion made by Councilman Hoffman, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

Motion to enter into Executive Session.

Motion made by Councilman Reed, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

Motion to exit out of Executive Session.

Motion made by Councilman Hoffman, Seconded by Councilman Lewis.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

***APPROVED***

Adjourn

42. Motion to adjourn the meeting of June 18, 2024.

Motion made by Councilman Reed, Seconded by Councilman Hoffman.

Voting Yea: Councilman Seal, Councilman Hoffman, Councilman Reed, Councilman Lewis, Councilman Zimmerman, Councilman DeSalvo

**APPROVED**

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
Buddy Zimmerman, Councilman Ward 5	Date
Josh DeSalvo, Councilman Ward 6	Date
Mike Favre, Mayor	Date
Caitlin Bourgeois, Clerk of Council	Date