

CITY OF PASS CHRISTIAN, MISSISSIPPI

MINUTE BOOK 141

REGULAR MEETING

November 8, 2023

BE IT REMEMBERED that the Mayor and Board of Alderpersons of the City of Pass Christian, Mississippi met on the above date at the Municipal Court Bldg., 105 Hiern Avenue, Pass Christian, Mississippi, at 6:00 p.m., same being the time and place for said meeting.

PRESENT: Mayor Renaud “Jimmy” Rafferty, Alderman at Large Kenny Torgeson, Alderwoman Betty Sparkman, Alderwoman Regina Charlot, Alderman Victor Pickich, City Attorney, Alderman Kirk Kimball, City Attorney, Malcolm Jones and City Clerk, Ron Duckworth.

DEPARTMENT DIRECTORS PRESENT: Chief of Police Daren Freeman; Code Enforcement Director, Mark Savasta; Beautification Director, Brad Manus; Harbor Master Russell Holliman, Jr., Public Works Director, Kirk Ladner; Water Department Manager, Jennifer Lizana; Community Relations, Susan Putnam.

There being a quorum present to transact the business of the City, the following proceedings were had and done.

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Open bids for Tidelands Project FY23 – Secure Concrete fillers at the East Small Craft Harbor – “Secure Concrete fillers at the East Small Craft Harbor”

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Celebrate Pass Christian’s 175th Birthday by viewing the video shown at the State of the City event on October 27 sponsored by the Chamber of Commerce

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board unanimously approved the agenda for the November 8, 2023, Board of Alderperson Meeting.

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ADMINISTRATIVE

Upon motion of Alderwoman Betty Sparkman and seconded by Alderwoman Regina Charlot the Board accepted hiring Ariel Stirgus as a Senior Accountant Position at a salary of \$45,000.00 per year with a start date of November 14, 2023, and a 90-day probationary period. This was a new position that was approved for the 2023-2024 Budget. The salary proposed is more than the amount budgeted but due to hiring being delayed to November 14, 2023, the projected salary cost for the 2023-2024 Budget will be in line with the amount budgeted of \$39,500.00.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Victor Pickich the Board approved the attendance for the Mayor and Board of Alderpersons at the Mississippi Municipal League Mid-Winter Legislative Conference in January 2024. Reimbursed expenses would include the cost of the conference, hotel, travel, and per-diem.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Victor Pickich the Board accepted the Tidelands Grant Award for FY24 – Small Craft Harbor Pier C-1 Improvements in the amount of \$315,000 and authorize Mayor Rafferty to sign the Tidelands Grant Agreement FY24-P600-06 (see attached Grant Agreement and Award Letter).

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Betty Sparkman the Board approved the Payment Application # 2 to David Rush Construction for \$72,219.00 for Hurricane Ida Repairs - Phase 1 as recommended by Bob Escher City Engineer. To be paid out of the FEMA Hurricane Ida Fund and funds are available as confirmed by the City Clerk.

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Upon motion of Alderman Kirk Kimball and seconded by Alderman Victor Pickich the Board agreed on hearing an update on the status of potential code violations at 110 and 119 Cedar Avenue as requested by Alderman Victor Pickich.

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BEAUTIFICATION DEPARTMENT

Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Betty Sparkman the Board approved the request to correct an error from the 2023-24 Budget whereas an increase in pay was named for Dennis Burlette who resigned during the Budget preparation period. and had been replaced by Paul Tamborella Jr. on August 16, 2023. This increase is budgeted for and should be applied after November 16, 2023, as that will be the end of the 90-day probation period. As requested by Brad Manus Director of Beautification. The above information has been confirmed by the City Clerk and funds are available for this increase.

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COMMUNITY DEVELOPMENT & PLANNING

Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Victor Pickich the Board agreed on hiring Billy J. Dauphin as the Community Development Inspector, at the pay rate of \$22.35 per hour, with a start date of December 4th or earlier in 2023. This position was approved for in the 2023-24 Budget. The Community Development Inspector will be paid at the same level as the Fire Inspector. This is a budgeted position and funds are available as confirmed by the City Clerk.

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Upon motion of Alderwoman Regina Charlot and seconded by Alderman Kenny Torgeson the Board adopted the ordinance amending portions of Ordinance No. 603, the Zoning Administration ordinance, to recognize the previous dissolution of the Zoning Board of Adjustments and transfer all duties and powers to the Planning Commission and to create provisions for approval of a Planned Unit Development as recommended by the Planning Commission.

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Upon motion of Alderman Kirk Kimball and seconded by Kenny Torgeson the Board approved the application of St. Paul Center, LLC to approve a Planned Unit Development (PUD) and preliminary plat for Tax Parcel Nos. 0313H-021-057.000, 0313H-021-093.000, and 0313H-021-094.000 as recommended by the Planning Commission for the development of 30 residential and 6 mixed use units along East Scenic Drive and to adopt the Rezoning Ordinance for same.

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Betty Sparkman the Board authorized the advertisement for bids for eligible infrastructure to be funded by the City under the Gulf Coast Restoration Fund Grant for the St. Paul Village project. [The City Engineer and all City Departments have approved the proposed plans and specifications submitted for approval by the design professionals for St. Paul Center, LLC].

- Betty Sparkman Aye
- Regina Charlot Nay
- Kirk Kimball Aye
- Victor Pickich Aye
- Kenny Torgeson Aye

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Upon motion of Alderman Kirk Kimball and seconded by Alderman Victor Pickich the Board approved the reimbursement to St. Paul Center, LLC, for the payment of the attached invoice in the amount of \$32,500 for final design fees from Harrell for the St. Paul Village project. [This reimbursement will be funded by the GCRF Grant, and the City’s local match and funds are available as confirmed by the City Clerk].

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Betty Sparkman the Board approved the preliminary plat for Trinity Park Subdivision subject to review by Planning Commission and conditioned upon receipt of approval of permits for water and sewer infrastructure from the Miss. Department of Health and MDEQ.

- Betty Sparkman Aye
- Regina Charlot Nay
- Kirk Kimball Aye
- Victor Pickich Aye
- Kenny Torgeson Aye

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Upon motion of Alderman Kirk Kimball and seconded by Alderwoman Betty Sparkman the Board approved the request for re-subdivision of lots by Eugene Hoffman, agent on behalf of Gabriel and Karen Corchiani to separate Lot 31, Timber Ridge Shores Subdivision, Unit 3, from Lots 32, 33, 34, and 35 (Tax Parcel 0312M-02-083.00) on Ridgewood Drive, as requested by the City Attorney. The owner has decided to wait on the further division of Lot 35 from the other lots at this time. [Lot 31 was previously platted as a separate lot in this subdivision].

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COURT

Upon motion of Alderman Kenny Torgeson and seconded by Alderman Kirk Kimball the Board approved a refund request of \$1,000.00 to Brady Demayo for the cash bond that was paid for Bailey Proulx. The charge against Ms. Proulx was passed to the file and a full refund is requested.

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Upon motion of Alderwoman Betty Sparkman and seconded by Alderman Kirk Kimball the Board adopted the job description and authorized Kelly Duffy to be employed as a part-time City employee as a Municipal Court Youth and Community Liaison on an annual salary basis of \$8,000, as requested by Municipal Judge Negrotto. [This salary in the sum of \$8,000 is currently included in the budget but will need to be increased by 7.65% to include Employer FICA and Withholding taxes. Because this position will be less than 20 hours per week or 80 hours per month on average it will not be covered by PERS retirement, and the City will not provide medical insurance]. Start date to be determined.

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HARBOR

Upon motion of Alderman Victor Pickich and seconded by Alderman Kenny Torgeson the Board agreed to Table the purchase of a John Deer 325G Skid Steer at the cost of \$45,741.85, net of a \$32,000.00 trade in. Funds will be taken out of the Capital Improvements Fund. Funds are available as confirmed by the City Clerk.

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POLICE DEPARTMENT

Upon motion of Alderman Kirk Kimball and seconded by Alderman Kenny Torgeson the Board approved the recommendation to hire Quincy Armstrong to fill the existing vacancy in patrol effective November 10, 2023, and a starting salary of \$18.50 per hour plus holiday pay. He has passed all civil service requirements. This position has a one-year probationary period. This is a budgeted position and funds are available as confirmed by the City Clerk.

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CONSENT AGENDA

Upon motion of Alderman Kenny Torgeson and seconded by Alderman Victor Pickich the Board unanimously approved the items 1 – 30 below

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1. Approved Invoice #3030 in the amount of \$28,435.00 from Overstreet & Associates for final design, permitting, bidding, and negotiating, and topographical services for 1256 North Street Gravity Sewer Phase I Project (City of Pass Christian will submit for reimbursement from Mississippi Department of Marine Resources).
2. Approved Invoice #3031 in the amount of \$19,350.00 from Overstreet & Associates for preliminary design services for 1256 North Street Gravity Sewer Phase II & III (City of Pass Christian will submit for reimbursement from Mississippi Department of Marine Resources).
3. Reimbursement of Eagan Management in the sum of \$4,900.00 for Compass Floodplain Consultants and Ladner’s House Plans expenses for E. Scenic Drive project pursuant to Development Agreement as recommended by City Attorney. This reimbursement is covered by the Capital Expenditure Grant from the DFA. This expenditure has been budgeted and funds have already been received from DFA and are available for disbursement as confirmed by the City Clerk.
4. Reimbursement of Eagan Management in the sum of \$12,400.00 for Eustis Engineering expenses for E. Scenic Drive project pursuant to Development Agreement as recommended by City Attorney. This reimbursement is covered by the Capital Expenditure Grant from the DFA. This expenditure has been budgeted and funds have already been received from DFA and are available for disbursement as confirmed by the City Clerk.
5. Approved the Task Order Request No. 1 for Covington Civil and Environmental, LLC (City Engineer) to perform engineering work for Pickle Ball Courts project to be constructed on the West side of the existing City tennis courts on E. Second Street. This is a budgeted expenditure to be paid out of the Capital Improvement Fund and funds are available as confirmed by the City Clerk.
6. Approved the contract with Southern Earth Sciences for geotechnical work in the lump sum of \$5,000 for the proposed Pickle Ball courts site as recommended by the City Engineer and as revised by the City Attorney. This is a budgeted expenditure to be paid out of the Capital Improvement Fund and funds are available as confirmed by the City Clerk.
7. Approved the final payment to Ricky Richard for exterior painting of Randolph Center in the sum of \$3,600, upon contractor’s execution of affidavit of all sums being due materialmen and laborers having been paid in full as requested by the City Attorney. (The work was inspected and approved by the Building Official.) This is a budgeted expenditure and funds are available for payment as confirmed by the City Clerk.
8. Approved the request for re-subdivision of a lot owned by Wayland Guidry, 374 Clarence (tax parcel # 0313c-04-015.000) as requested by the City Attorney. The owner will separate into 2 lots.

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- 9. Approved the recommendation of the Planning Commission to rezone the subject property situated on the North side of E. North Street owned by Thomas Drake (Tax Parcel 312p-01-011.000) from a T2 zone to a Special District – Auto Centric zone to allow a water well business to operate at that location and adopt the rezoning ordinance.
- 10. Authorized the 2 Beautification Department Employees to work the hours of 12 pm to 4 pm to assist with clean up and maintenance of the grounds and other City property during the November 11, 2023, Veterans Day Parade. This brings favorable notice to the resources and opportunities of the City.
- 11. Approved the following resources for hosting the annual Jeepin' The Coast Kickoff to be held Wednesday, May 29, 2024. This brings favorable notice to the resources and opportunities of the City.

\$2,500 for the band
Stage set up at agreed upon location (location to be determined)
Portlets (6-8)
Hand washing stations (3)
Trash pickup Wednesday
Extra trash cans
Generator
Digital traffic sign
Barricades and cones
Overtime for Beautification, Police, Fire Department Employees
Other needs as deemed necessary by the Mayor

The cost associated with this event was budgeted for in the 2023-2024 Budget and is to be paid out of the Community Promotions Contractual Services Budget (001-108-600) and funds are available as confirmed by the City Clerk. As requested by Susan Putnam.

- 12. Approved the Pass Christian Public School District's request to use War Memorial Park on March 16, 2024, for their Annual Read, Write and Run for Renaissance 5K/1 Mile Run & Kindness Fair Fundraising Event. Also, to ensure the safety of our participants, the City will provide the presence of our Police Department on the course to ensure the well-being of all runners. This bringing favorable notice to the resources and opportunities of the City. As requested by Payton Ragon, Coordinator.
- 13. Approved the request for The LAD Project to use the south lawn of The Randolph Center on Saturday, November 18, 2024, to conduct a 4 H Community Outreach Program. This bringing favorable notice to the resources and opportunities of the City.
- 14. Approved Chief Gordon's request to ratify sending FF Jeremy McLeod to MSFA (MS STATE FIRE ACADEMY) October 30, 2023, for FIREFIGHTER INTERVENTION RESCUE SURVIVAL TECHNIQUES class, (F.I.R.S.T.) The cost of the class is \$365.00, per diem of \$115.00 and use of city vehicle. This is a budgeted expenditure and funds are available as confirmed by the City Clerk.
- 15. Approved Chief Gordon's request to send FF Jason Smith to MSFA (MS State Fire Academy) for TRUCK COMPANY OPERATIONS, November 13-16, 2023. The cost of class is \$365.00, per diem of \$115.00 and use of city vehicle. This is a budgeted expenditure and funds are available as confirmed by the City Clerk.

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16. Approved the purchase of 12 (twelve) 5' wooden benches for use at the Harbor (replacing storm damaged benches) to be acquired from J&L Builders in the amount of \$5,350.00 who provided the lowest, best and most responsive quote. This is a FEMA reimbursable expenditure as confirmed by Dia'mond Woodman. Funds are available for this purchase as confirmed by the City Clerk.
17. Approved the quote from Innovative Builders in the amount of \$23,890 to install pilings in the Harbor as this is the lowest, best, and most responsive quote for this project. This would be paid by the City reimbursed out of the reallocated Tidelands FY22-P600-03 Grant. Funds are available for this expenditure as confirmed by the City Clerk. See attached explanation from Harbor Master Russell Holliman.
18. Approved the request to reimburse Dispatcher Nichole Saccurateo for mileage (382 miles x .655 = \$250.21) and per diem (\$52.02) for a total of \$302.23 for mandatory Telecommunications Certifications course held in Canton, MS. This reimbursement is refunded by the State of Mississippi.
19. Accepted the Oath of Office from Officer Michael Jimerson.
20. Accepted the resignation from School Resource Officer Kristopher Saccurato, effective November 23, 2023.
21. Approved the minutes, with changes, of the Budget Workshop I for FY 2023-24 on August 10, 2023, as requested by Deputy City Clerk, Shannon Starita.
22. Approved the minutes, with changes, of the Budget Workshop II for FY 2023-24 on August 14, 2023, as requested by Deputy City Clerk, Shannon Starita.
23. Approved the minutes, with changes, of the Budget Workshop III for August 16, 2023, as requested by Deputy City Clerk, Shannon Starita.
24. Approved the minutes, with changes, of the Budget Workshop IV for FY 2023-24, on August 23, 2023, as requested by Deputy City Clerk, Shannon Starita.
25. Approved the minutes, with changes, of the Budget Workshop V for FY 2023-24, on August 24, 2023, as requested by the Deputy City Clerk, Shannon Starita.
26. Approved the minutes, with changes, of the Budget Workshop VI for FY 2023-24, on August 30, 2023, as requested by Deputy City Clerk, Shannon Starita.
27. Approved the minutes, with changes, of the Public Hearing on August 31, 2023, as requested by Deputy City Clerk, Shannon Starita.
28. Approved the minutes, with changes, for the September 5, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by Deputy City Clerk, Shannon Starita.
29. Approved the minutes, with changes, for the Adoption of the 2023- 2024 Budget and the 2023-2024 Tax Levy Board of Alderperson Meeting on September 7, 2023, as requested by the Deputy City Clerk, Shannon Starita.
30. Approved the minutes, with changes, for the September 19, 2023, Regular Mayor, and Board of Alderpersons Meeting, as requested by the Deputy City Clerk, Shannon Starita.

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CLAIMS DOCKET

Upon motion of Alderman Kenny Torgeson and seconded by Alderwoman Betty Sparkman the Board unanimously approved the Claims Docket in the amount of \$311,116.25

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PUBLIC COMMENT

THE MAYOR AND BOARD OF ALDERPERSONS WILL ALLOW RESIDENTS AN OPPORTUNITY TO SPEAK WITH A THREE-MINUTE TIME LIMIT ON EACH SPEAKER. NO PUBLIC QUESTIONING COMMENTS ARE ALLOWED DURING THE MEETING, UNLESS THE MAYOR RECOGNIZES SUCH PERSON.

Mayor

11-08-2023
Date

City Clerk

11-08-2023
Date