

**Minutes of September 18, 2012**  
**Mayor and Board of Aldermen**

Be it remembered that a regular meeting of the Mayor and Board of Aldermen, Long Beach, Mississippi, was begun and held at 5:00 o'clock p.m., Long Beach City Hall, 201 Jeff Davis Avenue, in said City, it being the third Tuesday in September, 2012, and the same being the time, date and place fixed by Laws of the State of Mississippi Mississippi and ordinance of the City of Long Beach for holding said meeting.

There were present and in attendance on said board and at the meeting the following named persons: Mayor William Skellie, Jr., Aldermen Leonard G. Carrubba, Sr., Gary J. Ponthieux, Bernie Parker, Kaye H. Couvillon, Ronnie Hammons, Jr., Carolyn J. Anderson, Deputy City Clerk Stacey Dahl, and City Attorney James C. Simpson, Jr.

Absent the meeting was Alderman Mark E. Lishen.

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

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The meeting was called to order; whereupon there came on for consideration the award of bids, Public Works Annual Contracts, and the Clerk reported that, pursuant to that certain order of the Mayor and Board of Aldermen at a regular meeting duly held and convened on August 7, 2012, she did cause to be published in The Sun Herald, a newspaper with a general circulation in the City of Long Beach and published in Harrison County, Mississippi, as evidenced by the Publisher's Proof of Publication, Legal Notice, Advertisement for Bids , as follows:

- "CRUSHED LIMESTONE"
- "CHLORINE FOR PUBLIC WATER DISTRIBUTION SYSTEM"
- "POLYETHYLENE CULVERT PIPE (SMOOTH INTERIOR ONLY)"
- "RECLAIMED CRUSHED CONCRETE"
- "PVC SEWER PIPE & FITTINGS, WATER PIPE & FITTINGS, FIRE HYDRANTS AND GATE VALVES"
- "READY MIX CONCRETE"
- "HOT BITUMINOUS PAVEMENT TYPE SC-1"

Alderman Parker made motion seconded by Alderman Couvillon and unanimously carried to spread said Proofs of Publication upon the minutes of this meeting in words and figures, as follows:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared CRISTA LAUX who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

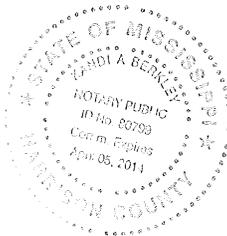
- Vol. 128 No., 316 dated 14 day of Aug, 20 12  
 Vol. 128 No., 323 dated 21 day of Aug, 20 12  
 Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
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 Vol. \_\_\_\_\_ No., \_\_\_\_\_ dated \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Affiant further states on oath that said newspaper has been established and published continuously in said country for a period of more than twelve months next prior to the first publication of said notice.

Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 20 12

Hendrick  
Notary Public



**LEGAL NOTICE  
ADVERTISEMENT FOR  
BIDS:**  
NOTICE IS HEREBY GIVEN that the City of Long Beach, Mississippi, will receive sealed bids for "CRUSHED LIMESTONE", as ordered by the City of Long Beach from time to time for a period beginning October 1, 2012, and ending September 30, 2013. Bid sheets, which include specifications and terms of purchase, are available at the administrative offices, Utility Partners, LLC, 404 Kohler Avenue, Long Beach, Mississippi, 39560, (228) 963-0440. Bids will be received at Long Beach City Hall by the City Clerk, 2nd Floor, Suite 202, 201 Jeff Davis Avenue, P.O. Box 929, Long Beach, Mississippi, 39560, Monday through Friday 8:00 a.m. - 5:00 p.m. All bids must be properly filed with the City Clerk no later than Thursday, September 6, 2012, at 10:00 a.m. at the Long Beach City Hall, at which time all bids properly filed will be opened for review and tabulation with a recommendation to the Mayor and Board of Aldermen for award, Tuesday, September 18, 2012. Sealed bids must be submitted on the required bid form and must be clearly marked "BID FOR CRUSHED LIMESTONE", on the outside envelope. Bids may be held by the City of Long Beach, for a period not to exceed thirty (30) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to awarding the contract. The City of Long Beach reserves the right to reject any and all bids and to waive any informalties. ORDERED by the Mayor and Board of Aldermen this 7th day of August, 2012. s/signed Rebecca E. Schruif, City Clerk ADV14.21.2TUE 1498720

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared CRISTA LAUX who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

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Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 20 12

Harold Bernf  
Notary Public



LEGAL NOTICE  
ADVERTISEMENT FOR  
BIDS  
NOTICE IS HEREBY GIVEN  
that the City of Long Beach,  
Mississippi, will receive  
sealed bids for "DISTRIBU-  
TION SYSTEM" as  
ordered by the City of Long  
Beach from time to time for a  
period beginning October 1,  
2012, and ending September  
30, 2013.  
Bid sheets, which include  
specifications and terms of  
purchase, are available at the  
administrative offices, Utility  
Partners, LLC, 404 Kohler  
Avenue, Long Beach, Missis-  
sippi, 39560, (228) 883-0440.  
Bids will be received at Long  
Beach City Hall by the City  
Clerk, 2nd Floor, Suite 202,  
201 Jeff Davis Avenue, P.O.  
Box 929, Long Beach, Missis-  
sippi, 39560, Monday through  
Friday 8:00 a.m. - 5:00 p.m. All  
bids must be properly filed  
with the City Clerk no later  
than Thursday, September 6,  
2012, at 10:00 a.m. at the  
Long Beach City Hall, at which  
time all bids properly filed will  
be opened for review and  
tabulation with a recommen-  
dation to the Mayor and Board  
Aldermen for award,  
Tuesday, September 18,  
2012. Sealed bids must be  
submitted on the required bid  
form and must be clearly  
marked "BID FOR CHLORINE  
FOR PUBLIC WATER  
DISTRIBUTION SYSTEM",  
on the outside envelope.  
Bids may be held by the City of  
Long Beach, for a period not  
to exceed thirty (30) days from  
the date of the opening of bids  
for the purpose of reviewing  
the bids and investigating the  
qualifications of bidders prior  
to awarding the Contract.  
The City of Long Beach  
reserves the right to reject any  
and all bids and to waive any  
informalities.  
ORDERED by the Mayor and  
Board of Aldermen this 7th  
day of August, 2012.  
Signed  
Rebecca E. Schullif, City  
Clerk  
ADV14.21.2TUE 1496723

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared CRISTA LAUX who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

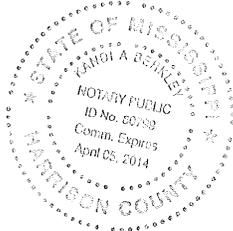
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Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 20 12

Kandice  
Notary Public



**LEGAL NOTICE ADVERTISEMENT FOR BIDS**  
 NOTICE IS HEREBY GIVEN that the City of Long Beach, Mississippi, will receive sealed bids for "POLY-ETHYLENE CULVERT PIPE (SMOOTH INTERIOR ONLY)", as ordered by the City of Long Beach from time to time for a period beginning October 1, 2012, and ending September 30, 2013. Bid sheets, which include specifications and terms of purchase, are available at the administrative offices, Utility Partners, LLC, 404 Kohler Avenue, Long Beach, Mississippi, 38650, (228) 683-0440. Bids will be received at Long Beach City Hall by the City Clerk, 2nd Floor, Suite 202, 291 Jeff Davis Avenue, P.O. Box 929, Long Beach, Mississippi, 39560, Monday through Friday 8:00 a.m. - 5:00 p.m. All bids must be properly filed with the City Clerk no later than Thursday, September 6, 2012, at 10:00 a.m. at the Long Beach City Hall, at which time all bids properly filed will be opened for review and tabulation with a recommendation to the Mayor and Board of Aldermen for award. Tuesday, September 18, 2012. Sealed bids must be submitted on the required bid form and must be clearly marked "BID FOR POLY-ETHYLENE CULVERT PIPE (SMOOTH INTERIOR ONLY)" on the outside envelope. Bids may be held by the City of Long Beach, for a period not to exceed thirty (30) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to awarding of the Contract. The City of Long Beach reserves the right to reject any and all bids and to waive any informalities.  
 ORDERED by the Mayor and Board of Aldermen this 7th day of August, 2012.  
 signed  
 Rebecca E. Schruff, City Clerk  
 ADV14.21.2TUE 1496721

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

**LEGAL NOTICE  
ADVERTISEMENT FOR  
BIDS**  
NOTICE IS HEREBY GIVEN that the City of Long Beach, Mississippi, will receive sealed bids for "RECLAIMED CRUSHED CONCRETE", as ordered by the City of Long Beach from time to time for a period beginning October 1, 2012, and ending September 30, 2013.  
Bid sheets, which include specifications and terms of purchase, are available at the administrative offices, Utility Partners, LLC, 404 Kohler Avenue, Long Beach, Mississippi, 39560, (228) 883-0440. Bids will be received at Long Beach City Hall by the City Clerk, 2nd Floor, Suite 202, 201 Left Davis Avenue, P.O. Box 929, Long Beach, Mississippi, 39560, Monday through Friday 8:00 a.m. - 5:00 p.m. All bids must be properly filed with the City Clerk no later than Thursday, September 6, 2012, at 10:00 a.m., at the Long Beach City Hall, at which time all bids properly filed will be opened for review and tabulation with a recommendation to the Mayor and Board of Aldermen for award, Tuesday, September 18, 2012. Sealed bids must be submitted on the required bid form and must be clearly marked "BID FOR RECLAIMED CRUSHED CONCRETE", on the outside envelope.  
Bids may be held by the City of Long Beach, for a period not to exceed thirty (30) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to awarding of the Contract. The City of Long Beach reserves the right to reject any and all bids and to waive any informalities.  
ORDERED by the Mayor and Board of Aldermen this 7th day of August, 2012.  
/s/ Signed  
Rebecca E. Schuff, City Clerk  
ADV14,21,2TUE 1498717

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared CRISTA LAUX who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

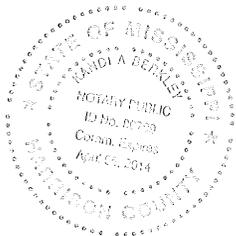
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Affiant further states on oath that said newspaper has been established and published continuously in said country for a period of more than twelve months next prior to the first publication of said notice.

Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 20 12

[Signature]  
Notary Public



**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

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Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 20 12

Harold Berry  
Notary Public



LEGAL NOTICE  
ADVERTISEMENT FOR  
BIDS  
NOTICE IS HEREBY GIVEN  
that the City of Long Beach,  
Mississippi, will receive  
sealed bids for "PVC SEWER  
PIPE & FITTINGS, WATER  
PIPE & FITTINGS, FIRE HY-  
DRANT & GATE VALVES",  
as ordered by the City of Long  
Beach from time to time for a  
period beginning October 1,  
2012, and ending September  
30, 2013.  
Bid sheets, which include  
specifications and terms of  
purchase, are available at the  
administrative offices, Utility  
Partners, LLC, 404 Kohler  
Avenue, Long Beach, Missis-  
sippi, 39560, (228) 853-0440.  
Bids will be received at Long  
Beach City Hall by the City  
Clerk, 2nd Floor, Suite 202,  
201 Jeff Davis Avenue, P.O.  
Box 929, Long Beach, Missis-  
sippi, 39560, Monday through  
Friday 8:00 a.m. - 5:00 p.m. All  
bids must be properly filed  
with the City Clerk no later  
than Thursday, September 6,  
2012, at 10:00 a.m. at the  
Long Beach City Hall, at which  
time all bids properly filed will  
be opened for review and  
tabulation with a recommen-  
dation to the Mayor and Board  
Aldermen for award.  
Tuesday, September 18,  
2012. Sealed bids must be  
submitted on the required bid  
form and must be clearly  
marked "BID FOR PVC  
SEWER PIPE & FITTINGS,  
WATER PIPE & FITTINGS,  
FIRE HYDRANT & GATE  
VALVES", on the outside en-  
velope.  
Bids may be held by the City of  
Long Beach, for a period not  
to exceed thirty (30) days from  
the date of the opening of bids  
for the purpose of reviewing  
the bids and investigating the  
qualifications of bidders prior  
to awarding the Contract.  
The City of Long Beach  
reserves the right to reject any  
and all bids and to waive any  
informalities.  
ORDERED by the Mayor and  
Board of Aldermen this 7th  
day of August, 2012.  
s/signed  
Rebecca E. Schuff, City  
Clerk  
ADV14,21,2TUE 1496716

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**

STATE OF MISSISSIPPI  
COUNTY OF HARRISON

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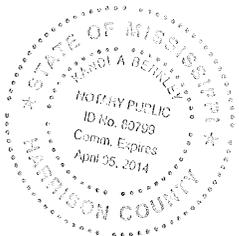
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Crista Laux  
Clerk

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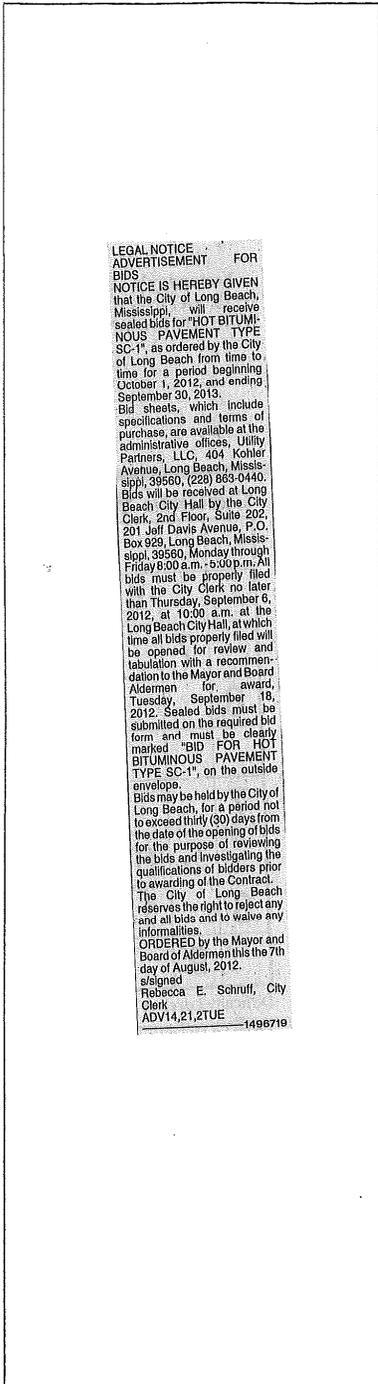
Harold Beauf  
Notary Public



**LEGAL NOTICE ADVERTISEMENT FOR BIDS**  
NOTICE IS HEREBY GIVEN that the City of Long Beach, Mississippi, will receive sealed bids for "READY MIX CONCRETE", as ordered by the City of Long Beach from time to time for a period beginning October 1, 2012, and ending September 30, 2013. Bid sheets, which include specifications and terms of purchase, are available at the administrative offices, Utility Partners, LLC, 404 Kohler Avenue, Long Beach, Mississippi, 39560, (228) 863-0440. Bids will be received at Long Beach City Hall by the City Clerk, 2nd Floor, Suite 202, 201 Jeff Davis Avenue, P.O. Box 929, Long Beach, Mississippi, 39560, Monday through Friday 8:00 a.m. - 5:00 p.m. All bids must be properly filed with the City Clerk no later than Thursday, September 6, 2012, at 10:00 a.m. at the Long Beach City Hall, at which time all bids properly filed will be opened for review and tabulation with a recommendation to the Mayor and Board of Aldermen for award, Tuesday, September 18, 2012. Sealed bids must be submitted on the required bid form and must be clearly marked "BID FOR READY MIX CONCRETE", on the outside envelope. Bids may be held by the City of Long Beach, for a period not to exceed thirty (30) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to awarding of the Contract. The City of Long Beach reserves the right to reject any and all bids and to waive any informalities. ORDERED by the Mayor and Board of Aldermen this 7th day of August, 2012.  
s/signed  
Rebecca E. Schuff, City Clerk  
ADV14,21,2TUE  
1496718

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PROOF OF PUBLICATION**



STATE OF MISSISSIPPI  
COUNTY OF HARRISON

Before me, the undersigned Notary of Harrison County, Mississippi personally appeared CRISTA LAUX who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

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Crista Laux  
Clerk

Sworn to and subscribed before me this 21 day of Aug, A.D., 2012

Mandi A. Penick  
Notary Public

The Clerk further reported that said bids properly filed were publicly opened and read aloud on Thursday, September 6, 2012, at 10:00 a.m. in the City Clerk's office, 201 Jeff Davis Avenue, Long Beach, Mississippi, by City Clerk Rebecca E. Schruff, Deputy City Clerk Stacey Dahl, and Derrel Wilson, Project Manager, Utility Partners, LLC, as follows:

**CRUSHED LIMESTONE**

Warren Paving, Inc.  
P.O. Box 2545  
Gulfport, MS 39505

**CHLORINE FOR PUBLIC WATER DISTRIBUTION SYSTEM**

DPC Enterprises, L.P.  
P.O. Box 11447  
Chickasaw, AL 36671-0447

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

POLYETHYLENE CULVERT PIPE (SMOOTH INTERIOR ONLY)

Coburns Supply Co.  
106 Sanders Cove  
Richland, MS 39218

Mississippi Utilities Supply  
14231 Seaway Road  
Gulfport, MS 39503

Southern Pipe and Supply Co., Inc.  
2202 34<sup>th</sup> Street  
P.O. Box 1060  
Gulfport, MS 39501

Advanced Drainage Systems  
205 Apache Dr.  
Jackson, MS

G & O Supply Co.  
18188 Hwy 49  
Saucier, MS 39574

HD Waterworks Supply  
14050 White Road  
Gulfport, MS 39503

RECLAIMED CRUSHED CONCRETE

Warren Paving, Inc.  
P.O. Box 2545  
Gulfport, MS 39505

PVC PIPE & FITTINGS, WATER PIPE & FITTINGS, FIRE HYDRANTS & GATE

VALVES

Central Pipe Supply, Inc.  
101 Ware Road  
P.O. Box 5470  
Pearl, MS 39288-5470

Coburns Supply Co.  
106 Sanders Cove  
Richland, MS 39218

Mississippi Utilities Supply  
14231 Seaway Road  
Gulfport, MS 39503

Southern Pipe & Supply  
P.O. Box 1060  
Gulfport, MS 39502

Consolidated Pipe & Supply  
4220 Industrial Road  
Pascagoula, MS 39581

HD Waterworks Supply  
14050 White Road  
Gulfport, MS 39503

READY MIX CONCRETE

Bayou Concrete  
P.O. Box 3868  
Gulfport, MS 39505

Metro Concrete  
3935 Highway 57

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

Ocean Springs, MS 39564

HOT BITUMINOUS PAVEMENT TYPE SC-1

Warren Paving, Inc.  
P.O. Box 2545  
Gulfport, MS 39505

Land Shaper, Inc.  
P.O. Box 995  
Gulfport, MS 39502

\*\*

\*\*

The aforementioned bids were held for review and tabulation by Mr. Wilson with a recommendation to the Mayor and Board of Aldermen at their regular meeting of September 18, 2012. Said recommendations are as follows:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**UTILITY PARTNERS, LLC**

# Memo

**To:** MAYOR SKELLIE & BOARD OF ALDERMEN  
**From:** Derrel Wilson, Project Manager  
**CC:**  
**Date:** 9/13/2012  
**Re:** ANNUAL BIDS – OCTOBER 1, 2012 – SEPTEMBER 30, 2013

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**READY MIX CONCRETE:**

I have reviewed the bids received for Ready Mix Concrete and find that Bayou Concrete, LLC has submitted the lowest and best bid. I recommend the city award the bid to Bayou Concrete, LLC, 14312 Creosote Road, Gulfport, MS 39503.

<b>BID TABULATION:</b>	<b>PER C.Y. 5 YDS. OR MORE</b>	<b>PER C.Y. LESS THAN 5 C.Y.</b>
BAYOU CONCRETE	\$92.00	\$112.50 + \$150.00 FEE
METRO CONCRETE	\$94.00	\$94.00 + \$150.00 FEE

**HOT BITUMINOUS ASPHALT:**

I have reviewed the bids received for Hot Bituminous Asphalt, Type SC-1 and find that Land Shapers, Inc. has submitted the lowest and best bid. I recommend the city award this bid to Land Shapers, Inc., P.O. Box 995, Gulfport, MS 39502.

<b>BID TABULATION:</b>	<b>TYPE SC-1 ASPHALT</b>
LAND SHAPERS, INC.	\$57.00/TON
WARREN PAVING, INC.	\$59.00/TON

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

### CRUSHED LIMESTONE:

I have reviewed the bids received for Crushed Limestone and find that Warren Paving, Inc. has submitted the lowest and best bid. I recommend the city award this bid to Warren Paving, Inc., P.O. Box 2545, Gulfport, MS 39503.

#### TABULATION:

#### LIMESTONE – 610 GRADATION

WARREN PAVING, INC.

\$24.40/TON

### RECLAIMED CRUSHED CONCRETE:

I have reviewed the bids received for Crushed Concrete and find that Warren Paving, Inc. has submitted the lowest and best bid. I recommend the city award this bid to Warren Paving, Inc., P.O. Box 2545, Gulfport, MS 39505.

#### TABULATION:

#### RECLAIMED CRUSHED CONCRETE

WARREN PAVING, INC.

\$19.50/TON

### CHLORINE FOR PUBLIC WATER DISTRIBUTION SYSTEM:

I have reviewed the bids received for Chlorine for Public Water Distribution System and find that DPC Enterprises, Inc., L.P. has submitted the lowest and best bid. I recommend the city award the bid to DPC Enterprises, L.P., P.O. Box 11447, Chickasaw, Alabama, 36671-0447.

#### TABULATION:

#### CHLORINE FOR PUBLIC WATER DISTRIBUTION

DPC ENTERPRISES, L.P.

\$105.00 PER 150lb CYLINDER

### POLYETHYLENE CULVERT PIPE:

I have reviewed the bids received for Polyethylene Culvert Pipe and find that four vendors have submitted identical bids. I recommend the city award this bid to Advanced Drainage Systems, 205 Apache Drive, Jackson, MS, Southern Pipe & Supply Co., Inc., 2202 – 34<sup>th</sup> Street, Gulfport, MS 39501, Coburns Supply Company, 106 Sanders Cove, Richland, MS 39218, and G & O Supply Company, 18188 Highway 49, Saucier, MS 39574.

Be advised that Long Beach Public Works will strive to purchase from all vendors during the course of FY 2013.

#### TABULATION ATTACHED

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

PVC SEWER PIPE & FITTINGS, WATER PIPE & FITTINGS, FIRE HYDRANT & GATE VALVES:

I have reviewed the bids received for PVC Sewer Pipe & Fittings, Water Pipe & Fittings, Fire Hydrant and Gate Valves and find that Mississippi Utilities Supply has submitted the lowest and best bid. I recommend the city award this contract to Mississippi Utilities Supply.

TABULATION ATTACHED

• Page 3

Based upon the recommendation of Mr. Wilson, Alderman Parker made motion seconded by Alderman Couvillon and unanimously carried to award the contracts for public works annual bids as set forth above.

\*\*\*\*\*

The Mayor proclaimed September 19, 2012, "NO TEXT ON BOARD – PLEDGE DAY".

\*\*\*\*\*

Alderman Carolyn Anderson arrived late and was preliminarily absent the meeting.

\*\*\*\*\*

There were no amendments to the municipal docket.

\*\*\*\*\*

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

The Mayor opened the floor for public comments regarding agenda items, no one came forward.

\*\*\*\*\*

Alderman Parker made motion seconded by Alderman Carrubba and unanimously carried to approve minutes of the Mayor and Board of Aldermen, as follows:

- September 4, 2012, Recess, Public Hearing, Regular, and (2) executive sessions, as submitted
- September 7, 2012, Recess, as submitted
- September 10, 2012, Work Session, as submitted.

\*\*\*\*\*

Alderman Ponthieux made motion seconded by Alderman Parker and unanimously carried to approve minutes of the Planning Commission, as follows:

- September 13, 2012, Regular and Work Session.

After brief discussion, it was the consensus of the board to direct the City Attorney to review the Proposed Yard Sale Ordinance for minor changes i.e. Yard/Garage Sale.

\*\*\*\*\*

Alderman Hammons made motion seconded by Alderman Parker and unanimously carried to approve payment of invoices as listed in Docket of Claims Number 091812.

\*\*\*\*\*

There was no additional report from the Mayor's Office.

\*\*\*\*\*

Alderman Parker made motion seconded by Alderman Carrubba and unanimously carried to approve the Fire Department "Take Home Vehicle Policy", as follows:

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

Emergency Apparatus/Vehicles

Section II

Page 3

### Operation of Department's Take Home Vehicles:

Vehicles owned by the City of Long Beach and assigned to the department will be used for official business only. Departmental policy prohibits the use of a Long Beach owned vehicle for personal reasons. This section will not preclude department's employees from using Long Beach Vehicles for personal purposes incidental to official use (e.g., buying milk on the way home from shift); however, employees are prohibited from using Long Beach vehicles for general personal business.

Vehicles will be operated by departmental employees only, except as necessary by mechanics or other service personnel performing maintenance or other work on the vehicle.

Departmental vehicles will be operated in accordance with all State traffic laws, city ordinances, and policies and procedures of the Long Beach Fire Department. All operators and passengers will wear seat belts and shoulder straps.

### Fire Department Take Home Vehicles

1. Personnel who are authorized to keep Fire vehicles at their residences will use these vehicles only for Fire related activities.
2. Personnel will not transport family members or other non-sworn personnel in Fire vehicles unless specifically authorized by the Fire Chief or the Assistant Fire Chief.
3. The Fire radio will be on whenever personnel are operating a Fire vehicle.
4. Any off-duty personnel operating a marked Fire unit will adhere to appropriate grooming standards and dress appropriately for the mission at hand.
5. Off-duty personnel operating Fire vehicles will not presume any special consideration regarding parking or exemption from any traffic regulation.
6. Off-duty personnel will not operate Fire vehicles after consuming alcohol or any prescription drugs that would impair their ability to safely operate a motor vehicle.
7. The Fire Chief, Assistant Fire Chief or his designee shall ensure vehicles are appropriately reassigned when an personnel is transferred to another division.

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

Emergency Apparatus/Vehicles  
Section II  
Page 4

### Fuel Consumption and Cost

Fuel costs and consumption should be a primary consideration for all department employees. Furthermore, all employees are expected to use good judgment and common sense measures to ensure all fuel savings measures are being employed. The following measures shall be employed whenever possible to aid in this endeavor:

1. The City of Long Beach utilizes the FUEL MAN system which permits city owned vehicles to obtain fuel, oil and transmission fluid at authorized FUEL MAN locations. Department vehicles shall be fueled within the Long Beach city limits unless used for training.
2. Vehicle operators will enter the correct vehicle odometer reading each time they fuel a department vehicle.
3. Personnel should exercise other fuel saving measures to include checking tire pressures weekly, filling up when it's cool outside (preferably in the early morning or late evening) and avoiding fast takeoffs and high speed driving.

### Inspection and Maintenance of Departmental Vehicles:

Operators will be responsible for the following:

1. Operators will ensure fluid levels, belts and hoses are inspected monthly
2. Employees will report any vehicle that is unsafe or in need of mechanical repairs immediately to assistant Fire Chief or his designee, who will take appropriate corrective action.
3. Employees who are assigned vehicles are responsible for scheduling routine maintenance and service of the vehicle, including cleaning and washing of the vehicle.
4. Employees will not undertake any mechanical work on their own and will not alter or otherwise tamper with any of the vehicle's safety features.
5. Maintenance other than routine fuel and the checking of fluids will be scheduled through the Assistant Fire Chief or his designee.
6. The maintenance of records on each vehicle noting the date, location and type of service performed on each Department vehicle will be maintained by the Assistant Fire Chief or his designee. This information will be recorded in the LBFD records management. In addition copies of all accident reports will be maintained and recorded in records management on each Department vehicle.

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

Emergency Apparatus/Vehicles  
Section 11  
Page 5

### Accidents Involving Departmental Vehicles:

All crashes involving a Long Beach Fire Department vehicle will be reported to the Fire Chief or Assistant Fire Chief immediately.

### Assignment of Vehicles

The Fire Chief or his designee will assign units to personnel as necessary, based on the following criteria:

1. The personnel have not been disciplined within the preceding 12 months for abuse of vehicles, traffic offenses or a chargeable accident.
2. Personnel not participating in the take-home vehicle program may leave their assigned vehicles at the Fire department, or another designated location as approved by the Fire Chief, within the city limits, when off-duty. These vehicles will not be assigned to other personnel unless there are no other available units and only when specifically authorized by the Fire Chief or Assistant Fire Chief.
3. Fire vehicles will not normally be driven outside the corporate limits of the City of Long Beach by off-duty personnel, except under the following conditions:
  - a. When traveling to or from the personnel's residence when participating in the Vehicle Take Home Program as previously authorized by the Chief of Fire.
  - b. When traveling to or from routine training sites, authorized training sessions or other authorized details.
  - c. Other situations as specifically authorized in advance by the Chief of Fire.
4. Such vehicle assignment may be revoked at the discretion of the Chief or Asst. Chief if personnel is assigned a vehicle but subsequently fails to meet the criteria listed above.

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

Emergency Apparatus/Vehicles  
Section 11  
Page 5

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# Minutes of September 18, 2012

## Mayor and Board of Aldermen

Emergency Apparatus/Vehicles  
Section 11  
Page 6

### Take Home Vehicle Program

The Take Home Vehicle Program is an optional program. Employees electing not to participate may park their assigned vehicle at Central Fire Station.

Department personnel with assigned vehicles may elect to participate in the take-home vehicle program if they live within 25 miles of the city limits of Long Beach. Participation in the program is voluntary. A monthly fee for the personnel's participation in the program shall apply. All fees will be collected via payroll deduction as determined by the fee chart below. Mileage shall be calculated from the employee's residence to the nearest City of Long Beach jurisdictional boundary.

Employees on extended leave or training, and not using their assigned take home vehicle may request suspension of required monthly fuel payments. However, it is the employee's responsibility to notify the Fire Chief of the request.

Inside City Limits and/or School District Limits	= \$0.00 monthly
Outside City Limits and/or School District Limits	
0 – 4.99 miles	= \$15.00 monthly
5 – 9.99 miles	= \$25.00 monthly
10 – 14.99 miles	= \$35.00 monthly
15 – 19.99 miles	= \$45.00 monthly
20 – 25 miles	= \$55.00 monthly

### Duties that necessitate a take home vehicle

1. All Fire personnel who may be called upon 24 hours a day/ 7 days a week for emergency response for public safety and protection of life or property.
2. Employees who have specialized training and equipment which may be called upon 24 hours a day/7 days a week for emergency response for public safety

### Vehicle Take-Home Forms

All employees assigned a department take-home vehicle will complete a Long Beach Fire Department Take-Home Vehicle Verification Form. The form shall be completed by the assigned personnel and forwarded through the chain of command to the Assistant Fire Chief. The Assistant Fire Chief will forward the form to Finance for payroll changes and filing. Forms shall be maintained until a new form is filed or the personnel is no longer employed by with the city. A new verification form is required after any change in address.

# **Minutes of September 18, 2012**

## **Mayor and Board of Aldermen**

**Emergency Apparatus/Vehicles**  
**Section II**  
**Page 7**

### **Temporary Loss of Vehicle Privileges**

The take home vehicle program is a privilege not, a right. Therefore, there are certain circumstances that may result in an issued vehicle being temporarily removed from the personnel's possession; e.g., extended absences, disciplinary action, FMLA.

The Fire Chief or his designee may order the temporary removal of take-home authorization when an employee is administered disciplinary action resulting in a suspension or demotion. When a member's take-home privileges are suspended, the employee's vehicle is to be parked at the Fire station, except when on-duty.

When a member applies for and is granted any leave without pay, including FMLA, for a period to exceed two weeks (14 calendar days), the member shall leave his vehicle at the fire station and ensure it is available for use by other department employees. (Approved for use by Fire Chief or Designee)

## Minutes of September 18, 2012 Mayor and Board of Aldermen

Long Beach Fire Department Take-Home Vehicle Verification Form		
On _____, I received a copy of Department Policy, "Operation of Department's Take Home Vehicle". I understand the take-home policy requirements, including such aspects as vehicle operation, maintenance and fuel costs.		
Personnel's Signature:		Date:
At this time, I do not wish to participate in the vehicle take home program. My assigned unit will remain at the location listed below when I am not on duty.		
Vehicle Location:		Date:
Personnel's Signature:		Date:
At this time, I do elect to participate in the vehicle take home program. I understand that my participation in this program is voluntary, and will result in a monthly fuel and maintenance fee deducted from my pay.		
Vehicle Number:		
<input type="checkbox"/> My residence is inside the City of Long Beach's jurisdiction		
<input type="checkbox"/> My residence is outside the City of Long Beach's jurisdiction. The number of driving miles from my residence to the nearest jurisdiction boundary is _____.		
I authorize a bi-weekly payroll deduction in the amount of \$_____ to cover the maintenance and fuel cost associated with participating in this program.		
Personnel's Signature:		Date:
Supervisor Verification		
<input type="checkbox"/> Employee elects NOT to participate in the program and I <input type="checkbox"/> approve <input type="checkbox"/> do not approve of the off-duty parking location.		
<input type="checkbox"/> Employee elects to participate in the program and I have verified the mileage as provided.		
Supervisor:		Date:
Command Coordination		
		Date:
Assistant Chief	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Chief of Fire	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Finance Personnel	<input type="checkbox"/> Payroll Adjusted	Date:

\*\*\*\*\*

Alderman Hammons made motion seconded by Alderman Carrubba and unanimously carried to approve Fire Department Personnel actions as follows:

- ❖ Step Increase      Brad McGill      FS9-VII      effective 10/16/12
- ❖ EMT Pay            Dane McGoey                              effective 10/01/12
- ❖ EMT Pay            Josh Yarbrough                            effective 10/01/12

\*\*\*\*\*

There came on for consideration HMGP Drainage Improvement Project, FEMA Project Number: DR-1604-MS-0421, ProCon, Inc. Pay Application 2, in words and figures as follows:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**



September 12, 2012

To: Mayor William Skellie, Jr.  
City of Long Beach  
P.O. Box 929  
Long Beach, MS 39560

From: Patrick Moore  
Project Manager  
AMEC Environment and Infrastructure

**RE: City of Long Beach  
HMGP Drainage Improvement Project  
FEMA Project Number: DR-1604-MS-0421  
ProCon, Inc. Pay Application 2**

Mayor Skellie:

Enclosed please find the following Application and Certificate for Payment Number 2 from ProCon, Inc. for the period ending 8/31/2012. Per the attached certification and recommendation for payment by project engineer A. Garner Russell & Associates, Inc., please place this application on the agenda for approval and payment by the City's Board of Alderman at their September 18, 2012, board meeting.

Application and Certificate for Payment are attached as follows:

**Payment No.2, Drainage Improvements.....Amount Due: \$57,669.75**

Please note that this pay application applies to the Hazard Mitigation Grant Program (HMGP) scope of work only.

Sincerely,  
*Patrick Moore*

# Minutes of September 18, 2012 Mayor and Board of Aldermen

APPLICATION FOR PAYMENT NO. 2

TO: City of Long Beach (OWNER)  
 Contract for: Drainage Improvements Shady Drive to Cypress Drive Dated: 7/5/2012

HMGP Project No.: DR-1604-MS-0421 ENGINEER'S Project No.: 1881

For work accomplished through the date of: 8/31/2012

CURRENT CONTRACT AMOUNT: \$689,141.00

ITEM	CONTRACTOR'S Schedule of Values			Work Completed	
	Unit Price	Quantity	Amount	Quantity	Amount
COMPLETED WORK					\$80,873.00
STORED MATERIALS					\$0.00
TOTAL (Orig. Contract)      \$689,141.00					\$80,873.00

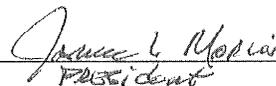
Accompanying Documentation:	GROSS AMOUNT DUE	\$ 80,873.00
_____	LESS 5% RETAINAGE	\$ 4,043.65
_____	AMOUNT DUE TO DATE	\$ 76,829.35
_____	LESS PREVIOUS PAYMENTS	\$ 19,159.60
_____	AMOUNT DUE THIS APPLICATION	\$ 57,669.75

**CONTRACTOR'S Certification:**

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 1 thru 2 Inclusive; and (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for payment will pass to OWNER at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by Bond acceptable to OWNER).

ProCon, Inc.  
 P.O. Box 1897  
 Brandon, MS 39043  
 \_\_\_\_\_  
 CONTRACTOR

Dated: \_\_\_\_\_, 2012

By: 

**ENGINEER'S Recommendation:**

This Application (with accompanying documentation) meets the requirements of the Contract Documents and payment of the above AMOUNT DUE THIS APPLICATION is recommended.

A. GARNER RUSSELL & ASSOCIATES, INC.  
 \_\_\_\_\_  
 ENGINEER

Dated: 7.12, 2012

By: 

# Minutes of September 18, 2012 Mayor and Board of Aldermen

PROJECT NO. 1881

2

ATTACHMENT TO PAY ESTIMATE NO.

NO.	DESCRIPTION	CURRENT CONTRACT QUANTITY	UNIT PRICE	CURRENT CONTRACT AMOUNT	PREVIOUS QUANTITY	PREVIOUS EXTENSION	QUANTITY THIS EST.	EXTENSION THIS EST.	QUANTITY TO DATE	EXTENSION TO DATE
1-A	REMOVE EXISTING DRAINAGE PIPE - 30" SIZE	1,846	L.F.	\$4.00	48	\$192.00	56	\$224.00	104	\$416.00
1-B	ABANDON EXISTING DRAINAGE PIPE - 30" SIZE	46	L.F.	\$28.00	0	\$0.00	0	\$0.00	0	\$0.00
1-C	ABANDON EXISTING DRAINAGE PIPE - 36" SIZE	205	L.F.	\$30.00	0	\$0.00	0	\$0.00	0	\$0.00
1-D	ABANDON EXISTING DRAINAGE PIPE - 42" SIZE	75	L.F.	\$40.00	0	\$0.00	0	\$0.00	0	\$0.00
1-E	ABANDON EXISTING DRAINAGE PIPE - 51 X 36" SIZE	390	L.F.	\$50.00	0	\$0.00	0	\$0.00	0	\$0.00
1-F	REMOVE EXISTING TREE-6" SIZE	19	EA.	\$6,650.00	7	\$2,450.00	1	\$3,300.00	8	\$2,800.00
1-G	OTHER SITE PREPARATION	1	L.S.	\$10,000.00	0.03	\$300.00	9%	\$900.00	12%	\$1,200.00
2-A	PIPE BEDDING/FOUNDATION MATERIAL	100	C.Y.	\$9,300.00	0	\$0.00	0	\$0.00	0	\$0.00
2-B	SELECT SANDY BACKFILL	100	C.Y.	\$2,000.00	0	\$0.00	0	\$0.00	0	\$0.00
2-C	GEOTEXTILE FABRIC	80.0	S.Y.	\$128.00	0	\$0.00	0	\$0.00	0	\$0.00
3-A	ADJUST WATER MAIN 4" THRU 8" SIZE	100	L.F.	\$1,800.00	0	\$0.00	40	\$720.00	40	\$720.00
3-B	ADJUST WATER SERVICE	10	EA.	\$560.00	0	\$0.00	0	\$0.00	0	\$0.00
3-C	18" DUCTILE IRON SERVICE	80	L.F.	\$7,840.00	0	\$0.00	0	\$0.00	0	\$0.00
4-A	18" PERFORATED PE CULVERT PIPE	131	L.F.	\$6,157.00	0	\$0.00	0	\$0.00	0	\$0.00
4-B	12" PERFORATED PE CULVERT PIPE	822	L.F.	\$47,976.00	0	\$0.00	152	\$6,216.00	152	\$8,216.00
4-C	48" PERFORATED PE CULVERT PIPE	1,388	L.F.	\$72,000.00	0	\$0.00	0	\$0.00	0	\$0.00
4-D	15" RCP PIPE	60	L.F.	\$95.00	0	\$0.00	0	\$0.00	0	\$0.00
4-E	24" RCP PIPE	10	L.F.	\$70.00	0	\$0.00	0	\$0.00	0	\$0.00
4-F	42" RCP PIPE	60	L.F.	\$100.00	0	\$0.00	0	\$0.00	0	\$0.00
4-G	72" RCP PIPE	420	L.F.	\$110.00	80	\$8,800.00	256	\$28,160.00	336	\$36,960.00
4-H	72" X 48" ARCH CONCRETE PIPE	40	L.F.	\$230.00	0	\$0.00	0	\$0.00	0	\$0.00
4-I	88" X 54" ARCH CONCRETE PIPE	164	L.F.	\$320.00	0	\$0.00	0	\$0.00	0	\$0.00
5-A	SMALL CATCH BASIN - TYPE A	2	EA.	\$2,200.00	0	\$0.00	0	\$0.00	0	\$0.00
5-B	SMALL CATCH BASIN - TYPE B	10	EA.	\$4,800.00	0	\$0.00	0	\$0.00	0	\$0.00
5-C	LARGE DOUBLE CATCH BASIN - TYPE C	8	EA.	\$17,000.00	0	\$0.00	1	\$17,000.00	1	\$17,000.00
5-D	SMALL CURB INLET - TYPE D	5	EA.	\$2,900.00	0	\$0.00	0	\$0.00	0	\$0.00
5-E	LARGE DOUBLE CURB INLET - TYPE E	1	EA.	\$19,000.00	0	\$0.00	0	\$0.00	0	\$0.00
5-F	HEADWALL FOR DOUBLE PIPE	3	EA.	\$3,500.00	1	\$3,500.00	1	\$3,500.00	2	\$7,000.00
6	DITCH EXCAVATION TO GRADE	1,278	L.F.	\$6.00	763.5	\$4,581.00	0	\$0.00	763.5	\$4,581.00
7-A	VEGETATIVE COVER (GRASSING)	8,536	S.Y.	\$4,278.00	0	\$0.00	0	\$0.00	0	\$0.00
7-B	SOLID SOD	1,421	S.Y.	\$5.00	0	\$0.00	0	\$0.00	0	\$0.00
7-C	EROSION CONTROL MAT	1,865	S.Y.	\$7,105.00	0	\$0.00	0	\$0.00	0	\$0.00
7-D	FENCE RESTORATION (ALL TYPES)	1,442	L.F.	\$3,730.00	0	\$0.00	0	\$0.00	0	\$0.00
7-E	18" LIMESTONE ROAD BASE RESTORATION	223	S.Y.	\$8,692.00	0	\$0.00	0	\$0.00	0	\$0.00
7-F	3.1/2" HOT BITUMINOUS PAVEMENT BASE COURSE (57-25 mm)	275	S.Y.	\$4,014.00	0	\$0.00	0	\$0.00	0	\$0.00
7-G	2" HOT BITUMINOUS PAVEMENT SURFACE COURSE (57-13.5 mm)	275	S.Y.	\$6,325.00	0	\$0.00	0	\$0.00	0	\$0.00
7-H	CONCRETE DRIVE RESTORATION	746	S.Y.	\$11,190.00	0	\$0.00	0	\$0.00	0	\$0.00
7-I	CONCRETE CURB & GUTTER RESTORATION	87	S.Y.	\$2,997.00	0	\$0.00	0	\$0.00	0	\$0.00
7-J	SAW CUT JOINT	290	L.F.	\$28.00	0	\$0.00	0	\$0.00	0	\$0.00
8	MAINTENANCE OF TRAFFIC	85	L.F.	\$425.00	0	\$0.00	0	\$0.00	0	\$0.00
9	STORMWATER MANAGEMENT	1	L.S.	\$3,000.00	0.03	\$90.00	9%	\$270.00	12%	\$360.00
		1	L.S.	\$8,500.00	0.03	\$255.00	9%	\$765.00	12%	\$1,020.00
TOTAL WORK COMPLETED					\$689,141.00	\$20,168.00	\$60,795.00	\$60,795.00	\$80,873.00	

Page 2 of 2

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Alderman Ponthieux made motion seconded by Alderman Parker and unanimously carried to approve the aforesaid Pay Application 2.

\*\*\*\*\*

Alderman Carrubba made motion seconded by Alderman Parker and unanimously carried to approve the Proclamation of Civil Emergency, as follows:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**City of Long Beach**

BOARD OF ALDERMEN

Leonard G. Carrubba, Sr. - At-Large  
Gary J. Ponthieux - Ward 1  
Bernie Parker - Ward 2  
Kaye H. Couvillon - Ward 3  
Ronnie Hammons, Jr. - Ward 4  
Mark E. Lishen - Ward 5  
Carolyn J. Anderson - Ward 6



WILLIAM SKELLIE, JR.  
MAYOR

CITY CLERK  
TAX COLLECTOR  
Rebecca E. Schruoff

CITY ATTORNEY  
James C. Simpson, Jr.

OFFICE OF THE MAYOR

CITY OF LONG BEACH, MISSISSIPPI

PROCLAMATION OF A CIVIL EMERGENCY

WHEREAS, the undersigned Mayor of the City of Long Beach, Mississippi, as Chief Administrative Officer of said City, does now find, determine and adjudicate, that conditions of extreme peril to the public health and safety of the citizens and property in the City of Long Beach, Mississippi, do now exist, caused by torrential rain, flooding, wind and storm surge damage and other related disastrous consequences created by Tropical Storm (Hurricane) Isaac on or about August 26, 2012; and said conditions warrant the proclamation of a civil emergency as defined in §45-17-1 and local emergency as defined in §33-15-5 of the Mississippi Code, Annotated; now therefore

IT IS HEREBY PROCLAIMED, that a civil emergency is hereby deemed to exist within the City of Long Beach, Mississippi, as of the date hereof, until its termination is further proclaimed by the undersigned Mayor of the City of Long Beach, Mississippi.

This the 18<sup>th</sup> day of September, 2012, Long Beach, Harrison County, Mississippi.

William Skellie, Jr., Mayor  
The City of Long Beach, Mississippi

-SEAL-

ATTEST:

Stacey Dahl, Deputy City Clerk

## Minutes of September 18, 2012 Mayor and Board of Aldermen

The Mayor and Board of Aldermen took up for consideration the matter of declaring a local state of emergency as a result of torrential rains, flooding and wind damage throughout the City caused by Tropical Storm (Hurricane) Isaac. After a discussion of the subject Alderman Couvillon offered and moved the adoption of the following resolution:

RESOLUTION DECLARING A STATE OF EMERGENCY WITHIN  
THE CITY OF LONG BEACH, MISSISSIPPI, AND FOR RELATED  
PURPOSES.

WHEREAS, the Mayor and Board of Aldermen (the "Governing Authority") of the City of Long Beach, Mississippi, (the "Municipality"), having made due investigation thereof, do now find, determine, adjudicate and declare as follows:

1. That on or about August 28, 2012, flooding conditions and wind damage throughout the City of Long Beach, Mississippi, in the aftermath of torrential rains caused by Tropical Storm (Hurricane) Isaac, created and continues to create conditions which places the citizens of the Municipality in extreme peril due to endangered lives and property and the detriment of the health, safety and welfare of the citizens of the Municipality; and

2. The Mayor of the Municipality, on the 26<sup>th</sup> day of August, 2012, the 31<sup>st</sup> day of August, 2012, the 7<sup>th</sup> day of September, 2012, the 14<sup>th</sup> day of September, 2012, and again on the 18<sup>th</sup> day of September, 2012, , proclaimed a local emergency to exist in the Municipality by virtue of the impending peril to its citizens as a result of torrential rains, flooding, wind damage and other related disastrous consequences caused by Tropical Storm (Hurricane) Isaac which commenced in the late night hours of August 28, 2012, and continues affecting the public welfare, health and safety of persons and property within said Municipality; and

3. That the legislature of the State of Mississippi has provided under §33-15-1 *et seq.*, Mississippi Code Annotated 1972 "The Mississippi Emergency Management Law" and §33-15-301 *et seq.*, Mississippi Code Annotated (as amended) the "Disaster Assistance Act of 1993" for relief from such natural disasters and the co-ordinations of emergency acts with other local, state and federal agencies; and

4. After discussion of all of the above the Governing Authority of the Municipality does further find, determine and adjudicate and declare that in the public interest, in accordance with §33-15-1 *et seq.*, a local state of emergency exists within the Municipality.

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

5. That as a result of the above, the resources of the Municipality are strained beyond their limits to cope with said disaster.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD  
OF ALDERMEN OF THE CITY OF LONG BEACH, MISSISSIPPI, AS  
FOLLOWS:

SECTION 1. A local emergency exists within the territorial limits of the Municipality as a result of torrential rains and flooding caused by Tropical Storm (Hurricane) Isaac which the resources of the City are unable to cope; and

SECTION 2. Said emergency shall be deemed to continue to exist for unspecified period of time although the Governing Authority shall review the need to continue the emergency no less than every thirty (30) days and the emergency shall be terminated within thirty (30) days unless in the opinion of the Governing Authority, there is a continuing need to maintain a state of emergency.

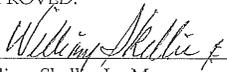
SECTION 3. This resolution shall take effect and be in force from and after its adoption.

Alderman Carrubba seconded the motion to adopt the foregoing resolution, and the question being put to a roll call vote by the Mayor, the result was as follows:

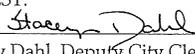
Alderman Parker	voted	Aye
Alderman Ponthieux	voted	Aye
Alderman Couvillon	voted	Aye
Alderman Anderson	voted	Aye
Alderman Carrubba	voted	Aye
Alderman Lishen	voted	Absent, not voting
Alderman Hammons	voted	Aye

The question having received the affirmative vote of all the Aldermen present and voting, the Mayor declared the motion carried and the resolution adopted and approved this the 18th day of September, 2012.

APPROVED:

  
\_\_\_\_\_  
William Skellie, Jr., Mayor

ATTEST:

  
\_\_\_\_\_  
Stacey Dahl, Deputy City Clerk

\*\*\*\*\*

There came on for consideration a request for Police Department Uniform Allowance Increase as follows:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

228-863-7292  
FAX 228-863-1557



**LONG BEACH POLICE DEPARTMENT**

P.O. BOX 929 LONG BEACH, MS 39560

Date: September 11, 2012  
To: Mayor Skellie and City Council  
From: Chief Wayne McDowell  
Re: Uniform Allowance Increase

Mayor and Council,

Due to rising uniform prices, an increase was proposed for uniform allowance in the 2012/2013 budget for police department personnel who are required to wear a uniform (all sworn police officers, animal control officer and evidence technician). There has not been a uniform allowance increase for the Police Department in many years. I budgeted for each of the above listed personnel to be allowed \$60.00 a month uniform allowance beginning Oct 1, 2012 with the start of the new budget year. I am asking for your approval of this increase.

Thank you,

Chief Wayne McDowell

After considerable discussion, Alderman Hammons made motion seconded by Alderman Parker and unanimously carried to approve the aforesaid request.

\*\*\*\*\*

There came on for consideration an Agreement by and between the City of Long Beach, Mississippi, and the Humane Society of South Mississippi. After considerable discussion and upon the recommendation of the City Attorney, Alderman Ponthieux made motion seconded by Alderman Parker and unanimously carried to take the matter under advisement.

\*\*\*\*\*

Alderman Ponthieux made motion seconded by Alderman Anderson to approve Police Department personnel matters as follows:

- ❖ Step Increase Thomas Bishop PS-13-XII effective 10/01/12

**Minutes of September 18, 2012**  
**Mayor and Board of Aldermen**

- ❖ Step Increase Richard Brazil PS-12-XII effective 10/01/12
- ❖ Step Increase John Carrubba PS-13-XIV effective 10/01/12
- ❖ Step Increase Wayne McDowell PSA-17-IX effective 10/01/12
- ❖ Step Increase Mike Plavidal PS-11-IV effective 10/16/12
- ❖ Step Increase J.D. Zugg PS-3-I effective 10/16/12
- ❖ Resignation Georgette Harrell effective 09/04/12

The question being put to a roll call vote, the result was as follows:

Alderman Parker	voted	Aye
Alderman Ponthieux	voted	Aye
Alderman Couvillon	voted	Aye
Alderman Anderson	voted	Aye
Alderman Carrubba	voted	Present, not voting
Alderman Lishen	voted	Absent, not voting
Alderman Hammons	voted	Aye

The question having received the affirmative vote of a majority of the Aldermen present and voting, the Mayor declared the motion carried.

\*\*\*\*\*

There came on for consideration authorization to proceed with Harbor Concept Development. After brief discussion, Alderman Anderson made motion seconded by Alderman Carrubba to approve the Project Team working on the Harbor Master plan proceed to develop concept drawings and cost estimates similar to "Concept A" sketch which is also to include concepts to possibly expand to the south and a concept encompassing a harbor expansion from Cleveland Avenue to Jeff Davis Avenue.

The question being put to a roll call vote, the result was, as follows:

Alderman Parker	voted	Aye
Alderman Ponthieux	voted	Aye
Alderman Couvillon	voted	Present, not voting
Alderman Anderson	voted	Aye
Alderman Carrubba	voted	Aye
Alderman Lishen	voted	Absent, not voting
Alderman Hammons	voted	Aye

The question having received the affirmative vote of a majority of the Aldermen present and voting, the Mayor declared the motion carried.

\*\*\*\*\*

# Minutes of September 18, 2012

## Mayor and Board of Aldermen

### MUNICIPAL COMPLIANCE QUESTIONNAIRE

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

### INFORMATION

*Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no", and as a result, more information on this questionnaire may be required and/or separate work papers may be needed.*

1. Name and address of municipality: City of Long Beach, 201 Jeff Davis Ave., P.O. Box 929, Long Beach, MS, 39560

2. List the date population of the latest official U.S. Census or most recent official census:

2010 – 14,792

3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).

Mayor William Skellie, Jr., 20122 Pineville Road, Long Beach, MS 38560 (228) 863.1698

Alderman Leonard G. Carrubba, Sr., 105 Summer Lane, Long Beach, MS 39560 (228) 229-3524

Alderman Gary J. Ponthieux, 212 South Seashore Avenue, Long Beach, MS 39560 (228) 563-5264

Alderman Bernie Parker, 103 Summer Lane, Long Beach, MS 39560 (228) 868-2116

Alderman Kaye H. Couvillon, 154 Bailey Lane, Long Beach, MS 39560 (228) 324-4090

Alderman Ronnie Hammons, Jr., 631 West Old Pass Road, Long Beach, MS 39560 (228) 596-4447

Alderman Mark E. Lishen, 9 Ashley Court, Long Beach, MS 39560, (228) 575.8583

Alderman Carolyn Anderson, 6016 Harvest Lane, Long Beach, MS 39560 (228) 868-1139

Attorney James C. Simpson, Jr., 1105 30<sup>th</sup> Avenue, Ste. 300, Gulfport, MS 39501 (228) 385-9330

4. Period of time covered by this questionnaire:

From: October 1, 2011 To: September 30, 2012

5. Expiration date of current elected officials' term: July, 2013

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**MUNICIPAL COMPLIANCE QUESTIONNAIRE  
Year Ended September 30, 20\_\_**

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

**PART I - General**

- |   |            |
|---|------------|
| 1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13)   | Y<br>_____ |
| 2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27)  | Y<br>_____ |
| 3. Are municipal records open to the public? (Section 25-61-5)  | Y<br>_____ |
| 4. Are meetings of the board open to the public?<br>(Section 25-41-5)   | Y<br>_____ |
| 5. Are notices of special or recess meetings posted?<br>(Section 25-41-13)  | Y<br>_____ |
| 5. Are all required personnel covered by appropriate surety bonds?  | Y<br>_____ |
| · Board or council members (Sec. 21-17-5)   | Y<br>_____ |
| · Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter)  | Y<br>_____ |
| · Municipal clerk (Section 21-15-38)  | Y<br>_____ |
| · Deputy clerk (Section 21-15-23)   | Y<br>_____ |
| · Chief of police (Section 21-21-1)   | Y<br>_____ |
| · Deputy police (Section 45-5-9) (if hired under this law)  | Y<br>_____ |
| 7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19)  | Y<br>_____ |
| 8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting?<br>(Section 21-15-33)  | Y<br>_____ |
| 9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53)   | Y<br>_____ |
| 10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) | Y<br>_____ |
| 11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31)                                | Y<br>_____ |

**IV-B1**

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?  
(Section 21-35-31 or 21-17-19)

Y  
\_\_\_\_\_

**PART II - Cash and Related Records**

1. Where required, is a claims docket maintained?  
(Section 21-39-7)
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?  
(Section 21-39-7)
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?  
(Section 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9)
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23)
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205)
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25)
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25)

Y  
\_\_\_\_\_

**IV-B2**

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

- 11. Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) Y
- 12. Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) Y
- 13. Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) Y
- 14. Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) Y
- 15. Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) Y
- 16. Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] Y
- 17. Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) Y
- 18. Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? Y
- 19. Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) Y

**PART III - Purchasing and Receiving**

- 1. Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(b) and (c)] Y
- 2. Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] Y
- 3. Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] Y
- 4. Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) Y

**IV-B3**

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

**PART IV - Bonds and Other Debt**

1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) Y
2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) Y
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Y
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Y
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Y

**PART V - Taxes and Other Receipts**

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Y
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Y
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) Y
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Y
5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) Y
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Y
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Y
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Y

**IV-B4**

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

- |  |    |
|--|----|
| 9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39)                           | Y  |
| 10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.)  | Y  |
| 11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21)   | Y  |
| 12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1)   | Y  |
| 13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347)   | Y  |
| 14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) | NA |
| 15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG)   | Y  |

IV-B5

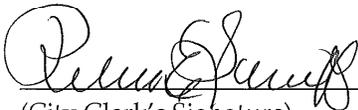
**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

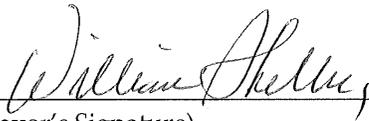
Long Beach, Mississippi

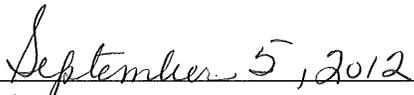
Certification to Municipal Compliance Questionnaire

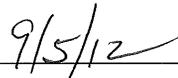
Year Ended September 30, 2012

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Long Beach, and, to the best of our knowledge and belief, all responses are accurate.

  
\_\_\_\_\_  
(City Clerk's Signature)

  
\_\_\_\_\_  
(Mayor's Signature)

  
\_\_\_\_\_  
(Date)

  
\_\_\_\_\_  
(Date)

Minute Book References:

Book Number \_\_\_\_\_

Page \_\_\_\_\_

*(Clerk is to enter minute book references when questionnaire is accepted by board.)*

Alderman Anderson made motion seconded by Alderman Ponthieux and unanimously carried to approve the aforesaid Municipal Compliance Questionnaire.

\*\*\*\*\*

Alderman Anderson made motion seconded by Alderman Carrubba and unanimously carried to spread Jane Marsland's Certificate of Attendance to the Municipal Court Clerks Statewide Seminar upon the minutes of this meeting in words and figures as follows:



**Minutes of September 18, 2012**  
**Mayor and Board of Aldermen**

Alderman Ponthieux	voted	Aye
Alderman Couvillon	voted	Aye
Alderman Anderson	voted	Present, not voting
Alderman Carrubba	voted	Aye
Alderman Lishen	voted	Absent, not voting
Alderman Hammons	voted	Aye

The question having received the affirmative vote of a majority of the alderman present and voting, the Mayor declared the motion carried.

\*\*\*\*\*

Alderman Ponthieux made motion seconded by Alderman Parker and unanimously carried to approve City Clerk's Office personnel actions as follows:

- ❖ Step Increase                      Tina Dahl                      CSA-6-IV                      effective 10/01/12
- ❖ New Hire                              Cabrini Cadrecha              CSA-4-B                      effective 09/16/12

\*\*\*\*\*

Alderman Anderson made motion seconded by Alderman Hammons and unanimously carried acknowledging receipt of the August, 2012, revenue/expense reports.

\*\*\*\*\*

There was no action taken regarding acoustics, City Hall Meeting room.

\*\*\*\*\*

There came on for discussion the Restore Act/Go Coast 2020; whereupon the Mayor apprised the board a committee was working on harbor project submission. There was no action required or taken at this time.

\*\*\*\*\*

Due to Alderman Lishen's absence, Hurricane & Disaster Debris Management Ordinance was taken under advisement until the next regular meeting.

\*\*\*\*\*

There was no action taken regarding MDEQ MS4 Requirements.

\*\*\*\*\*

There came on for consideration the following request from Pink Heart Funds:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**



# Pink Heart Funds™

5095 Beatline Road      Long Beach, MS 39560      (228) 575-8299      pinkheartfunds@gmail.com      www.pinkheartfunds.org

501 (c) 3 ID #20-8907897

Pink Heart Funds exists to inspire, encourage, and restore hope for persons affected with cancer and hair loss disorders

---

Dear City of Long Beach,

Last year Pink Heart Funds held the "Walk of Hope" at Harper McCaughan Town Green on Jeff Davis Ave. and we are looking forward to hosting it again this year on Saturday, October 13, 2012.

We will begin registration at 7am and walk, 5K run and roll begins at 8am. Should be over by 9:30-10am. With your permission I am asking if the fee can be waived for the use of Town Green? We are a non-profit and would greatly appreciate it.

We will also have three banners that we would like to have permission to place in designated locations of Long Beach. One being at the intersection of Klondyke and N. Burke, another at Daughtry Rd and Beatline and the final banner at the end of Pineville intersection by RR Tracks.

We also will have merchants place yard signs in their property.

I appreciate your time and consideration on the fundraiser. I also hope you will be able to join us.

Pink Heart Funds ministry and outreach provides free of charge, breast prostheses to those who have had lumpectomies, mastectomies, and lymphedema sleeves. We also provide cranial prostheses (wigs) to children and adults that have undergone chemotherapy, Alopecia, or any other debilitating cause for hair loss. All of our services are free for those who do not have sufficient insurance coverage or are unable to afford the purchase of wigs or breast prostheses. Feel free to view our website at [www.PinkHeartFunds.org](http://www.PinkHeartFunds.org).

Pink Heart Funds is a 501(c) (3) organization, ID#20-8907897, so your donation is tax deductible.

Thank you,

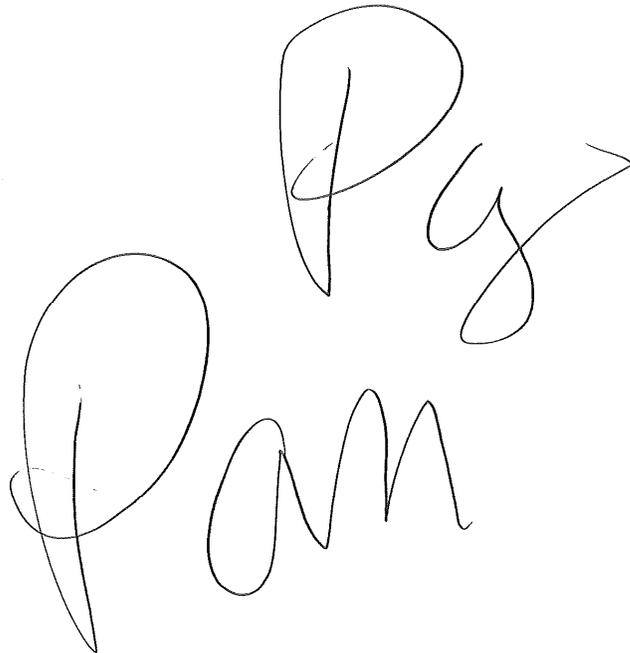
JoAn Niceley  
Founder/President

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

It was supposed to start at Jeff Davis and West 4th Street then continue to South Lang to Hwy 90 and back.

Although, they cut it short at South Lang and had the runners return at that point instead of allowing them to go all the way down to Hwy 90, which in turn caused the route to be too short.

We did get some complaints and concerns about it not actually being a 5K.



There was no one present to answer questions regarding the aforesaid request; whereupon it was the consensus of the board to table the matter until the recess meeting to be scheduled later during the course of this meeting.

\*\*\*\*\*

Alderman Ponthieux made motion seconded by Alderman Anderson and unanimously carried to appointment Ms. Karen Livingood, 154 Markham, Long Beach, Mississippi, to the Hazard Mitigation Committee.

\*\*\*\*\*

The commission recognized Ms. Debbie Cox, President, Long Beach Garden Club, and the following request regarding the 61<sup>st</sup> Spring Pilgrimage:

**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

*Long Beach Garden Club*

*P. O. Box 392  
Long Beach, Mississippi 39560*



*organized 1930*

September 12, 2012

Billy Skellie, Mayor and  
Board of Alderman  
City of Long Beach  
201 Jeff Davis Ave.  
Long Beach, MS 39560

Dear Mayor Skellie and  
Board of Alderman:

The Mississippi Gulf Coast 61<sup>st</sup> Spring Pilgrimage is March 16-24, 2013. Next year, the Long Beach Garden Club will be hosting the Pilgrimage on Tuesday, March 19 from 10:00 A.M. to 4:00 P.M. In addition to showing homes in the afternoon, we are including morning exhibits in order to attract visitors who may stay in our city and dine for lunch.

**The Long Beach Garden Club kindly requests the following:**

- **use of the Town Green as the Welcome Center from 10:00 A.M. to 4:00 P.M. If our request is granted, four exhibitors will demonstrate floral arranging, the art of drying flowers, quilting, and herb gardening from 10:00 A.M. to noon. (30 minute sessions)**
- **waive the event fee for the Town Green**
- **waive the insurance coverage since this will be a low hazard event**
- **Pilgrimage sponsorship by the City (see attached sponsorship form)**

As always, thank you for your consideration of the above requests. The Long Beach Garden Club is looking forward to sharing the hospitality and beauty of Long Beach with visitors from other areas.

Sincerely,

  
Debbie Cox  
President

# Minutes of September 18, 2012 Mayor and Board of Aldermen



The Gulf Coast Council of Garden Clubs, Inc.

PO Box 7750, D'Iberville, MS 39540

## Gulf Coast Pilgrimage Coastal Treasures

*Members*

- Bayou View
- Beach Garden
- Society
- Biloxi GC
- Diamondhead GC
- Four Seasons GC
- Gautier GC
- Gulf Gardeners
- Gulf Hills GC
- Gulfport GC
- Long Beach GC
- Moss Point GC
- Ocean Springs GC
- Pascagoula GC
- Pass Christian GC
- Sunkist GC

We are pleased to be able to tell you that our "Diamond Jubilee" was a huge success! We had visitors from all over the country, even as far away as California. Some were here only a few days but some stayed the entire week and some postponed their return home in order to attend our event. Our Pilgrimage Brochure landed in the hands of thousands of Pilgrims looking for a place to dine, a place to stay, a place to shop or a friendly place to do business.

This year will be our 61<sup>st</sup> Pilgrimage. From March 16 through March 24 we will again feature homes, gardens, churches and municipal buildings from Diamondhead to Pascagoula with Biloxi leading the way with the opening event. All of the members of the Gulf Coast Council of Garden Clubs are excited about the opportunity to showcase our Mississippi Gulf Coast.

For \$100 your business could be highlighted as one of those Places to Dine, Stay or Shop or just advertise. Your ad includes your business name and address.

For a donation of \$100 to \$150 you can be listed as a Friend of the Mississippi Gulf Coast of Garden Clubs Pilgrimage; for \$150 to \$250, a Sponsor, for \$250 to \$500 a Patron; and for \$500 and above, a Benefactor. The names of Friends, Sponsors, Patrons and Benefactors are listed in the opening pages of the Pilgrimage Brochure.

To be included among those listed in the coast-wide Pilgrimage Brochure, please mail your check made out to the Gulf Coast Council of Garden Clubs, Inc. along with the information requested below, by October 31, 2012.

See you there!

Thank you.

The Gulf Coast Council of Garden Clubs, Inc.

Please type or Print:

Business Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

Please check advertising desired:

\$100 ( ) Where to Stay	\$100+ ( ) Friend
\$100 ( ) Where to Dine	\$150+ ( ) Sponsor
\$100 ( ) Where to Shop	\$250+ ( ) Patron
\$100 ( ) Advertiser	\$500+ ( ) Benefactor
\$50 ( ) Honorable Mention (No address)	

Mail to: Rhonda Rosetti, PO Box 7750, D'Iberville, MS 39540

Alderman Parker made motion seconded by Alderman Hammons to approve the aforesaid request for discussion.

After considerable discussion, Alderman Anderson made substitution motion seconded by Alderman Hammons and unanimously carried to approve the aforesaid request, with exception to the waiver of insurance coverage. It was determined a "certificate/declaration of insurance" would be required.

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Alderman Ponthieux made motion seconded by Alderman Hammons and unanimously carried to take the Waste Receptacles/Recycling Bins Left on City Right-of-Way under advisement until the next regular meeting.

**Minutes of September 18, 2012**  
**Mayor and Board of Aldermen**

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Ms. JoAn Niceley, Founder/President of Pink Heart Funds arrived; whereupon it was the consensus of the board to revisit that agenda item.

After considerable discussion and input from Ms. Niceley and Police Chief Wayne McDowell, it was determined the Town Green would only be used to set up a table for registration for the 5K run , therefore no need for rent/waiver. Upon further discussion, it was determined there is a designated 5K route. Ms. Niceley will meet with Chief McDowell and arrange for payment of police services and review of the 5K route. Alderman Anderson made motion seconded by Alderman Parker and unanimously carried to approve the aforesaid request, noting the non-rent of Town Green, Police approved route, and payment of police services.

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The City Attorney reported on various matters of which no action was required or taken.

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There were no public comments on matters not appearing on the agenda.

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There being no further business to come before the Board of Aldermen at this time, Alderman Anderson made motion seconded by Alderman Hammons and unanimously carried to recess this meeting until Tuesday, September 25, 2012, at 5:00 o'clock p.m.

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**Minutes of September 18, 2012  
Mayor and Board of Aldermen**

APPROVED:

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Alderman Leonard G. Carrubba, Sr., At- Large

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Alderman Gary J. Ponthieux, Ward 1

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Alderman Bernie Parker, Ward 2

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Alderman Kaye H. Couvillon, Ward 3

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Alderman Ronnie Hammons, Ward 4

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Alderman Mark E. Lishen, Ward 5

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Alderman Carolyn J. Anderson, Ward 6

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DATE

ATTEST:

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Rebecca E. Schruff, City Clerk