

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

STATE OF MISSISSIPPI

COUNTY OF HARRISON

BE IT REMEMBERED, that a regular meeting of the Board of Supervisors of Harrison County, Mississippi was begun and held in the meeting room of the Board of Supervisors of Harrison County, located in the Second Judicial District Courthouse at Biloxi, Mississippi, on the SECOND MONDAY OF June 2002, being **June 10, 2002**, the same being the time fixed by law and the place fixed by the Order of the Board of Supervisors of Harrison County at a former meeting thereof for holding said meeting of said Board.

THERE WERE PRESENT and in attendance on said Board, William W. Martin, President of said Board, presiding; Bobby Eleuterius, Larry Benefield, Marlin R. Ladner and Connie M. Rockco, members of said Board of Supervisors; Tal Flurry, Tax Assessor for Harrison County, Mississippi; George H. Payne, Jr., Sheriff of Harrison County, Mississippi; and John McAdams, Chancery Clerk and Ex-Officio Clerk of said Board.

WHEREUPON, after the proclamation of the Sheriff, the following proceedings were had and done, viz:

* * *

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The Board next took up for consideration the matter of the proposed sale of the former site of the County Health Department on the main campus of Memorial Hospital at Gulfport, which is West of the main hospital building and North of the existing parking garage. After a discussion of the subject, Supervisor Larry Benefield offered and moved the adoption of the following resolution:

RESOLUTION OF THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, DECLARING INTENTION OF THE GULFPORT-WEST HARRISON COUNTY HOSPITAL DISTRICT TO SELL THE SITE OF THE OLD COUNTY HEALTH DEPARTMENT LOCATED ON THE MAIN CAMPUS OF MEMORIAL HOSPITAL AT GULFPORT; DETERMINING REASONS WHY SUCH SALE IS IN THE BEST INTEREST OF THE CITIZENS OF THE GULFPORT-WEST HARRISON COUNTY HOSPITAL DISTRICT AND THE CITY OF GULFPORT AND THE BEST INTERESTS OF THE PERSONS LIVING IN THE AREA SERVED BY MEMORIAL HOSPITAL AT GULFPORT; ESTABLISHING THE REQUIREMENTS FOR PROPOSALS FOR THE SALE; THE MINIMUM REQUIRED TERMS OF ALL RESPONDENTS AND THE EVALUATION PROCESS; APPROVING ISSUANCE OF REQUEST FOR PROPOSALS AND DIRECTING PUBLICATION OF RESOLUTION.

WHEREAS, the Board of Supervisors of Harrison County (the "Board of Supervisors") acting for and on behalf of the Gulfport-West Harrison County Hospital District, hereby finds, determines, adjudicates and declares as follows:

1. The Gulfport-West Harrison County Hospital District (the "District") and the City of Gulfport (the "City") are the owners of Memorial Hospital at Gulfport (the "Hospital"), a public community hospital which is currently operated by the Board of Trustees of Memorial Hospital at Gulfport (the "Board of Trustees") in

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accordance with the provisions Chapter 13 of Title 41 of the Mississippi Code of 1972, as amended (the "Act").

2. The Board of Trustees previously has determined that it would be in the best interests of the citizens of the Gulfport-West Harrison County Hospital District and the City of Gulfport, and in the best interests of the persons living in the area served by Memorial Hospital at Gulfport, to sell or lease certain property formerly the site of the Harrison County Health Department and containing approximately 1.33 acres (the "Site") on the main campus of the Hospital, located West of the main hospital building and North of the existing parking garage; following which the Board of Trustees submitted its recommendation to the Board of Supervisors and to the City Council (the "City Council") of the City of Gulfport (the "City") that the Board of Supervisors, on behalf of the District, and the City authorize the Board of Trustees to contract on its behalf and on behalf of the Board of Supervisors, the District and the City with a certified public accounting firm to review the current operating condition of the Hospital and the Site in compliance with Section 41-13-15(8) of the Act.

3. The Board of Supervisors accepted the recommendation of the Board of Trustees, determined that it may be in the best interest of the District to sell or lease the Site and authorized the Board of Trustees to contract on its behalf and on behalf of the District with a certified public accounting firm to review the

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current operating condition of the Hospital and the Site in compliance with Section 41-13-15(8) of the Act.

4. On February 11, 2002, the Board of Supervisors reviewed and accepted the feasibility study and report of the certified public accounting firm of Horne CPA Group conducted pursuant to Section 41-13-15(8) of the Act and determined that it is in the public interest and the interests of the citizens of the Gulfport-West Harrison County Hospital District and the City of Gulfport, and in the best interests of the persons living in the area served by Memorial Hospital at Gulfport, that the Site should be sold as authorized by 41-13-15(7)(b) of the Act; provided, however, that such sale should be to a nonprofit corporation for the sole and restricted purpose of developing a parking lot to serve the Hospital's new cancer center and the medical office building in which the cancer center will be located, for the reasons and under the limitations as stated in the feasibility study of Horne CPA Group.

5. The Board of Supervisors and the City Council jointly held a public hearing on the issue of the proposed sale of the Site on March 19, 2002, pursuant to Section 41-13-15(10) of the Act, after notice of the date, time, location and purpose of such public hearing was published in The Sun Herald on February 23, March 2, March 9 and March 16, 2002.

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, ACTING FOR AND ON BEHALF OF THE GULFPORT-WEST HARRISON COUNTY HOSPITAL DISTRICT, AS FOLLOWS:

SECTION 1. The Board of Supervisors does hereby find, determine, adjudicate and declare that it is in the public interest and the interests of the citizens of the Gulfport-West Harrison County Hospital District and the City of Gulfport, and in the best interests of the persons living in the area served by Memorial Hospital at Gulfport, that the former site of the Harrison County Health Department (the "Site") on the main campus of the Hospital, located West of the main hospital building and North of the existing parking garage and more particularly described in the Quit-Claim Deed attached to the Request for Proposals, Exhibit 'II' to this Resolution, should be sold as authorized by Section 41-13-15(7)(b) of the Act; provided, however, that such sale should be to a nonprofit corporation for the sole and restricted purpose of developing a parking lot to serve the Hospital's new cancer center and the medical office building in which the cancer center will be located, for the reasons and under the limitations as stated in the feasibility study of Horne CPA Group, which include (i) that it will improve physician and patient access to the services that are being offered in the Hospital; (ii) that it will improve patient access to physicians, including the accommodation of the projected growth and the number of physicians; (iii) that it will improve

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access to the outpatient cancer services which will be located in the medical office building; and (iv) that it will improve this public hospital's ability to compete within its service area and will result in improved access to cancer services in Harrison County.

SECTION 2. The Board of Supervisors hereby authorizes and approves the Request for Proposals in the form attached to these minutes as Exhibit 'II' and incorporated herein by reference, and determines that the minimum required terms of all respondents, other requirements for proposals for the sale and the evaluation process that will be used for the review by the Board of Supervisors of proposals shall be as stated in the Request for Proposals.

SECTION 3. The Clerk of the City Council of the City of Gulfport is appointed as special agent of the Board of Supervisors and is hereby directed and authorized to publish a copy of this Resolution, including the form of the Notice of Request for Proposals (the "Notice"), which Notice is attached as Exhibit 'I' to this Resolution, pursuant to Section 41-13-15(10) of the Act in The Sun Herald once a week for at least three (3) consecutive weeks and that the first publication of the notice shall be made not less than twenty-one (21) days before the date proposed for the sale of the Site and the last publication shall be made not more than seven (7) days before that date.

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SECTION 4. Sealed proposals for the sale of Site must be received on or before 2:00 p.m., July 16, 2002, by hand delivery, or otherwise physically delivered by public or private carriers or delivery service, including but not limited to U. S. Postal Service Certified Mail with return receipt requested, United Parcel Service, Federal Express, or by any other delivery method wherein receipt of said proposals must be acknowledged, in writing, by the addressee at the time of receipt of said proposals, to Anne Peterson, City Clerk, Gulfport City Hall, 2309 15th Street, Gulfport, Mississippi 39501.

The Board of Supervisors expressly reserves the right to confer with and request additional information from any entity responding to the Request for Proposals. In addition, the Board of Supervisors expressly reserves the right to reject, for any reason, any and all proposals submitted in response to the Request for Proposals.

SECTION 5. The Clerk of the City Council of the City of Gulfport is hereby requested to procure from the publisher of the aforesaid newspaper the customary proof of the publication of this Resolution and the Notice and have the same before the Board of Supervisors on the date and hour specified in Section 4 hereof.

SECTION 6. The date proposed for the sale of the Site is July 16, 2002. If, on or before 2:00 p.m., Central Daylight Time on July 16, 2002, the date proposed for the sale of the Site, there is

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filed with the Clerk of the Board of Supervisors a petition signed by twenty percent (20%) or fifteen hundred (1500), whichever is less, of the qualified voters of the District, requesting that an election be called and held on the question of the sale of the Site, then the Board of Supervisors shall call and provide for the holding of an election as petitioned for. In the case where no such petition is filed with the Clerk of the Board of Supervisors on or before the aforesaid time on July 16, 2002, the date proposed for the sale of the Site, then the Board of Supervisors, acting for and on behalf of the District, shall proceed with the sale of the Site pursuant to the process provided for in the Request for Proposals.

Supervisor Bobby Eleuterius seconded the above motion; and following discussion the matter was put to a vote with the following results:

Supervisor Bobby Eleuterius voted:	<u>AYE</u>
Supervisor Larry Benefield voted:	<u>AYE</u>
Supervisor Marlin R. Ladner voted:	<u>AYE</u>
Supervisor William W. Martin voted:	<u>AYE</u>
Supervisor Connie M. Rockco voted:	<u>AYE</u>

The motion having received a majority affirmative vote of those Supervisors present, the motion was declared passed and the Resolution adopted on the 10th day of June, 2002.

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NOTICE OF REQUEST FOR PROPOSALS

The Harrison County Board of Supervisors, acting for and on behalf of the Gulfport-West Harrison County Hospital District, and the City Council of the City of Gulfport, by Resolutions dated June 10 and June 18, 2002, respectively, have approved the issuance of a Request for Proposals for the purchase of approximately 1.33 acres of land (the "Property") located on the campus of Memorial Hospital at Gulfport under the terms and conditions of the Request for Proposals. The Resolutions authorizing the issuance of the Request For Proposals are attached to this Notice.

Copies of the Request for Proposals may be inspected and obtained at the Office of the City Clerk, Gulfport City Hall, 2309 15th Street, Gulfport, Mississippi, and at the Office of the Clerk of the Board of Supervisors of Harrison County, First Judicial District Courthouse, 1801 23rd Avenue, Gulfport, Mississippi.

Each Respondent is required to certify that it meets the following minimum qualifications in order to submit a proposal in response to the Request for Proposals: (i) the Respondent is a Mississippi not for profit corporation in good standing with the Mississippi Secretary of State; (ii) the Respondent will agree to be bound by the terms of the Request for Proposals and any documents of conveyance which will limit the use of the property as described in the Request for Proposals and which will require that

Exhibit 'I'

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the Respondent shall lease the Property under a 50 year ground lease to Gulfport Medical Office Building, LLC, the developer of a medical office building immediately South of the Property (the "Developer"); (iii) the Respondent will provide proof of adequate financial resources to acquire the Property, and (iv) the Respondent will provide a commitment to community service.

The minimum requirements for the conveyance of the Property as stated in the Request for Proposals include: (i) satisfaction of the objectives of the City and County as stated in the Request for Proposals; (ii) payment of the Purchase Price which shall be not less than the sum of \$636,300, representing the appraised value of the Property (\$635,100) plus the cost of the appraisal obtained by the City and the County (\$1,200); (iii) agreement to accept the conveyance of the Property pursuant to the terms and conditions of the Quit Claim Deed attached to the Request for Proposals; and (iv) agreement to be bound by the requirement that the successful respondent enter into a ground lease agreement in a form reasonably satisfactory to the Developer in order to lease the Property to the Developer.

To be considered, any Proposal must be delivered, in the form required by the Request for Proposals, on or before July 16, 2002, at 2:00 o'clock p.m., to Gulfport City Hall, 2309 15th Street, Gulfport, Mississippi 39501, to the attention of Anne Peterson, City Clerk, by hand delivery or other physical delivery by public

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or private carriers or delivery service, including but not limited to, the U. S. Postal Service, certified mail, return receipt requested, United Parcel Service, Federal Express, or any other delivery method providing for receipt of the Proposal to be acknowledged in writing. All questions regarding the Request for Proposals must be submitted in writing to James S. Kaigler, Chief Executive Officer, Memorial Hospital at Gulfport, 4500 13th Street, Gulfport, MS 39501.

The City Council and the Board of Supervisors anticipate that they will direct the Board of Trustees or its designee to review all proposals received and submit a recommendation to the City Council and the Board of Supervisors immediately following the receipt of the proposals. Following receipt of the above-referenced recommendation, the City Council and the Board of Supervisors will promptly review the recommendation, and individual proposals, if necessary, and announce their decision as to which Respondent, if any, they will enter into final negotiations with, and will promptly proceed to consummate the sale if a proposal is accepted.

This 18th day of June, 2002.

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CITY COUNCIL OF THE CITY OF
GULFPORT, MISSISSIPPI

By _____
Clerk of Council

HARRISON COUNTY BOARD OF
SUPERVISORS, ACTING FOR AND ON
BEHALF OF THE GULFPORT-WEST
HARRISON COUNTY HOSPITAL
DISTRICT

By _____
John McAdams, Clerk of the
Harrison County Board of
Supervisors

Publish:

June 21, 2002
June 28, 2002
July 5, 2002
July 12, 2002

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REQUEST FOR PROPOSALS
TO SELL APPROXIMATELY 1.33 ACRES OF LAND
LOCATED ON PREMISES OF MEMORIAL HOSPITAL AT GULFPORT
FOR LIMITED PURPOSE OF LEASING PROPERTY FOR
PARKING LOT TO SERVE MEDICAL OFFICE BUILDING
AND CANCER CENTER

This Request for Proposal ("RFP") is issued by the City of Gulfport (the "City"), the Board of Supervisors of Harrison County (the "Board of Supervisors") acting for and on behalf of the Gulfport-West Harrison County Hospital District (the "District"), a subdivision of Harrison County, Mississippi, and the Memorial Hospital at Gulfport Board of Trustees (the "Board of Trustees") for the sale of approximately 1.33 acres of land (the "Property") located on the premises of Memorial Hospital at Gulfport (the "Hospital") to be held for the limited purpose of leasing the Property to a specified development company in order to facilitate the development of a medical office building and cancer center adjacent to the Property in order to provide improved access by patients and physicians to the Hospital and to enable the expansion of Hospital services to meet the needs of the citizens of the Hospital's service area.

This RFP is intended to solicit proposals solely from nonprofit corporations (the "Respondents") who will agree to the terms and conditions contained herein whereby, upon the conveyance of the Property to the successful Respondent, the successful

Exhibit 'II'

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Respondent will enter into a long term ground lease agreement for the lease of the Property to Gulfport Medical Office Building, LLC in order to facilitate the development of a medical office building and cancer center adjacent to the Property.

Each Respondent should consider its proposal to be non-binding.

All communications or inquiries relating to these materials should be directed to James S. Kaigler in accordance with Article VI of this RFP. No contact should be made with the City, the Board of Supervisors, the Board of Trustees or any other employees, medical staff, or agents of the Hospital without the authorization of Mr. Kaigler, which will not be unreasonably withheld.

The information being sought pursuant to this RFP is intended to assist the City, the Board of Supervisors, and the Board of Trustees in conducting an analysis and consideration of the options available. This RFP does not constitute an offer to sell the Property and nothing contained in this RFP, or proposed in response to it, is intended to constitute a binding obligation of the City, the Board of Supervisors, the Board of Trustees or any Respondent. Each Respondent is advised that the execution of any binding agreement regarding a transaction with the City, the Board of Supervisors and the Board of Trustees and the implementation thereof is conditional on the approval of the City, the Board of Supervisors, and the Board of Trustees.

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The City, the Board of Supervisors and the Board of Trustees expressly reserve the right, in their sole discretion, to request amendments to proposals, to reject any and all proposals received, to amend this RFP, and/or to terminate this RFP. The City, the Board of Supervisors and the Board of Trustees further reserve the right to negotiate further, after proposals are received and considered, with any Respondent, in their sole discretion.

Neither this RFP nor the submission of any proposal creates any legal rights, duties or obligations on the part of the City, the Board of Supervisors, the Board of Trustees, the Respondents, or any other party. Any and all legal rights, duties and obligations (if any) shall be established and governed exclusively by the terms of a written contract to be executed by the Hospital, the City and the Board of Supervisors and the successful Respondent, or by further resolutions by the sellers and the closing documents, in the event that any Respondent's proposal is accepted.

The information contained in this RFP has been prepared to assist the Respondents in making their own evaluation of the proposed conveyance of the Property for the limited purpose of leasing the Property in order to facilitate the development of a medical office building, including the Hospital's new cancer center, to provide improved access by patients and physicians to the Hospital and to enable the expansion of Hospital services to

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meet the needs of the citizens of the Hospital's service area. This RFP does not purport to contain all of the information that a Respondent may desire in order to make such an evaluation. In all cases, Respondents should conduct their own investigation and analysis of the proposed conveyance of the Property and the data set forth in this RFP. The City, the Board of Supervisors and the Board of Trustees make no representation or warranty, express or implied, as to the accuracy or completeness of the information contained in this RFP. The City, the Board of Supervisors and the Board of Trustees shall have no liability for any representations, either express or implied, contained in this RFP or any other written or oral communications transmitted to a Respondent in the course of its evaluation of the proposed conveyance of the Property.

I. MINIMUM QUALIFICATIONS TO RESPOND

RFP Requirements:

Each Respondent is required to certify the following in order to submit a response to this RFP:

- The Respondent is a Mississippi not for profit corporation in good standing with the Mississippi Secretary of State
- The Respondent will agree to be bound by the terms of this RFP and any documents of conveyance which will limit the use of the property as described herein and which will require that the Respondent shall lease the Property under a 50 year ground

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lease agreement to Gulfport Medical Office Building LLC, which is in the process of developing a medical office building and cancer center adjacent to the Property.

- Proof of adequate financial resources to acquire the Property.
- A commitment to community service.

II. DESCRIPTION OF PROPERTY AND PLANNED PROPERTY DEVELOPMENT

A. The Hospital

The Hospital is a public community hospital owned jointly by the City of Gulfport and the Gulfport-West Harrison County Hospital District, a subdivision of Harrison County. In an effort to continue to serve and promote the health and welfare of the citizens of the Hospital's service area, the Board of Trustees has requested that the City and the Board of Supervisors join with the Hospital to convey the Property to a Mississippi not for profit corporation for the limited purpose of owning the Property and leasing the property under a fifty year ground lease in order to facilitate the development of a medical office building and cancer center adjacent to the Property.

B. The Property

The Property consists of approximately 1.33 acres of land, more particularly described on Exhibit 'A' hereto, located on the main campus of the Hospital West of the main hospital building and North of the existing parking garage.

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C. Restricted Use of Property

The Property shall be conveyed to the successful Respondent by quit claim deed substantially in the form attached hereto, with the restriction and upon the condition that the Respondent shall lease the Property under a ground lease having a term of fifty (50) years to Gulfport Medical Office Building, LLC, a development company which has been approved by the Board of Trustees for the purpose of developing, owning and managing a medical office building, which will contain the Hospital's new cancer center.

D. Development of Property

The Board of Trustees has determined that the Property should be leased for a parking lot to serve the Hospital's new cancer center and the medical office building in which the cancer center will be located.

III. OBJECTIVES OF THE CITY AND THE BOARD OF SUPERVISORS

The City and the Board of Supervisors desire to convey the Property to a Mississippi not for profit corporation for the limited purpose of having the not for profit corporation lease the Property under a fifty year ground lease to Gulfport Medical Office Building LLC in order to facilitate the development of a medical office building and cancer center adjacent to the Property. The City and the Board of Supervisors have determined that the development of the Property in the aforesaid manner will be in the best interests of the citizens of the City and the Gulfport-West

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Harrison County Hospital District by providing improved access by patients and physicians to the Hospital and enabling the expansion of Hospital services to meet the needs of the citizens of the Hospital's service area.

IV. REQUIREMENTS FOR THE CONVEYANCE OF THE PROPERTY

RFP Requirement. Each Respondent should address the manner and method of accomplishing the following general requirements including a scheduled timetable for their achievement and a financing plan:

A. Objectives of City and Board of Supervisors

RFP Requirement. Each Respondent should describe how it intends to assist the City and the Board of Supervisors in accomplishing the objectives set forth in Article III.

B. Purchase Price

RFP Requirement. The minimum Purchase Price shall be \$636,300, which is equal to the appraised value of the Property (\$635,100) plus the cost of the appraisal obtained by the City and the County (\$1,200).

C. Conveyance Documents

RFP Requirement. Respondent should indicate its intent to accept the conveyance of the Property pursuant to the terms and conditions of the Quit Claim Deed attached hereto and to be bound by the requirement that Respondent enter into a ground lease agreement having a term of fifty (50) years and otherwise in a form

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reasonably satisfactory to Gulfport Medical Office Building LLC (the "Developer").

V. QUALIFICATIONS OF PROSPECTIVE NONPROFIT OWNER OF PROPERTY

Each Respondent should provide the following information with regard to its qualifications and capabilities to buy the Property to be held for the limited purpose of leasing the Property to the Developer in order to facilitate the development of a medical office building, including a new cancer center for the Hospital:

- Objectives in proposing to buy the Property for the restricted use and purposes as described in this RFP.
- Description of the organizational structure of the Respondent and its members and its affiliated entities (including current organizational chart), its management team, board structure, mission and holdings;
- Experience of its Board of Directors with the operation of Mississippi hospitals; and
- Method of financing the purchase price required under this RFP.

VI. TIMETABLE AND INSTRUCTIONS

A. Timetable

RFP Requirements. Sealed proposals in response to this RFP must be received on or before 2:00 p.m. CDT on July 16, 2002, by hand delivery, or otherwise physically delivered by public or private carriers or delivery service, including but not limited to

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U. S. Postal Service Certified Mail, return receipt requested, United Parcel Service, Federal Express, or by any other delivery method wherein receipt of said proposals is provided, to:

Anne Peterson, City Clerk
City of Gulfport, Mississippi
2309 15th Street
Gulfport, MS 39501

All questions regarding the RFP must be submitted in writing to James S. Kaigler, Chief Executive Officer, Memorial Hospital at Gulfport, 4500 13th Street, Gulfport, MS 39501.

B. Instructions

RFP Requirements. Ten (10) copies of a Respondent's proposal should be delivered to the party indicated above and must include, at a minimum, responses to the specific criteria and inquiries. Each Respondent should also provide evidence of its ability to satisfy the financial commitments proposed herein.

VII. EVALUATION PROCESS

The City and the Board of Supervisors will refer all proposals to the Board of Trustees for review and recommendation to the City and the Board of Supervisors as to whether any proposal should be accepted and, if so, which one.

Following receipt of the above-referenced recommendation, the City and the Board of Supervisors will promptly review the recommendation, and individual proposals, if necessary, and announce their decision as to which Respondent, if any, the City

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and Board of Supervisors will enter into contract negotiations with.

VIII. ATTACHMENTS/EXHIBITS

- A. Description of Property
- B. Quit Claim Deed

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EXHIBIT 'A'

A parcel of land situated and being located in a part of Lots 53, 54, 55 and 56 of the GOTTSCHALK SURVEY of the Claude Ladner Claim Section, City of Gulfport, First Judicial District of Harrison County, Mississippi, and being more particularly described as follows, to-wit:

Beginning at the point of intersection of the easterly margin of Broad Avenue with the southerly margin of Old Pass Road, said point having Grid Coordinates North 315668.78 and East 894501.56 of the Mississippi State Plane Coordinate System, East Zone, N.A.D. '83; thence run from said POINT OF BEGINNING South 28 degrees 34 minutes 14 seconds East 250.00 feet along the easterly margin of Broad Avenue; thence run North 68 degrees 29 minutes 43 seconds East 108.16 feet; thence run North 21 degrees 57 minutes 20 seconds West 54.29 feet; thence run North 68 degrees 02 minutes 40 seconds East 125.50 feet; thence run North 21 degrees 57 minutes 20 seconds West 15.16 feet; thence run North 23 degrees 02 minutes 40 seconds East 25.36 feet; thence run North 68 degrees 02 minutes 40 seconds East 18.20 feet; thence run North 21 degrees 57 minutes 20 seconds West 159.45 feet to the southerly margin of Old Pass Road; thence run South 68 degrees 29 minutes 43 seconds West 298.59 feet to the POINT OF BEGINNING. Said described parcel contains 60,596 square feet or approximately 1.39 acres.

LESS AND EXCEPT portion conveyed to City of Gulfport for Broad Avenue Turn Lane, described as follows:

For the POINT OF BEGINNING commence at the point of intersection of the South margin of Old Pass Road (also known as 15th Street), and the East margin of Broad Avenue; thence run North 67 degrees 47 minutes 00 seconds East, along said South margin for a distance of 72.92 feet to a point; thence run South 22 degrees 20 minutes 45 seconds East for a distance of 20.99 feet to a point; thence run South 67 degrees 39 minutes 15 seconds West for a distance of 36.04 feet to a point; thence run South 22 degrees 20 minutes 10 seconds East for a distance of 22.96 feet to a point; thence run South 67 degrees 39 minutes 06 seconds West, for a distance of 20.78 feet to a point; thence run South 22 degrees 20 minutes 54 seconds East, for a distance of 97.82 feet to a point on the East margin of Broad Avenue; thence run North 28 degrees 49 minutes 03 seconds West, along said East margin, for a distance of 142.84 feet to the POINT OF BEGINNING, containing 2815 Square Feet or approximately 0.06 acres.

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STATE OF MISSISSIPPI

COUNTY OF HARRISON

QUIT-CLAIM DEED

FOR AND IN CONSIDERATION of the sum of Ten Dollars (\$10.00), cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, MEMORIAL HOSPITAL AT GULFPORT, THE CITY OF GULFPORT, MISSISSIPPI, and THE GULFPORT-WEST HARRISON COUNTY HOSPITAL DISTRICT, ACTING BY AND THROUGH THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, do hereby sell, convey and quit-claim unto _____, a Mississippi non-profit corporation, that certain real property located in the City of Gulfport, First Judicial District, Harrison County, Mississippi, being more particularly described on Exhibit 'A'.

The property described on Exhibit 'A' is conveyed to Grantee for the limited purpose of being leased to Gulfport Medical Office Building, LLC, for use as a parking lot under an existing ground lease until the year 2050. If it is used for any other purpose prior to that year, Grantors shall have the right to seek reconveyance of the property in any court of competent jurisdiction.

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The Grantors reserve unto themselves all oil, gas and minerals on and under the property herein conveyed (excepting, however, sand, gravel and similar minerals obtained by surface excavation) which have not previously been conveyed or reserved by third parties.

The property herein conveyed is exempt from taxation for the year of conveyance.

WITNESS the signature of the parties, this the ____ day of _____, 2002.

MEMORIAL HOSPITAL AT GULFPORT

By _____
Chief Executive Officer

CITY OF GULFPORT, MISSISSIPPI

ATTEST:

By _____
Mayor

City Clerk

GULFPORT-WEST HARRISON COUNTY
HOSPITAL DISTRICT

ATTEST:

By _____
President, Board of Supervisors
of Harrison County

Clerk of the Board
of Supervisors

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STATE OF MISSISSIPPI

COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the above jurisdiction, James S. Kaigler, Chief Executive Officer of Memorial Hospital at Gulfport, who acknowledged to me that he signed and delivered the above and foregoing Quit-Claim Deed on the day and year therein written, for and on behalf of Memorial Hospital at Gulfport, he being duly authorized so to do.

Given under my hand and official seal of office, this the ____ day of _____, 2000.

NOTARY PUBLIC

My Commission expires:

STATE OF MISSISSIPPI

COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the above jurisdiction, KEN COMBS, being Mayor of the City of Gulfport, Mississippi, who acknowledged to me that he signed and delivered the above and foregoing Quit-Claim Deed on the day and year therein written, for and on behalf of the City of Gulfport, Mississippi, he being duly authorized so to do.

Given under my hand and official seal of office, this the ____ day of _____, 2000.

NOTARY PUBLIC

My Commission expires:

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

STATE OF MISSISSIPPI

COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the above jurisdiction, _____, being President of the Board of Supervisors of Harrison County, Mississippi, who acknowledged to me that he signed and delivered the above and foregoing Quit-Claim Deed on the day and year therein written, for and on behalf of the Gulfport-West Harrison County Hospital District, he being duly authorized so to do.

Given under my hand and official seal of office, this the _____ day of _____, 2000.

 NOTARY PUBLIC

My Commission expires:

GRANTORS:

Memorial Hospital at Gulfport
 4500 13th Street
 Gulfport, MS 39501
 Telephone: 228/865-3404

City of Gulfport, Mississippi
 2309 15th Street
 Gulfport, MS 39501
 Telephone: 228/868-5810

Gulfport-West Harrison County Hospital District
 by and through the Board of Supervisors of Harrison County
 1801 23rd Avenue
 Gulfport, MS 39501
 Telephone: 228/865-4001

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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GRANTEE:

Telephone: _____

DOCUMENT PREPARED BY:

Robert C. Galloway
Butler, Snow, O'Mara, Stevens & Cannada, PLLC
P. O. Drawer 4248
Gulfport, MS 39502
228/864-1170

INDEXING INSTRUCTIONS:

Lots 53, 54, 55 and 56 of the Gottschalk Survey of the
Claude Ladner Claim

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EXHIBIT 'A'

A parcel of land situated and being located in a part of Lots 53, 54, 55 and 56 of the GOTTSCHALK SURVEY of the Claude Ladner Claim Section, City of Gulfport, First Judicial District of Harrison County, Mississippi, and being more particularly described as follows, to-wit:

Beginning at the point of intersection of the easterly margin of Broad Avenue with the southerly margin of Old Pass Road, said point having Grid Coordinates North 315668.78 and East 894501.56 of the Mississippi State Plane Coordinate System, East Zone, N.A.D. '83; thence run from said POINT OF BEGINNING South 28 degrees 34 minutes 14 seconds East 250.00 feet along the easterly margin of Broad Avenue; thence run North 68 degrees 29 minutes 43 seconds East 108.16 feet; thence run North 21 degrees 57 minutes 20 seconds West 54.29 feet; thence run North 68 degrees 02 minutes 40 seconds East 125.50 feet; thence run North 21 degrees 57 minutes 20 seconds West 15.16 feet; thence run North 23 degrees 02 minutes 40 seconds East 25.36 feet; thence run North 68 degrees 02 minutes 40 seconds East 18.20 feet; thence run North 21 degrees 57 minutes 20 seconds West 159.45 feet to the southerly margin of Old Pass Road; thence run South 68 degrees 29 minutes 43 seconds West 298.59 feet to the POINT OF BEGINNING. Said described parcel contains 60,596 square feet or approximately 1.39 acres.

LESS AND EXCEPT portion conveyed to City of Gulfport for Broad Avenue Turn Lane, described as follows:

For the POINT OF BEGINNING commence at the point of intersection of the South margin of Old Pass Road (also known as 15th Street), and the East margin of Broad Avenue; thence run North 67 degrees 47 minutes 00 seconds East, along said South margin for a distance of 72.92 feet to a point; thence run South 22 degrees 20 minutes 45 seconds East for a distance of 20.99 feet to a point; thence run South 67 degrees 39 minutes 15 seconds West for a distance of 36.04 feet to a point; thence run South 22 degrees 20 minutes 10 seconds East for a distance of 22.96 feet to a point; thence run South 67 degrees 39 minutes 06 seconds West, for a distance of 20.78 feet to a point; thence run South 22 degrees 20 minutes 54 seconds East, for a distance of 97.82 feet to a point on the East margin of Broad Avenue; thence run North 28 degrees 49 minutes 03 seconds West, along said East margin, for a distance of 142.84 feet to the POINT OF BEGINNING, containing 2815 Square Feet or approximately 0.06 acres.

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The following Resolution of the Harrison County Development Commission came before the Board for consideration:

RESOLUTION

There next came on for consideration the request of SEEMANN COMPOSITES, INC. for an exemption from ad valorem tax, and after a general discussion, Commissioner Don Mason offered the following resolution:

A RESOLUTION OF THE HARRISON COUNTY DEVELOPMENT COMMISSION REQUESTING THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, FAVORABLY CONSIDER THE APPLICATION OF SEEMANN COMPOSITES, INC. FOR AN EXEMPTION FROM AD VALOREM TAX TO THE EXTENT PERMITTED AND AUTHORIZED BY STATUTE.

WHEREAS, the Harrison County Development Commission has reviewed the application for exemption from ad valorem tax filed in triplicate by SEEMANN COMPOSITES, INC. with Harrison County Board of Supervisors for an exemption from ad valorem tax pursuant to Section 27-31-101, et seq., Mississippi Code of 1972, for property investment at SEEMANN COMPOSITES, INC., and

WHEREAS, the Harrison County Development Commission does find that it would be appropriate and in order that the application be favorably considered by the Harrison County Board of Supervisors and that the tax exemption be granted for the maximum period of time permitted by statute. It is therefore,

RESOLVED, that the Harrison County Development Commission does hereby request the Harrison County Board of Supervisors to favorably consider the application of SEEMANN COMPOSITES, INC. for exemption from ad valorem tax heretofore filed by SEEMANN COMPOSITES, INC. with the Harrison County Board of Supervisors, provided, however, that the total exemption not to exceed ten (10) years.

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On a roll call vote, the result was as follows:

Commissioner Bert Allen	Voted <u>ABSENT</u>
Commissioner Richard Bennett	Voted <u>ABSENT</u>
Commissioner Frank Castiglia, Jr.	Voted <u>ABSENT</u>
Commissioner Paige Gutierrez	Voted <u>ABSTAIN</u>
Commissioner Franklin Kyle, Jr.	Voted <u>AYE</u>
Commissioner Eaton Lang	Voted <u>AYE</u>
Commissioner William Lyons	Voted <u>AYE</u>
Commissioner Don Mason	Voted <u>AYE</u>
Commissioner Bruce Nourse	Voted <u>AYE</u>
Commissioner Philip Terrell	Voted <u>AYE</u>
Commissioner Jimmy Walker, Sr..	Voted <u>AYE</u>
Commissioner Elmer Williams	Voted <u>AYE</u>

The motion having received the affirmative vote on a majority of the members present and voting, the President declared the motion passed and the order adopted on this the 28th day of May, 2002.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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STATE OF MISSISSIPPI
COUNTY OF HARRISON

CERTIFICATE

I, Merry J. Mayo, Administrative Assistant of the Harrison County Development Commission, hereby certify that the attached Resolution and Order are true and correct copies.

WITNESS MY SIGNATURE, this the 4th day of June, 2002.

Merry J. Mayo

Merry J. Mayo, Administrative Assistant
Harrison County Development Commission

BY *Jennif L. Taylor*

NOTARY PUBLIC

(SEAL)

*my Commission Expires
6/5/04*

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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APPLICATION TO THE BOARD OF SUPERVISORS

OF

HARRISON COUNTY, MISSISSIPPI

FOR EXEMPTION FROM

AD VALOREM TAXES

APPLICATION OF SEEMANN COMPOSITES, INC.,
 GULF SOUTH RENTALS, L.L.C., WILLIAM H. SEEMANN AND
 WYNN SEEMANN FOR EXEMPTION FROM AD VALOREM TAXES FOR
 A TEN-YEAR PERIOD AS AUTHORIZED BY SECTION 27-31-105 OF
 THE MISSISSIPPI CODE OF 1972, AS AMENDED (THE "CODE").

TO THE HONORABLE BOARD OF SUPERVISORS OF HARRISON COUNTY,
 MISSISSIPPI:

Comes now Seemann Composites, Inc., Gulf South Rentals, L.L.C., William H. Seemann and Wynn Seeman (the "Applicants") and file this an Application in triplicate for exemption from ad valorem taxation, except ad valorem taxes levied for school district purposes ("school district taxes") and the "mandated levies" described in Code Section 27-39-329 and respectfully represents unto the Honorable Board of Supervisors of Harrison County, Mississippi as follows:

1. Seemann Composites, Inc. is a corporation and Gulf South Rentals, L.L.C. is a limited liability company, both organized in Mississippi and currently engaged in business activities in Harrison County, Mississippi.
2. Gulf South Rentals, L.L.C. is the owner and lessor of certain process machinery and equipment, located at 12481 Glascock Circle, Gulfport, Harrison County, Mississippi which is part of the industrial enterprise that is the subject of this Application.
3. William H. Seemann and Wynn Seemann are the owners and lessors of land and building, located at 12481 Glascock Circle, Gulfport, Harrison County, Mississippi, which is part of the industrial enterprise that is the subject of this Application.
4. The Applicants have negotiated in good faith with the Board of Supervisors as to the ad valorem tax exemption authorized by Code Section 27-31-105 and related Code Sections.

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5. The Applicants are now operating a manufacturing plant at 12481 Glascock Circle, Gulfport, Harrison County, Mississippi (the "Facility") (see the legal description attached as Exhibit "A"), manufacturing custom composite products. The Facility is an enterprise of "public utility" within the meaning of Section 27-31-105 and related Sections of the Code which has made additions to or expansions of its facilities or properties or has replaced equipment used in connection with or necessary to the operation of such enterprise.

6. The Applicants are therefore eligible for the exemption granted by Code Section 27-31-105 as a manufacturing enterprise described in Code Section 27-31-101.

7. The exemption prayed for in this Application is with respect to additions to, expansions of, or replacements with respect to Applicants' said enterprise of public utility as enumerated in Code Section 27-31-101, which expansions, additions, and replacements will promote the industrialization of Mississippi, and will promote the development of Harrison County, and the City of Gulfport, Mississippi.

8. Applicants have expanded and upgraded the Facility with additions and replacements during 2001 as a part of a program which upgrades and expands the production of products. This Application relates to the additions and replacements (as listed in "Exhibit B" hereto) acquired as a result of such additions, expansions and replacements.

9. Applicants' additions, expansions and replacements which are the subject of this Application were completed within the meaning of the applicable statutes of the State of Mississippi on December 31, 2001. In accordance with the provisions of Code Section 27-31-105, the exemption hereby claimed should commence on December 31, 2001.

10. Applicants' expansion provided 21 new jobs with an annual payroll of approximately \$622,600. Applicants currently employ 43 workers in Harrison County with an annual payroll of approximately \$1,433,000.

11. The true value of all property to be exempted is \$2,485,658 as shown in the itemized list attached hereto as "Exhibit B" and made a part hereof.

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12. The exemption from ad valorem taxation, except school district taxes and the "mandated levies", on the tangible property described in "Exhibit B" should be granted for a ten-year period beginning on December 31, 2001.

PRAYER

WHEREFORE, the Applicants pray that the Board of Supervisors enter a finding that the Applicants have negotiated in good faith with the Board of Supervisors as to the requested exemption; the Applicants have in fact undertaken an addition to, expansion of, or replacement with respect to an enterprise of public utility; and that the additions, expansions, and replacements were completed on December 31, 2001, and that the Applicants be granted an exemption, under Code Section 27-31-105, from ad valorem taxation, except school district ad valorem taxes and the "mandated levies" described in Code Section 27-39-329, as provided by law, for a ten-year period beginning on December 31, 2001 for the items of tangible property used in, or necessary to the operation of the Applicants' expanded enterprise in the City of Gulfport, Harrison County, Mississippi and described in "Exhibit B" attached hereto; and

That the Board of Supervisors of Harrison County, Mississippi approve this Application by a Resolution spread upon its minutes, declaring that such property is exempt from all ad valorem taxation, except school district ad valorem taxes and the "mandated levies", for a period of ten (10) years beginning on December 31, 2001; and forward the original and three (3) copies of this Application and a certified transcript of such approval to the Mississippi State Tax Commission and that, upon approval of this Application by the Mississippi State Tax Commission and the issuance of its certificate of approval, the Board of Supervisors enter a Final Order on its minutes granting the prayed for exemption and notify the County Tax Assessor of such exemption and obtain a certificate of the County Tax Assessor verifying the status of said property as non-taxable on the appropriate tax rolls.

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Respectfully submitted, this the 16th day of May, 2002.


APPLICANTS:

SEEMANN COMPOSITES, INC.

By: 
William H. Seemann, President

GULF SOUTH RENTALS, L.L.C.

BY: 
William H. Seemann, President


WILLIAM H. SEEMANN


WYNN SEEMANN

This Application was prepared by Mark S. Aquadro, Esq., of Watkins Ludlam Winter & Stennis, P.A., P.O. Box 1456, Olive Branch, Mississippi 38654.

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STATE OF MISSISSIPPI
COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the county and state aforesaid, the within named William H. Seemann, as President of Seemann Composites, Inc., a corporation organized in Mississippi, and Gulf South Rentals, L.L.C., a limited liability company organized in Mississippi, who acknowledged to me that as the duly authorized representative for and on behalf of said companies and as the act and deed of each, he swore to and subscribed the foregoing Application as of the day and year therein mentioned; he being first duly authorized so to do.

Given under my hand and official seal, this the 16th day of May, 2002.



Notary Public

My Commission Expires:
NOTARY PUBLIC STATE OF MISSISSIPPI AT LARGE
MY COMMISSION EXPIRES: Jan 26, 2005
BONDED THROUGH NOTARY PUBLIC UNDERWRITERS

STATE OF MISSISSIPPI
COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the county and state aforesaid, the within named William H. Seemann, who acknowledged to me that he swore to and subscribed the foregoing Application as of the day and year therein mentioned.

Given under my hand and official seal, this the 16th day of May, 2002.



Notary Public

My Commission Expires:
NOTARY PUBLIC STATE OF MISSISSIPPI AT LARGE
MY COMMISSION EXPIRES: Jan 26, 2005
BONDED THROUGH NOTARY PUBLIC UNDERWRITERS


MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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STATE OF MISSISSIPPI

COUNTY OF HARRISON

Personally appeared before me, the undersigned authority in and for the county and state aforesaid, the within named Wynn Seemann, who acknowledged to me that she swore to and subscribed the foregoing Application as of the day and year therein mentioned.

Given under my hand and official seal, this the 16th day of May, 2002.


Notary Public

My Commission Expires:

NOTARY PUBLIC STATE OF MISSISSIPPI AT LARGE
MY COMMISSION EXPIRES: Jan 26, 2005
BOND# 43881-NOTARY PUBLIC UNDERWRITERS

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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EXHIBIT "A"

Description of Real Property

LEGAL DESCRIPTION

A parcel of land located in the SW 1/4 of Section 13, Township 7 South, Range 11 West and the NW 1/4 of Section 24, Township 7 South, Range 11 West, City of Gulfport, Harrison County, First Judicial District, Mississippi, described as:

Commence at an iron pipe being 55' East of the NW corner of Lot 9 as per the official plat of Subdivision Number 2 of Bayou Bernard Industrial District, recorded in Plat Book 25, Page 26, City of Gulfport, Harrison County, Mississippi, said point also being the NE corner of a 75' drainage easement along the west line of said Lot 9; thence South 89 degrees 24 minutes 59 seconds West 1458.00 feet; thence South 00 degrees 11 minutes West 1613.39 feet; thence East 300.00 feet to the POINT OF BEGINNING; thence East 400.00 feet; thence South 00 degrees 11 minutes 00 seconds West 960.00 feet to an iron rod on the high bank of the Industrial Seaway; thence continue South 00 degrees 11 minutes 00 seconds West 45.0 feet to the water's edge of said Industrial Seaway; thence North 89 degrees 17 minutes 03 seconds West along the water's edge 400.03 feet; thence North 00 degrees 11 minutes 00 seconds East 40.00 feet to an iron rod on the high bank of the Industrial Seaway, said point also being West 400.00 feet from previously mentioned iron rod at the high bank of the Industrial Seaway; thence continue North 00 degrees 11 minutes 00 seconds East 960.00 feet to the POINT OF BEGINNING.

INDEX AS FOLLOWS:

Part of SW 1/4 of S13, T7S, R11W
and part of NW 1/4 of S24, T7S, R11W,
City of Gulfport, and also being a part
of Lot 8, of Bernard Bayou Industrial
District No. 2, Harrison County, Mississippi

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EXHIBIT "B"

REAL PROPERTY

<u>Type of Property</u>		<u>True Value*</u>
Building	\$	1,550,829
Improvements	\$	<u>121,148</u>
SUBTOTAL	\$	1,671,977
Land	\$	225,600
Site Improvements	\$	<u>179,014</u>
SUBTOTAL	\$	404,614
TOTAL REAL PROPERTY	\$	2,076,591

PERSONAL PROPERTY

COMPUTERS AND SIMILAR EQUIPMENT		<u>True Value</u>
See Exhibit "B-1"	\$	44,418
PROCESS MACHINERY AND EQUIPMENT		<u>True Value</u>
See Exhibit "B-2"	\$	319,374
FURNITURE AND FIXTURES		<u>True Value</u>
See Exhibit "B-1"	\$	45,275
TOTAL PERSONAL PROPERTY	\$	409,067
TOTAL TRUE VALUE	\$	<u>2,485,658</u>

*These values are merely estimates based on cost. The appraisal value may be different and must be determined with the assistance of the Tax Assessor's office.

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2001 PURCHASES FOR ADVALOREM RECONCILIATION

NO.	DESCRIPTION	VENDOR	INVOICE #	AMOUNT
1	C COMPUTER MONITOR	SAMS		\$160.48
2	C 650VA POWER SUPPLY	SAMS		\$149.78
3	C DELL POWEREDGE 4400 SERVER	DELL		\$8,482.96
4	C DELL PRECISION 330 1.5Ghz	DELL		\$5,798.33
5	C HP LASERJET 1100			\$319.93
5	C KODAK DIGITAL CAMERA			\$590.32
7	C DELL DIMENSION COMPUTERS (3)	DELL		\$3,957.93
8	C DELL PRECISION MEMORY	DELL		\$558.43
9	C DELL PRECISION 330 1.7Ghz	DELL		\$6,088.29
10	C HP 1200 PRINTER	OFFICE DEPOT		\$427.99
11	C IBM THINKPAD 128MB			\$2,919.53
12	C HP 1200 PRINTER	OFFICE DEPOT		\$427.99
13	C KDS 15" MONITOR	SAMS		\$427.99
14	C IBM 32GB LAPTOP COMPUTER			\$2,953.52
15	C HP SCANJET 7490			\$1,012.83
16	C IBM THINKPAD P3 1Ghz 128mb Ram 32GB			\$2,631.72
17	C HP DESKJET 990 PRINTER			\$328.64
18	C IBM THINKPAD A SERIES			\$2,481.99
19	C IBM THINKPAD A SERIES			\$2,353.00
20	C OLYMPUS DIGITAL CAMERA C-4040			\$912.90
21	C HP 970 DESKJET PRINTERS (5)	CDW		\$1,433.74
		TOTAL		\$44,418.29

NO.	DESCRIPTION	VENDOR	INVOICE #	AMOUNT
21	F LOBBY FURNITURE	A.D. WYNNE	49410	\$490.00
22	F SIGNS (BAY & STAIRWELLS)	SIGN SHOP	3756	\$505.04
23	F TOOL ROOM SHELVES	UNARCO	14882	\$2,025.52
24	F TOOL ROOM SHELVES	GRAINGER	378397354-2	\$595.30
25	F TOOL ROOM SHELVES	GRAINGER	933105133-5	\$239.70
26	F TOOL ROOM SHELVES	GULFPORT IND.	47139	\$531.90
27	F FIRE EXTINGUISHERS	SAFETY SYSTEMS	2327	\$1,383.51
28	F LOBBY SIGN	ASSOCIATED FOODS	53748	\$293.18
29	F INTAKE LOUVERS	GRAINGER	53609801-5	\$453.10
30	F SHELVING IN SUPPLY ROOM	GRAINGER	933145150-1	\$847.15
31	F SHELVING IN SUPPLY ROOM	GRAINGER	933105133-5	\$239.70
32	F WINDOW COVERS	HOME DEPOT	220237	\$734.02
33	F INTAKE LOUVERS	GRAINGER	931013651-1	\$1,359.31
34	F STEELCASE BOOKCASES	GRAINGER	973853209-3	\$2,201.74
35	F DRY MARKER BOARD	OFFICE DEPOT		\$203.94
36	F ALUM-FRAME MARKER BOARD	OFFICE DEPOT		\$185.10
37	F CONFERENCE ROOM CHAIRS	OFFICE DEPOT		\$1,711.79
38	F CORK BOARD	OFFICE DEPOT		\$89.97
39	F OFFICE BOOK CASES	OFFICE DEPOT		\$246.08
40	F MOBILE PRINTER STAND	OFFICE DEPOT		\$69.99
41	F PLANTS	HOME DEPOT		\$39.90
42	F 2 DRAWER 36" LATERAL	OFFICE FURN. SOL	6592	\$271.78
43	F DOUBLE PEDESTAL DESK	OFFICE FURN. SOL	6592	\$332.77
44	F 41" BOOKCASE - LG GREY	OFFICE FURN. SOL	6592	\$95.72
45	F 2 DRAWER 42" LATERAL	OFFICE FURN. SOL	6248	\$255.28
46	F 2 DRAWER 36" LATERAL	OFFICE FURN. SOL	6216	\$271.78
47	F SHELF IN JANITOR'S CLOSET	SAMS		\$30.90
48	F MICROWAVES	SAMS		\$299.52
49	F COMPACT REFRIGERATOR	SAMS		\$299.54
50	F BUNN COFFEE MAKER	SAMS		\$203.27
51	F UTILITY TABLES 30 X 72	SAMS		\$624.86
52	F BREAK ROOM CHAIRS	DESIGN WITHIN REACH		\$1,373.96
53	F RADIOS	RADIO SHACK		\$168.55
54	F LATERAL FILE CABINET	AD WYNNE		\$674.10
55	F ACROPRINT TIME RECORDER	ACROPRINT		\$416.14
56	F LUCENT PHONE SYSTEM	WEISE COMM.		\$8,952.16
57	F TELEPHONE PAGING SYSTEM	WEISE COMM.		\$1,251.90
58	F ICE MACHINE	MILLER ICE CO.		\$1,859.42
59	F GRAY DESK WORKSTATION-RB	NATIONAL BUSINESS FURN.		\$983.00
60	F OFFICE WORKSTATION FURNITURE	NATIONAL BUSINESS FURN.		\$4,629.76
61	F DOUBLE PEDESTAL DESK			\$332.77
62	F ECONO HEAT FURNACE			\$3,690.89
63	F 40' FIBERGLASS FLAGPOLE			\$1,152.00
64	F PALLET TRUCKS (2)-JET			\$853.86
65	F MODEL 1500 ROURA HOPPER	ROURA		\$1,804.78
		TOTAL		\$45,274.65

EXHIBIT

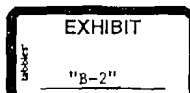
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2001 PURCHASES FOR ADVALOREM RECONCILIATION

NO.	DESCRIPTION	VENDOR	INVOICE #	AMOUNT
66	P 22" BLOWER WITH MOTOR	GRAINGER	933411486-2	\$1,331.51
67	P HEAT GUN	GRAINGER	378749198-8	\$178.96
68	P ANGIE DIE GRINDER	GRAINGER	378094689-7	\$177.57
69	P DRILL 1/2" 7.8 AMP	GULFPORT IND.	47568	\$211.86
70	P BIT 7/8" STEEL HAWG	GULFPORT IND.	47848	\$185.91
71	P PLUNGE ROUTER 3 HP VS	GULFPORT IND.	47981	\$337.00
72	P PLUNGE ROUTER 3 HP VS	GULFPORT IND.	48153	\$337.00
73	P SANDER 7"	GULFPORT IND.	48734	\$393.76
74	P BELT SANDER- 3" X 24	GULFPORT IND.	49932	\$311.50
75	P ROUTER BIT	GULFPORT IND.	52554	\$89.67
76	P TRIM ROUTER	GULFPORT IND.	52551	\$121.98
77	P SANDER 7"	GULFPORT IND.	52537	\$574.59
78	P SANDER	GULFPORT IND.	52795	\$60.99
79	P ANGLE DIE GRINDER	GRAINGER	378094689-7	\$177.57
80	P 63 PC AIRTOOL KIT	SAMS		\$85.57
81	P OMER STAPLER 81PCL	UTILITY COMPOSITES	1077108	\$257.84
82	P ACCUTRAK LEAK DETECTOR	SUPERIOR SIGNAL	53936-IN	\$345.75
83	P ACCUTRAK LEAK DETECTOR	SUPERIOR SIGNAL	51010-IN	\$339.94
84	P MINI AIR-REGULATOR	MC MASTER-CARR	42735671	\$162.19
85	P TELESCOPING GAGE SET	MSC	98528761	\$115.29
86	P GAST VACUUM GENERATOR	D & L PUMPS	216211	\$178.60
87	P AIR STAPLER	DUO FAST	53830	\$153.68
88	P AIR STAPLER	DUO FAST	55201	\$159.43
89	P CIRC SAW	HOME DEPOT		\$254.92
90	P ORBITAL SANDER	BRIGGS WEAVER	3863134-00	\$538.03
91	P 7H071 BLOWER	GULFPORT IND.	45300	\$1,338.57
92	P CHAIN HOIST	GULFPORT IND.	53180	\$180.08
93	P SOLA TRANSFORMER			\$1,605.00
94	P UT SCAN -USN52L			\$7,561.80
95	P DC400 WELDER & WIRE FEEDER			\$4,412.27
96	P FACTORY CAT SWEEPER			\$3,000.00
97	P SOLA TRANSFORMER			\$1,632.12
98	P KRAUTKRAMER SPDLY8 ACCESS	KRAUTKRAMER		\$648.45
99	P SCISSOR LIFT 25' DC	PRIME EQT.		\$2,675.00
100	P ARLYN SCALE 620L	ARLYN		\$522.00
101	P DICKSON THDX TEMP/HUMIDITY	DICKSON		\$1,346.00
102	P 2 SPEED CORE DRILL			\$423.26
103	P THD36 HEATER AND WIRE			\$1,707.00
104	P DIAMOND CORE HAND HELD DRILLS			\$421.70
105	P DUST COLLECTION UNIT FOR 37" SANDER	EXTREMA		\$603.63
106	P 115V AC ELECTRIC WINCH			\$431.16
107	P 2 SPEED CORE DRILL			\$1,222.68
108	P 12 gal. WET DRY VACUUM			\$645.57
109	P MODEL 1500 ROURA HOPPER	ROURA		\$1,804.78
110	P 8 1/4" CIRCULAR SAW			\$1,535.06
111	P 1.5 SMR FOR THE SMX TRACKER	SMX		\$1,900.00
112	P EXTREMA XB-24 BAND SAW 5HP (2)	EXTREMA		\$3,871.00
113	P EXTREMA 37" WIDE BELT SANDER	EXTREMA		\$10,905.00
114	P PAINT SPRAY BOOTH			\$10,885.00
115	P CUMMINS 100 KW GENERATOR SERIAL23	BRAD BROADUS		\$6,000.00
116	P SULLAIR ROTARY SCREW VACUUM PUMP	PCS, INC.		\$7,115.50
		TOTAL		\$81,473.74

117	P SMX TRACKER SERIAL #4340	SMX		\$83,185.00
118	P EASTMAN CUTTING MACHINE	EASTMAN		\$62,625.00
119	P INDUSTRIAL GENERATOR SN#01983			\$8,384.00
120	P BERKELEY PUMP B75451			\$1,840.00
121	P PVL703TH-Y01163 3" PUMP			\$1,666.00
122	P MODEL 1 SMX TRACKER UPGRADE	SMX		\$54,500.00
123	P GROVE MANLIFT			\$9,500.00
124	P CLARK FORKLIFT			\$7,500.00
125	P CATERPILLAR FORKLIFT			\$8,700.00
				\$237,900.00

TOTAL: \$319,374.00



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ORDER

There next came on for consideration the matter of granting a tax exemption from ad valorem taxes for SEEMANN COMPOSITES, INC. After a general discussion, Supervisor LARRY BENEFIELD offered the following resolution:

A RESOLUTION OF THE HARRISON COUNTY BOARD OF SUPERVISORS CONCURRING IN A RESOLUTION ADOPTED AND RECOMMENDED BY THE HARRISON COUNTY DEVELOPMENT COMMISSION, GRANTING A TAX EXEMPTION FROM AD VALOREM TAXES FOR A PERIOD OF TEN (10) YEARS, TO SEEMANN COMPOSITES, INC., AS AUTHORIZED BY SECTION 27-31-101 ET SEQ OF THE MISSISSIPPI CODE OF 1972, (SUPPL. 1993).

WHEREAS, SEEMANN COMPOSITES, INC. filed in triplicate with this Board its application for exemption from exemption from ad valorem tax taxation; and

WHEREAS, SEEMANN COMPOSITES, INC. has produced written verification and documentation to this Board as to the authenticity and correctness of its application in regard to the true value of the prayed for exemption, the completion date of said enterprise, and that the prayed for exemption does not constitute a renovation or replacement of realty or personalty in whole or in part.

WHEREAS, this Board finds as a fact that the property described in the aforesaid application constitutes an industrial enterprise of public utility which was completed on or about the 31st day of December, 2001;

WHEREAS, the true value of all property to be exempt is \$2,485,658.00.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the application for ad valorem tax exemption by SEEMANN COMPOSITES, INC. for a period of ten (10) years, beginning on December 31, 2001, on the property

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described in the application filed by said company for tax exemption, be and the same is hereby approved, subject to approval and certification by the Mississippi Tax Commission.

2. That SEEMANN COMPOSITES, INC. is hereby granted a tax exemption for said property described in the application, except State and School District ad valorem taxation, for a period of ten (10) years beginning on December 31, 2001, ending December 30, 2011.

3. That the Clerk of this Board be, and is hereby directed to spread a copy of this Order on the Minutes of this Board; and said Clerk shall also forward one certified copy to the Tax Assessor of Harrison County and obtain the certificate of said Tax Assessor stating that the property as itemized in the application has been placed on the appropriate tax roll as "Non-Taxable", except for State and School District ad valorem taxes, for the duration of the exemption period only.

Supervisor MARLIN R. LADNER seconded the motion and on a roll call vote, the result was as follows:

Supervisor Larry Benefield	Voted <u>AYE</u>
Supervisor Bobby Eleuterius	Voted <u>AYE</u>
Supervisor Marlin Ladner	Voted <u>AYE</u>
Supervisor William Martin	Voted <u>AYE</u>
Supervisor Connie Rockco	Voted <u>AYE</u>

The motion having received the affirmative vote of a majority of the members present and voting, the President declared the motion passed and the resolution adopted on the 10th day of June, 2002.

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The following Resolution of the Harrison County Development Commission came before the Board for consideration:

RESOLUTION

There next came on for discussion the conveyance of certain real property located in the Biloxi Commerce Park to **SEYMOUR LAND DEVELOPMENT, L.L.C.**, and after a general discussion of the subject Commission Member Bill Lyons, on behalf of the Marketing and Industrial Committee of this Commission, offered the adoption of the following Resolution:

A RESOLUTION OF THE HARRISON COUNTY DEVELOPMENT COMMISSION AUTHORIZING THE CONVEYANCE OF LOTS 17 AND 18 OF BILOXI COMMERCE PARK, SECOND JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI TO SEYMOUR LAND DEVELOPMENT, L.L.C. PURSUANT TO THE TERMS AND CONDITIONS OF THE OPTION CONTRACT APPROVED BY THE HARRISON COUNTY DEVELOPMENT COMMISSION.

BE IT RESOLVED by the Harrison County Development Commission that:

WHEREAS, **SEYMOUR LAND DEVELOPMENT, L.L.C.** was granted an option by the Harrison County Development Commission to purchase Lots 17 and 18 of Biloxi Commerce Park; and

WHEREAS, **SEYMOUR LAND DEVELOPMENT, L.L.C.** has, pursuant to the terms of the option, notified the Harrison County Development Commission of its intent to exercise the option to purchase said lots;

WHEREAS, the Harrison County Development Commission does find and does so adjudicate that it would be in the public interest to sell Lots 17 and 18 of Biloxi Commerce Park to **SEYMOUR LAND DEVELOPMENT, L.L.C.** for the purpose of constructing and operating a professional office complex, for the amount of TWO HUNDRED EIGHTEEN THOUSAND AND NO/100 DOLLARS (\$218,000.00) or ONE HUNDRED THOUSAND AND 00/100 DOLLARS (\$100,000.00) per acre, which the Harrison County Development Commission does find and adjudicate is a fair and reasonable price for said property; and

WHEREAS, the Harrison County Development Commission does find and so adjudicate that the sale of said real property shall be made pursuant the terms and conditions of the Option Contract for Purchase and Sale entered into by and between

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SEYMOUR LAND DEVELOPMENT, L.L.C. and the Harrison County Development Commission, and does so find and adjudicate that said terms are fair and reasonable and ensure that the conveyance contemplated therein shall be in furtherance of the goals and purposes of the Harrison County Development Commission as articulated in Mississippi Code §§ 59-9-1, et seq.

WHEREAS, the Harrison County Board of Supervisors, should be requested to concur herein and to join in the execution and conveyance. It is therefore,

RESOLVED, that the President and Secretary of the Harrison County Development Commission are hereby authorized and directed to execute a Special Warranty Deed conveying said real property in substantial conformity to the Special Warranty Deed attached as Exhibit "A"; it is, further

RESOLVED, that the Harrison County Board of Supervisors is hereby requested to concur in this resolution and to join in the conveyance and execution of the Special Warranty Deed contemplated by the contract attached as Exhibit "A".

On a roll call vote, the result was as follows:

Commissioner Bert Allen	Voted: <u>ABSENT</u>
Commissioner Richard Bennett, Jr.	Voted: <u>ABSENT</u>
Commissioner Frank Castiglia, Jr.	Voted: <u>ABSENT</u>
Commissioner Paige Gutierrez	Voted: <u>ABSTAINED</u>
Commissioner Franklin Kyle, Jr.	Voted: <u>ABSTAINED</u>
Commissioner Eaton Lang	Voted: <u>AYE</u>
Commissioner Bill Lyons	Voted: <u>AYE</u>
Commissioner Don Mason	Voted: <u>AYE</u>
Commissioner Bruce Nourse, President	Voted: <u>AYE</u>
Commissioner Philip Terrell	Voted: <u>AYE</u>
Commissioner Jimmy Walker	Voted: <u>AYE</u>
Commissioner Elmer Williams	Voted: <u>ABSTAINED</u>

A majority of the Members present and voting in the affirmative, the President declared the motion carried and the resolution adopted on the 28th day of May, 2002.

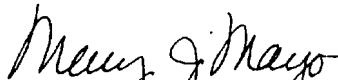
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STATE OF MISSISSIPPI
COUNTY OF HARRISON

CERTIFICATE

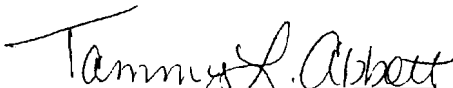
I, Merry Mayo, Staff Secretary of the Harrison County Development Commission, hereby certify that the attached Resolution dated May 28, 2002, is a true and correct copy of such Resolution adopted on such date.

WITNESS MY SIGNATURE, this the 5th day of June, 2002.



Merry Mayo, Staff Secretary
Harrison County Development Commission

SWORN TO AND SUBSCRIBED BEFORE ME, this the 5th day of June,
2002.



NOTARY PUBLIC

(SEAL)

MY COMMISSION EXPIRES:

NOTARY PUBLIC STATE OF MISSISSIPPI AT LARGE
MY COMMISSION EXPIRES: Nov 7, 2003
BONDED THRU NOTARY PUBLIC UNDERWRITERS

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STATE OF MISSISSIPPI
COUNTY OF HARRISON

SPECIAL WARRANTY DEED

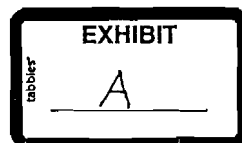
FOR AND IN CONSIDERATION of the sum of TWO HUNDRED EIGHTEEN THOUSAND AND NO/100 DOLLARS (\$218,000.00), cash in hand paid and other good and valuable considerations, the receipt and sufficiency of all of which is hereby acknowledged, the undersigned, **HARRISON COUNTY DEVELOPMENT COMMISSION**, Post Office Box 1870, Gulfport, Mississippi, 39502, (228-863-3807), acting for and on behalf of the **HARRISON COUNTY BOARD OF SUPERVISORS**, and the **HARRISON COUNTY BOARD OF SUPERVISORS**, Harrison County Courthouse, Gulfport, Mississippi 39502 (228-865-4001), and jointly acting for and on behalf of **HARRISON COUNTY, MISSISSIPPI**, as Grantors, do hereby sell, convey and specially warrant unto **SEYMOUR LAND DEVELOPMENT, L.L.C.**, as Grantee, the following described property situated in Harrison County, Mississippi, to-wit:

Lots 17 and 18, Biloxi Commerce Park, a subdivision according to the plat thereof on file and of record in the Office of the Chancery Clerk of the Second Judicial District of Harrison County, Mississippi. as recorded in Plat Book 17 at Pages 1 through 4;

Ad Valorem taxes for the current year are prorated and assumed by the Grantees.

This conveyance is subject to all restrictive covenants and easements of record.

The above described real property shall be used for the operation of a professional



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office complex, and if the Purchaser fails to use the land for said purpose within one year from the date of the sale, Sellers shall have the option, but not the obligation, to repurchase such land at the purchase price as stated above.

Witness my signature on this the _____ day of _____, 2002.

HARRISON COUNTY DEVELOPMENT
COMMISSION

BY: _____
PRESIDENT

ATTEST:

SECRETARY

HARRISON COUNTY BOARD OF
SUPERVISORS

BY: _____
PRESIDENT

ATTEST:

CLERK

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STATE OF MISSISSIPPI
COUNTY OF HARRISON

PERSONALLY came and appeared before me on this the _____ day of _____, 2002, the undersigned authority in and for the County and State aforesaid, the within named Bruce Nourse, President, and Richard Bennett, Secretary, of the Harrison County Development Commission, a public entity of the State of Mississippi, and who acknowledged that they signed and delivered the above and foregoing instrument on the day and year therein set out as the act and deed of the Harrison County Development Commission, they having full authority to do so.

WITNESS my hand and official seal of office on this the ____ day of _____, 2002.

NOTARY PUBLIC

My Commission Expires:

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ORDER

There next came on for consideration the request of the HARRISON COUNTY DEVELOPMENT COMMISSION to concur in a Resolution authorizing the conveyance of certain real property located in Biloxi Commerce Park in the Second Judicial District of Harrison County, Mississippi, to **SEYMOUR LAND DEVELOPMENT, L.L.C.**, and after a full discussion of the subject, Supervisor CONNIE M. ROCKCO offered the adoption of the following Order, to-wit:

AN ORDER CONCURRING IN THE RESOLUTION OF THE HARRISON COUNTY DEVELOPMENT COMMISSION AUTHORIZING THE CONVEYANCE OF LOTS 17 AND 18 OF BILOXI COMMERCE PARK, SECOND JUDICIAL DISTRICT OF HARRISON COUNTY, MISSISSIPPI TO SEYMOUR LAND DEVELOPMENT, L.L.C. PURSUANT TO THE TERMS AND CONDITIONS OF AN OPTION CONTRACT FOR THE PURCHASE AND SALE OF SAME.

It is, therefore,

ORDERED, that receipt of a Resolution by the Harrison County Development Commission authorizing the conveyance of Lots 17 and 18 of Biloxi Commerce Park, Second Judicial District of Harrison County, Mississippi, to **SEYMOUR LAND DEVELOPMENT, L.L.C.** pursuant to the terms and conditions of an option contract for the purchase and sale of said lots executed by and between the Harrison County Development Commission and **SEYMOUR LAND DEVELOPMENT, L.L.C.** to concur therein and join in said conveyance is hereby acknowledged. It is, further,

ORDERED, that this Board does concur in said Resolution and adopts the findings contained therein; and it is, further,

ORDERED, that the Harrison County Board of Supervisors does hereby approve the conveyance of Lots 17 and 18 of Biloxi Commerce Park, Second Judicial District, Harrison County, Mississippi to **SEYMOUR LAND DEVELOPMENT, L.L.C.** pursuant to the terms of the option contract for the purchase and sale of same described above; and it is, further,

ORDERED, that the President and Clerk of this Board are hereby authorized and directed to execute a Special Warranty Deed in substantial conformity to the Special

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Warranty Deed attached as Exhibit "A" to the Resolution of the Harrison County Development Commission.

SUPERVISOR MARLIN R. LADNER seconded

the motion, and on a roll call vote, the result was as follows:

Supervisor Bobby Eleuterius	Voted: <u>AYE</u>
Supervisor Larry Benefield	Voted: <u>AYE</u>
Supervisor Marlin R. Ladner	Voted: <u>AYE</u>
Supervisor William Martin	Voted: <u>AYE</u>
Supervisor Connie M. Rockco	Voted: <u>AYE</u>

A majority of the Supervisors present and voting in the affirmative, the President declared the motion carried and the order adopted on the 10th day of June, 2002.

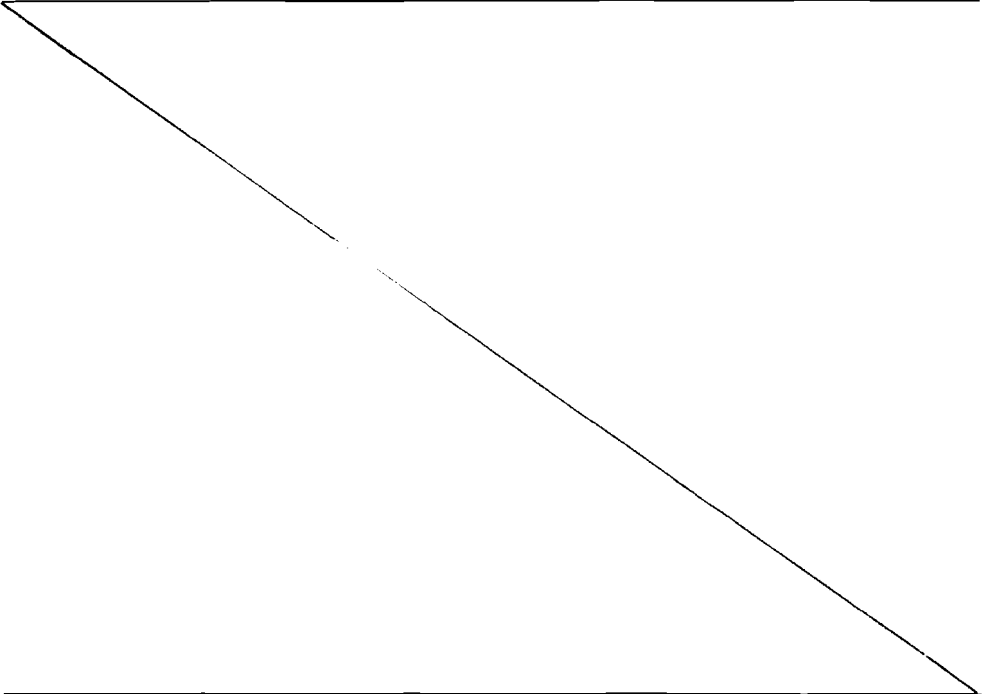
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Mr. Grandison of the U.S. Army Corps of Engineers, Mobile District, and Mr. Bill Mitchell of Brown & Mitchell appeared before the Board to present the draft for the Turkey Creek Section 205 Flood Control study. The 30 square mile basin of Turkey Creek presently affects more than 2,000 structures. The cost of the study to be completed by 2005 is estimated at \$1,012,000.00. The federal government will fund the first \$100,000.00. Harrison County will pay 45% of the balance of the cost for the study which can include in-kind services. Share of the construction cost will be 65% federal, 35% local monies. If the County decides not to proceed with the construction, the data collected will become property of the County and could be used with the GIS system to run computer models.

After full discussion, Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER AUTHORIZING THE U.S. ARMY CORPS OF ENGINEERS,
MOBILE DISTRICT TO PROCEED WITH THE TURKEY CREEK,
SECTION 205 FLOOD CONTROL STUDY, AND AUTHORIZING THE
BOARD PRESIDENT TO EXECUTE THE COST SHARING AGREEMENT
UPON RECEIPT AND ISSUANCE OF CHECK IN THE AMOUNT OF
\$416,000.00**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE the U.S. Army Corps of Engineers, Mobile District to proceed with the Turkey Creek, Section 205 Flood Control Study, and authorizing the Board President to execute the cost sharing agreement upon receipt and issuance of check in the amount of \$416,000.00, said agreement being as follows:



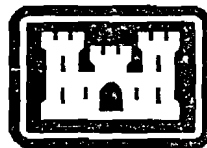
*****DRAFT*****

TURKEY CREEK

**SECTION 205 FLOOD CONTROL STUDY
HARRISON COUNTY, MISSISSIPPI**

PROJECT MANAGEMENT PLAN

JUNE 2002



U.S. ARMY CORPS OF ENGINEERS
MOBILE DISTRICT

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PROJECT MANAGEMENT PLAN
FOR
FEASIBILITY PHASE STUDY
OF
TURKEY CREEK SECTION 205 FLOOD CONTROL PROJECT
HARRISON COUNTY, MISSISSIPPI

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PROJECT MANAGEMENT PLAN

FOR

**TURKEY CREEK SECTION 205 FLOOD CONTROL
PROJECT**
HARRISON COUNTY, MISSISSIPPI

INTRODUCTION

This Project Management Plan (PMP) presents the study efforts, time, and cost required for the investigations and project design necessary to construct a Flood Control Project at Turkey Creek in Harrison County, Mississippi, under authority of Section 205 of the Flood Control Act of 1948, as amended. After a Feasibility Cost Share Agreement (FCSA) is signed between the United States Army Corps of Engineers (Corps) and the non-Federal sponsor, Harrison County Mississippi, the necessary study activities will be initiated. Execution of these study activities should lead to the completion of a Detailed Project Report (feasibility report) and the preparation of plans and specifications to ready the project for construction. This PMP was prepared following the guidance in Engineer Regulation (ER) 1105-2-100, Conduct of Civil Works planning studies, 28 December 1990, and other applicable regulations.

PURPOSE

The purpose of this PMP is to establish a management system, define the necessary study tasks, costs, and schedule to ensure efficient execution of planning and engineering efforts. This plan will aid the expeditious preparation, review, and approval of the feasibility report, ensure development of an accurate construction cost estimate, and lead to negotiation and execution of a Project Cost Share Agreement (PCA). Activities covered in this PMP include the formulation of plans to address the water resources problems being experienced along Turkey Creek.

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DESCRIPTION OF AREA

The Turkey Creek Section 205 project area covers a 29-mile reach of the Gulfport floodplain. It originates between Bayou Bernard and Wolf River, 5.5 miles west of U.S. Highway 49 and 4.4 miles north of Interstate 10. It then flows southward along Landon Road and turns eastward along Canal Road, and Airport Road to enter into Bernard Bayou 1.7 miles southeast of the intersection of Interstate Highway 10 and U.S. Highway 49. A map of the project area is at the end of this report.

MANAGEMENT ORGANIZATION

The mechanisms to facilitate the conduct of further studies will be a Project Management Team (PMT) and an Executive Committee (EC). The PMT will include Mobile District Project Manager, Mr. Johnny L. Grandison, Mr. Bill Mitchell of Brown and Mitchell, Inc., and other representatives of the Mobile District and Harrison County who are responsible for the technical accomplishment of specific study tasks. The PMT will coordinate on all matters relating to execution of the study including cost estimates, schedules, execution of work elements, financial transactions and recommendations to the EC for suspension or termination of the study. Team meetings will be held quarterly.

Overall study management shall be the responsibility of an Executive Committee (EC) consisting of Major John W. Bailey, Deputy District Engineer for Civil Works, Mr. Curtis M. Flakes Chief of Planning and Environmental Division, Mr. Roger A. Burke, Chief of Plan Formulation Branch, and Mr. Marlin R. Ladner, Harrison County Supervisor. The EC will meet when required to resolve any disputes that might arise and will participate in any Issue Resolution Conference (IRC) that might be held with the Corps of Engineers' higher-level offices. The EC will ratify decisions made by the PMT, including any decrease or increase in total study cost.

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STUDY ACTIVITIES

The work to be performed shall consist of a feasibility level of detail. Study tasks identified include public involvement and coordination, environmental studies, cultural resources studies, fish and wildlife studies, economic studies, hydrology and hydraulics studies, design and cost estimates, real estate studies, plan formulation, report preparation, study management, and review.

It was decided between the representatives of Mobile District and Harrison County that the most equitable and efficient methodology to use to determine the value of in-kind services, which may be provided by the non-Federal sponsor, would be an equivalent government cost for the study tasks. Thus, Mobile District placed a value on the activities required to complete each study task as they were jointly developed. Harrison County's Project Manager will be responsible for directing the conduct of all in-kind services and for transmitting the information to Mobile District upon completion of these tasks.

The Mobile District Project Manager will be responsible for providing overall policy and general direction for the in-kind services, incorporating Harrison County's work into other study tasks/activities, and coordinating the in-house review of the work. Together, the respective Project Managers will resolve any comments produced by Harrison County and Mobile District review, and will agree on the procedure for completing the in-kind work to the satisfaction of both parties. As the study progresses, Harrison County will be credited with the accomplished in-kind services in the amount indicated in this PMP.

PLANNING PROCESS

The Corps undertakes studies of water and related land resources problems and opportunities in response to directives, called authorizations, from the United States Congress. Congressional authorizations are contained in public laws or in resolutions of either the House Transportation and Infrastructure Committee or the Senate Environment and Public Works Committee. Study authorities are either unique, study-specific authorities or standing program authorities. Studies specifically authorized by Congress are normally required for large scale, complex water resources problems. Smaller, less complex problems are best

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addressed by one of the standing program authorities. These standing authorities are called the Continuing Authorities Program when referred to as a group.

The Continuing Authorities allow the Corps to respond more quickly than is possible through the specific Congressional authorization process. This is possible because Congress has delegated to the Corps general authority to study and, if proven feasible, approve and construct certain water resources development projects in instances where problems are generally "small" in scope.

Feasibility Phase Studies - The purpose of the feasibility phase is to describe and evaluate alternative plans and to fully describe a plan to be recommended for authorization and implementation. Feasibility phase investigations must be cost-shared equally between the Corps and a non-Federal sponsor such as a City, County, or a State agency. The Federal government and non-Federal sponsor must sign a Feasibility Cost Sharing Agreement, which details the responsibilities of both parties.

Feasibility studies are initially Federally funded up to \$100,000 and should be completed within 24 to 36 months. Study costs over the initial \$100,000 are shared equally with the study sponsor. Up to one-half of the non-Federal share may consist of in-kind services instead of cash. Construction of Section 205 Flood Control Projects must also be shared with the non-Federal sponsor on a 65% Federal and a 35% non-Federal basis, and the limit of Federal participation is \$5,000,000 per project.

Costs for preparation of plans and specifications will initially be Federally financed and later recovered from the non-Federal sponsor during construction as part of total project implementation costs.

PLANNING STEPS

There are six major steps involved in planning, designing, and implementing a Corps water resources project. These steps are:

1. Problem Perception - Local citizens or local government perceive or experience a water resources problem such as flooding, shore erosion, navigation restrictions, etc., that is beyond the ability of the local government to solve.

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2. Request for Federal Action - Local government officials request Corps assistance to solve the problem.

3. Report Preparation - The Corps conducts a feasibility study and documents the findings in a report, which is submitted to South Atlantic Division (SAD) for quality assurance and policy compliance review.

4. Report Review and Approval - If the report recommendations are in accord with current policies, SAD would approve the project and authorize detailed design. This phase concludes with the preparation of detailed construction drawings and specifications often called "plans and specs."

5. Project Authorization - Following successful review and approval of the decision document, the South Atlantic Division Commander may approve the project for construction.

6. Project Implementation - Once the project has been approved and "plans and specs" are complete, construction of the project may begin. Prior to construction, a Project Cooperation Agreement (PCA) must be signed which describes the responsibilities of both parties. Following completion of the project, the Federal government will be responsible for operating and maintaining the project. The non-Federal sponsor, however, must provide all necessary lands, easements, rights-of-way, and relocations for all operation and maintenance of the project.

PUBLIC INVOLVEMENT

Scope of Work - Public involvement activities will include holding one (1) public meeting, responding to comments from individuals, and coordinating the study with other governmental agencies. The public meeting will be held after the mid-point of the study when the draft feasibility report is prepared. Coordination activities for the public involvement program will consist of informal contacts with appropriate state and Federal agencies, organizations and individuals on the mailing lists. Statutory coordination mandated by law will be handled through the environmental coordination process.

Scope of In-kind Services - The non-Federal sponsor shall: assist Mobile District in preparing and maintaining a mailing list, participate in the promotion and conduct of the public meeting, be totally responsible for the meetings' logistics, i.e., meeting

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place, chairs, PA systems, etc.; and be totally responsible for documenting the meetings' proceedings including preparation of a summary report for public distribution, and coordination with local, regional and state agencies, groups and individuals. Harrison County will be credited \$10,000 for the accomplishment of this work.

Activities and responsibilities for Public Involvement and Coordination - Activities to be accomplished and the responsibility for accomplishing them are presented in Table-1.

TABLE-1 Public Involvement and Coordination		
Activity	Responsibility	
	Mobile District	Harrison County
DEVELOP MAILING LIST	x	x
MAINTAIN MAILING LIST	x	x
PREPARE PUBLIC ANNOUNCEMENT TO INFORM PUBLIC OF STUDY INITIATION	x	
ATTENDANCE AT MEETING	x	x
LOGISTICS FOR MEETING		x
DOCUMENT RESULTS OF MEETING AND DISTRIBUTE SUMMARY TO PUBLIC		x
COORDINATE WITH REGIONAL, STATE, AND LOCAL AGENCIES	x	x
COORDINATE WITH NATIONAL, REGIONAL, AND LOCAL GROUPS	x	x
COORDINATE WITH INDIVIDUALS	x	x

ENVIRONMENTAL STUDIES

Environmental studies will be performed in accordance with the National Environmental Policy Act (NEPA). NEPA documentation will be coordinated with State and Federal environmental agencies and the public. The purpose of the environmental studies is to evaluate the proposed action and alternatives and the effects to the human and natural environment. The main objectives of the proposed action are flood damage reduction along the Turkey Creek corridor.

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The Coastal Environment Team will make a formal record of discussions with the public and resource agencies that define the environmental concerns related to evaluation of project alternatives and selection of the recommended plan.

It is anticipated that an Environmental Assessment (EA) and Finding of No Significant Impact (FONSI) will be prepared. Additionally, the EA will include information obtained from Fish and Wildlife Studies, Hazard, Toxic, Radioactive Waste (HTRW) Studies, and Cultural Resources Studies. Compliance with Section 404(b) (1) of the Clean Water Act and the Mississippi Coastal Program (MCP) will be achieved to the maximum extent possible.

A comprehensive review will be conducted to assess the presence of threatened or endangered flora and fauna along Turkey Creek and in other areas that may be impacted, particularly Wolf River. A report evaluating the potential effects of recommended alternatives at each site on listed endangered/threatened species and proposed species and designated or critical habitat will be prepared and coordinated with the U.S. Fish and Wildlife Service.

Water Quality. Alternatives will be evaluated to insure State water quality criteria are not violated if implemented. An analysis of any water quality impacts associated with the recommended alternative will be conducted and water quality certification may be required.

Coastal Zone Consistency. The proposed alternative solution will be evaluated to determine consistency with the Mississippi Coastal Program (MCP) to the maximum extent possible. The Coastal Environment Team will coordinate with the Mississippi Department of Marine Resources (MSDMR) to insure the recommended alternative is within the MCP guidance.

Hazardous, Toxic and Radiological Waste (HTRW). HTRW investigations may be conducted along Turkey Creek or in land areas impacted by the proposed alternative to determine if any HTRW occurrences are within or nearby the project site. Existing data sources will be evaluated and visual site surveys conducted to determine the potential presence of any HTRW. The evaluation will include the potential impact of known HTRW sites in the vicinity. In general, sites identified as having a potential for HTRW contamination may require sediment testing before implementation of the project. Costs associated with any required sediment testing are not included in this estimate.

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Cultural Resources. An evaluation of the impact of the recommended alternative on cultural resources will be developed in consultation with the Mississippi State Historic Preservation Officer (SHPO). If the cultural resources are non-existent along the project site then the project could proceed without further SHPO coordination. However, if cultural resource investigations are recommended by the SHPO, archeologists from the Planning and Environmental Division or its Contractor could perform the field surveys and directly coordinate the findings with the SHPO. Costs associated with any required field surveys are not included in this estimate.

Mitigation Analysis. A detailed evaluation will be conducted of the recommended alternative to determine if any mitigation is required. Mitigation would be used to offset unavoidable impacts associated with the recommended alternative. All efforts will be made to avoid and minimize environmental impacts of the proposed action. However, if adverse environmental consequences cannot be avoided or minimized, a mitigation plan would be developed. The plan would be developed jointly by the non-Federal Sponsor, MSDMR, Coastal Environment Team, Corps regulatory office, and other interested agencies. If required, the cost of this analysis is would be about \$5,000.

Activities and responsibilities for Public Involvement and Coordination - Activities to be accomplished and the responsibility for accomplishing them are presented in Table-2.

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TABLE-2 Environmental Studies		
Activity	Responsibility	
	Mobile District	Harrison County
PARTICIPATE IN MEETINGS WITH HARRISON COUNTY AND OTHER STATE AND FEDERAL AGENCIES	x	x
PREPARE ENVIRONMENTAL ASSESSMENT AND FINDING OF NO SIGNIFICANT IMPACT	x	
PREPARE ENVIRONMENTAL RESOURCES INVENTORY	x	
PREPARE OTHER ENVIRONMENTAL DOCUMENTS	x	
PREPARE A SECTION 404 (b) (1) EVALUATION	x	
PREPARE A STATEMENT OF FINDINGS	x	
OBTAIN THE 401 STATE WATER QUALITY CERTIFICATION	x	
OBTAIN COASTAL ZONE MANAGEMENT CONSISTENCY	x	
PERFORM CULTURAL RESOURCES REQUIREMENTS	x	
OBTAIN FISH AND WILDLIFE COORDINATION ACT REPORT	x	
ACQUIRE HTRW STUDY AND REPORT	x	
PREPARE RESPONSES TO COMMENTS ON ENVIRONMENTAL DOCUMENTATION	x	

SOCIO-ECONOMIC STUDIES

The feasibility phase study will investigate problem areas that have been previously identified. The estimates that are shown in this PSP are based on information obtained from local representatives, professional judgment, inspection of the study area, and information from previous studies. Assistance from the county tax assessor's structure and land values could prove very useful. The study area includes the Turkey Creek watershed in Harrison County, which is roughly 29 miles in length and 1 mile in width.

This evaluation includes the costs for base studies that are pertinent to an economic assessment of the alternatives under consideration, and where applicable, studies of cost allocations among the several purposes involved. Flood damage reduction benefits for the various alternatives will be analyzed. The effort to review and formulate this data into comparable terms through the generation of benefit-to-cost ratios is included.

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Social Studies. This activity will evaluate the socio-economic impacts of the alternatives investigated for flood damage reductions. This task includes the cost of studies required to: determine existing and future land use, and to assess the social impact of the alternatives under detailed consideration. The existing population, income, employment, housing, education, economic, business and industrial activity in the study area will be defined. Projections of these same items will be done in order to describe not only the existing condition but also the future without project condition.

During this activity, existing and projected study area activities will be described. A determination of future land use, with emphasis on evaluating the overall reasonableness of local land use plans with respect to: OBERS and other large area data; and, recognition of the flood hazard.

Projections. A projection of activities in the study area will be made. Base economic and demographic projections of the most recent available studies including the population, income, employment, housing, education, recreation demand, economic, business and industrial activity will be presented.

By converting demographic projections to acres, an estimate of potential land use in the study area will be accomplished. Consultations with knowledgeable local officials, planners, and others will be sought. The basis for projections will be clearly defined.

Projected land use demand will be allocated to floodplain and non-floodplain lands for the future without project condition and for each alternative floodplain management plan, if different. An assessment of individual and personal social well-being and adverse effect statement for each plan will be prepared.

The costs attributable to work under this task include the effort required to provide input for the draft and final reports, as well as participation in each of the review conferences. The Corps will be responsible for reviewing the completed socio-economic reports and furnishing comments.

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ECONOMIC ANALYSIS

Field Survey and Coordination. A review and compilation of the hydrologic data, mapping, old survey data of structures and elevations, delineated floodplains, and flood damage data for existing conditions will be completed. Where data does not exist, flooding limits from appropriate flood insurance rate maps, if available, will be used to delineate the study area widths on quadrangle mapping. Coordination with the non-Federal Sponsor on the data and results will be conducted for one day each during the beginning, middle, and end of the field survey effort.

A plan for data compilation required for the risk and uncertainty analysis will be set forth. The limited plan will include how uncertainty in the first floor elevations, structure values, structure/content ratios, residential and non-residential depth-damage relationships will be described.

Field Verification of Floodplain and Mapping. Base year existing conditions for the study area and will be performed shortly after the initiation of the study. Each of the locations in the study area will be delineated on contour mapping which will support a structure numbering system. Development in the study area in the 500-year existing condition floodplain will be numbered on County tax mapping and listed on a separate database. Late 1980 mapping has been provided by the office of the Harrison County Tax Assessor that corresponds to structure tax assessments. The structures are identified using tax parcel numbers, and therefore, updated mapping will have to be provided in the actual study.

All structure characteristics necessary for computer modeling of damages, excluding values and first floor elevations, will be obtained. Structural characteristics of all new structures in the floodplain will be recorded, and all structures, which have been removed from the area, will be identified to accurately update the inventory.

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Residential and Non-Residential Structure and Land Values. Based on 2,000 structures in the study area, the individual structure and land values will be identified from tax assessor's records. Structure values will be used to estimate average annual damages in the HEC-FDA computer program of structural plans. Land values will be used with structural values to identify and calculate the costs of non-structural plans. Consultations with tax assessor's personnel will be made to obtain public and nonprofit values, and to identify any differences in the fair market values of the tax assessor and Corps cost less depreciated values by Mobile District personnel in Real Estate.

This Real Estate cost is not within this estimate. A stratified sample of the residential structures values will be identified during a site visit and will be used to estimate depreciated replacement values using information from the Tax assessor and will be provided. The tax assessor's values may be adjusted upwards or downwards. Risk for structures values will be based on information obtained from the tax assessor on the high-low range of the fair market value of a typical structure in the tax assessor's estimated structure value. An estimate of the standard deviation of the structure values will be calculated and will be used in the economic risk modeling.

Residential Content Value Ratios. Historical State, county, or City FEMA flood insurance records will be used to calculate the residential to content ratio. The standard deviation will be calculated to estimate risk.

Non-residential Inventory and Equipment Values. Representatives of the commercial, industrial, public, and nonprofit facilities in the study area will be interviewed to verify structure, content, inventory and equipment values and damage potential to these items. Ranges of content values will be obtained from the representatives in order to establish high and low bounds for values. Questions included in the interviews will concern changes in income due to intensified operations resulting from proposed flood damage reduction projects. Also, questions included will concern estimates of emergency costs, such as flood fighting and increased costs of normal operations during flood situations. Interviews will be conducted for approximately 50 percent of the facilities, which are estimated to total 50. Included in this estimate is travel time to and from the field, travel time between facilities, time to conduct the interviews and callbacks in order to contact necessary representatives and pick up estimates of damages. Content value data and depth-

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damage information will be compared to Institute for Water Resources' (IWR) content ratios for non-residential structures for reasonableness.

Updated Structure and Depth Damage Data File. Information obtained during the field survey update will be interpreted and transcribed into the structure data and damage function files. Additional records will be included for new development. Records of any structures that have been removed from the area will be deleted. A river mile will be assigned for each structure based on digital mapping provided in the engineering section of the project study plan. These river mile coordinates are used in the input data file for the Hydrologic Engineering Center - Flood Damage Analysis (HEC-FDA) Flood Damage Reduction Analysis computer program.

The HEC-FDA program provides the capability to perform an integrated hydrologic engineering and economic analysis during the formulation and evaluation of flood damage reduction plans. It is estimated that a number of structures in Harrison County will have to be digitized to generate the coordinates. Additional types of depth percent damage curves will be input into the HEC-FDA Model that will reflect the businesses in the floodplain. Standard deviations for structure inventory and equipment risk in the depth versus percent damage curves will be revised to reflect residences and businesses in the study area. First Floor elevations will be based on a survey provided in the PSP by Engineering. Risk will be calculated by the method used.

WITHOUT PROJECT CONDITION DAMAGES

Existing Conditions. The HEC-FDA package will combine the exceedance probability functions with uncertainty, the stage-discharge functions with uncertainty, damage categories, structure occupancy type, the structure and contents data file, and the stage damage with uncertainty to produce an estimate of the existing damages on an expected annual average basis. Data that may be contributed by city and county governments, and contractors will be gathered by Mobile District personnel during site visits throughout the process of obtaining information for the existing and without project condition database.

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Damages to Utilities. Historical damages to utilities will be obtained during interviews with utility officials. Damage estimates to roads, bridges and railroads will be based on guidelines presented in IWR Report 87-R-10 and National Economic Development (NED) Procedures Manual for Agricultural Flood damage, and will be verified by local Highway Department and railroad officials.

WITH PROJECT CONDITION

Screening of Structural Alternatives. For screening purposes, the HEC-FDA package will be used to evaluate all considered alternatives. It is anticipated that a number of channel modification alternatives will be considered each requiring at least three variations in sizes or design in order to optimize net benefits for each alternative. Therefore, to formulate the NED plan, each of the alternatives must be evaluated by itself in the first position. After the design of the alternative that maximizes net benefits is identified, the remaining alternatives would be evaluated for their performance in second position along with the alternative that is in first position. The process is continued until an optimum design for each plan in its proper order has been identified.

These analyses will incorporate modified hydrologic profiles with the database of potential flood damages in the study area. Expected annual residual damages and expected annual damages reduced will be developed for each alternative by reach and category. The HEC-FDA package will also be utilized to evaluate sensitivities of structure and content values and hydrologic relationships to damages and benefits for the recommended NED plan. Risk and uncertainty analyses will be performed for these alternatives. Expected annual damages, damages prevented, and annualized costs will be computed and a preliminary B/C analysis prepared for each of the alternatives. Interest during construction will be calculated based on new first cost estimates and construction periods for each alternative. Revised average annual costs and B/C ratios will also be computed. This provides the necessary information to size and compare plan components and to add components in the "last added" analysis for developing the NED plan. Cost and interest rate sensitivities will be evaluated for the recommended NED plan. Three structural plans will be analyzed: clearing & snagging, an earthen channel, and a diversion canal.

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Non-structural Alternatives. Structures that are damaged by flooding will be evaluated for a possible non-structural solution to reduce flood damage. Potential groupings of structures and depth of flooding will be identified from the HEC-FDA outputs. Non-structural flood-proofing will be considered for individual or groups of approximately an estimated 100 structures in the 2- and 5-year floodplain. Output will include damages prevented, residual damages, annual benefits, and annual costs. This estimate does not include the cost of Real Estate to reappraise the structures that were valued in the inventory using tax assessor values. The software program EVAC will be modified and documented.

Final Array of Structural and Non-Structural Alternatives. Perform computer runs for economic analysis for final array of alternatives. Perform required Monte Carlo simulations incorporating H&H and economic data uncertainty for this analysis. A full set of data tables will be prepared for the final array of alternatives. Include description of the performance of the recommended plan and the locally preferred plan (if different) and analysis of large floods (500-year event).

An update to preliminary draft economic report will be performed incorporating economic analysis and responses to comments made at the conclusion of the Independent Technical Review. The revision will be included in the Final Economic Report.

Final Economic Report. Following a public review of the draft report, any required economic analysis will be performed and the Economic Report will be updated for inclusion in the Final Report. This activity also includes the effort to prepare the plan to update benefits during PED phase.

Activities and responsibilities for Public Involvement and Coordination - Activities to be accomplished and the responsibility for accomplishing them are presented in Table-3.

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TABLE-3 Economic Studies		
Activity	Responsibility	
	Mobile District	Harrison County
ASSESS DEMOGRAPHICS OF STUDY AREA	x	
CONDUCT FIELD INVESTIGATION	x	x
RESIDENTIAL & NON-RESIDENTIAL STRUCTURE & LAND VALUES	x	
RESIDENTIAL CONTENT VALUE RATIOS	x	
NON-RESIDENTIAL INVENTORY AND STRUCTURE VALUES	x	
UPDATE STRUCTURE AND DEPTH DAMAGE CURVES	x	
RUN EXISTING AND WITHOUT-PROJECT CONDITION MODEL	x	
ESTIMATE DAMAGE TO UTILITIES	x	
SCREENING AND ANALYSIS OF STRUCTURAL ALTERNATIVES	x	
ANALYZE NON-STRUCTURAL ALTERNATIVES	x	
DEVELOP BENEFITS FOR ALTERNATIVE PLANS	x	
PREPARE DRAFT ECONOMIC APPENDIX	x	
PERFORM RISK AND UNCERTAINTY ANALYSIS	x	
PROVIDE FINANCIAL CAPABILITY PACKAGE AND LETTER-OF-INTENT	x	x

ENGINEERING AND DESIGN

Engineering Survey. A contract will be prepared to provide engineering services for surveys along approx. 26 miles of channel as described below. Provide channel sections at 1000 ft. intervals (approx. 137 sections). Provide surveys on approx. 24 bridges (bridge detail and approx. 72 sections). Provide 20 sections along Wolf River. The POB, PIs and POE of all sections shall be tied horizontally and vertically to the Local State Plane Coordinate System (NAD83) and NGVD29. Provide finish floor elevations on approximately 2000 structures within project area. The survey data shall be in Microstation and in ARCVIEW format. If the existing Harrison County GIS data is in Microstation format, it can be exported into ASCII format and then converted to ARCVIEW format. The survey data shall also be furnished in HECCRAS files. The Contractor will put the data in the HECCRAS format that can also be used for inundation maps. To do this, the x,y,z data from the cross-section surveys shall be included

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in the existing data to create TIN surfaces. Once the data is in one ARCVIEW compatible file, break lines shall be drawn in the channel areas to connect inverts, bank locations, etc. After the break lines are drawn, the HECRAS sections should be cut from the TIN. Rights-of Entry must be obtained by survey contractor.

Structural Design. Scope of Work includes a site visit to determine extent of the work and site-specific requirements, preliminary design and drawings to obtain rough order of magnitude cost estimate for three alternatives, and final design and drawings on the recommended or selected plan. Also included is preparing a structural write-up for the engineering appendix, incorporating comments, and attending meetings.

Cost Estimates. Project cost estimates will be prepared by the Cost Engineering Branch for five (5) alternative plans. These estimates will include all Federal and non-Federal costs for project construction, engineering and design, construction management, and operation, maintenance, repair, replacement, and rehabilitation (OMRR&R). Preliminary, rough order of magnitude (ROM) construction cost estimates will be prepared for plan formulation, and an MCACES cost estimate will be developed for the fully funded project as defined in the NED Plan.

Pre-Construction Engineering and Design Cost Estimate (PED). Input will be required from EN, Planning Division, Operations Division, and Real Estate Division. PED cost estimates will be developed for the project through the plans and specifications phase for inclusion in the Project Management Plan (PMP).

Operation and Maintenance (OMRR&R) Cost Estimates. OMRR&R estimates will be prepared in support of the NED plan. Coordination will be required with Operations Division.

Baseline Fully Funded Cost Estimate. As part of this task a Construction Execution Plan will be developed to take into consideration construction contract size, phasing within each contract, and the sequencing of contracts. Coordination will be required with Operations Division, Construction Division, Planning Division, and the sponsor. An MCACES fully funded cost estimate will be prepared taking into consideration the Construction Execution Plan.

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Independent Technical Review. This task includes attending the ITR conference and briefing the ITR team on the preparation of the estimates for the feasibility report. Responses to the ITR team's comments will be provided, and review comments will be incorporated in the Project Fully Funded Cost Estimate

Hazardous Toxic and Radioactive Waste (HTRW). An HTRW assessment of the project area will be conducted per the requirements of Engineer Regulation (ER) 1165-2-135. The objective of the assessment is to facilitate early identification and appropriate consideration of HTRW problems in the reconnaissance; feasibility; and subsequent phases of a project. The assessment will determine whether hazardous substances were stored, disposed of, or released to the environment at a site.

A report will be prepared to document and present information that sufficiently assesses the health and safety risks, define the nature, magnitude, and extent of any environmental contamination, and identify any potential environmental contamination liabilities associated with this project.

Geotechnical Studies. Geotechnical, Environmental, & HTRW Branch will conduct a project-wide analysis based on geologic and soils information obtained through explorations and selected laboratory testing. This activity will include determination of existing subsurface data, design and implementation of subsurface investigation plans, subsurface data acquisition, testing and documentation, analyses, quantity computations, and appendix write-up.

Subsurface Data Acquisition and Testing. A minimum number of soil borings will be drilled along reaches of channel improvement where excavation is anticipated. Similarly for the new diversion channel(s), borings will be drilled every 750-feet and extend a few feet below the anticipated depth excavation. A minimum number of borings will also be drilled at the site of each new drop structure, new bridge or box culvert, and also where existing bridge modifications may require added piling. With the soil borings, Standard Penetration Testing (SPT) will be conducted and continuous soil samples will be collected. Soil samples will be described according to the Unified Soil Classification System (i.e. SM, ML).

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Samples will be stored in tightly sealed plastic jars. Representative soil samples, both disturbed and undisturbed, will be selected for testing. Soil samples will be tested for grain size distribution, moisture content, unit weight, specific gravity, liquid and plastic limits. Tri-axial tests will be performed on selected fine-grained (silt and clay) soil samples to determine shear strength and cohesion. The information developed in this activity will be used to perform engineering analyses, to provide support for other tasks, and to determine the characteristics and identification of the subsurface material. The geotechnical needs of other study tasks will be evaluated and considered in order to develop a comprehensive investigation plan.

Earthwork Quantities. Excavation quantities will be computed for each channel improvement and new diversion channel alternative identified. Quantity take-offs will be based on 2-foot contour interval GIS data. Refined quantities will be calculated for the recommended plan. The refined quantities may require additional topographic survey. New diversion channel and channel improvement excavation will not be hauled away but placed alongside of the channel cut(s).

Draft Geotechnical Write-Up/Drawings For Engineering Appendix. Stratigraphic profiles and cross sections will be constructed to illustrate lateral and vertical changes in materials. Contour maps will be constructed to show the depth and lateral extent of contaminated areas encountered (if any). Results of laboratory tests on soils, and drafted boring logs will be appended to the report. The locations of borings drilled will be shown on plan sheets. For the recommended plan, recommendations will be made as to the most suitable means of excavation based on the characteristics of the materials found within its boundaries and other general site characteristics.

A slope stability analyses will be performed using the program UTEXAS3 to establish stable side-slope configurations for earth slopes in the recommended plan. An appendix will be prepared which documents and illustrates the geological and geotechnical aspects of the project. The appendix will include a discussion of geology, soil parameters, channel slope stability, recommendations and conclusions. Riprap gradations and sources of stone will be furnished.

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Engineering Division Quality Control Review. Internal reviews within Engineering Division will be conducted and the findings will be incorporated in the preliminary plans and Feasibility Report.

Hydrology Field Investigations/Data Collection/Review. This activity will include gathering all information needed for development and calibration of the HEC-HMS and HEC-RAS models. Manning's coefficient of roughness will be determined, site constraints and any man-made structures identified, and evidence of channel instability in the stream will be located during the field inspections.

Note: Estimated Mobile District cost assumes a Harrison County representative will accompany the Mobile District representative during the site visits. If not, the estimated Mobile District cost would be increased to provide an additional Mobile District participant for the site visit.

Develop Existing Condition HEC-HMS Model. A HEC-HMS model will be developed for existing conditions for Turkey Creek. This includes laying out sub-areas throughout the watershed, as needed, and developing initial unit hydrographs, loss rates, routings, and rainfall. Perform frequency analysis using regional equations. The HEC-HMS model will be calibrated by using historical data as available. Calibration will be based on historical rainfall and TP-40 rainfall. The HEC-HMS model will be used to evaluate future without-project conditions and model the hydrologic impacts of flood control alternatives being considered in the Turkey Creek watershed. Potential alternatives include flood proofing, channel improvement, diversion canal, and clearing and snagging. This task also includes attendance at study team meetings to discuss the progress of the modeling.

Preliminary Draft Hydrology Report. A preliminary draft hydrology report will be prepared. Coordination will be accomplished with the preliminary draft hydraulic report and information will be provided to other disciplines. Supervisory review will be accomplished and the preliminary draft hydrology report will be revised to incorporate appropriate comments. The preliminary draft hydrology report will be incorporated into the preliminary draft feasibility report and distributed for the

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Independent Technical Review. Responses to technical review comments will be prepared and any necessary changes will be incorporated into the draft hydrology report.

Draft Hydrology Report. The draft hydrology report will be prepared after the Independent Technical Review has been completed. Changes to comply with appropriate comments from the review will be incorporated into the draft hydrology report. Supervisory review will be accomplished and the draft hydrology report will be revised to incorporate appropriate comments. The draft hydrology report will be incorporated into the draft feasibility report

Final Hydrology Report. Responses to higher authority review comments will be prepared and any necessary changes will be incorporated into the final hydrology report. Supervisory review will be accomplished and the final hydrology report will be revised to incorporate appropriate comments. The final hydrology report will be incorporated into the final feasibility report.

Hydraulics. A steady flow HEC-RAS model for existing condition of the creek will be developed. This task will include selecting cross section locations from topographic maps and developing the HEC-RAS model including calibration. The model will extend over a 26-mile reach of Turkey Creek, and 2 existing canals, including approximately 24 bridges. This task also includes attendance at study team meetings to discuss the progress of the modeling. Preliminary contact with FEMA reveals that there is no existing backwater model for Wolf River in Harrison County. Impacts on the Wolf River from the Diversion Channel alternative will require a model of the Wolf River for evaluation. This task includes constructing a model of Wolf River to duplicate the results of the existing Flood Insurance Study. The model will be used for evaluation of the Diversion Channel alternative.

Formulation and Evaluation of Alternatives. The HEC-RAS model will be used in the hydraulic evaluation of required alternatives. Preliminary hydraulic analyses will be done for a range of alternatives, including formulation, scoping, risk analysis and evaluation on Turkey Creek. Potential alternatives include flood proofing, channel improvement, diversion canal, and clearing and snagging. Quantity estimates for the material required for construction of flood damage reduction alternatives

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will be developed. This task also includes attendance at study team meetings to discuss the progress of the modeling.

Preliminary Draft Hydraulic Report. A preliminary draft hydraulic report will be prepared. Coordination will be accomplished with the preliminary draft hydrology report and information will be provided to other disciplines. Supervisory review will be accomplished and the preliminary draft hydraulic report will be revised to incorporate appropriate comments. The preliminary draft hydraulic report will be incorporated into the preliminary draft feasibility report and distributed for the Independent Technical Review. Responses to review comments will be prepared and any necessary changes will be incorporated into the draft hydraulic report.

Draft Hydraulic Report. The draft hydraulic report will be prepared after the Independent Technical Review has been completed. Changes to comply with appropriate comments from the review will be incorporated into the draft hydraulic report. Supervisory review will be accomplished and the draft hydraulic report will be revised to incorporate appropriate comments. The draft hydraulic report will be incorporated into the draft feasibility report.

Final Hydraulic Report. Responses to higher authority review comments will be prepared and any necessary changes will be incorporated into the final hydraulic report. Supervisory review will be accomplished and the final hydraulic report will be revised to incorporate appropriate comments. The final hydraulic report will be incorporated into the final feasibility report.

Activities and responsibilities for Public Involvement and Coordination - Activities to be accomplished and the responsibility for accomplishing them are presented in Table-4.

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TABLE-4 Engineering Activities		
Activity	Responsibility	
	Mobile District	Harrison County
PREPARE SURVEYS AND MAPPING (EN)	x	
STRUCTURAL DESIGN FOR 2 ALTERNATIVES, FINAL DESIGN FOR RECOMMENDED PLAN, AND WRITE-UPS (EN-DR)	x	
PERFORM INSPECTIONS AND PREPARE HTRW WRITE-UP (EN-GE)	x	
SUBSURFACE DATA ACQUISITION AND TESTING, EARTHWORK QUANTITIES, AND GEOTECHNICAL WRITE-UP (EN-GG)	x	
DEVELOP HYDROLOGIC MODELS (HEC-HMS), HYDRAULICS MODEL, EVALUATE ALTERNATIVE PLANS, PERFORM WRITE-UP, ITR, AND ENGINEERING APPENDIX (EN-HH)	x	
PREPARE ROUGH ORDER OF MAGNITUDE COST ESTIMATES FOR 5 ALTERNATIVE PLANS, PREPARE OMRR&R ESTIMATES, PREPARE MCACES ESTIMATE FOR FINAL PLAN (EN-E)	x	

The Project Architect Engineer (PAE) will participate in the plan formulation process to insure that each considered plan is evaluated for its completeness, effectiveness, efficiency, and acceptability. A parametric cost estimate will be provided for each considered alternative plan. A Micro Computer Aided Cost Estimating System (MCACES) construction cost estimate, and a Project Cost Estimate will be prepared for the recommended plan. The PAE will be responsible for coordination within Engineering Division and delivery of the Engineering Appendix to the PM.

REAL ESTATE ANALYSES

Real Estate Planning. Corps real estate personnel will review the selected alternatives to determine real estate requirements and appropriate real property interests. Real Estate personnel will also prepare all real estate reports and cost estimates for the feasibility report. A Real Estate Plan (REP) will be prepared as an appendix to the Feasibility Report that outlines the minimum real estate requirements for the proposed project, in accordance with ER 405-1-12, Draft Chapter 12.

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The REP contains a description of the area; the acreage and proposed estates, including non-standard estates, and reasons therefore; a discussion of any land owned by the Federal

government, the non-Federal Sponsor or any public entity; an estimate of the Public Law 91-646 relocations; the Baseline Cost Estimate for Real Estate; a discussion of the non-Federal Sponsor's ability to acquire Lands, Easements, Rights-of-Way, Relocations and Disposal area (LERRD); a discussion of mineral activity, if any, and the attitude of the landowner; a detailed schedule of land acquisition; a preliminary assessment of the facilities/utilities to be relocated; and any other relevant real estate information appropriate for the project.

A review of project alternatives will insure that correct and sufficient real estate interests are acquired within bank for the initial work and on top of bank to obtain access for future inspection and maintenance. Any temporary work areas, staging areas or disposal sites will be identified. An appropriate estate for each will be defined and included in the feasibility report. A significant portion of real estate activities required for this alternative will be the determination of the number of ownership's involved in each reach and other viable alternatives.

The appropriate interest to be acquired in properties identified in the evacuation alternative will be defined. Real Estate personnel will identify benefits available to displaced residents under Public Law 91-646. Acreage needs for land mitigation (survey, description and appraisal) for affected wetlands will be established as required by Real Estate personnel.

Preliminary Real Estate Acquisition Maps. The Real Estate Division will prepare an initial set of maps and drawings that delineate the real estate acquisition lines based on technical design drawings developed by the Engineering Division during feasibility phase. Maps and drawings will reflect the minimum real estate required for project purposes.

Project Cooperation Agreement. Mobile District Real Estate personnel will prepare a draft Project Cooperation Agreement during the feasibility study. The agreement will define the extent and scope of the City of Houston's participation in implementing the design and construction of the recommended plan.

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Physical Takings Analysis. A written legal opinion will be prepared as to whether flooding will be induced by the construction, operation or maintenance of the proposed project. If induced flooding is expected, a determination will be made as to whether it will rise to the level of a taking of an interest in real property for which just compensation must be paid to the owner of the real property. The opinion will describe the analysis of relevant information regarding the depth, frequency, duration, velocity and extent of induced flooding, as well as relevant state and Federal law, and will present a conclusion on the physical taking issue.

Attorney's Opinion of Compensability. A preliminary legal opinion will be prepared on whether provision of a substitute facility is required under the Fifth Amendment as compensation for a facility/utility being acquired for the project. The opinion makes findings on whether the owner has a compensable interest, whether the owner has the legal duty to continue to maintain and operate the facility/utility, and whether Federal law requires the provision of a substitute facility/utility rather than a mere payment of the market value for the property acquired. The preliminary legal opinion differs from the final legal opinion only in its acceptance as fact of the owner's statement of interest in the property, without a search of property records.

Gross Appraisal. A staff appraiser from the Mobile District will prepare a gross appraisal of appropriate real estate interests. The appraisal will include a total estimated value for fee and easement estates, including improvements, minerals, and severance damages. It will also include any additional details or refinement beyond the Initial Real Estate Reconnaissance of the location and description of the area; the special features (i.e., timber, minerals, water rights, etc.); environmental concerns including potential HTRW or lack thereof; existing encumbrances; the highest and best use(s) involved; and the assumptions and limiting conditions.

For the value estimate, the Gross Appraisal will discuss the relationships between the comparable data and the subject area; with verifiable market data utilized to support the valuation. The Gross Appraisal will of sufficient detail to provide an accurate cost estimate which will be sufficient for authorization considering the cost growth limits of Section 902 of Public Law 99-662.

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Rights of Entry. Mobile District Real Estate personnel will obtain any rights of entry needed for surveys or other preliminary work. The estimate of cost for this work is based on a cost of \$100 per tract with an assumption of ten tracts. The final figure is subject to increase or decrease depending on the number of ownerships involved within the project parameters.

Relocations of Facilities and Utilities. Real Estate personnel will determine if alternatives require the relocation of any existing facilities or utilities. A staff appraiser will determine the fair market value of any additional lands needed for the relocations. Attorneys in the Real Estate Division will coordinate with the Non-Federal Sponsor to fulfill all legal obligations.

Scope of In-Kind Services. The sponsor's involvement in real estate activities will be limited to advisory and consultations. Funds for this activity are included in study management.

Activities and Responsibilities for Real Estate Studies. Activities to be accomplished and the responsibility for accomplishing them are presented in Table-5.

TABLE-5 Real Estate Studies		
Activity	Responsibility	
	Mobile District	Harrison County
REAL ESTATE PLANNING	x	
PREPARE WRITE-UP FOR FEASIBILITY REPORT	x	
REAL ESTATE PLANNING, ACQUISITION MAPS, PHYSICAL TAKING ANALYSIS, ATTORNEY'S OPINION OF COMPENSABILITY, GROSS APPRAISAL, RIGHTS OF ENTRY, RELOCATION OF UTILITIES, AND PREPARE REAL ESTATE APPENDIX		x
PREPARE FEASIBILITY COST SHARING AGREEMENT	x	
PREPARE DRAFT PROJECT COST SHARING AGREEMENT	x	

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STUDY MANAGEMENT

Scope of Work. The Mobile District Project Manager will function as the study team leader, coordinate all work on the study, furnish reports on study progress as required, develop management measures, perform plan formulation activities, and prepare the draft and final feasibility reports.

Scope of In-Kind Services. The Harrison County Project Manager will serve as a full member of the study team. He will serve as advisor, consultant and reviewer of all work. He will also assist in coordinating the study with agencies of local government and the public. He shall be responsible for the write-up of in-kind services for inclusion into the feasibility report. Harrison County will be credited \$10,000 for this work.

PLAN FORMULATION AND EVALUATION

Scope of Work. The Mobile District Project Manager will be responsible for assuring alternative plans will be formulated that are representative of all reasonable alternatives. The plan formulation and evaluation process consists of a series of steps that identifies or responds to problems and opportunities associated with the Federal objective and specific State and local concerns, and culminates in the selection of a recommended plan. The process involves an orderly and systematic approach to making determinations and decisions at each step so that the interested public and decision makers in the planning organizations can be fully aware of: the basic assumptions employed, the data and information analyzed, the areas of risk and uncertainty, the reasons and rationales used and, the significant implications of each alternative plan.

The plan recommended for implementation must meet the test of completeness, effectiveness, efficiency and acceptability. Completeness is the extent to which a given alternative plan provides and accounts for all necessary investments or other actions to ensure the realization of the planned effects.

Effectiveness is the extent to which an alternative plan solves the specific problems and achieves the specified opportunities.

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Efficiency is the extent to which an alternative plan is the most cost effective means of solving the problems and realizing opportunities consistent with protecting the nation's environment.

Acceptability is the workability of the alternative plan with respect to acceptance by the non-Federal sponsor, state and local agencies, and the public and with respect to compatibility with existing laws, regulations and public policies. The economic, environmental, social, and engineering benefits and costs of the alternatives plans will be evaluated. A tentatively selected plan will be identified and justification for the selection will be provided. Harrison County's Project Manager will assist in the review and selection of alternative plan concepts and the selection of the tentatively selected plan.

REPORT PREPARATION AND REVIEW

Scope of work. A feasibility report will be drafted, incorporating input from the study team members (Mobile District and Harrison County) and describing the results of the studies. The report will discuss the formulation and evaluation of alternatives and the selection and implementation of a plan. A draft report will be coordinated for review by interested governmental agencies. The report will also be coordinated with the Harrison County Board of Supervisors for review and acceptability of the selected plan. Following resolution of comments, a final report, containing the recommendations of the Mobile District Engineer, will be submitted to the South Atlantic Division Engineer for a policy compliance review.

The report will present the recommended plan; and if applicable, the non-Federal sponsor's preference, if it is not the recommended plan. Report preparation includes the compilation of all study team products, the Environmental Assessment (EA) and Findings of No Significant Impact (FONSI).

All maps, drawings, and other illustrative material will be prepared so they are well-arranged and placed for ready reference and so they present complete information. Lines will be of a density that permits the reproduction of high quality direct photographic transparencies on film base at same scales. Care will be taken so that all tables, figures, plates, and drawings

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maintain their clarity of detail, and are provided in an 8-1/2 x 11-inch size. Each original tracing to be furnished in accordance with this paragraph will carry a graphic scale to permit accurate scaling from the reduced size drawing.

The Draft feasibility report, and Draft EA and FONSI will be revised to address comments of the reviewers from the Mobile District and Harrison County. The ensuing final feasibility report, along with the final EA and FONSI will be submitted to the South Atlantic Division for a policy compliance review. The policy review process includes the reviews of the South Atlantic Division, and the Office of the Chief of Engineers. Mobile District will accomplish all technical reviews.

Scope of In-Kind Services. The non-Federal sponsor's role in the preparation of the report will be limited to review and comment. Mobile District will prepare and revise the reports.

Activities and Responsibilities for Report Preparation and Review. Activities to be accomplished and the responsibility for accomplishing them are presented in Table-6.

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TABLE 6 Project Management		
Activity	Responsibility	
	Mobile District	Harrison County
DEFINE STUDY GOALS, OBJECTIVES, AND INSTITUTIONAL CONSTRAINTS	x	x
NOTIFY CONGRESSIONAL INTEREST OF STUDY INITIATION	x	
MONITOR PROGRESS ON STUDY TASK/ACTIVITIES INCLUDING IN-KIND SERVICES	x	x
EVALUATE ALTERNATIVE PLANS	x	x
COMPARE ALTERNATIVE PLANS	x	x
PREPARE PLAN FORMULATION AND EVALUATION DOCUMENTATION	x	
IDENTIFY SELECTED PLAN	x	x
MONITOR STUDY FUNDS, INCLUDING OBLIGATIONS AND EXPENDITURES	x	
PREPARE AND CONDUCT MEETINGS OF PMT	x	x
SET-UP AND CONDUCT STUDY TEAM MEETINGS	x	
COORDINATE WITH THE HARRISON COUNTY ON IN-KIND SERVICES AND CASH CONTRIBUTION	x	x
PERFORM PLAN FORMULATION REQUIREMENTS	x	
PREPARE, PRINT, AND DISTRIBUTE DRAFT FEASIBILITY REPORT FOR MOBILE DISTRICT & HARRISON COUNTY REVIEW	x	
REVISE, PRINT, AND DISTRIBUTE FINAL FEASIBILITY REPORT TO DIVISION FOR POLICY REVIEW AND APPROVAL	x	

STUDY COSTS

Study Costs - Costs for the feasibility phase investigations on Turkey Creek Section 205 study are estimated to be \$1,012,000. This amount includes \$48,000 in contingency funds. These costs have been determined based on an estimate of the effort required (man-days), salaries of the team members involved (including technical indirect and general and administrative overhead), inflation, travel expenses and other miscellaneous expenses. As previously mentioned, the in-kind costs were based on the equivalent government costs for the services provided. The costs for each study tasks are presented in the table below:

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STUDY COSTS

TABLE-7 Study Costs	
STUDY TASKS	TOTAL
22A0 PUBLIC INVOLVEMENT	\$20,000
22E0 ENVIRONMENTAL & CULTURAL RESOURCES STUDIES	70,000
22G0 ECONOMIC STUDIES	95,000
22JAB ENGINEERING STUDIES AND MANAGEMENT	659,000
22H0 REAL ESTATE STUDIES	35,000
22JG- PLAN FORMULATION & EVALUATION	20,000
22S0 REPORT PREPARATION AND COORDINATION	10,000
22 INDEPENDENT TECHNICAL REVIEW	25,000
22Q0 PROJECT MANAGEMENT	30,000
SUBTOTAL COSTS FOR FEASIBILITY STUDY AND REPORT	\$964,000
CONTINGENCY (5%)	48,000
TOTAL COSTS FOR FEASIBILITY STUDY AND REPORT	\$1,012,000

ALLOCATION OF FEASIBILITY STUDY FUNDS

Allocation of funds for conduct of the feasibility study and report is presented in Table 8. This table shows a break down of the shared costs between Mobile District and Harrison County by cash, and in-kind services.

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TABLE-8					
Study Task	Allocation of Study Funds				
	Mobile District		Harrison County		Total
	In house	Share of Costs	Cash	In-kind	
PUBLIC INVOLVEMENT	\$10,000	\$10,000		\$10,000	\$20,000
ENVIRONMENTAL STUDIES	70,000	35,000	35,000		\$70,000
ECONOMIC ANALYSIS AND REPORT	75,000	47,500	27,500	20,000	\$95,000
ENGINEERING DIVISION - TOTAL	659,000	329,500	329,500		\$659,000
REAL ESTATE STUDIES & REPORT	35,000	17,500	17,500		35,000
PLAN FORMULATION & EVAL.	20,000	10,000	10,000		20,000
REPORT PREPARATION & COORD	10,000	5,000	5,000		10,000
INDEPENDENT TECH. REVIEW	25,000	12,500	12,500		25,000
PROJECT MANAGEMENT	20,000	15,000	5,000	10,000	30,000
CONTINGENCY (5%)	48,000	24,000	24,000		48,000
TOTAL PROJECT STUDY COST	\$972,000	\$506,000	\$466,000	\$40,000	\$1,012,000
STUDY COST ADJUSTMENT FOR \$100,000 FEDERAL EXPENDITURE	\$972,000	\$556,000	\$416,000	\$40,000	\$1,012,000
PERCENT	96%	55%	41%	4%	

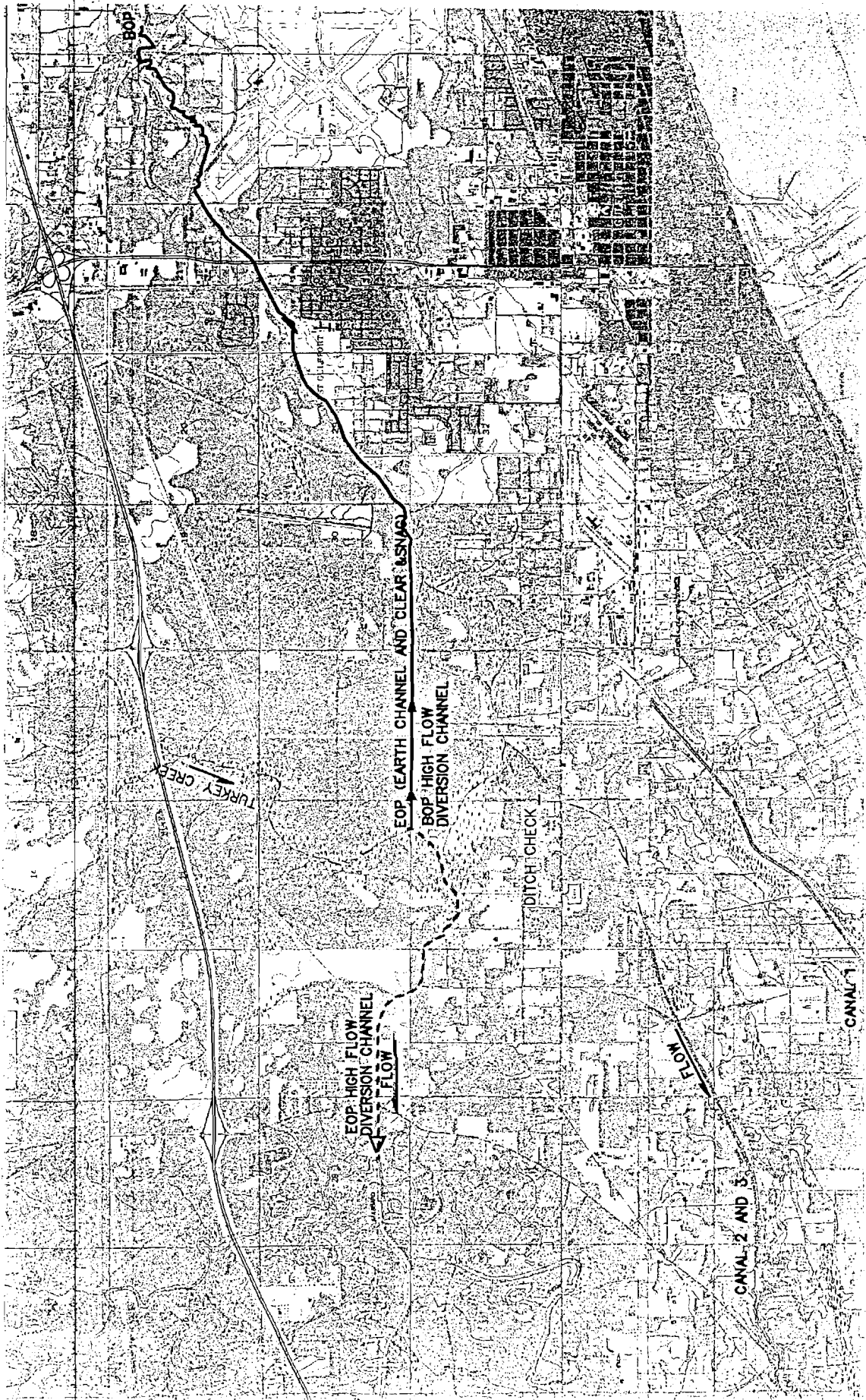
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STUDY SCHEDULE

The study schedule for this feasibility report is provided in Table 10:

TABLE-10 STUDY SCHEDULE		
STUDY TASK	START	COMPLETE
PUBLIC INVOLVEMENT	3 JUN 02	
ENVIRONMENTAL STUDIES & DOCUMENTATION	3 JUN 02	31 MAR 04
COMPLETE EA & FONSI	1 JUL 02	31 JUL 03
SECTION 404 (b) (1) EVALUATION	4 AUG 03	30 SEP 03
FWS COORDINATION ACT REPORT	1 JAN 03	28 MAR 03
CULTURAL RESOURCES EVALUATION & REPORT	3 FEB 03	30 SEP 03
PUBLIC NOTICE	1 OCT 03	3 NOV 03
COORDINATION WITH OTHER AGENCIES	1 OCT 03	31 DEC 03
OBTAIN ALL ENVIRONMENTAL CLEARANCES	1 JAN 04	31 MAR 04
ECONOMIC ANALYSIS & REPORT	1 JUL 02	30 APR 03
REAL ESTATE STUDIES	1 NOV 02	30 MAY 03
ENGINEERING DESIGN, ANALYSIS & REPORT	1 JUL 02	31 DEC 03
SURVEYS AND MAPPING	1 JUL 02	30 AUG 02
HYDRAULIC STUDIES	1 AUG 02	30 APR 03
GEOTECHNICAL INVESTIGATIONS	1 NOV 02	30 MAY 03
ENGINEERING DESIGN	3 FEB 03	29 AUG 03
HYDROLOGIC INVESTIGATIONS AND REPORTS	1 JUL 02	31 DEC 03
PLAN FORMULATION & EVALUATION	1 JAN 03	28 MAR 03
HOLD PUBLIC MEETING	1 APR 03	30 APR 03
PREPARE DRAFT REPORT	1 JUL 03	29 AUG 03
INDEPENDENT TECHNICAL REVIEW	1 SEP 03	31 OCT 03
PREPARE FINAL REPORT	3 NOV 03	30 JAN 04
SUBMIT REPORT TO SAD	2 FEB 04	31 MAR 04
REQUEST FUNDS FOR PLANS & SPECIFICATIONS	31 MAR 04	31 MAR 04
RECEIVE PROJECT APPROVAL	1 APR 04	30 JUN 04
COMPLETE PLANS AND SPECIFICATIONS	2 AUG 04	28 JAN 05
ADVERTISE PROJECT FOR CONSTRUCTION	2 FEB 05	2 MAR 05
OPEN BIDS	7 MAR 05	4 APR 05
AWARD CONSTRUCTION CONTRACT	1 JUN 05	1 JUL 05

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Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

- | | |
|---|-----|
| Supervisor BOBBY ELEUTERIUS voted | AYE |
| Supervisor LARRY BENEFIELD voted | AYE |
| Supervisor MARLIN R. LADNER voted | AYE |
| Supervisor WILLIAM W. MARTIN voted | AYE |
| Supervisor CONNIE M. ROCKCO voted | AYE |

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

Mr. Jimmy D. Johnson, Director for Partnership for a Healthy Harrison County appeared before the Board to give a brief report on the work done for the past four years with the Tobacco Grant. All school children in Harrison County whether it be the County, the cities or Catholic schools are educated on the effect of tobacco with various programs starting from K level through High School (RAT, SWAT, Allies and Front Line) and through summer camps.

* * *

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Mr. Bill Hessel appeared before the Board to present his report explaining the requirements of the HOME program (Home Buyer Assistance Program) and discuss three possible plans for use of the \$102,000.00 annual allocation for the years 2001, 2002 and 2003.

After full discussion, Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER AUTHORIZING ADVERTISEMENT THROUGH A PUBLIC
NOTICE SEEKING APPLICANTS FOR THE HOME PROGRAM**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE advertisement through a public notice seeking applicants for the HOME program.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

Mr. Larry Lafontaine owner of property located at 1125 East Maple Road Supervisor's Voting District Three, appeared before the Board to discuss erosion of his property due to drainage from of a culvert the County placed several years ago at that location when paving the road. He requested that the County place additional culverts or dig a ditch to help with drainage problem. The County Engineer stated that the culvert was placed where the natural drainage occurred as it is custom to do and has occurred in several locations throughout the County.

* * *

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor MARLIN R. LADNER moved adoption of the following:
**ORDER ACKNOWLEDGING RECEIPT OF AND APPROVING PETITIONS
FOR CHANGES TO THE 2001 REAL PROPERTY ROLL, AS
RECOMMENDED BY THE TAX ASSESSOR**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the
Board does HEREBY ACKNOWLEDGE receipt of and approve petitions for changes to the 2001
Real Property Roll, as recommended by the Tax Assessor, same being as follows:

Petitions And Actions Taken by Board Of Supervisors and State Tax Commission
Records Added 6- 5-2002 thru 6- 5-2002 Report Sequence PARCEL NUMBER

PARCEL NUMBER	OWNER NAME	Type Dist	Before	After	Change	BOS Action	SIC Action	F D	W P
02130-03-039.000	PELICAN COVE MARINA LLC	R 30W	140412	103279	-37133				T N
0704C-01-019.000	COATS, RONALD C & EUPHEMIA S	R 2M	13005	8669	-4336				T N
0711H-01-022.000	HARVEY, KENNIS L	R 40	12545	8364	-4181				T N
1410F-02-083.000	HORNE, ABBIE	R 1B	11398	7369	-4029				T N
1410K-01-049.000	COOPER, LOIS R & RICHARDSON, Z R	R 1B	29788	12152	-17636				T N
TAX DISTRICT TOTAL -67.315 Total Increase Total Decrease -67.315									
TAX DISTRICT TOTAL -67.315 Total Increase Total Decrease -67.315									

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Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER APPROVING APPLICATION FEES FOR MISSISSIPPI
EDUCATION AND CERTIFICATION PROGRAM FOR FOLLOWING
DEPUTIES, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE application fees for Mississippi Education and Certification Program for following deputies, as listed:

- a) Shirley Delmont, Brenda Jackson, Mississippi Assessment Evaluator (MAE) candidacy, travel to Jackson, August, 2002 for exam.
- b) Linda Cook, Assessment Evaluator I, and Nanette Jackson, Assessment Evaluator I and II, at an estimated amount of \$190.00.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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Supervisor **MARLIN R. LADNER** moved adoption of the following:

ORDER APPROVING TRAVEL, AS LISTED

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE the following travel:

Robert Jackson and Thomas McAdams to attend the State Certified Appraisers School, July 8-19, 2002 at Mississippi State University at an estimated cost of \$450.00 per person.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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ORDINANCE NO. 0205HC090

Supervisor Bobby Eleuterius moved the adoption of the following order:

AN ORDER CONCURRING WITH THE PLANNING COMMISSION TO APPROVE A ZONING MAP AMENDMENT. THE PROPERTY IS CURRENTLY ZONED AS AN A-1 (GENERAL AGRICULTURE) DISTRICT. THE REQUEST IS TO CHANGE THE DISTRICT CLASSIFICATION TO AN E-1 (VERY LOW DENSITY RESIDENTIAL) DISTRICT.

WHEREAS, the Harrison County Board of Supervisors finds and does so determine under Section 906 and based upon the recommendation of the Harrison County Planning Commission and county departments, as well as its existing needs and development, and based upon a reasonable consideration of the character of the district and neighborhood and suitability for particular purposes, that the property which is generally described as being located east of and adjacent to Lizana School Road, north of Cable Bridge Road and south of Hwy 53, should be rezoned for the purpose of developing 3 acre minimum size home sites. The ad valorem tax parcel number of the subject property 0406E-01-020.000. The Case File Number is 0205HC090.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION 1: That the Official Zoning Map of Harrison County Zoning Ordinance of the County of Harrison, adopted the 28th day of August, 2000, as amended, be and the same is hereby amended to provide that the following described property be rezoned from its present classification of an A-1 (General Agriculture) to that of an E-1 (Very Low Density Residential) District.

DESCRIPTION:

That part of the Northeast One-Fourth of the Southwest One-Fourth (NE ¼ of the SW ¼) of Section 18, Township 6 South, Range 12 West, which lies east of Red Creek Road.

MORE PARTICULARLY DESCRIBED AS:

All that certain part of the NE ¼ of the SW ¼, Section 18, Township 6 South, Range 12 West, County of Harrison, State of Mississippi, being more particularly described as follows:

Beginning at a found 2" pipe at the Southeast corner of said NE ¼ of the SW ¼; thence North 85 degrees 49 minutes 04 seconds West (Astronomic) 870.96 feet to a found ½" rebar on the easterly right-of-way of Lizana School Road (60 feet wide); thence along said right-of-way, North 00 degrees 34 minutes 46 seconds East 1,332.49 feet to a found ½" rebar; thence South 85 degrees 50 minutes 28 seconds East 856.13 feet to a found ½" rebar on the easterly line of said NE ¼ of the SW ¼; thence along said line, South 00 degrees 03 minutes 20 seconds East 1,333.86 feet to the Point of Beginning.

The ad valorem Tax Parcel Number is 0406E-01-020.000.

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See attached site location map.

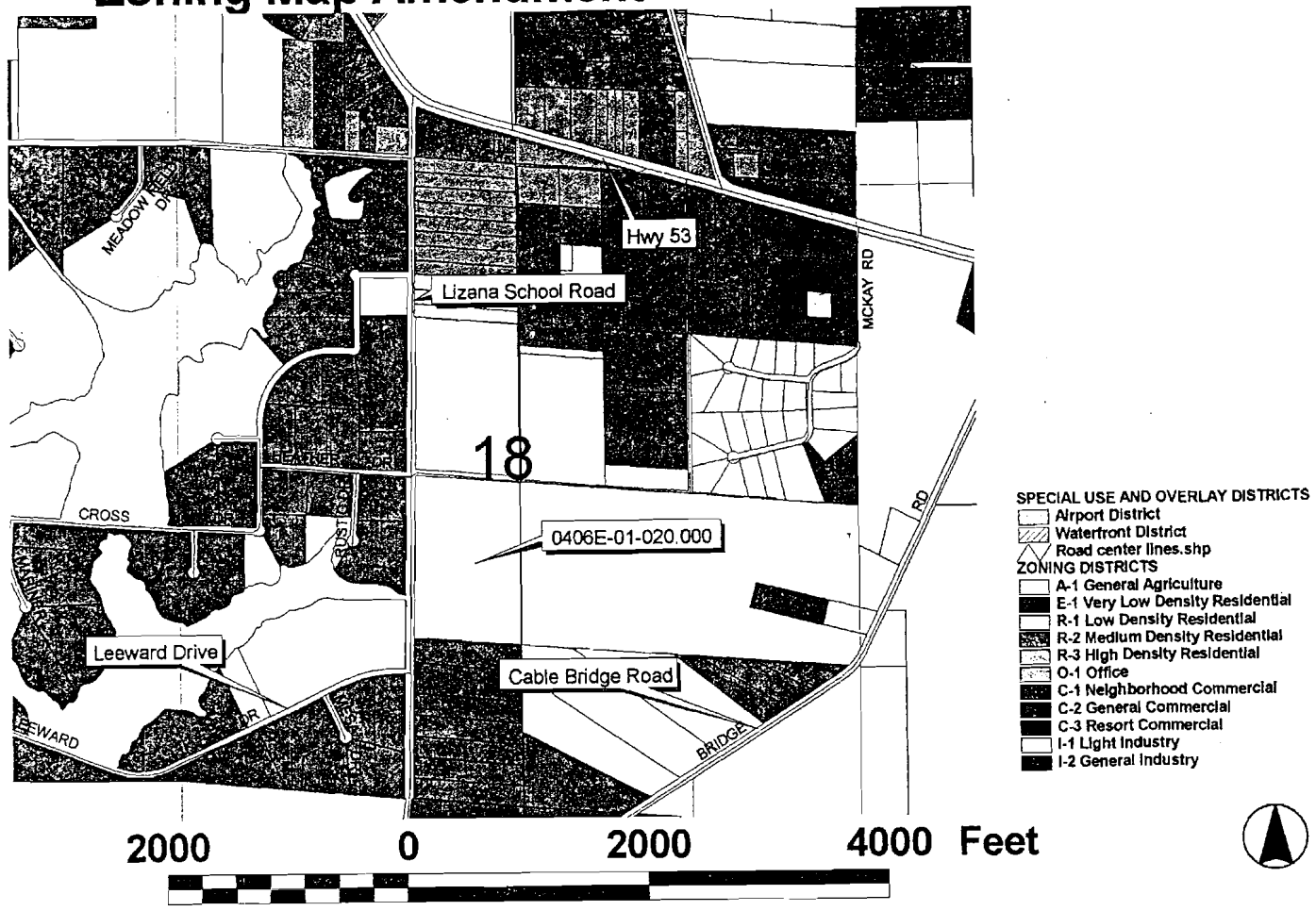
SECTION 2. For good cause being shown and the interest and welfare of Harrison County, the citizens thereof require that the said Ordinance be in full force and effect immediately upon its passage and enrolled as provided by law.

Supervisor Connie Rockco seconded the motion to adopt the above forgoing Ordinance whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	<u>AYE</u> ,
Supervisor LARRY BENEFIELD	<u>AYE</u> ,
Supervisor MARLIN LADNER	<u>AYE</u> ,
Supervisor WILLIAM MARTIN	<u>AYE</u> ,
Supervisor CONNIE ROCKCO	<u>AYE</u> ,

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

0205HC090 Zoning Map Amendment



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ORDINANCE NO. 0205HC091

Supervisor Bobby Eleuterius moved the adoption of the following order:

AN ORDER CONCURRING WITH THE PLANNING COMMISSION TO APPROVE A ZONING MAP AMENDMENT. THE PROPERTY IS CURRENTLY ZONED AS AN A-1 (GENERAL AGRICULTURE) DISTRICT. THE REQUEST IS TO CHANGE THE DISTRICT CLASSIFICATION TO AN E-1 (VERY LOW DENSITY RESIDENTIAL) DISTRICT.

WHEREAS, the Harrison County Board of Supervisors finds and does so determine under Section 906 and based upon the recommendation of the Harrison County Planning Commission and county departments, as well as its existing needs and development, and based upon a reasonable consideration of the character of the district and neighborhood and suitability for particular purposes, that the property which is generally described as being located east of and adjacent to Lizana School Road, north of Leeward Drive and south of Heather drive, should be rezoned. The ad valorem tax parcel number of the subject property 0406E-01-020.001. The Case File Number is 0205HC091.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION 1: That the Official Zoning Map of Harrison County Zoning Ordinance of the County of Harrison, adopted the 28th day of August, 2000, as amended, be and the same is hereby amended to provide that the following described property be rezoned from its present classification of a A-1 (General Agriculture) District to that of an E-1 (Very Low Residential) District.

DESCRIPTION:

A parcel of land located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of Section 18, Township 6 South, Range 12 West, First Judicial District of Harrison County, Mississippi, and being more particularly described as follows:

Commencing at an iron pipe marking the Southeast (SE) corner of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of said section 18 and thence run North 85 degrees 48 minutes 44 seconds West a distance of 870.87 feet to an iron rod situated on the easterly margin of Lizana School Road; thence run North 00 degrees 34 minutes 46 seconds East along said easterly margin a distance of 1,098.39 feet to an iron rod marking the POINT OF BEGINNING; thence from said point of beginning, run South 85 degrees 49 minutes 48 seconds East a distance of 858.72 feet to an iron rod; thence North 00 degrees 03 minutes 05 seconds West along the east margin of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of said section 18 a distance of 234.33 feet to an iron rod; thence run North 85 degrees 49 minutes 49 seconds West a distance of 856.14 feet to an iron rod situated on the easterly margin of Lizana School Road; thence run South 00 degrees 34 minutes 46 seconds West along said easterly margin a distance of 234.15 feet to the point of beginning. Said parcel contains 4.60 acres, more or less.

The ad valorem Tax Parcel Number is 0406E-01-020.001.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

See attached site location map.

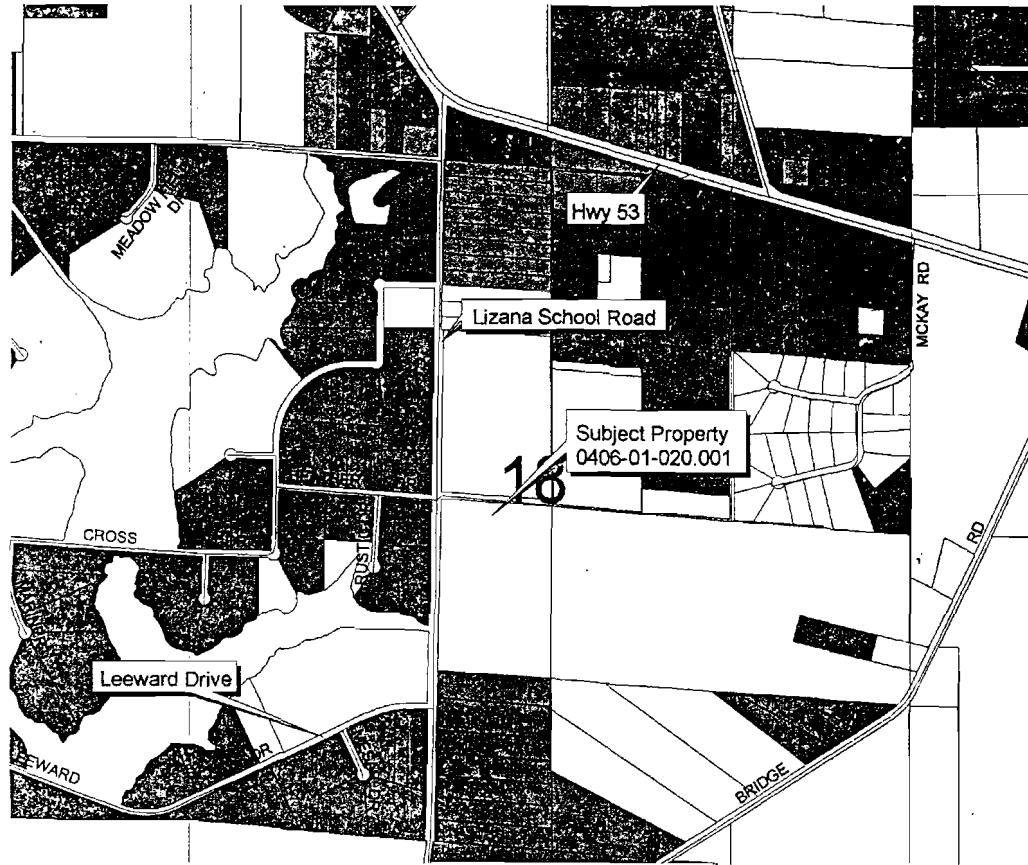
SECTION 2. For good cause being shown and the interest and welfare of Harrison County, the citizens thereof require that the said Ordinance be in full force and effect immediately upon its passage and enrolled as provided by law.

Supervisor Connie Rockco seconded the motion to adopt the above forgoing Ordinance whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	<u>AYE</u>
Supervisor LARRY BENEFIELD	<u>AYE</u>
Supervisor MARLIN LADNER	<u>AYE</u>
Supervisor WILLIAM MARTIN	<u>AYE</u>
Supervisor CONNIE ROCKCO	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

0205HC091 Zoning Map Amendment & Conditional Use Permit



- SPECIAL USE AND OVERLAY DISTRICTS**
- Airport District
 - Waterfront District
 - Road center lines.shp
- ZONING DISTRICTS**
- A-1 General Agriculture
 - E-1 Very Low Density Residential
 - R-1 Low Density Residential
 - R-2 Medium Density Residential
 - R-3 High Density Residential
 - O-1 Office
 - C-1 Neighborhood Commercial
 - C-2 General Commercial
 - C-3 Resort Commercial
 - I-1 Light Industry
 - I-2 General Industry



MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

ORDINANCE NO. 0205HC094

Supervisor Bobby Eleuterius moved the adoption of the following order:

AN ORDER CONCURRING WITH THE PLANNING COMMISSION TO APPROVE A ZONING MAP AMENDMENT. THE PROPERTY IS CURRENTLY ZONED AS AN A-1 (GENERAL AGRICULTURE) DISTRICT. THE REQUEST IS TO CHANGE THE DISTRICT CLASSIFICATION TO AN E-1 (VERY LOW DENSITY RESIDENTIAL) DISTRICT.

WHEREAS, the Harrison County Board of Supervisors finds and does so determine under Section 906 and based upon the recommendation of the Harrison County Planning Commission and county departments, as well as its existing needs and development, and based upon a reasonable consideration of the character of the district and neighborhood and suitability for particular purposes, that the property which is generally described as being located east of and adjacent to Lizana School Road, north of Leeward Drive and south of Heather Drive, should be rezoned for the purpose of creating residential property. The ad valorem tax parcel number of the subject property 0406E-01-020.002. The Case File Number is 0205HC094.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION 1: That the Official Zoning Map of Harrison County Zoning Ordinance of the County of Harrison, adopted the 28th day of August, 2000, as amended, be and the same is hereby amended to provide that the following described property be rezoned from its present classification of a A-1 (General Agriculture) District to that of an E-1 (Very Low Density Residential) District.

DESCRIPTION:

A parcel of land located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of Section 18, Township 6 South, Range 12 West, First Judicial District of Harrison County, Mississippi, and being more particularly described as follows:

Commencing at an iron pipe marking the Southeast (SE) Corner of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of said section 18 and thence run North 85 degrees 48 minutes 44 seconds West a distance of 870.87 feet to an iron rod situated on the easterly margin of Lizana School Road; thence run North 00 degrees 34 minutes 46 seconds East along said easterly margin a distance of 1,078.39 feet to an iron rod marking the POINT OF BEGINNING; thence from said point of beginning, continue North 00 degrees 34 minutes 46 seconds East along said easterly margin a distance of 35.00 feet to an iron rod; thence run South 85 degrees 49 minutes 48 seconds East a distance of 858.72 feet to an iron rod; thence run South 00 degrees 03 minutes 05 seconds East along the east margin of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of said section 18 a distance of 620.00 feet to a point; thence run North 85 degrees 49 minutes 49 seconds West a distance of 382.00 feet to a point; thence run North 00 degrees 03 minutes 05 seconds West a distance of 599.98 feet to a point; thence run North 85 degrees 49 minutes 48 seconds West a distance of 476.95 feet to the point of beginning. Said parcel contains 5.80 acres, more or less.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

The ad valorem Tax Parcel Number is 0406E-01-020.002.

See attached site location map.

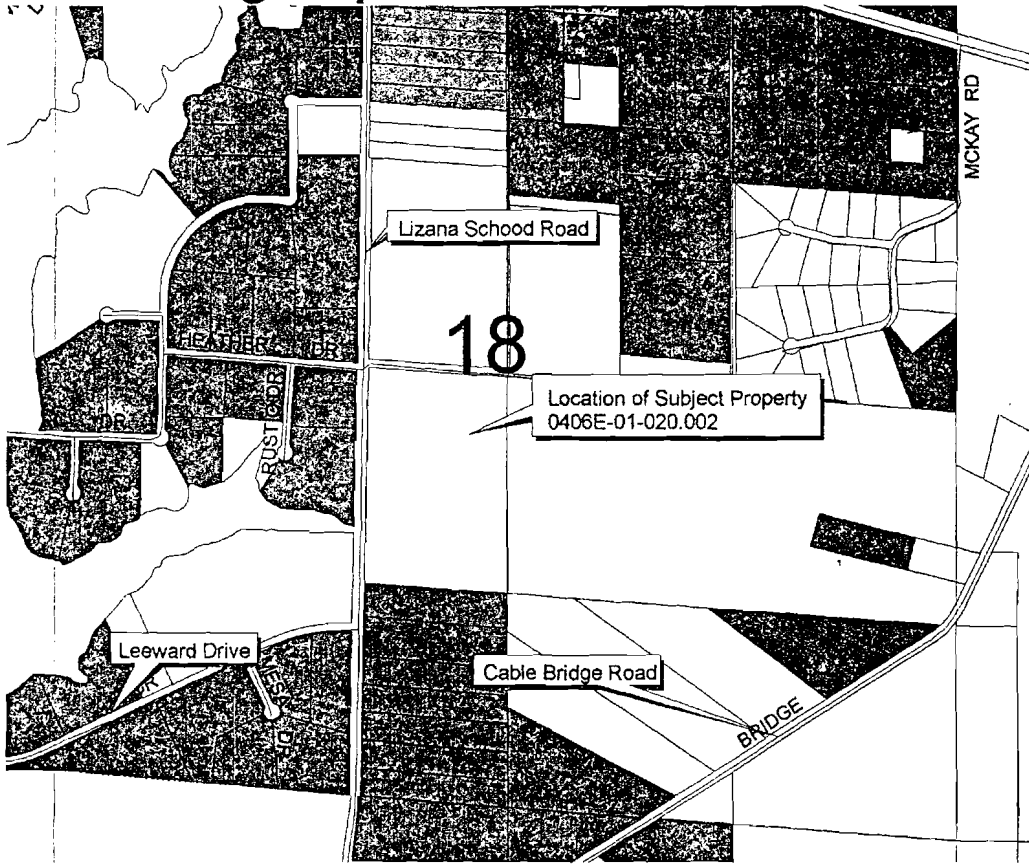
SECTION 2. For good cause being shown and the interest and welfare of Harrison County, the citizens thereof require that the said Ordinance be in full force and effect immediately upon its passage and enrolled as provided by law.

Supervisor Connie Rockco seconded the motion to adopt the above forgoing Ordinance whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	<u>AYE</u>
Supervisor LARRY BENEFIELD	<u>AYE</u>
Supervisor MARLIN LADNER	<u>AYE</u>
Supervisor WILLIAM MARTIN	<u>AYE</u>
Supervisor CONNIE ROCKCO	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

0205PC094 Zoning Map Amendment



- SPECIAL USE AND OVERLAY DISTRICTS**
- Airport District
 - Waterfront District
 - Road center lines.shp
- ZONING DISTRICTS**
- A-1 General Agriculture
 - E-1 Very Low Density Residential
 - R-1 Low Density Residential
 - R-2 Medium Density Residential
 - R-3 High Density Residential
 - O-1 Office
 - C-1 Neighborhood Commercial
 - C-2 General Commercial
 - C-3 Resort Commercial
 - I-1 Light Industry
 - I-2 General Industry



MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

ORDINANCE NO. 0205HC095

Supervisor Bobby Eleuterius moved the adoption of the following order:

AN ORDER CONCURRING WITH THE PLANNING COMMISSION TO APPROVE A ZONING MAP AMENDMENT. THE PROPERTY IS CURRENTLY ZONED AS AN A-1 (GENERAL AGRICULTURE) DISTRICT. THE REQUEST IS TO CHANGE THE DISTRICT CLASSIFICATION TO AN R-1 (LOW DENSITY RESIDENTIAL) DISTRICT.

WHEREAS, the Harrison County Board of Supervisors finds and does so determine under Section 906 and based upon the recommendation of the Harrison County Planning Commission and county departments, as well as its existing needs and development, and based upon a reasonable consideration of the character of the district and neighborhood and suitability for particular purposes, that the property which is generally described as being located west of and adjacent to Wolf River Road and south of Cable Bridge Road, should be rezoned for the purpose of creating a residential subdivision. The ad valorem tax parcel number of the subject property 0307-35-001.007. The Case File Number is 0205HC095.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION 1: That the Official Zoning Map of Harrison County Zoning Ordinance of the County of Harrison, adopted the 28th day of August, 2000, as amended, be and the same is hereby amended to provide that the following described property be rezoned from its present classification of a A-1 (General Agriculture) District to that of an R-1 (Low Density Residential) District.

DESCRIPTION:

96.9 AC(C) COM AT NW COR OF SEC 35 S ALONG SEC LINE 1341.3 FT E 3093 FT M/L TO SWLY MAR OF WOLF RIDGE RD SELY ALONG RD 757.8 FT TO POB SELY ALONG RD 817.3 FT S 1 DG E 395.4 FT M/L E 561.7 FT M/L TO CENTERLINE OF POLE BRANCH SWLY ALONG BRANCH 2006.5 FT M/L TO NELY MAR OF WOLF RIVER NWLY & WLY ALONG RIVER 3009.5 FT M/L N 32 DG E 702 FT M/L N 65 DG E 1488.4 FT TO POB PART OF NE1/4 OF SW1/4; PART OF SW1/4 OF NE1/4; PART OF NW1/4 OF SE1/4 OF SEC 35-6-13

The ad valorem Tax Parcel Number is 0307-35-001.007.

See attached site location map.

SECTION 2. For good cause being shown and the interest and welfare of Harrison County, the citizens thereof require that the said Ordinance be in full force and effect immediately upon its passage and enrolled as provided by law.

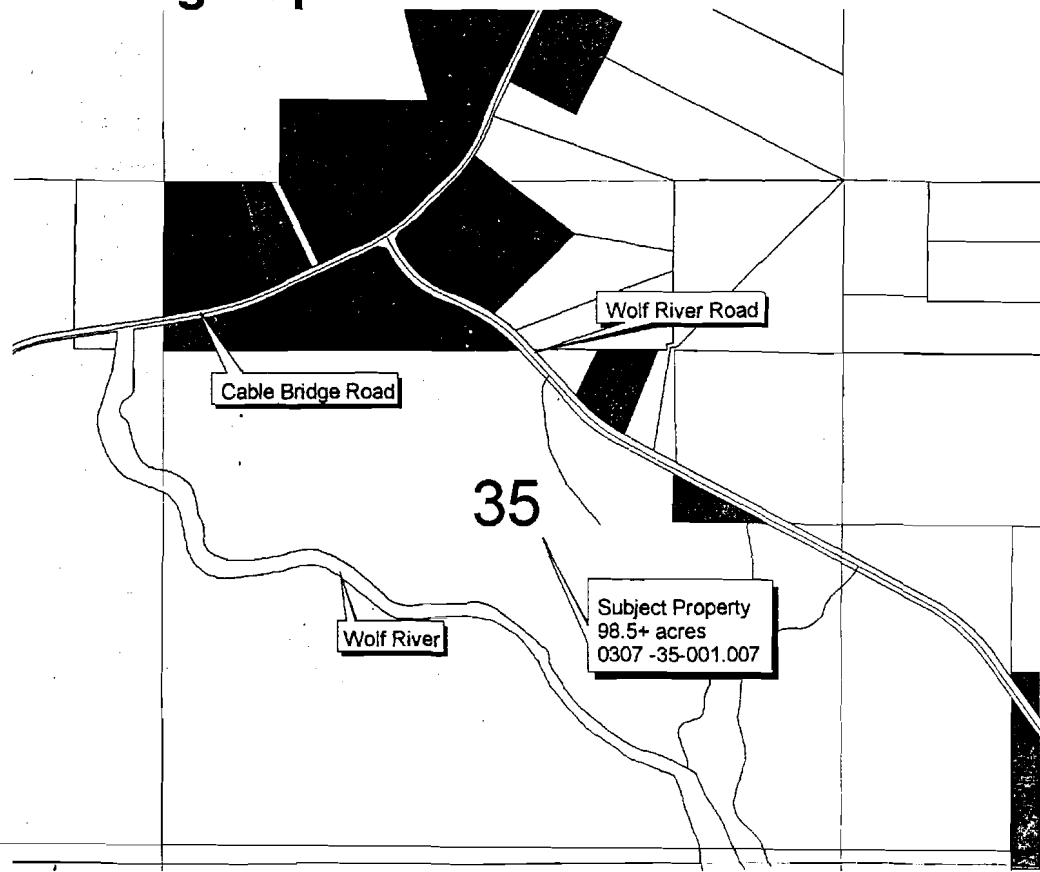
MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor Connie Rockco seconded the motion to adopt the above forgoing Ordinance whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	<u>AYE</u>
Supervisor LARRY BENEFIELD	<u>AYE</u>
Supervisor MARLIN LADNER	<u>AYE</u>
Supervisor WILLIAM MARTIN	<u>AYE</u>
Supervisor CONNIE ROCKCO	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

0205HC095 Zoning Map Amendment



- SPECIAL USE AND OVERLAY DISTRICTS**
- Airport District
 - Waterfront District
 - Road center lines.shp
- ZONING DISTRICTS**
- A-1 General Agriculture
 - E-1 Very Low Density Residential
 - R-1 Low Density Residential
 - R-2 Medium Density Residential
 - R-3 High Density Residential
 - O-1 Office
 - C-1 Neighborhood Commercial
 - C-2 General Commercial
 - C-3 Resort Commercial
 - I-1 Light Industry
 - I-2 General Industry



MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

ORDINANCE NO. 0205HC101

Supervisor Bobby Eleuterius moved the adoption of the following order:

AN ORDER CONCURRING WITH THE PLANNING COMMISSION TO APPROVE A ZONING TEXT AMENDMENT TO AMEND SECTION 203 MEANING OF WORDS AND TERMS: DEFINITION OF DWELLING, GUEST COTTAGE, SECTION 415 TABLE OF USES: DWELLING, GUEST COTTAGE, AND ADD SECTION 812 SUPPLEMENTAL REGULATIONS ESTABLISHMENT OF A GUEST COTTAGE.

WHEREAS, the Harrison County Board of Supervisors finds and does so determine under Section 906 and based upon the recommendation of the Harrison County Planning Commission and county departments, as well as its existing needs and development, and based upon a reasonable consideration of the character of the district and neighborhood and suitability for particular purposes, that the following Text Amendment will amend Section 203 Meaning of Words and Terms: definition of Dwelling, Guest Cottage, Section 415 Table of Uses: Dwelling, Guest Cottage, and add Section 812 Supplemental Regulations establishment of a guest cottage dwelling. The Case File Number is 0205HC101.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION 1: That the Official Zoning Map of Harrison County Zoning Ordinance of the County of Harrison, adopted the 28th day of August, 2000, as amended, be and the same is hereby amended to provide that the following intent of the amendment is to permit an accessory guest cottage dwelling in the A-1, E-1 and R-1 zoning districts with a conditional use permit. The proposed text is as follows:

Section 203

Dwelling, Guest Cottage: An attached or detached accessory structure secondary to a principal detached single household dwelling; designed and most commonly used for irregular residential occupancy by family members, guests, and persons providing health care or property maintenance for the owner. Terms commonly used to describe a guest cottage are mother-in-law's house, pool house, and grounds keeper's cottage.

Section 415

Dwelling, guest house. Allowed by C (conditional use permit) in: A-1, E-1, R-1

All guest cottage dwellings shall comply with the following conditions:

- 1) The size shall not exceed one half the size of the principal detached single household dwelling but shall not be required to be less than 750 square feet.
- 2) The construction and appearance shall be comparable to the principal residence.
- 3) All applicable federal, state and local health and safety issues shall be addressed.
- 4) Guest cottage dwellings shall be used only for non-paying guests.
- 5) Mobile homes, manufactured homes, travel trailers, RV's, modular buildings, and similar structures shall not be used as guest cottage dwellings.
- 6) A single guest cottage dwelling is allowed per principal detached single household dwelling.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

7) The use of a guest cottage dwelling as a rental apartment is a violation of the zoning ordinance.

Section 812

A guest cottage dwelling shall be allowed by a conditional use permit as an accessory structure to the principal detached single household dwelling in those zoning districts specified in Section 415.

SECTION 2. For good cause being shown and the interest and welfare of Harrison County, the citizens thereof require that the said Ordinance be in full force and effect immediately upon its passage and enrolled as provided by law.

Supervisor Connie Rockco seconded the motion to adopt the above forgoing Ordinance whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	<u>AYE</u>
Supervisor LARRY BENEFIELD	<u>AYE</u>
Supervisor MARLIN LADNER	<u>AYE</u>
Supervisor WILLIAM MARTIN	<u>AYE</u>
Supervisor CONNIE ROCKCO	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER APPROVING CHANGE ORDER NO. 3 TO THE CONTRACT OF
EEC, A DIVISION OF W.G. YATES & SONS CONSTRUCTION IN THE
AMOUNT OF \$3,372.00 TO REPLACE TELEPHONE CONDUITS AT
THE HARRISON COUNTY ADULT DETENTION FACILITY, AS
RECOMMENDED BY SHAW DESIGN GROUP, P.A., AND
AUTHORIZING THE BOARD PRESIDENT TO EXECUTE SAME**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE Change Order No. 3 to the contract of EEC, a division of W.G. Yates & Sons Construction in the amount of \$3,372.00 to replace telephone conduits at the Harrison County Adult Detention Facility, as recommended by Shaw Design Group, P.A., said change order being as follows:

2000 Edition - Electronic Format

AIA Document G701- 2000

Change Order

**PROJECT: Controls System U-Grade
Harrison County Adult
Detention Facility
(Name and address)
Gulfport, MS**

CHANGE ORDER NUMBER: Three (3)

OWNER

DATE: April 17, 2002

ARCHITECT

ARCHITECT'S PROJECT NUMBER:
Commission 2023.2

CONTRACTOR

CONTRACT DATE: November 8, 2001

FIELD

**TO CONTRACTOR: EEC, A Division of
W.G. Yates & Sons Construction
(Name and address)
14475 Lamey Bridge Road
Biloxi, MS 39532**

CONTRACT FOR: Construction
Lump Sum

OTHER

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)
Remove existing damaged conduit at Cell Block and install new surface mounted conduit.

AUTHENTICATION OF THE
ELECTRONICALLY DRAFTED AIA
DOCUMENT MAY BE MADE BY USING
AIA DOCUMENT D401.

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was \$ 1,151,750.00
The net change by previously authorized Change Orders \$ 34,184.00
The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was
1,196,934.00
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (increased) (decreased) (unchanged)
by this Change Order in the amount of \$ 3,372.00
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be
\$ 1,200,306.00
The Contract Time will be (increased) (decreased) (unchanged) by FOURTEEN (14) CALENDAR days.
The date of Substantial Completion as of the date of this Change Order therefore is N/A

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive for which the cost or time are in dispute as described in Subparagraph 7.3.8 of AIA Document A201.



© 2000 AIA®
AIA DOCUMENT G701-2000
CHANGE ORDER
The American Institute of
Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Not valid until signed by the Architect, Contractor and Owner.

Shaw Design Group,
P.A.

EEC, A Division of W.G.
Yates & Sons
Construction

Harrison County Board
of Supervisors

ARCHITECT (Typed name)

CONTRACTOR (Typed name)

OWNER (Typed name)

Philip W. Shaw
(Signature)

[Handwritten Signature]
(Signature)

(Signature)

BY Philip W. Shaw

BY W.G. Yates, III

BY William Martin

4/18/02
DATE

5/30/02
DATE

DATE

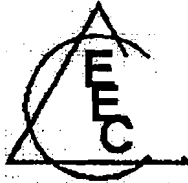
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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

04/16/2002 15:14 FAX 228 398 9859

EDWARDS ELECTRIC

@U02



EEC
A Division of W.G. Yates & Sons Construction Company
14475 Lamey Bridge Road
Biloxi, Mississippi 39532
PHONE: 228-392-7344
FAX: 228-396-9869

Change Order Quotation

To: Joseph F. Schneider, Shaw Design Group
From: R. Alex Guthrie
Date: April 5, 2002
Project: Harrison County Detention Facility
Reference: RF# 11

Scope of Work:

As a Change Order to our existing contract, we will furnish AND INSTALL replacement conduit as described in the above referenced RFI.

Total Price.....\$3,372.00

All prices include tax but do not include bond.

NOTE: We will require a contract extension of 14 days to perform this change order.

Please send a Change Order with acceptance.

Regards,

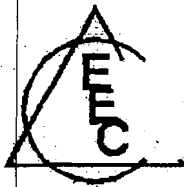
R. Alex Guthrie
Sales/Branch Manager
EEC

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

04/18/2002 15:13 FAX 228 398 9859

EDWARDS ELECTRIC

0001



A Division of W.G. Yates & Sons Construction Co.
14476 Lamoy Bridge Road
Biloxi, Mississippi 39532
PHONE: 228-392-7344
FAX: 228-336-9859

Fax

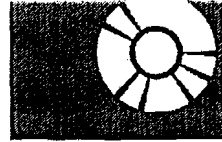
*Re FAX
16 APR 02*

To: Joe Schneider/Philip Shaw	From: R. Alex Guthrie
Fax: 864-2439	Pages: 2
Phone: 864-1202	Date: 04-05-2002
Re: Conduit Change Order RFI # 11	CC: Job File

Urgent For Review Please Comment Please Reply Please Recycle

This is an Emergency Change Order.

Thanks,



P.O. BOX 1147
GULFPORT, MS 39502
PHONE: (228) 864-1202
FAX: (228) 864-2439
E-MAIL: COASTARC@BELLSOUTH.NET

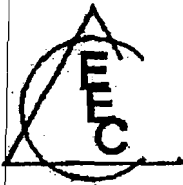
facsimile transmittal

To: Alex Guthrie - EEC Fax: 396-9859
From: Joe Schneider Date: 4/4/02
Re: Commission 2023.2 - Telephone/Controls Up-Grade Pages: Total Including Cover: 1
CC: 2023.2/3.07
 Urgent For Your Review Please Comment Please Reply For Your Use

Response to RFI No. 11.
Should you have any questions, please do not hesitate to contact our office.

SHAW DESIGN GROUP P.A.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM



A Division of W.G. Yates & Sons Construction Co.
14475 Lamey Bridge Road
Biloxi, Mississippi 39532
PHONE: 228-392-7344
FAX: 228-396-9859

Fax

To: Joe Schneider/Philip Shaw	From: R. Alex Guthrie
Fax: 864-2439	Pages: 2
Phone: 864-1202	Date: 04-04-2002
Re: RF# 11	CC: Job File

Urgent For Review Please Comment Please Reply Please Recycle

This is an Emergency RFI.

Thanks,

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**



14475 Lamey Bridge Road
Biloxi, Ms 39532
TEL: (228) 392-7344
FAX: (228) 396-9859

REQUEST FOR INFORMATION

RFI #:	011	JOB #:	69112
DATE:	4/4/2002		
SPEC SECTION:	Control System Upgrade (Revised) September 25, 2001		
DRAWING #:			

TO: SHAW DESIGN GROUP
2503 13TH STREET
GULFPORT, MS 39502

ATTN: Philip Shaw

FROM: R. Alex Guthrie

PROJECT: HARRISON COUNTY DETENTION FACILITY

INFORMATION / CLARIFICATION REQUESTED
The following conduits have been deemed unusable:
Cell Block "C" Section "C" from the Chase Closet to Cell C117.
Cell Block "A" Section "A" from the Chase Closet to Cells A201, A202 & A203.
Cell Block "A" Section "B" from the Chase Closet to Cells A209, A210 & A210.
Cell Block "A" Section "C" from the Chase Closet to Cells A117 & A217.
Cell Block "A" Section "D" from the Chase Closet to Cells A129, A226 & A252.
Cell Block "A" Section "E" from the Chase Closet to Cells A233, A240 & A253.
We recommend replacing the conduit. Unfortunately, this conduit must be run on the surface from the Chase Closet to each individual door with an "LB" at the cell door with Tamper Proof Screws. A price cannot be given on doing this until the owner or the approving authority approves the layout of the replacement conduit.

PLEASE RESPOND BY: 4/8/2002 SIGNED: *[Signature]*

REPLY

IF CONDUITS ARE VERIFIED TO BE UNUSABLE, EXPOSED CONDUIT WILL BE ALLOWED. NO "EMT" SHALL BE USED. ONLY RIGID GAO. CONDUIT SHALL BE USED. ALL CLAMPS SHALL BE FULL STRAP TYPE. ALL FASTENERS SHALL BE PINNED TORX TYPE. ALL CONDUIT SHALL BE INSTALLED TIGHT AGAINST WALL. NO GAPS SHALL EXIST AFTER INSTALLATION. ALL COVER PLATES ON "LB" SHALL BE INSTALLED WITH PINNED TORX SECURITY FASTENERS. SUBMIT COST TO PERFORM WORK FOR OUR REVIEW AND OWNER'S APPROVAL

DATE: April 4, 2002 SIGNED: *[Signature]*

ok DAVID H.
file
Roberta EDWARDS RE

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

HF OfficeJet
Personal Printer/Fax/Copier

Fax Log Report for
SHAW DESIGN GROUP
228-864-2439
Apr-05-02 08:40 AM

<u>Identification</u>	<u>Result</u>	<u>Pages</u>	<u>Type</u>	<u>Date</u>	<u>Time</u>	<u>Duration</u>	<u>Diagnostic</u>
3969859	OK	02	Sent	Apr-05	08:39A	00:01:43	002586030022

1.20 24

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

It is further,

ORDERED that the Board HEREBY AUTHORIZES the Board President to execute the aforesaid change order.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	A YE
Supervisor LARRY BENEFIELD voted	A YE
Supervisor MARLIN R. LADNER voted	A YE
Supervisor WILLIAM W. MARTIN voted	A YE
Supervisor CONNIE M. ROCKCO voted	A YE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK

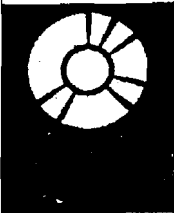
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI

JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

ORDER APPROVING CHANGE ORDER NO. 4 TO THE CONTRACT OF EEC, A DIVISION OF W.G. YATES & SONS CONSTRUCTION IN THE AMOUNT OF \$18,596.00 TO REPLACE CONDUITS FOR CONTROLS AT THE HARRISON COUNTY ADULT DETENTION FACILITY, AS RECOMMENDED BY SHAW DESIGN GROUP, P.A., AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE SAME

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE Change Order No. 4 to the contract of EEC, a division of W.G. Yates & Sons Construction in the amount of \$18,596.00 to replace conduits for controls at the Harrison County Adult Detention Facility, as recommended by Shaw Design Group, P.A., said change order being as follows:



P. O. BOX 1147
GULFPORT, MS 39502
PHONE: (228) 864-1202
FAX: (228) 864-2439
COASTARC@BELLSOUTH.NET

44

facsimile transmittal

To: Ms. Pam Ulrich - HCBS Fax: 865-4162
From: Joe Schneider Date: 6/04/02
Re: Commission 2023.2 - Controls - HCADF - Cpt. MS Pages: Total Including Cover: 2
CC: 2023/2/3.09

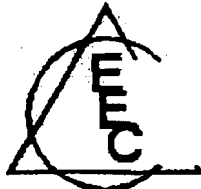
Urgent For Your Review Please Comment Please Reply For Your Use

During the progress of the new control project, numerous existing conduits have been found to be damaged and unusable for new wiring. New conduit will be required at these locations. Enclosed, is a cost proposal from EEC in the amount of \$18,596.00 to replace conduit at these locations. Please review this request and advise our office of what action to take. This work is required to complete the project. We have reviewed the cost and find them fair and reasonable. Should you have any questions, please do not hesitate to contact our office.

JUN - 4

SHAW DESIGN GROUP, P.A.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM



EEC
 A Division of W.G. Yates & Sons Construction Company
 14475 Lamey Bridge Road
 Biloxi, Mississippi 38532
 PHONE: 228-382-7344
 FAX: 228-396-9859

Emergency Change Order Quotation

To: Philip Shaw, Shaw Design Group
 From: R. Alex Guthrie
 Date: May 30, 2002
 Project: Harrison County Detention Facility

Scope of Work:

The following conduits have been deemed unusable and therefore need to be replaced:

- Cell Block "B" Electrical Room to Cell Block "B" Section "A" servicing Cell Doors B101-B108 and B201-B208, Fire Doors B159 & B255 and Shower Doors B149 & B249.
- Cell Block "B" Electrical Room to Cell Block "B" Section "B" servicing Cell Doors B109-B111 and B209-B211, Fire Door B158 and Shower Doors B150 & B250
- Cell Block "B" Electrical Room to Cell Block "B" Section "E" servicing Cell Doors B138-B140 and B238-B240, Fire Doors B155 & B258 and Shower Doors B153 & B253
- Cell Block "B" Electrical Room to Cell Block "B" Section "F" servicing Cell Doors B141-B148 and B241-B248, Shower Doors B154 & B254 and Glass Doors B-182 & B183


As you can see, there are a 59 doors affected therefore requiring significant sizes and amounts of conduits to be used. This is by far the worst area for damaged and unusable conduit we have come across.

As a Change Order to our existing contract, we will furnish AND INSTALL replacement conduit to service these areas.

Total
 Price.....\$18,596.00
 All prices include tax but do not include bond.

Please send a Change Order with acceptance.

Regards,


 R. Alex Guthrie
 Sales/Branch Manager
 EEC

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

It is further,

ORDERED that the Board HEREBY AUTHORIZES the Board President to execute the aforesaid change order.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor LARRY BENEFIELD moved adoption of the following:

ORDER OF BOARD OF SUPERVISORS Harrison **COUNTY,**
SETTING FORTH PROPOSED STATE AID PROJECTS FOR
PERIOD January 1, **2000** **THROUGH** December 31, **2003**

Pursuant to the provisions of Senate Bill No. 1 of the Extraordinary Session of 1949 and as subsequently amended, We, the undersigned members of the Board of Supervisors of Harrison County, hereby order that the proposed projects listed herein constitute the State Aid Program for Harrison County for the period January 1, **2000** through December 31, **2003**

In support of this order, the Board certifies and agrees that:

1. The State Aid System in said County has been designated by the Board and approved by the State Aid Engineer, as required by said Act.
2. The Board has employed a Registered Professional Engineer as County Engineer, who will employ such other competent technical assistant(s), as required, to properly supervise and inspect the work in compliance with the Rules and Regulations of the State Aid Engineer, all as required in said Act.
3. This program, which has been prepared by the County Engineer and approved by this Board, is herewith submitted to the State Aid Engineer for approval.
4. The Board will maintain the project(s), after completion, in a regular and satisfactory manner subject to the approval of the State Aid Engineer, all as required in said Act.
5. The Board will comply with all applicable Laws, Rules and Regulations in the acquisition of rights-of-way and will maintain the acquired rights-of-way for said projects to keep same free of encroachments such as buildings, fences, or any other obstructions.
6. Subsequent construction of Federal Aid projects (future base and surfacing, new bridges, etc.) will be constructed in accordance with Geometric Guidelines in effect at the time such construction is undertaken.
7. The State Aid Engineer is authorized to effect such transfer of funds as are necessary to pay engineering costs on the project(s), as authorized by House Bill No. 328, Laws of 1970, and in accordance with the Rules and Regulations promulgated by the State Aid Engineer, dated April 13, 1998.
8. The State Aid Engineer is authorized to effect such transfer of funds as are necessary to pay testing expenses incurred PRIOR to the award of Contract on any project(s) included in this program.
9. In the event the Board cancels or withdraws any project(s) included in this program, the Board hereby agrees to reimburse its State Aid Fund for testing charges incurred.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

State Aid _____ Program for Harrison _____ County

PROJECT PRIORITY NO. 1

1. Project No. SAP-24(3)M
2. Name of Road: Maintenance Overlay - Old Highway 49 to Highway 53 to Robinwood Drive
3. Design Classification: Collector _____ Local _____ Rural X Urban _____
Federal Route Number N/A
4. Termini of Project Station 0+00 to 208+00. See attached plan, profile and right-of-way drawings.

5. Length of Project: 4.0 _____ Miles _____ km
6. Character of Work (Show Alternates if Applicable) Repair base failures, level and overlay.

7. Design Data:
a. Traffic Count: How Determined _____
Current ADT _____ VPD; Design Year ADT _____ VPD; % Trucks _____
Traffic Count Required: Yes _____ No X (Attach Supplemental Sheet)
b. Terrain Level _____ Rolling _____ Design Speed _____ MPH _____ km/h
c. ROW: Existing _____ Ft. _____ in; To Be Acquired _____ Ft. _____ in
d. Proposed Roadway Crown Width _____ Ft. _____ m
e. Surface Type & Width: Existing _____ Ft. _____ m
Proposed _____ Ft. _____ m

8. Bridges:
a. Str. No. _____ Suff. Rtg. _____ Capacity _____
Remain in Place: Yes _____ No _____ Existing/Proposed width _____ Ft. _____ m
b. Str. No. _____ Suff. Rtg. _____ Capacity _____
Remain in Place: Yes _____ No _____ Existing/Proposed Width _____ Ft. _____ m
c. Str. No. _____ Suff. Rtg. _____ Capacity _____
Remain in Place: Yes _____ No _____ Existing/Proposed Width _____ Ft. _____ m
d. Str. No. _____ Suff. Rtg. _____ Capacity _____
Remain in Place: Yes _____ No _____ Existing/Proposed Width _____ Ft. _____ m
e. Str. No. _____ Suff. Rtg. _____ Capacity _____
Remain in Place: Yes _____ No _____ Existing/Proposed Width _____ Ft. _____ m

9. Estimated Construction Cost of Project (Including Contingencies) \$ 312,500.00
a. STP Funds Requested (_____ % \$ _____
b. BR Funds Requested (_____ % \$ _____
c. SA Funds Requested (100 % \$ 312,500.00
d. County Funds \$ _____
e. _____ Funds \$ _____

Engineering Cost (12 %) (Constr. Cost Less Contingencies) \$ 37,500.00
a. State Aid Funds Requested \$ 37,500.00
b. County Funds Contributed \$ _____
c. _____ Funds Contributed \$ _____
Total Estimated Cost of Project \$ 350,000.00

Construction will be by: Contract X County Forces _____

Use Supplemental Sheet and/or maps if needed to provide complete data.

FOR STATE AID USE ONLY:
Preliminary Review _____ Date
Recommend Approval _____ Dist. Engr. _____ Date
Approved _____ State Aid Engr. _____ Date
Letter To Bd. _____ Dist. Engr. _____ Date
Funds Record _____ Auditor _____ Date
Programmed _____ Date

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

State Aid _____ Program for Harrison County

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing Order,
whereupon the question was put to a vote with the following results:

- Supervisor BOBBY ELEUTERIUS voted AYE
- Supervisor LARRY BENEFIELD voted AYE
- Supervisor MARLIN R. LADNER voted AYE
- Supervisor WILLIAM W. MARTIN voted AYE
- Supervisor CONNIE M. ROCKCO voted AYE

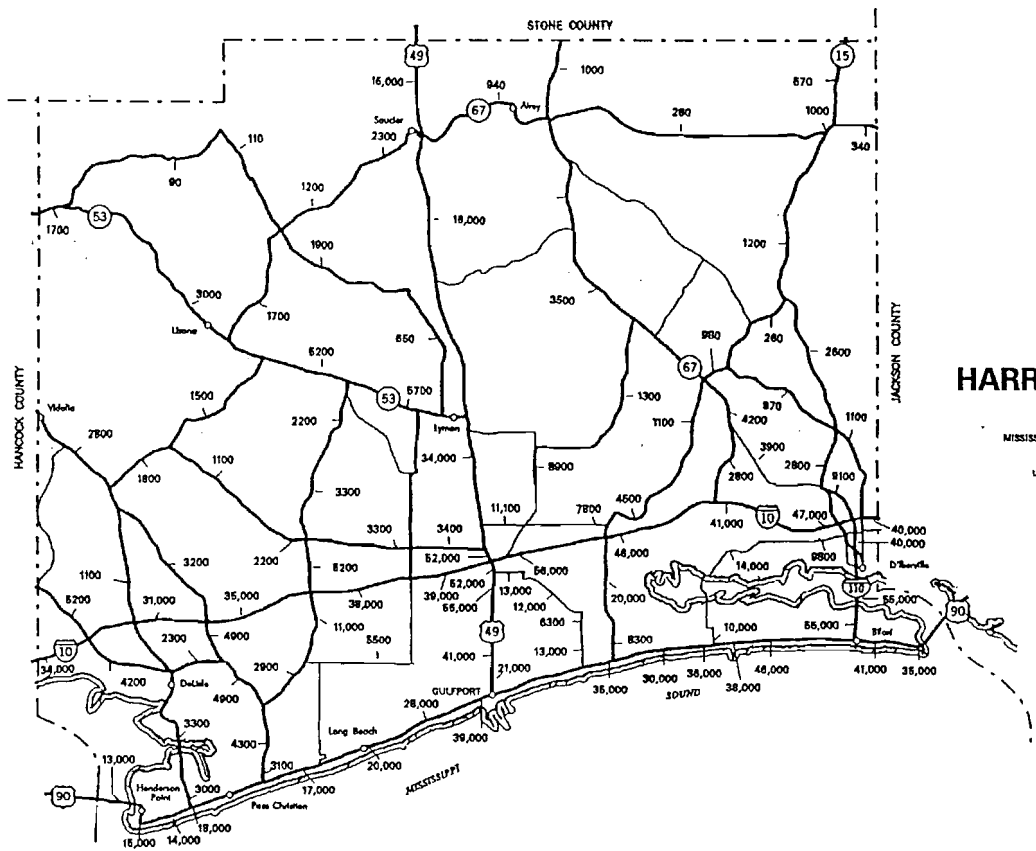
The Motion having received the affirmative vote from the majority of the Supervisors present, the President
then declared the motion carried and the Order adopted.

THIS, the 10th day of June 2002.

STATE OF MISSISSIPPI
COUNTY OF Harrison

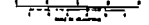
This is to certify that the foregoing is a true and correct copy of an order passed by the Board of
Supervisors of Harrison County, Mississippi entered into the minutes of the
said Board of Supervisors, Minute Book No. _____, Page No. _____, same having
been adopted at a meeting of said Board of Supervisors on the _____ day of _____

Clerk of Board of Supervisors of
_____ County, Mississippi



ESTIMATED 2000
AVERAGE DAILY TRAFFIC
HARRISON COUNTY
MISSISSIPPI

PREPARED BY
MISSISSIPPI DEPARTMENT OF TRANSPORTATION
PLANNING DIVISION
IN COOPERATION WITH THE
U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION



HARRISON COUNTY 24

HARRISON COUNTY 24

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

THERE came on for consideration by the Board the matter of removing State Aid Project SAP-24(49) O'Neal Road from the State Aid Priority System, whereupon Supervisor LARRY BENEFIELD moved the adoption of the following Resolution:

RESOLUTION REQUESTING THE MISSISSIPPI DEPARTMENT
OF TRANSPORTATION TO DELETE STATE AID PROJECT NO.
SAP-24(49) FROM STATE AID CONSTRUCTION PRIORITY
PROGRAM

WHEREAS, O'Neal Road is now within the corporate limits of the City of Gulfport and the County has no plans to proceed with the O'Neal Road Project. Be it therefore,

RESOLVED BY THE BOARD OF SUPERVISORS of Harrison County, Mississippi, that the Mississippi Department of Transportation be, and they are, requested to delete State Aid Project No. SAP-24(49) O'Neal Road from the State Aid Construction Priority Program as submitted by A. Garner Russell, P.E., State Aid Engineer.

Supervisor MARLIN LADNER seconded the motion to adopt the foregoing Resolution, whereupon the President put the question to a vote with the following results.

Supervisor BOBBY ELEUTERIUS voted	<u>AYE</u>
Supervisor LARRY BENEFIELD voted	<u>AYE</u>
Supervisor MARLIN LADNER voted	<u>AYE</u>
Supervisor WILLIAM MARTIN voted	<u>AYE</u>
Supervisor CONNIE ROCKO voted	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the motion carried and the Resolution adopted, this the 10th day of June, 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

THERE came on for consideration by the Board the matter of removing State Aid Project SAP-24(40) Dedeaux Road Box Culvert Project from the State Aid Priority System, whereupon Supervisor LARRY BENEFIELD moved the adoption of the following Resolution:

RESOLUTION REQUESTING THE MISSISSIPPI DEPARTMENT
OF TRANSPORTATION TO DELETE STATE AID PROJECT NO.
SAP-24(40) FROM STATE AID CONSTRUCTION PRIORITY
PROGRAM

WHEREAS, other sources of funding have been utilized for this project and the City of Gulfport has assumed jurisdiction of the project.. Be it therefore,

RESOLVED BY THE BOARD OF SUPERVISORS of Harrison County, Mississippi, that the Mississippi Department of Transportation be, and they are, requested to delete State Aid Project No. SAP-24(40) Dedeaux Road Box Culvert Project from the State Aid Construction Priority Program as submitted by A. Garner Russell, P.E., State Aid Engineer.

Supervisor MARLIN LADNER seconded the motion to adopt the foregoing Resolution, whereupon the President put the question to a vote with the following results.

Supervisor BOBBY ELEUTERIUS voted	<u>AYE</u>
Supervisor LARRY BENEFIELD voted	<u>AYE</u>
Supervisor MARLIN LADNER voted	<u>AYE</u>
Supervisor WILLIAM MARTIN voted	<u>AYE</u>
Supervisor CONNIE ROCKO voted	<u>AYE</u>

The majority of the members present having voted in the affirmative, the President then declared the motion carried and the Resolution adopted, this the 10th day of June, 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER CONSIDERING FOR FIRST READING THE HARRISON COUNTY
EMERGENCY CHILD SHELTER GUIDEBOOK**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONSIDER FOR FIRST READING The Harrison County Emergency Child Shelter Guidebook, same being in the following form, words and figures, to-wit:

**HARRISON COUNTY
EMERGENCY SHELTER
GUIDEBOOK**

TABLE OF CONTENTS

000. Shelter Facts and Necessary Phone Numbers

- 010. Introduction
- 020. History and Purpose
- 030. Emergency Phone Numbers
- 040. Shelter Staff's Home Phone Numbers
- 050. Harrison County Youth Court Inter-Office Phone Extensions
- 060. Home Phone Numbers of Pertinent HCYC Staff
- 070. On Call List for Permission to Admit or Release
- 080. DHS Office, Home and Pager Numbers
- 090. Shelter Rules for All Minors Who Can Read
- 091. Shelter Rules Continued

100. Admissions and Release

- 110. Reasons for Admission
- 120. Admission Procedures
- 130. Daily Log Form

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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- 140. HCYC Data Card
- 150. Daily Report Form
- 151. Daily Report Form Continued
- 160. Request for Shelter by School/Transportation Employees
- 170. Release Procedure
- 180. Procedures in Handling Children Who Runaway From Shelter

200. Responsibilities and Procedures in Handling Children

- 210. General Responsibilities While on Duty
- 211. General Responsibilities While on Duty Continued
- 212. HCYC Shelter Late Sheet Form
- 213. Daily Menu for Shelter
- 220. Responsibilities When Transporting Children
- 221. Form Letter to be Given to Appropriate School Personnel
- 230. Confidentiality
- 235. Behaviors Requiring Extra Concern and Action
- 240. Safety for Our Children
- 245. Discipline
- 250. Telephone Use by Minors
- 251. Telephone Use Authorization Form
- 255. Visitation with Minors in Shelter
- 260. Safety for our Children
- 265. Medical Problems

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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- 266. Medication
- 267. Record of Medication Form
- 270. Volunteers
- 275. Donations
- 276. Donation Form
- 277. Receipt Form
- 278. Activities
- 279. Activities Form

300. Personnel Issues

- 310. Conduct
- 320. Dress Code- Uniforms
- 321. Mandatory Uniform Agreement
- 322. HCYC Employment Rental Responsibility Acknowledgement
- 323. Uniform Agreement Form for Relief Workers
- 330. Chain of Command
- 340. Safety for Child Care Workers
- 350. Use of Shelter Van
- 360. Telephone Use by Shelter Staff
- 370. Breaks/Lunch Mealtime
- 380. Mandatory Meetings

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

01

INTRODUCTION

The purpose of this guidebook is to aid you in performing your duties in Shelter as a child care worker or cook. It is not intended to be a substitute for the Harrison County Personnel Policy Manual. That Manual should also be read and used to assist you with general questions and expectations.

When a specific problem, question or situation arises, please check the Harrison County Youth Court Shelter Guidebook. If you have questions/concerns or if something is not clear to you, please discuss that with the Shelter supervisor. If there is a topic or area that you feel should be included within this Guidebook, please discuss it with the Shelter supervisor. We can always amend, change, add to or delete portions as the need arises.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

020

HISTORY AND PURPOSE

The Harrison County Youth Court Shelter was established by Judge Luther Maples and concerned citizens in 1965. Originally the Shelter was housed in a smaller building adjacent to the Administration building of the Harrison County Youth Court.

In 1979 the Shelter was moved to the present building which was built originally as a home for teenage boys. Harrison County is fortunate to have had the leadership of Judge Maples and the dedication and hard work of many concerned volunteers. We continue to receive financial support from Harrison County and from concerned citizens so we can provide a safe home for children when they are unable to stay in their own home.

Our purpose in Shelter is to provide a temporary home in which children receive supervision, nourishing food, medical care as needed, transportation to and from their school, adequate clothing, personal supplies, outstanding care and genuine concern for their emotional needs.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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030

EMERGENCY PHONE NUMBERS

911 is for all true emergencies. This will be the emergency number for police, ambulance, and fire.

897-1192 – American Medical Response – Non emergency dispatch

432-1571 – Biloxi Regional Medical Center

575-7000 – Garden Park Medical Center

388-6711 – Gulf Coast Medical Center

863-1132 – Gulf Coast Mental Health

868-5700 – Gulfport Fire Department

388-0600 – Gulf Oaks Hospital

868-5959 – Gulfport Police Department – Non emergency calls

436-8631 – Harrison County Juvenile Detention

865-7020 – Harrison County Juvenile Holding

831-1700 – Memorial Behavioral Health

575-2000 – Memorial Hospital at Gulfport Emergencies

867-4000 – Memorial Hospital at Gulfport – Main number

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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04

FULL TIME AND RELIEF CHILD CARE WORKERS HOME PHONE NUMBERS

DANIELS, Bajda 868-7657 (cell) 860-7203

BASURTO, Ella Mae 897-1943

CAMPBELL, Elsie 539-0330

CONLEY, Barbara 864-0607

HICKMAN, Janie 539-9868

HILL, Blanchie 928-1850

HILL, Jessie 832-9819

JOHNSON, Veronica 832-8246

KEYS, Sabrina 871-5761

KIMBROUGH, April 831-0688

NICHOLS, Loretta 831-1850

PERKINS, Glenda 864-5617

PRICE, Elaine 928-1990

WEARY, Bernadean 539-4633

WHITE, Verna 863-7137

RELIEF WORKERS

COLLINS, Lillian 863-9342

GRAVES, Queen 832-2074

SIMMONS, Marilyn 385-2506

POLK, Reletha 214-1297

SULLIVAN, Eva 863-2954

THOMAS, Wilmetta 864-1647

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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January 11, 2002

3:18 PM

050

HARRISON COUNTY YOUTH COURT
INTER-OFFICE PHONE EXTENSIONS

- ALEXANDER, Cindy, Neglect/Abuse Intake Couns..... 7046 - C
- BAIN, Wade, Guardian Ad Litem..... 7038 - C
- BOURGEOIS, Andrea, Deputy Clerk..... 7006 - C
- BRAUN, Kaye, Secretary..... 7013 - S
- BREAK ROOM..... 7011
- BREIGNER, Dianna, Secretary..... 7015 - S
- CASEY, Elizabeth, Neglect/Abuse Intake Couns..... 7048 - C
- COMPUTER ROOM..... 7019
- DETENTION..... 7020/7021/7022
- EDWARDS, Stephanie, Youth Services Counselor..... 7032 - S
- ESTRADA, Alison, Deputy Clerk..... 7049/7050
- GAUTIER, Joe, Public Defender..... 7030 - C
- HALL, Denita, Asst. Admn./Restitution..... 7018 - C
- HARRINGTON, Velma, Intake (Del. & CHINS)..... 7035 - C
- HEWES, Gaston, Judge..... 7017 - C
- HIGDON, Jo Lynn, Chief Deputy Clerk/Restitution.... 7016 - C
- HOWARD, Terry, Youth Services Counselor..... 7028 - S
- KALETSCHEK, Freida, Court Administrator..... 7004 - C
- LADNER, Patricia, Receptionist/Deputy Clerk..... 7000 - C
- MOSS, Tina, Receiving/Receptionist/Deputy Clerk.... 7009 - C
- NICHOLAS, Tina, Secretary..... 7014 - S
- PATANO, Mary, Court Reporter..... 7042 - C
- RIVIERE, Clare, DYS Regional Supervisor..... 7031 - S
- SANDERS, Judy, Delinquent Intake Counselor..... 7040 - S
- SHELTER..... 7033/7034
- SMITH, Gerard, Public Defender..... 7030 - C
- TATE, Elaina, Youth Services Counselor..... 7029 - S
- TAYLOR, Crissy, Courtroom Clerk..... 7005 - C
- VANCE, Pam, Docket Clerk..... 7047 - C
- WARD, Michael, Judge..... 7044 - C
- WATSON, Gerald, CHINS Intake Counselor..... 7025 - C
- WENTWORTH, Judy, Volunteer Coordinator..... 7008 - S
- WHITWORTH, Brenda, Minute Clerk..... 7010 - C
- WILSON, Herb, Prosecutor..... 7041 - C

YOUTH COURT FAX.....865-7012 COURT BLDG. FAX ... 865-7045

CENTRAL PAPER CO.....863-2702 HARRIS/3M 864-2400
LANIER SERVICE...800-432-9787 WELCH OFF. MACH. ... 864-2011
LANIER SUPPLIES..800-526-4371

DEPARTMENT OF HUMAN SERVICES..... 897-5790
CLARE RIVIERE, Region VI Director..... 436-7660

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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HOME PHONE NUMBERS OF PERTINENT
HARRISON COUNTY YOUTH COURT STAFF

ALEXANDER, Cindy	396-2128
BAINE, Wade	863-2638
CASEY, Beth	255-4207
HALL, Denita	822-0845
HIGDON, JoLynn	864-7015
KALETSCHEK, Freida	863-0912
WARD, Michael (JUDGE)	867-6210
WATSON, Gerald	831-8089
WILSON, Herbert	863-7952

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

070.

ON CALL LIST FOR PERMISSION TO ADMIT OR RELEASE

NEGLECT AND ABUSE CASES

1. Cindy Alexander 396-2128
2. Beth Casey 255-4207
3. Wade Baine 863-2638
4. Freida Kaletsch 863-0912
5. Gerald Watson 831-8089

CHINS (RUNAWAY, UNCONTROLLABLE, CURFEW)

1. Gerald Watson 831-8089
2. Cindy Alexander 396-2128
3. Beth Casey 255-4207
4. Freida Kaletsch 863-0912
5. Wade Baine 863-2638

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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DHS WORKERS – OFFICE, HOME, AND PAGER NUMBERS

	<u>OFFICE</u>	<u>HOME</u>	<u>PAGER</u>
MEYERS, Pauline (Supv.)	897-5761	832-4011	470-0887
BARRETT, Nancy (Supv.)	897-5762	928-2135	470-0884
JACKSON, Adrian (Supv.)	897-5751	868-7496	470-0879
BILBO, B.J. (Invest.)	897-5741		
FARMER, Mary (S.W.)	897-5750	896-5229	470-0886
FRAZIER, C. (Family Pres.)	897-5749	385-5203	470-0891
HARMON, B. (Caseaide)	897-5759	868-6430	470-0874
HORN, D. (Caseaide)	897-5758	864-5283	470-0881
MCCARTY, Amanda	897-5768		
MENDOZA, T. (S.W.)	897-5740	617-0977	470-0893
NECAISE, H. (Caseaide)	897-5753	452-2581	
PAYNE, G. (Homemaker)	897-5746	864-5907	470-0875
PERRY, S. (S.W.)	897-5752	374-3196	470-0880
SIMPSON, A. (S.W.)	897-5737	832-1427	470-0878
STRAIN, Mary (Intake CA)	897-5760	575-8589	
WASVICK, J. (Invest.)	897-5756	863-7651	470-0890
WRIGHT, S. (S.W. A.)	897-5772	875-0962	
ZITTLEMAN, K. (S.W.)	897-5748	818-4578	470-0885

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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RULES WHILE YOU ARE IN SHELTER

In order to provide the best care to all minors while in Shelter, please be aware of the following rules and guidelines:

- 1.) As you are being admitted, tell the childcare worker on duty, about any medical problems you may have, about any medication you must take, and of any allergies you may have.
- 2.) Because we do not want other children to be exposed to lice, we will check your hair and scalp for lice. If any sign is found, we will shampoo your hair with a lice treatment shampoo.
- 3.) To insure that valuables are stored properly and to insure the safety of all minors in Shelter, your belongings will be searched when you are admitted.
- 4.) While you are in Shelter, you will be transported to and from the school that you presently attend. If you need lunch money or supplies for school, let us know as soon as possible. If you get suspended from school, you will not be able to sleep late or watch television. Instead, you will be given chores to do at Shelter as well some schoolwork to do.
- 5.) Do not allow other minors in Shelter to wear your clothing. They do not know when they may be released and they may take your clothes with them when they are released. If you choose to allow others to wear your clothing, we are not responsible if the clothes are lost, damaged or taken home when the other minor is released.
- 6.) Phones may not be used without permission from the staff.
- 7.) Visits from family members must be approved in advance of any visit. The Shelter staff must get permission from staff of the Youth Court or the Department of Human Services (DHS). A representative of DHS generally supervises visits.
- 8.) Hitting, shoving, pushing of other minors in the Shelter is not allowed. If any child is bothering you, do not use physical force or verbal threats of violence. You could be charged with an assault and placed in the Harrison County Juvenile Detention Facility. We have a responsibility to provide a

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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09

safe home to all minors in Shelter. You should report to the Shelter staff any other child's behavior that is disturbing you and let the childcare worker handle it. Even if you do not feel the childcare worker has done enough, do not take action yourself. You may report any concerns you have to your social worker with DHS or to your attorney, Mr. Wade Baine.

9.) You are not allowed to leave the Shelter without permission of the Shelter staff. Should you runaway while in Shelter, it will be reported to the police. When you are picked up, you may be placed in a more secure facility or placement. We can not be responsible for your belongings left behind when you runaway.

10.) Minors are allowed in the bedrooms only with the permission of the Shelter staff.

11.) If you need something or are concerned about something, please tell a childcare worker so we can try to help. We want to make your stay as pleasant as is possible while you are dealing with some difficult problems.

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REASONS FOR ADMISSIONS

There are several situations which may cause a child to need shelter placement. A child is defined as someone between the ages of birth and age eighteen. However, if the Court has obtained jurisdiction of a child prior to the eighteenth birthday, jurisdiction may continue until the age of twenty. The "on call" person can determine if the minor qualifies for admission.

- 1.) There may be a report of NEGLECT wherein a child is reported to be without proper supervision, care, or medical care.
- 2.) There may be a report that a child has been PHYSICALLY or SEXUALLY ABUSED.
- 3.) There may be an ORDER from a chancery court judge which orders placement in Shelter while the case is handled in Chancery Court.
- 4.) There may be a report that a child has runaway, is uncontrollable in his home or has violated curfew laws. This particular child is referred to as a CHINS (Child In Need of Supervision).

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I - ADMISSIONS PROCEDURES

- 1.) Get the name of the agency wishing to make a placement of a minor.
 - a.) If a law enforcement officer is asking for a placement, make sure that the officer is giving us a full report. This means we need a custody form as well as a narrative explaining in detail why shelter is needed. Make sure the report given to you is one that we can read (not in faint, barely visible print). Do not allow the officer to leave the child with you, until you get permission to admit the child.
 - b.) If a representative of DHS is requesting placement, permission must also be obtained. However, a written report is not necessary.
 - c.) If a school bus driver arrives with a child for admission because there was no one to meet the child after school, that representative must complete a Request for Shelter by School/Transportation Employees (see form at the end of this section).
- 2.) Get the name of the minor/minors and age/s.
- 3.) Find out why the placement is being requested.
- 4.) Call the 1st person on the "on call" list. Make sure you have the full report before calling for permission to admit. Continue going down the list until you reach someone to give an answer regarding the request for admission. You must always get permission to admit even when DHS is requesting an admission.
- 5.) Give the following information to the person on call:
 - a.) The name of the agency requesting a placement.
 - b.) The name and age of the child.
 - c.) The name and address of the parent.
 - d.) The reason in some detail as to why placement is needed.
- 6.) After permission has been obtained to admit the child, check your data card file to see if the child has been here before (see data card following this section). Make sure that a new card is completed and the representative of the admitting agency signs the card before leaving. Note on the card which "on call" person authorized the admission.
- 7.) Place the child's money into personal property envelope. List the amount and have minor sign (if able).

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- 8.) Place the child's name on the Shelter report (the list of names) and make entry in the shelter daily log (narrative). See both forms following this section.
- 9.) Welcome the child to Shelter. Inform child of the rules in Shelter. Show the child around the Shelter and assure them they will be cared for while here.
- 10.) Do a lice check and treat, if necessary. If a child is later found to have lice and you failed to adequately check, you will be required to assist in the subsequent treatment.
- 11.) If a child is returning from a short term/weekend outing, note the time and date under that category on the daily report. Also make an entry on daily log of the child's return along with date and time.
- 12.) Note any bruises, rashes, or unusual marks on the child in the daily log.
- 13.) Check the child's bags to see if they have dirty laundry. If so, wash, dry and label.

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DAILY LOG

1

Shift (check one)
 midnight – 8:00 a.m.
 8:00 a.m. – 4:00 p.m.
 4:00 p.m. – midnight

Shift Leader _____

Date: _____

of children in She _____
 Start of Shift [_____
 End of Shift [_____

	CCW 1	CCW 2	CCW 3
Signature of CCWs	_____	_____	_____
Time in / Time out	/	/	/
Specify the children CCW is responsible for by number on daily report	_____	_____	_____
Activities to be done during your shift	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

This report is to include routine and exceptional happenings, activities, events or problems that o on your shift. Explain in detail and any action taken.

Time	Happenings

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(Front)

NAME		AGE	ALIAS	ROOM NO.	DET. NO.	COUNSELOR
HARRISON COUNTY YOUTH COURT — DATA CARD						
DATE OF DETENTION	TIME DETAINED	NAME AND OFFICE OF LAW ENFORCEMENT OFFICER			AUTHORIZED BY	
REASON FOR DETENTION					ATTENDANT ON DUTY	
DATE OF RELEASE	TIME RELEASED	RELEASED BY			AUTHORIZED BY	
MARITAL STATUS OF PARENTS	CHILD'S RELIGION	LAST SCHOOL ATTENDED			GRADE	
FATHER	ADDRESS				PHONE	
MOTHER	ADDRESS				PHONE	
CHILD RESIDES WITH	ADDRESS				PHONE	
SPECIAL INSTRUCTIONS						
MEDICAL PROBLEMS						
RACE	SEX	BIRTHDATE	HEIGHT	WEIGHT	EYES	COMPLEXION
						VARIABLES

(Back)

Doctor	School	Formula	DHS Worker	M.H. Therapist
Medicine	Prescribed by	Dose	Start Date	End Date

List any pending appointments			DHS Visits	Special Problems/Needs
Date	With Whom	Time		

Approved Visitors

Approved Phone Calls

Specific Restrictions

SHELTER DAILY REPORTS AS OF 8:00 A.M., MONTH _____, DAY _____, 200 , PAGE 1 OF (1 OR 2)

NAME	CODE IN	AGE	RACE	SEX	DATE & TIME OF ADMISSION	REFERRAL NUMBER	ADMITTED BY:	WEEKEND/SHORT-TERM PLACEMENT	CODE OUT	DATE/TIME RELEASED
1. DOB:								OUT: IN:		
2. DOB:								OUT: IN:		
3. DOB:								OUT: IN:		
4. DOB:								OUT: IN:		
5. DOB:								OUT: IN:		
6. DOB:								OUT: IN:		
7. DOB:								OUT: IN:		
8. DOB:								OUT: IN:		
9. DOB:								OUT: IN:		
10. DOB:								OUT: IN:		
11. DOB:								OUT: IN:		
12. DOB:								OUT: IN:		
13. DOB:								OUT: IN:		
14. DOB:								OUT: IN:		
15. DOB:								OUT: IN:		
16. DOB:								OUT: IN:		
17. DOB:								OUT: IN:		
18. DOB:								OUT: IN:		

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SHELTER DAILY REPORT AS OF 8:00 A.M., MONTH: _____, DAY _____, 2000, PAGE: 2 OF 2

	CODE IN	AGE	RACE	SEX	DATE & TIME OF ADMISSION	REFERRA NUMBER	ADMITTED BY	WEEKEND/SHORT-TERM PLACEMENT	CODE OUT	DATE & TIME RELEASED
19. DOB:								OUT: IN:		
20. DOB:								OUT: IN:		
21. DOB:								OUT: IN:		
22. DOB:								OUT: IN:		
23. DOB:								OUT: IN:		
24. DOB:								OUT: IN:		
25. DOB:								OUT: IN:		
26. DOB:								OUT: IN:		
27. DOB:								OUT: IN:		
28. DOB:								OUT: IN:		
29. DOB:								OUT: IN:		
30. DOB:								OUT: IN:		
31. DOB:								OUT: IN:		
32. DOB:								OUT: IN:		
33. DOB:								OUT: IN:		
34. DOB:								OUT: IN:		

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REQUEST FOR SHELTER BY SCHOOL / TRANSPORTATION EMPLOYEES

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DATE: _____ TIME: _____

FULL NAME OF CHILD TO BE ADMITTED: _____

DOB: _____ PHONE: _____

ADDRESS: _____ TRLR / LOT / APT # _____

PARENT/GUARDIAN NAME: _____

NAMES OF OTHERS TO BE CONTACTED
REGARDING CHILD AS GIVEN TO SCHOOL BY
PARENT:

MANNER IN WHICH EACH IS TO BE
CONTACTED (PHONE # / BEEPER # /
ETC.)

- 1. _____
- 2. _____
- 3. _____

SPECIFIC DESCRIPTION OF WHAT HAPPENED TODAY NECESSITATING PLACEMENT IN SHELTER. INCLUDE SPECIFICALLY WHEN THE BUS STOPPED AT THE CHILD'S RESIDENCE AND HOW MANY TIMES TODAY. INCLUDE THE ATTEMPTS YOU MADE TO CONTACT THE OTHER PEOPLE LISTED BY PARENT TO TAKE CUSTODY OF THE CHILD AND WHAT THE RESULT WAS. (USE BACK OF FORM IF NECESSARY.)

YOUR FULL NAME: _____

YOUR ADDRESS AND PHONE #: _____

THE NAME AND ADDRESS OF THE SCHOOL OR AGENCY WHICH EMPLOYS YOU: _____

YOUR SIGNATURE: _____

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RELEASE PROCEDURE

- 1.) Obtain permission to release a child from one of the following:
 - a.) The DHS worker assigned
 - b.) Neglect and abuse intake
 - c.) CHINS intake
 - d.) Guardian ad-litem
 - e.) Court administrator
 - f.) Youth Court judge

- 2.) Either have the DHS worker sign the card when they authorize release or if any of the individuals authorizing release are not present in the facility, write their name on the card as authorizing the release. No child should leave Shelter without you filling in the space on their card stating who authorized the release.

- 3.) Also note on the daily report (list of names) that this child is released, when, and to whom. Further write in daily log (narrative) the fact the child was released.

- 4.) Make sure child receives all personal items. If the child is old enough, have child sign for the return of items.

- 5.) If a child is just going out for a weekend or short term visit, note this release on the daily report under "weekend/short-term placement" along with the date and time.

- 6.) Strip their bed and launder and dry linens and spread.

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PROCEDURES FOR HANDLING CHILDREN WHO RUNAWAY
FROM SHELTER

- 1.) Contact the Gulfport Police Department and give them the name, age and a description of the minor. Further advise them where the child's parent resides and any place you believe the minor may have gone.
- 2.) Contact the appropriate intake (if the child was in Shelter because of CHINS complaint call CHINS intake; if the child was in Shelter because of neglect or abuse, call one of the neglect and abuse intakes.
- 3.) Contact the child's parents or custodian and advise them of the runaway incident and that the GPD has been notified.
- 4.) If the child has left any personal items, lock and store them.

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GENERAL RESPONSIBILITIES WHILE ON DUTY

- 1.) Arrive 5-10 minutes in advance to discuss with the departing staff any important happenings, special rules regarding a particular child, or new admissions. If you arrive late fifteen or more minutes, you will need to complete the Shelter Late Shift Form (see form following this section).

Do a personal head count of each child. Each child care worker will log in their time of arrival and departure when and where they sign their name.

- 2.) Make sure each child (new admission) knows who you are. Introduce yourself and let child know you are there to assist and supervise them. Answer any questions they may have or contact the Shelter supervisor for those questions you cannot answer.
- 3.) It is expected that at the beginning of each shift, each worker will be given the responsibility of supervising particular children. You can make the assignments based upon the ages, sex or mutual interests of the children. Therefore, if there are sixteen children in shelter, one worker would perhaps supervise five children, another worker would supervise five children and the third worker would supervise six.

This does not mean one worker has no responsibility to a child who is not under their direct supervision. It is expected that there should be cooperation among all workers on duty for the benefit of all children placed in shelter.

For Example: If one worker has to answer the phone or admit a child, that worker has the responsibility of making sure that one of the two other workers present is supervising the children assigned to the person handling the phone call or accepting the admission.

- 5.) Make sure there is some structure to each shift as what children will be doing. Involve yourself with the children. Your role is not to simply supervise but rather to be involved. Plan activities geared to the age and sex of our children.

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- 6.) Greet volunteers and visitors with enthusiasm and gratitude. They are there to assist in your role of meeting the children's needs. If there is a problem or concern regarding a volunteer, contact the Shelter supervisor.
- 7.) Remember that this Shelter exists to meet the needs of our children. Your behavior and activities should reflect this. For instance the televisions are for our children. The children should watch age appropriate shows. Soap operas are adult appropriate and should not be on in Shelter.
- 8.) Lockers are provided for your purse and valuables. For safe keeping, it is your responsibility to keep them in your locker.
- 9.) Check the windows and doors making sure they are locked. You may need to do this more than once on a shift, depending upon the behavior of the population.
- 10.) Cooks are to complete a daily menu form (following this section). Meals are to be balanced. Milk is to be offered at all meals. Send the completed menu form to the Administrative Building in the Shelter Folder daily.
- 11.) At meal time a child care worker is to be in the dining area with the the children to assist with the feeding and the cleaning.
- 12.) While you are on duty, our expectation is that your time will be spent with and for our children. We understand a family member may need to drop something off or get you to sign something. However, visits by your friends and relatives should be rare and brief (a few minutes 3 to 5 minutes).

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HARRISON COUNTY YOUTH COURT SHELTER

LATE SHEET

DATE: _____

SHIFT: _____

I, _____ was late for work.

My shift started at _____ a.m./p.m.

I arrived at the shelter at _____ a.m./p.m.

Did you report to another staff member that you would be late?

Yes _____

No _____

Name of worker who you reported to: _____

WHEN YOU HAVE ACCUMULATED 4 HOURS OF LATE TIME,
YOU WILL FILL OUT A PERSONAL LEAVE FORM. THIS FORM
WILL BE PLACED IN YOUR PERSONNEL FILE.

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DAILY MENU FOR SHELTER

		/
Date	Cook	Time in/ Time out

Breakfast:	Mid Morning Snack:	Lunch:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# Served: _____	_____	_____
children staff	children staff	children staff

Mid Afternoon Snack:	Dinner:	Evening Snack:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# Served: _____	_____	_____
children staff	children staff	children staff

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RESPONSIBILITIES WHEN TRANSPORTING CHILDREN TO SCHOOL

1. Determine the number of children attending school.
2. Determine the number of schools involved.
3. Determine if you will need another child care worker to ride with you to keep order and stay with children while you take new children into school.
4. Complete the letter to the school which is signed by the court administrator for each new child (see letter to school following this section).
5. Make sure all children are properly secured.
6. Make sure the cell phone is operating.
7. When transporting a new child, you are required to go inside with that child and give a copy of the letter to the school to office personnel. Make sure they understand that Shelter staff will be transporting the child home, unless the school is notified differently by the Shelter, Youth Court or DHS staff.

Do not leave children unattended in the Shelter van. If necessary take the new child into their school last, take an additional child care worker with you to supervise the other children or take the other children in with you.

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GASTON H. HEWES, JR.
JUDGE
ROBIN ALFRED MIDCALF
JUDGE
MICHAEL H. WARD
JUDGE

GAYLE PARKER
CIRCUIT CLERK
FREIDA KALETSCH
COURT ADMINISTRATOR
JO LYNN HIGDON
CHIEF DEPUTY CLERK

Date: _____

To: _____
(NAME OF SCHOOL)

RE: _____
(NAME OF CHILD)

_____ (NAME OF CHILD)

_____ (NAME OF CHILD)

_____ (NAME OF CHILD)

These children are/This child is presently in the Harrison County Youth Court Emergency Shelter. Our goal is to cause as little disruption in their lives as possible. For that reason we will provide transportation to and from their school. However, due to the number of schools in Harrison County and the size of Harrison County there may be necessary interruptions in their normal schedule. They may arrive late and they may be picked up early.

Should you have any problems or concerns regarding the transportation of this child/these children to your school, please contact me.

Sincerely,

Freida Kaletsch,
Youth Court Administrator
HARRISON COUNTY YOUTH COURT

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CONFIDENTIALITY

One must at all time exercise confidentiality regarding our children and their families. You are not allowed under the law to divulge the names of our clients to anyone other than those who have a need to know such as Youth Court staff, DHS staff and law enforcement.

Even among yourselves discussion about our children or their families should be done when there is a need to share information. If the information is sensitive, you should be cautious so that the children, volunteers, delivery or repair persons do not overhear your conversation.

Should someone contact you and ask if a child is present in Shelter, you have a responsibility to make sure the person calling can be given that information.

Parents, DHS, law enforcement and Gulf Coast Mental Health have a need to know. Grandparents, other relatives, school personnel and friends should not be given information regarding a child being present in Shelter. If the child is present, refer them to the DHS social worker assigned. If the child is not present, refer them to the child's parents.

Please read the section in the book on Break/Lunch or Mealtime to insure confidentiality is protected.

The penalty for violation of confidentiality is as follows:

Sec. 43-21-267. Penalty for violation.

- (1) Any person who shall disclose or encourage the disclosure of any records involving children or the contents thereof without the proper authorization under this chapter shall be guilty of a misdemeanor and punished, upon conviction, by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment in the county jail of not more than one (1) year or by both such fine or imprisonment.
- (2) Nothing herein shall prevent the youth court from finding in civil contempt, as provided in section 43-21-153, any person who shall disclose any records involving children or the contents thereof without the proper authorization under this chapter.

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BEHAVIORS REQUIRING EXTRA CONCERN AND ACTION

Occasionally children in Shelter may behave in a manner that threatens their welfare or that of others. Such behaviors or actions are as follows:

- 1.) Verbally or physically threatening suicide.
- 2.) Masturbating publicly.
- 3.) Exposing themselves.
- 4.) Verbally or physically asking for sexual favors from other children.
- 5.) Verbally threatening to cause harm to someone, burn the Shelter down, etc.
- 6.) Verbally threatening to runaway.
- 7.) Refusing to eat over several meals.
- 8.) Any behavior out of the ordinary that causes one to be concerned.

When such situations occur you need to document this by writing in the daily log and by notifying the Shelter supervisor, neglect and abuse intakes, CHINS intake, guardian ad-litem, or Youth Court administrator.

It may be that the child will need direct supervision at all times until professional help can be obtained.

A dialogue must be maintained between Shelter staff and Court staff during such situations.-

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SAFETY FOR OUR CHILDREN

- 1.) The well being of our children is at risk when the child or children are out of your sight. Therefore direct supervision is mandatory, except in the following situations.
 - a.) School age children of normal development while using the bathroom.
 - b.) Preteens and teens while bathing or showering.
 - c.) All children while sleeping. However, it is required that there be several bed checks made at different intervals in an hour.
- 2.) To avoid accidents and injury be cautious about danger areas in Shelter. Check the playground equipment, furniture, riding toys, etc. Make sure that young children and toddlers do not have access to toys that have small parts and therefore pose a choking hazard.
- 3.) When a child at any age demonstrates behavioral problems which place the child or other children in danger, you must:
 - a.) Report this to the Shelter supervisor, intake at the Court, the DHS representative or the Court administrator.
 - b.) Keep this child under your direct supervision at all times.
- 4.) When we have two or more teens, a night shift child care worker is required to be stationed in the girls or boys sleeping area. This is the only way we can be sure they each stay in their own bed and thereby insure the safety of all children.

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DISCIPLINE

It is preferred that you use the positive approach to discipline. When good behavior is present, reward it with praise, time in the playroom, watching a favorite movie, giving stickers, or if good behavior is shown over a period of days, giving a small toy.

Time-out is permissible and encouraged. For instance, a four year old is to be in time-out for four minutes and a nine year old, nine minutes. Please use a timer. Time passes more quickly for an adult, than it does for a child. Do not estimate how long seven minutes is. When time-out is used, the child should be in your sight at all times.

Punishment must be limited in scope while children are in our care. No physical discipline is ever permitted. If, however, a child refuses to eat at the specified meal time, it is possible an older child could go without a meal. Yelling, screaming, cussing or name calling is also not permitted. One can and should be firm without losing control.

Special events and activities may be denied, if a child has been unruly and difficult to handle. These events are considered privileges and not rights. Please check with the Shelter supervisor if you have questions.

Continuous disruptive behavior by a child may indicate there are special problems and therefore special needs for the child. That child may have to sleep up front in the lobby or TV room area to insure the safety of that child and other in Shelter.

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TELEPHONE USE BY MINORS

Because we frequently have children who are alleged to be either physically and sexually abused by a family member, and because we are to provide a neutral environment while the issue of abuse is being addressed, children in Shelter are not allowed to make or receive phone calls unless it has been approved by DHS or Court staff. Whomever is giving the consent for telephone use, must complete the Telephone Authorization Form (see form following this section). The giving of consent does not mean the child may have free access to the phone at any time they choose.

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TELEPHONE AUTHORIZATION FORM

_____ has permission to use the telephone as follows:
(name of child)

Place a call to: _____ (name of party) _____ (relationship)

Receive a call from: _____ (name of party) _____ (relationship)

Other: (If more than one call is being authorized, specify here how many calls and to whom)

Person authorizing the call:

(Print Name)

(Sign Name)

(Date)

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VISITATION WITH MINORS IN SHELTER

Visitation with a child by family members is allowed when you have permission from a DHS or Youth Court representative. A DHS representative is to be present to supervise all visits unless you are advised otherwise by Youth Court staff. Should a family member contact you to schedule a visit, refer them to the DHS representative.

The DHS representative may visit with their assigned child at any time.

When visitation is approved, the visit should take place in the entrance lobby. When you receive approval for a visit, note that in the log book under the child's name (or on the back of the shelter card). Note the date, time, the name of person authorizing visit and the name of person who may visit and when.

Never allow a visit unless you clearly know it has been approved.

All visits are to be supervised by the DHS social worker or any other DHS representative they may send, unless any of the "on call" staff advises you otherwise.

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SAFETY FOR OUR CHILDREN

- 1.) The well being of our children is at risk when the child or children are out of your sight. Therefore direct supervision is mandatory, except in the following situations.
 - a.) School age children of normal development while using the bathroom.
 - b.) Preteens and teens while bathing or showering.
 - c.) All children while sleeping. However, it is required that there be several bed checks made at different intervals in an hour.
- 2.) To avoid accidents and injury be cautious about danger areas in Shelter. Check the playground equipment, furniture, riding toys, etc. Make sure that young children and toddlers do not have access to toys that have small parts and therefore pose a choking hazard.
- 3.) When a child at any age demonstrates behavioral problems which place the child or other children in danger, you must:
 - a.) Report this to the Shelter supervisor, intake at the Court, the DHS representative or the Court administrator.
 - b.) Keep this child under your direct supervision at all times.
- 4.) When we have two or more teens, a night shift child care worker is required to be stationed in the girls or boys sleeping area. This is the only way we can be sure they each stay in their own bed and thereby insure the safety of all children.

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MEDICAL PROBLEMS

When a child is ill and needs to see a doctor, advise the Shelter supervisor. The Shelter supervisor will contact the DHS social worker assigned so the social worker can take the child to a doctor. If you do not get cooperation, contact the neglect and abuse intake counselors.

When an emergency exists, you may contact American Medical Response at 911. As time permits, contact the child's DHS social worker and the Court's representative.

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MEDICATION

All prescription medications are to be accepted in the original bottles or boxes with the name of the drug, the dose, the frequency of doses and the prescribing doctor's name. Do not accept medication without these protecting factors.

When medication is dispensed, the child care worker shall note that fact on the child's records of medication (see Record of Medication form following this topic).

When a child is getting low on a medication that is to be refilled, contact the DHS representative in advance for refills.

When a child is released from Shelter, make sure all medications belonging to the child are turned over to the adult responsible for his/her care.

Place the completed Record of Medication form for the child in the Shelter folder. This will be placed in the child's file at the Court.

All medications, prescription and over the counter are to be kept in a locked storage area.

Note in your daily log any over the counter medication given, why, time and the dose.

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RECORD OF MEDICATION

Subject's Name _____

Name of Medication Prescribed	Instructions Given	Doctor's Name	Name of Drugstore	Prescription

Name of Medication Given	Amount Given	Date	Time	Child Care Worker Signature

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SHELTER HURRICANE POLICY

DATE: September 14, 2000
TO: Shelter Staff
FROM: Freida Kaletsch, Youth Court Administrator

During the Hurricane Season (June 1st to November 1st) the full-time employees of the Harrison County Youth Court Shelter must understand that they will be required to report for their regular shifts when a hurricane is approaching or headed this way. If it is determined that the Shelter facility has to be evacuated, **ALL** full time employees will report to the Court Administrator, Assistant Court Administrator or the Shelter Supervisor. The Administrator, Assistant Administrator and Supervisor will make the decision about which Shelter workers will be assigned to be evacuated with the children. The number of workers needed will be determined by the number of children who have to remain in Shelter. Workers assigned will be allowed to bring their family members with them.

This policy is made to insure that full-time staff rather than relief workers will be assigned to stay with the children during the evacuation period.

A worker who does not report will be on leave without pay and a reprimand will be placed in their personnel file.

Signature of Employee

Date

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VOLUNTEERS

Volunteers are essential to the type of care our children receive. Our Shelter budget does not allow us to provide all the extras that we presently provide. We welcome those individuals and groups who volunteer to share their time, talent and resources with our children.

At times volunteers may not be known to you. If there are any questions, ask to see their volunteer ID card. If you have any problems, please see the shift supervisor, the Shelter supervisor or the volunteer coordinator. A copy of the volunteer card is shown below.

HARRISON COUNTY YOUTH COURT

This is to certify that _____
Serves as a _____
Valid for the year _____

Volunteer Coordinator
Department of Human Services, DYS

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2.

DONATIONS

Anytime a donation is made to Shelter, you should complete the donation form. When completed, send these forms to the volunteer coordinator each day in the Shelter folder. If a donor wants a receipt, fill out the receipt form for them, but do not place a monetary value on that receipt. All donations are to be brought to the attention of the Shelter supervisor for proper storage and use.

(see donation and receipt forms following this section)

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DONATIONS

3A'

DATE: _____

ITEM(S) RECEIVED: _____

NAME: _____

ORGANIZATION REPRESENTED: _____

ADDRESS: _____

(City)

(Zip)

PHONE: _____

CHILD CARE WORKER: _____

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THE YOUTH COURT
OF HARRISON COUNTY

P. O. BOX 7017
GULFPORT, MISSISSIPPI 39506
PHONE: (228) 865-7000
FAX: (228) 865-7012

GASTON H. HEWES, JR.
JUDGE
ROBIN ALFRED MIDCALF
JUDGE
MICHAEL H. WARD
JUDGE

GAYLE PARKER
CIRCUIT CLERK
FREIDA KALETSCH
COURT ADMINISTRATOR
JO LYNN HIGDON
CHIEF DEPUTY CLERK

Date: _____

Name: _____

Address: _____

Received as a donation to the Harrison County Youth Court Shelter the following:

_____ Bag(s) of clothing

_____ Box(es) of clothing

_____ Books

_____ Toys

_____ Other

Please Note

According to IRS regulations, establishing a dollar value on donated items is the exclusive responsibility of the donor.

Received by _____

Date _____

The Harrison County Youth Court thanks you on behalf of our children.

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278.

ACTIVITIES

All outings and activities by volunteers must be pre-arranged by the Shelter supervisor and volunteer coordinator. For any individual or group coming into the Shelter for such outings and activities the activity form must be completed and sent over daily for the volunteer coordinator. See activity form following this section. The volunteers will each be provided an ID card. If there is a doubt or question about the person coming in to volunteer, ask to see their ID card.

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ACTIVITY FORM

ALL INDIVIDUAL VOLUNTEERS AND GROUPS MUST
SIGN AT EVERY VISIT.

DATE: _____

NAME: _____

NAME OF GROUP (if applicable): _____

REPRESENTATIVE'S NAME: _____

TIME IN: _____

TIME OUT: _____

ACTIVITY PROVIDED: _____

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310.

CONDUCT

As a child care worker, you are to conduct yourselves as responsible adults while on duty and especially in the presence of our children. This means on your part, there is to be no swearing, cussing, verbal arguing or physical fighting among or between yourselves. This will result in a reprimand. Sleeping while on duty on any shift is not allowed.

Please refer to Standards of Conduct in the Harrison County Personnel Policy Manual.

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DRESS CODE-UNIFORMS

There is a uniform requirement for all child care workers. Please see Mandatory Uniform Agreements Form for full-time employees and relief workers. Also see Responsibility Acknowledgement. (See forms following this section)

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MANDATORY UNIFORM AGREEMENT

For

**HARRISON COUNTY YOUTH COURT
SHELTER**

I understand that as an employee of the Harrison County Youth Court assigned to the Emergency Shelter, that I am being provided, at no cost to me, clean uniforms. I understand that I am required to wear the uniform at all times while I am on duty.

Failure to do so can result in a written reprimand.

Child Care Worker

Date

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322.

**Harrison County Youth Court Employee Rental
Responsibility Acknowledgment**

I, _____, the undersigned, agree to be held responsible for the uniforms that have been assigned to me. I understand that Ameripride Services is the vendor which supplies my employer, the Harrison County Youth Court, with the uniform rental program.

I also understand that if any of Ameripride Services products are lost or damaged, my employer is liable for the replacement costs.

I agree that if I damage or lose any of the assigned garments, that my employer will be authorized to deduct the cost of that garment from my wages. In the event that I terminate my employment or am terminated by my employer, I agree to return all uniforms to the Harrison County Youth Court. In the event that I do not return all of the uniforms, I agree to allow the Harrison County Youth Court to deduct the amount that Ameripride charges the Harrison County Youth Court for lost or damaged garments.

Below is a list of garments assigned to me.

Item	Quantity	Description	Replacement
Scrub Tops	_____	_____	\$9.00
Scrub Pants	_____	_____	\$10.00
Warm-Up Jacket	_____	_____	\$19.95

I hereby understand and agree to all of the stipulations in this agreement.

Signed _____ Date _____
Social Security Number _____

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Memo

Date: October 3, 2000
To: Relief Workers for HARRISON COUNTY YOUTH COURT
From: Freida Kaletsch, Youth Court Administrator *AK*
Re: Uniforms

All relief child care workers are to change their uniform upon arrival at work and are to change out of their uniform prior to leaving their work shift. No relief worker is to take a uniform home.

I have read the above memo and understand I am not allowed to take home any uniform provided by the county.

Date

Name

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330.

CHAIN OF COMMAND

Should you have any questions, concerns, or complaints, you are directed to discuss this with the Shelter supervisor. If you feel you cannot discuss the issues with the Shelter supervisor, you are directed to contact the Youth Court administrator. For further information, please refer to Complains & Grievances in the Harrison County Personnel Police Manual.

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SAFETY FOR CHILD CARE WORKERS

- 1.) Review the Harrison County Personnel Policy Manual.
- 2.) Wear your safety belt properly at all times.
- 3.) Leave the beds at an angle so they can easily be made without the need of moving them.
- 4.) Do not climb on ladders or chairs. If there is a light bulb needing to be changed or some other problem, notify the Shelter supervisor and note it on the daily log.
- 5.) Keep the garage entrance door locked unless a child care worker is in the area.
- 6.) Determine who is at the front door before completely opening the door. If someone is there for an unauthorized visit, refer them to the DHS representative.
- 7.) Wear disposable gloves at all times when changing diapers or assisting cleanup of sick children. This provides protection to you.
- 8.) Keep your purse, keys and all valuables in the lockers provided to you.

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USE OF SHELTER VAN

The Shelter van is provided to the Shelter for the use of our children. Largely, it will be used for the transportation of children to and from school. The van will also be used for planned outings arranged by the volunteer coordinator, Shelter supervisor or recreation worker. Occasionally the van will be used for obtaining supplies for Shelter but only at the request or direction of the Shelter Supervisor, Court administrator or the assistant administrator.

The van is not to be used without the knowledge or consent of supervisory staff. The van cannot be used for your own use. Children are never to be taken on rides as you attend to personal errands.

You are entrusted with precious young lives who depend upon you to act in a responsible manner. Extreme caution and compliance with all traffic laws are to be exercised at all times while driving the van. Any ticketed traffic violations received by a child care worker while on or off duty is to be reported immediately to the Shelter supervisor. Failure to report traffic violations, suspensions or loss of your driver's license will result in at the very least, a written reprimand. Failure to report immediately is also subject to written reprimand. You must always have a valid drivers license, if driving the Shelter van.

All children are to be properly restrained while transported by Youth Court Shelter Staff. All Shelter staff must also use safety restraints while on duty.

The cell phone should always be operable and in the van when transporting children. Should there be an accident with injuries, the children should be escorted by the child care worker to a safe area to wait for law enforcement and back-up staff from the Shelter or Youth Court. If a child appears to be injured, do not move that child until appropriate rescue or emergency staff arrive.

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TELEPHONE USE BY SHELTER STAFF:

When answering the Shelter phones, the staff should state "Shelter, Jane Doe speaking." Always be courteous while on the phone. If you need to attend to a child while on the phone, ask the caller to wait or give you a number so you can call them back at a more convenient time. Care and supervision of our children must come first.

Child care workers should limit their personal calls in length (3-5 minutes) and in quantity so you can provide attention to the children. If you are on your break, you may make longer personal calls, provided other staff is able to supervise the children. No long distance personal calls are to be made in Shelter at the Shelter's expense.

See the Harrison County Personnel Policy Manual on the subject of Telephone/Voice Mail Use.

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370.

BREAKS/LUNCH OR MEALTIME

Because you are paid for eight hours of work and your shift is eight hours long, there is no specific lunch break provided. Of course it is expected that you will eat. Meals are provided for you at no charge. In many instances it will be necessary that you will eat when the children eat.

You are allowed two breaks of fifteen to twenty minutes each. This means each worker shall coordinate their breaks with the other workers so that the children are always attended. Having a break does not mean you are allowed to leave the Shelter. In fact it is expected that you will be available should any problem or emergency arise. Regularly adding the two breaks together to give you one long break will not be allowed. Should there be a personal problem or emergency, talk to the Shift supervisor or the Shelter supervisor. The fact that you are a smoker does not mean you are entitled to more breaks or time for breaks. See Harrison County Personnel Policy Manual.

Should you choose to go outside for your break, it is expected that you will not have personal visitors coming by to talk with you. Certainly personal visitors should not be coming into Shelter to see you. Only shelter staff, DHS staff, approved volunteers, Youth Court staff and approved visitors should be allowed into Shelter. Confidentiality is required by law and therefore we must restrict who may come into Shelter.

Further, to insure the safety of our children, we conduct background and criminal checks on staff and volunteers. The integrity of our system is at stake when you allow unapproved visitors into the Shelter or on the Shelter premises.

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380.

MANDATORY TRAINING/MEETINGS

There is a need for ongoing training for all staff. We anticipate one hour monthly of MANDATORY STAFF TRAINING. At times other training for CPR will also be mandatory. Any regular employee working full-time will be paid at the rate of one and one-half times the straight-time hourly rate. Part-time employees will be paid at the regular hourly wage unless they have worked a forty hour work week. They will then be paid at the rate of one and one-half times the straight-time hourly rate.

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Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING PAYMENT OF ACCIDENT RELATED CLAIMS TO
ADVANCE AUTO SERVICE, INC. IN THE AMOUNT OF \$427.00 FOR
AUTO DAMAGE REPAIRS TO MIJA HAMMER'S VEHICLE, AS
RECOMMENDED BY THE INSURANCE ADMINISTRATOR**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment of accident related claims to Advance Auto Service, Inc. in the amount of \$427.00 for auto damage repairs to Mija Hammer's vehicle, as recommended by the Insurance Administrator.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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Supervisor **MARLIN R. LADNER** moved adoption of the following:

ORDER CONCURRING WITH TAX COLLECTOR ON EMPLOYMENT, AS LISTED

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONCUR with Tax Collector on employment, as listed:

Sharon Nash, Deputy Tax Collector, regular full-time at a rate of \$668.85 bimonthly, effective June 17, 2002, replacing Nora Fallo, who was making \$668.85 bimonthly.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING PURCHASE OF WIRE TRANSFER FRAUD
COVERAGE FOR TAX COLLECTOR'S OFFICE, WHEN NECESSARY, AS
RECOMMENDED BY BOYD LETCHER, INSURANCE ADMINISTRATOR**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE purchase of wire transfer fraud coverage for Tax Collector's office, when necessary, as recommended by Boyd Letcher, Insurance Administrator, the premium amount being \$284.00.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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**ORDER APPROVING THE LICENSE AGREEMENT BY AND BETWEEN
THE HARRISON COUNTY EMERGENCY COMMUNICATIONS COMMISSION
AND THE HARRISON COUNTY BOARD OF SUPERVISORS**

WHEREAS, the Harrison County Emergency Communications Commission was created by the Board of Supervisors under authority of §19-5-305, Mississippi Code Annotated, its membership represents all city and county public safety agencies in the County, and the Harrison County Emergency Communications Commission is governed and empowered according to §§ 19-5-301, et seq., Mississippi Code Annotated, as amended; and

WHEREAS, Harrison County, Mississippi is a governmental unit, body politic, and subdivision of the State of Mississippi governed by its Board of Supervisors and vested with certain statutory powers and general powers, including without limitation those powers vested under Sections 19-3-40, et seq, Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, the Harrison County Board of Supervisors, by Resolution passed on January 24, 2000, supported the concept of a county-wide communication plan that would consolidate communications resources and would utilize excess E-911 funds for purchase of infrastructure to be utilized according to the State of Mississippi's "Emergency Telephone Service" law for a county-wide system administered by the Harrison County Emergency Communications System; and

WHEREAS, the Harrison County Board of Supervisors is the lessee, and the Harrison County School District is the lessor, of certain real property in Harrison County, commonly referred to as the "Woolmarket Site" and described as follows:

Commence at a United States Forest Service concrete monument at the Southeast corner of the Northeast 1/4 of Section 16, Township 6 South, Range 10 West, First Judicial District, Harrison County, Mississippi and proceed North, 194.0 feet to a point in the Southwesterly right-of-way of Mississippi Highway 67; thence N 48 degrees 11 minutes West along said Southwesterly right-of-way, 522.0 feet to the Northeast corner of a Harrison County Board of

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Supervisors lease as described at Deed Book 1154, page 138, Record of Deeds, Office of the Chancery Clerk, First Judicial District, Harrison County, Mississippi; thence S 65 degrees 47 minutes W along the North line of said lease, 376.9 feet; thence S 24 degrees 13 minutes E, 24.3 feet to the Point of Beginning; thence S 47 degrees 07 minutes E, 75.0 feet; thence S 42 degrees 53 minutes W, 75.0 feet; thence N 42 degrees 53 minutes E, 75.0 feet to the Point of Beginning, containing 5625.00 square feet or 0.129 acres and being a part of the above described lease and being located in the Southeast 1/4 of the Northeast 1/4 of said Section 16;

or as more fully described,

Commence at the southeast corner of the Northeast Quarter of Section 16, Township 6 South Range 10 West, Harrison County, Mississippi, thence North along the East line of said Section 16 a distance of 194 feet to a point on the South Right-of-Way of U.S. Highway 67; thence North 48 degrees 11 minutes West along said South Right-of-Way a distance of 216 feet to the Point of Beginning, said point also being the Northeast corner of the existing District Five Barn property;

Thence continue North 48 degrees 11 minutes West along said South Right-of-Way a distance of 306 feet to a point;

Thence South 65 degrees 47 minutes West a distance of 659.1 feet to a point on the East Right-of-Way of Camp Hill Road;

Thence South 57 degrees 58 minutes East along said East Right-of-Way a distance of 14.8 feet to a point;

Thence South 55 degrees 28 minutes East along said East Right-of-Way a distance of 298.4 feet to a point;

Thence south 51 degrees 52 minutes East along said East Right-of-Way a distance of 13.8 feet to a point being the Northwest corner of the existing District Five Barn property;

Thence North 65 degrees 47 minutes East along the North line of said property a distance of 614 feet to the Point of Beginning.

This tract of land contains 4.10 acres, more or less, and being situated in the Northeast Quarter of Section 16, Township 6 south, Range 10 West, Harrison County, Mississippi.

and

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WHEREAS, the Harrison County Board of Supervisors owns a leasehold interest in the "Woolmarket Site"; and

WHEREAS, the Harrison County Emergency Communications Commission desires to obtain a license on the "Woolmarket Site" in order to locate a communications tower and install antennas to facilitate the establishment of a county-wide emergency communications network, and construct such other needed facilities as may be necessary, a copy of said License Agreement being attached hereto and incorporated herein by reference as **Exhibit "A"**; and

WHEREAS, the Harrison County Emergency Communications Commission through a Resolution has requested the Board of Supervisors to approve this License Agreement, a copy of this Resolution is attached hereto as **Exhibit "B"**; and

WHEREAS, the Harrison County Board of Supervisors finds this License Agreement furthers the statutory purpose of the Harrison County Emergency Communications Commission and is in the best interest of the County;

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI:

Section 1. The License Agreement by and between the Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors for the "Woolmarket Site," attached hereto and incorporated herein as **Exhibit "A,"** is hereby approved. The President of the Board of Supervisors is authorized and directed to execute this License Agreement as an act of and on behalf of the Harrison County Board of Supervisor.

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The above and foregoing Order introduced by Supervisor Connie Rockco and following the reading of the foregoing Order, Supervisor Larry Benefield seconded the motion.

After discussion, the matter was put to a roll call vote. The result was as follows:

Supervisor BOBBY ELEUTERIUS voted	<u>AYE</u>
Supervisor LARRY BENEFIELD voted	<u>AYE</u>
Supervisor MARLIN LADNER voted	<u>AYE</u>
Supervisor WILLIAM MARTIN voted	<u>AYE</u>
Supervisor CONNIE ROCKCO voted	<u>AYE</u>

The motion having received the affirmative vote of a majority of the members present, the President of the Governing Body declared the motion carried and the Order adopted, on this the 10th day of June, 2002.

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**LICENSE AGREEMENT BETWEEN THE
HARRISON COUNTY EMERGENCY COMMUNICATIONS COMMISSION
AND THE HARRISON COUNTY BOARD OF SUPERVISORS**

1. Pursuant to the terms of a Lease Agreement entered into with the Board of Education of Harrison County, the Harrison County Board of Supervisors leased a parcel of property known as the "Woolmarket Site." The County now holds a leasehold interest in that site.

2. The Harrison County Emergency Communications Commission desires to use a portion of the leased property for purposes of locating a communications tower.

3. For and in consideration of the payment of \$ 200⁰⁰ per month, the Board of Supervisors grants to the Harrison County Emergency Communications Commission a license to use a portion of the "Woolmarket Site" for purposes of locating a communications tower. It is expressly agreed that the County shall tender this License payment to the Harrison County School District as a supplemental lease payment.

4. This license agreement may be terminated at will upon the giving of thirty (30) days written notice of termination to the other party.

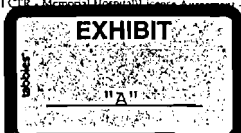
IN WITNESS WHEREOF, this Lease Agreement is executed this the _____ day of _____, 2002.

HARRISON COUNTY BOARD OF SUPERVISORS

BY: _____

**HARRISON COUNTY EMERGENCY
COMMUNICATIONS COMMISSION**

BY: _____



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**RESOLUTION REQUESTING APPROVAL OF A LICENSE AGREEMENT
BETWEEN THE HARRISON COUNTY EMERGENCY COMMUNICATIONS
COMMISSION AND THE HARRISON COUNTY BOARD OF SUPERVISORS**

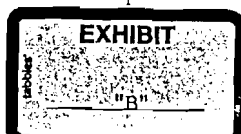
WHEREAS, the Harrison County Emergency Communications Commission, hereinafter referred to as the HCECC, was created by the Board of Supervisors under authority of §19-5-305, Mississippi Code Annotated, its membership represents all city and county public safety agencies in the County, and the Harrison County Emergency Communications Commission is governed and empowered according to §§ 19-5-301, et seq., Mississippi Code Annotated, as amended; and

WHEREAS, Harrison County, Mississippi is a governmental unit, body politic, and subdivision of the State of Mississippi governed by its Board of Supervisors and vested with certain statutory powers and general powers, including without limitation those powers vested under Sections 19-3-40, et seq, Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, the Harrison County Board of Supervisors, by Resolution passed on January 24, 2000, supported the concept of a county-wide communication plan that would consolidate communications resources and would utilize excess E-911 funds for purchase of infrastructure to be utilized according to the State of Mississippi's "Emergency Telephone Service" law for a county-wide system administered by the Harrison County Emergency Communications System; and

WHEREAS, the Harrison County Board of Supervisors is the lessee, and the Harrison County School District is the lessor, of certain real property in Harrison County, commonly referred to as the "Woolmarket Site" and described as follows:

Commence at a United States Forest Service concrete monument at the Southeast corner of the Northeast 1/4 of Section 16, Township 6 South, Range 10 West, First Judicial District, Harrison County, Mississippi and proceed North, 194.0 feet to a point in the Southwesterly right-of-way of Mississippi Highway 67; thence N 48 degrees 11 minutes West along said Southwesterly right-of-way, 522.0 feet to the Northeast corner of a Harrison County Board of



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Supervisors lease as described at Deed Book 1154, page 138, Record of Deeds, Office of the Chancery Clerk, First Judicial District, Harrison County, Mississippi; thence S 65 degrees 47 minutes W along the North line of said lease, 376.9 feet; thence S 24 degrees 13 minutes E, 24.3 feet to the Point of Beginning; thence S 47 degrees 07 minutes E, 75.0 feet; thence S 42 degrees 53 minutes W, 75.0 feet; thence N 42 degrees 53 feet E, 75.0 feet to the Point of Beginning, containing 5625.00 square feet or 0.129 acres and being a part of the above described lease and being located in the Southeast 1/4 of the Northeast 1/4 of said Section 16;

or as more fully described,

Commence at the southeast corner of the Northeast Quarter of Section 16, Township 6 South Range 10 West, Harrison County, Mississippi, thence North along the East line of said Section 16 a distance of 194 feet to a point on the South Right-of-Way of U.S. Highway 67; thence North 48 degrees 11 minutes West along said South Right-of-Way a distance of 216 feet to the Point of Beginning, said point also being the Northeast corner of the existing District Five Barn property;

Thence continue North 48 degrees 11 minutes West along said South Right-of-Way a distance of 306 feet to a point;

Thence South 65 degrees 47 minutes West a distance of 659.1 feet to a point on the East Right-of-Way of Camp Hill Road;

Thence South 57 degrees 58 minutes East along said East Right-of-Way a distance of 14.8 feet to a point;

Thence South 55 degrees 28 minutes East along said East Right-of-Way a distance of 298.4 feet to a point;

Thence south 51 degrees 52 minutes East along said East Right-of-Way a distance of 13.8 feet to a point being the Northwest corner of the existing District Five Barn property;

Thence North 65 degrees 47 minutes East along the North line of said property a distance of 614 feet to the Point of Beginning.

This tract of land contains 4.10 acres, more or less, and being situated in the Northeast Quarter of Section 16, Township 6 south, Range 10 West, Harrison County, Mississippi.

and

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WHEREAS, the Harrison County Board of Supervisors own a leasehold interest in the "Woolmarket Site"; and

WHEREAS, the HCECC desires to obtain a license on the "Woolmarket Site" in order to locate a communications tower and install antennas to facilitate the establishment of a county-wide emergency communications network, and construct such other needed facilities as may be necessary, a copy of said License Agreement being attached hereto and incorporated herein by reference as Exhibit "A";

NOW, THEREFORE, BE IT RESOLVED BY THE HARRISON COUNTY EMERGENCY COMMUNICATIONS COMMISSION:

Section 1. The Harrison County Emergency Communications Commission respectfully requests the Harrison County Board of Supervisors to authorize and approve the License Agreement between HCECC and the Harrison County Board of Supervisors for the "Woolmarket Site," a copy of which is attached hereto as Exhibit "A".

Section 2. The Harrison County Emergency Communications Commission authorizes and directs its Chairman to execute this License Agreement as an act of and on behalf of the Harrison County Emergency Communications Commission.

The above and foregoing Resolution was introduced by Commissioner John Tuberson, who moved the adoption of same. Said Motion was seconded by Commissioner Jim Comber. Upon being put to vote, the results were as follows:

Chief RICH MARVIL, Pass Christian Fire Department

AYE

Chief BRUCE DUNAGAN, Biloxi Police Department
 (Sheri HoKamp - PROXY)


AYE

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Sheriff GEORGE H. PAYNE, JR., Harrison County Sheriff's Dept. <i>(Robert Parker Proxy)</i>	<u>AVE</u>
LINDA ROUSE, Harrison County Civil Defense	<u>AVE</u>
Chief GEORGE MIXON, Harrison County Fire Services <i>(Billy Bragg Proxy)</i>	<u>AVE</u>
Chief WAYNE PAYNE, Gulfport Police Department	<u>AVE</u>
Chief PAT SULLIVAN, Gulfport Fire Department	<u>AVE</u>
BOBBY SPAYDE, 1st Judicial District	<u>ABSENT</u>
JEFF TAYLOR, 2nd Judicial District	<u>ABSENT</u>
STEVE FORD, County at Large	<u>AVE</u>
STEVE DELAHOUSEY, Emergency Medical Services	<u>ABSENT</u>
DEE SCHULTZ, Long Beach Police Department	<u>AVE</u>
JIM COMER, D'Iberville Fire Department	<u>AVE</u>
JOHN DUBUISSON, Pass Christian Police Department	<u>AVE</u>
KATHY FICK, Mississippi Highway Patrol	<u>ABSENT</u>
CHIEF GEORGE BASS, Long Beach Fire Department <i>(David Bass Proxy)</i>	<u>AVE</u>
CHIEF DAVID ROBERTS, Biloxi Fire Department	<u>AVE</u>

WHEREUPON, Acting Chairman STEVE FORD declared the motion carried and the resolution adopted on the 9th day of May, 2002.

**HARRISON COUNTY EMERGENCY
COMMUNICATIONS COMMISSION**

BY: 

ATTEST:


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**ORDER AUTHORIZING PURCHASE OF
TWO EDACS PRO-VOICE MOBILE RADIOS AT A COST OF \$3,680.90 EACH FOR A
TOTAL COST OF \$7,361.80 AND ONE PORTABLE RADIO AT A COST OF \$3,276.00**

WHEREAS, the Harrison County Emergency Communications Commission was created by the Board of Supervisors under the authority of Section 19-5-305, Mississippi Code of 1972 Annotated, as amended, and its membership represents all city and county public agencies in Harrison County, and the Harrison County Emergency Communications Commission is governed and empowered according to Sections 19-5-301, et seq., Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, Harrison County, Mississippi is a government unit, body politic, and subdivision of the State of Mississippi governed by its Board of Supervisors and vested with certain statutory powers and general powers, including without limitation those powers vested under Sections 19-3-40, et seq., Mississippi Code of 1972 Annotated, as amended, in the cities of D'Iberville, Biloxi, Gulfport, Long Beach, and Pass Christian, and the municipalities located within the boundary lines of Harrison County; and

WHEREAS, there are many different radio systems in operation in Harrison County serving the Sheriff's Department, the various police and fire departments, emergency service and civil defense agencies, as well as other public safety departments and agencies, and these systems generally do not meet minimum standards established by the Harrison County Emergency Communications Commission and are not generally inter-operable among and between them; and

WHEREAS, the Harrison County Board of Supervisors by Resolution passed on January 24, 2000, supported the concept of a county wide communications plan that would consolidate communication resources and would utilize excess E-911 funds for purchase of infrastructure to be

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utilized according to State of Mississippi "Emergency Telephone Service" law for a County-wide system administered by Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors found that the 800 MHz System was reasonable and necessary for carrying out the purposes and intent of Sections 19-5-301 through 19-5-319, Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, on or about March 10, 2000, the Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors entered into an Agreement with Moses Engineers, Inc. in which Moses Engineers, Inc. was to perform engineering services for the purpose of providing the Harrison County Emergency Communications Commission and Harrison County with a proposal for procuring an 800 MHz trunked radio communications system to service Harrison County's public safety agencies; and

WHEREAS, Moses Engineers, Inc. has certified to the Harrison County Emergency Communications Commission, in its letter dated February 19, 2001, a copy of which is attached hereto and incorporated herein as **Exhibit "A"**, that the purchase of an expanded 800 MHz trunked radio system and all ancillary equipment should be considered non-competitive items only available from one source, and that said source was M/A-COM Private Radio Systems, and the basis for this conclusion are contained in **Exhibit "A"**, and

WHEREAS, the Commissioners of the Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors found that the 800 MHz Trunked Radio System and all ancillary equipment are non-competitive items only available from one source and that said source was M/A-COM Private Radio Systems, based on the representations of Moses Engineers, Inc. in their letter of February 19, 2001, see **Exhibit "A"**; and

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WHEREAS, on June 11, 2001, the Harrison County Board of Supervisors approved the contract to purchase the expanded 800 MHz Trunked Radio System equipment from M/A-COM Private Radio System and as a part of that contract the vendor agreed to certain discount rates for ancillary (end-user) equipment; and

WHEREAS, the Harrison County Emergency Communications Commission has received requests from the Harrison County Sheriff's Office to purchase two (2) EDACS Pro-Voice Mobile Radios for use by the aviation unit at a cost of \$3,680.90 each for a total cost of \$7,361.80 and from the Pass Christian Police Department to purchase one portable radio for the Coastal Narcotics Enforcement Team at a cost of \$3,276.00, copies of these invoices are attached hereto as **Exhibit "B"**; and

WHEREAS, the Executive Director of the Harrison County Emergency Communications Commission, Robert Bailey, has certified by letter that this equipment is a part of the single source ancillary equipment identified in the single source procurement justification letter prepared by Moses Engineering and covered under the vendor agreed discount rates for equipment contained in the contract with M/A-COM Private Radio Systems, a copy of the letter is attached hereto as **Exhibit "C"**; and

WHEREAS, the Harrison County Board of Supervisors find that the purchase of this equipment from M/A-COM Private Radio System constitutes a single source purchase and is necessary to support the implementation of a county-wide integrated communications system; and

WHEREAS, the Commissioners of the Harrison County Emergency Communications Commission found by resolution dated May 9, 2002, attached hereto as **Exhibit "D"**, that the acquisition of these two EDACS Pro-Voice Mobile Radios for use by the aviation unit of the Harrison County Sheriff's Office and one portable radio for the Pass Christian Police Department

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would be in the best interest of the taxpayers of Harrison County and the Harrison County Board of Supervisors hereby makes a similar finding; and

WHEREAS, the Resolution as passed by the Harrison County Emergency Communications Commission reflects the purchase price for two EDACS Pro-Voice Radios as being THREE THOUSAND SIX HUNDRED EIGHT DOLLARS and 90/100 (\$3,680.90) each or a total of SEVEN THOUSAND THREE HUNDRED SIXTY ONE DOLLARS and 80/100 (\$7,361.80) and one portable radio as being THREE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS and no/100 (\$3,276.00).

NOW, THEREFORE, BE IT ORDERED by the Supervisors of the Harrison County Board of Supervisors as follows:

SECTION 1

The purchase of two EDACS Pro-Voice Mobile Radios for use by the aviation unit of the Harrison County Sheriff's Office at a cost of THREE THOUSAND SIX HUNDRED EIGHT DOLLARS and 90/100 (\$3,680.90) each or a total of SEVEN THOUSAND THREE HUNDRED SIXTY ONE DOLLARS and 80/100 (\$7,361.80) and one portable radio as being THREE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS and no/100 (\$3,276.00) are declared non-competitive items only available from one source and that source is M/A-COM Private Radio Systems.

SECTION 2

The Harrison County Board of Supervisors approve the purchase of two (2) EDACS Pro-Voice Mobile Radios at a cost of THREE THOUSAND SIX HUNDRED EIGHT DOLLARS and 90/100 (\$3,680.90) each or a total of SEVEN THOUSAND THREE HUNDRED SIXTY ONE

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DOLLARS and 80/100 (\$7,361.80) and one portable radio as being THREE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS and no/100 (\$3,276.00), copies of the invoices for this equipment are attached hereto as **Exhibit "B"**.

The above and foregoing Order was introduced by Supervisor Connie Rockco, and following the reading of the foregoing Order, Supervisor Marlin R. Ladner seconded the motion. After discussion, the matter was put to a roll call vote. The result was as follows:

Supervisor BOBBY ELEUTERIUS voted	<u>AYE</u>
Supervisor LARRY BENEFIELD voted	<u>AYE</u>
Supervisor MARLIN LADNER voted	<u>AYE</u>
Supervisor WILLIAM MARTIN voted	<u>AYE</u>
Supervisor CONNIE ROCKCO voted	<u>AYE</u>

The motion having received the affirmative vote of a majority of the members present, the President of the Governing Body declared the motion carried and the Order adopted, on this the 10th day of June, 2002.

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February 19, 2001

Mr. Robert "Gil" Bailey
Communications Director
Harrison County Emergency Communications Commission
15309-B Community Road
Gulfport, MS 39503

REFERENCE: Harrison County Radio Communications System
MEI File No.: 2000-007

SUBJECT: Single Source Procurement Justification

Dear Mr. Bailey:

On March 10, 2000 an Agreement for Moses Engineers to perform engineering services for the Harrison County Emergency Communications Commission was fully executed by the Harrison County Board of Supervisors' President Mr. Bobby Eleterius. The scope of our work was to provide Harrison County's public service agencies with a document for procuring an 800 MHz trunked radio system to serve Harrison County's public safety agencies.

As part of our Basic Services, Moses Engineers submitted the *Phase I-Schematic Design Report* in October 2000. That *Report* detailed the engineering principles and regulations regarding public safety radio communications systems and specifically delineated the public safety user requirements for the cities of Biloxi, Gulfport, Long Beach, Pass Christian and D'Iberville as well as the Harrison County Public Safety Agencies. These user requirements were then used to develop two design concepts for accomplishing the goal of a Harrison County-wide public safety radio communications system. At a subsequent Harrison County Emergency Communications Commission meeting, we were instructed to proceed with Construction Documents using the approved design concept.

On February 16, 2001, we submitted our Pre-Final Construction Documents for review. These Documents utilize a shared primary dispatch serving the City of Gulfport's Police and Fire, the Harrison County's Sheriff's Office and Fire Services and eventually encompassing other municipalities' public safety agencies. Sharing dispatch duties among geographically overlapping jurisdictions is common practice. Benefits include decreasing first time and re-occurring costs coupled with increased coordination and control capabilities for public safety agencies.

At present, the dispatch center utilizes the City of Gulfport's new 800 MHz trunked radio system based on a ComNet-Ericsson's proprietary equipment and software.



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Mr. Robert "Gil" Bailey
February 19, 2001
Page 2

Essentially, if another manufacturer's equipment or software would be utilized for the shared dispatch position, the dispatcher would have to use two separate monitors for performing the same function as the equipment and software developed for use by ComNet-Ericsson will not function on another manufacturer's software and equipment infrastructure platform. A dual radio system would also require two system manager software packages, two sets of user identification databases and two different procedures for handling emergency call acknowledgment and response. This would lead to confusion, dropped assignments and endanger both the public safety officers and public at large.

While both Motorola and Johnson do provide 800 MHz trunked radio systems, using either of their technologies would detract from the utility required for the shared dispatch operation.

Even if the functional logistics of using different monitors could be worked out and a manufacturer other than ComNet-Ericsson were to operate the Harrison County-wide radio system, the other manufacturer in its build-out of a parallel system could not reuse the frequencies used by Gulfport's radio system. Currently, the National Association of Public Safety Communication Officers (APCO) has allocated only 30 frequencies to the Harrison County with already 12 being used by Gulfport. The remaining 18 frequency pairs would not be sufficient for all of the operations required by Harrison County's public safety entities and the result would be increased queuing within the radio system thus hampering public safety communications.

Based on the functional requirements and the technical constraints outlined above, Moses Engineers recommends that the Harrison County 911 Communications District enter into contract negotiations with ComNet-Ericsson, Inc. for the expanding Gulfport's radio system infrastructure to encompass all of Harrison County. This technically dictates that all associated proprietary ancillary user equipment components utilize the same manufacturer, ComNet-Ericsson.

Moses Engineers' Construction Documents detail the functional and technical requirements for this radio system and includes a proposed State Purchase Contract for the contractor.

Should you have any questions, please do not hesitate to inquire.

Yours very truly,
MOSES ENGINEERS

Ted H. Moses
THM:sp
cc: Mr. Cy Farnce

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George H. Payne, Jr.
 Sheriff

HARRISON COUNTY
SHERIFF'S DEPARTMENT

Post Office Box 1480
 Gulfport, Mississippi 39502

May 2, 2002

Robert G. Bailey, Director
 Harrison County Emergency Communications Commission
 15309-B Community Road
 Gulfport, MS 39503

Dear Gil;

The Harrison County Sheriff's Department owns and operates two helicopters in support of a variety of public safety missions. We are routinely called upon to assist all of the law enforcement, EMS and Fire Service Agencies within Harrison County and quite often support other agencies within Southeast Mississippi. Since the inception of our aviation unit we have maintained as effective a communications capability as possible within each aircraft so that our aircrews can communicate directly with everyone involved in the mission. We regularly fly the on-scene commanders of the agencies involved so they can get the "big picture" and make effective decisions to coordinate all available manpower and assets, no matter what radio system is being utilized. We currently have high band, low band and Southern Linc radios installed and have an immediate need to replace the old Johnson 800mhz radio previously used by our department with a new radio on the new countywide system.

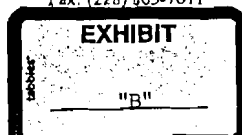
Due to the multifaceted role of these helicopters we would like to request Commission funding of two Orion Pro Voice Mobile Radios to support the infrastructure of the new countywide system. The radios would immediately be used in our support of the Gulfport Police and Fire Departments since their portion of the new system is already in place. A quote for the individual radio for each aircraft is attached. Installation of the radios by qualified personnel will cost three hundred and fifty dollars per aircraft.

Your consideration of this funding request will be greatly appreciated.

Sincerely,

(Handwritten Signature)
 George H. Payne, Jr.
 Sheriff

Attachement



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M/A-COM Wireless Systems
 811 Foley Street-Suite C
 Jackson, MS 39202
 Phone Number: 601-714-5480
 Fax Number: 601-714-5482

QUOTE

Customer		Date
Name	Harrison County Sheriff Department	5/2/02
Address		
City	State	ZIP
Phone	Attn: Major Randy Cook	

Qty	Part Number	Description	Unit Price	TOTAL
2	D28LPX	12 Watt 800 MHz Orion Pro Voice mobile	\$2,227.50	\$4,455.00
2	D2PL5K	Pro File (over the air programming)	\$225.00	\$450.00
2	D2CP5S	Orion system control unit	\$487.50	\$975.00
2	D2ZN1H	Orion remote mount cable with ext. opt.	\$221.25	\$442.50
2	Prog.	Program radio with new profile	\$35.00	\$70.00
2	D2MS	Pro Voice with DES encryption	\$375.00	\$750.00
2	19B802554P23	Power cable	\$109.65	\$219.30
<i>Installation not included and must be performed by certified FAA installers</i>				
<i>Pricing based on Gulfport/Harrison county contract dated January 5th,2000 and May 2001</i>				
SubTotal				\$7,361.80
Taxes				
TOTAL				\$7,361.80

Vic Wardlaw-DSM MISSISSIPPI

Quote Valid for 30 days

Signature

Thank you for Choosing M/A-COM Wireless Systems

Tyco Electronics

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Pass Christian Police Department



JOHN DUBUISSON
Chief of Police

123 East Second Street
Pass Christian, Ms
39571

THOMAS RUSPOLI
Asst. Chief of Police

THOMAS PUSTAY SR.
Chief of Investigations

JAMES STEWART
Investigator

Phone: (228) 452-3300

Fax: (228) 452-3306

May 6, 2002

TO: Mr. Steve Delahousey/911 Commission
FM: Chief John Dubuissou

REF: Portable Radio:

Dear Mr. Delahousey & Commission Members,

Please consider this as a request to purchase one portable radio for use by our Narcotics officer Ricardo Dedcaux who is assigned to the CNET organization.

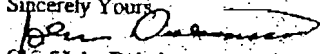
I am making this request for the purchase of this equipment as allowed for the purchase of end-user equipment by the board of supervisors and the 911 Commission.

I am making the request now because Gulfport has changed their radio equipment and Investigator Dedcaux needs the ability to communicate with members of the Gulfport Police Department who are assigned to CNET.

Attached is a copy of quotes received from Gil Bailey, Director of the Harrison County Emergency Communications Commission.

Thank you for your consideration in this matter.

Sincerely Yours,


Chief John Dubuissou

JD/pid

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Apr 25 02 11:15a HARRISON CO 911 228-831-0762 p. 2

M/A-COM Wireless Systems
 811 Foley Street-Suite C
 Jackson, MS 39202
 Phone Number: 601-714-5480
 Fax Number: 601-714-5482

QUOTE

Customer		Date
Name	Pass Christian Police Dept.	4/25/02
Address		
City	State	ZIP
Phone	Attn:	

Qty	Part Number	Description	Unit Price	TOTAL	
1	H9P26X	LPE-200 Pro Voice (system) 128 Grp/scan	\$2,246.25	\$2,246.25	
1	H9PL5K	Pro File (over the air programming)	\$225.00	\$225.00	
1	H9MS	Pro Voice with DES Encryption	\$375.00	\$375.00	
1	H9NC1K	Portable antenna	\$15.00	\$15.00	
1	H9A7M	Extra high Capacity battery	\$108.75	\$108.75	
1	H9AE6E	Speaker Microphone	\$127.50	\$127.50	
1	H9HC7G	Metal bolt cap	\$11.25	\$11.25	
1	H9CH7T	115 volt desk type charger	\$86.25	\$86.25	
1	H9HC7J	Leather case with swivel loop	\$45.00	\$45.00	
1	Program	Program portable with new profile	\$35.00	\$35.00	
All pricing based on the City of Gulfport's contract dated January 5th, 2000.					
				SubTotal	\$3,276.00
				Taxes	
				TOTAL	\$3,276.00

Vic Wardlaw - DSM MISSISSIPPI

Quote Valid for 30 days

Signature

Thank you for Choosing M/A-COM Wireless Systems

Trco Electronics

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**Harrison County Emergency
Communications Commission**


15309-B Community Road, Gulfport, Mississippi 39503

Phone (228) 831-0760 • Fax (228) 831-0762

e-mail address: harrison911@co.harrison.ms.us

EQUIPMENT COMPLIANCE CERTIFICATION

TO: Harrison County Emergency Communications Commission

FROM: Robert Bailey, Director 

RE: Pass Christian Police Department – Portable Radio Request
Harrison County Sheriff Department – Mobile Radio Request

DATE: May 8, 2002

This is to advise that I have reviewed the proposed equipment purchases requested by the Pass Christian Police Department & Harrison County Sheriff Department. The equipment requested complies with the requirements for end-user equipment to operate on the Harrison County Emergency Communications Commission EDACS infrastructure. As required by the sole source letter from Moses Engineers on February 19, 2002, this equipment meets the requirements for ancillary equipment to be purchased by the Harrison County Emergency Communications Commission or its member agencies.

The quoted prices are the same as those bid to the City of Gulfport for end-user equipment by the vendor. These same bid prices have been extended to the Harrison County Emergency Communications Commission and its member agencies by the vendor.



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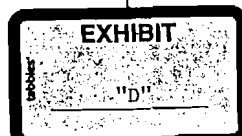
RESOLUTION AUTHORIZING PURCHASE OF
TWO EDACS PRO-VOICE MOBILE RADIOS AT A COST OF \$3,680.90 EACH FOR A
TOTAL COST OF \$7,361.80 AND ONE PORTABLE RADIO AT A COST OF \$3,276.00

WHEREAS, the Harrison County Emergency Communications Commission was created by the Board of Supervisors under the authority of Section 19-5-305, Mississippi Code of 1972 Annotated, as amended, and its membership represents all city and county public agencies in Harrison County, and the Harrison County Emergency Communications Commission is governed and empowered according to Sections 19-5-301, et seq., Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, Harrison County, Mississippi is a government unit, body politic, and subdivision of the State of Mississippi governed by its Board of Supervisors and vested with certain statutory powers and general powers, including without limitation those powers vested under Sections 19-3-40, et seq., Mississippi Code of 1972 Annotated, as amended, in the cities of D'Iberville, Biloxi, Gulfport, Long Beach, and Pass Christian, and the municipalities located within the boundary lines of Harrison County; and

WHEREAS, there are many different radio systems in operation in Harrison County serving the Sheriff's Department, the various police and fire departments, emergency service and civil defense agencies, as well as other public safety departments and agencies, and these systems generally do not meet minimum standards established by the Harrison County Emergency Communications Commission and are not generally inter-operable among and between them; and

WHEREAS, the Harrison County Board of Supervisors by Resolution passed on January 24, 2000, supported the concept of a county wide communications plan that would consolidate communication resources and would utilize excess E-911 funds for purchase of infrastructure to be



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utilized according to State of Mississippi "Emergency Telephone Service" law for a County-wide system administered by Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors found that the 800 MHz System was reasonable and necessary for carrying out the purposes and intent of Sections 19-5-301 through 19-5-319 Mississippi Code of 1972 Annotated, as amended; and

WHEREAS, on or about March 10, 2000, the Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors entered into an Agreement with Moses Engineers, Inc. in which Moses Engineers, Inc. was to perform engineering services for the purpose of providing the Harrison County Emergency Communications Commission and Harrison County with a proposal for procuring an 800 MHz trunked radio communications system to service Harrison County's public safety agencies; and

WHEREAS, Moses Engineers, Inc. has certified to the Harrison County Emergency Communications Commission, in its letter dated February 19, 2001, a copy of which is attached hereto and incorporated herein as **Exhibit "A"**, that the purchase of an expanded 800 MHz trunked radio system and all ancillary equipment should be considered non-competitive items only available from one source, and that said source was M/A-COM Private Radio Systems, and the basis for this conclusion are contained in **Exhibit "A"**, and

WHEREAS, the Commissioners of the Harrison County Emergency Communications Commission and the Harrison County Board of Supervisors found that the 800 MHz Trunked Radio System and all ancillary equipment are non-competitive items only available from one source and that said source was M/A-COM Private Radio Systems, based on the representations of Moses Engineers, Inc. in their letter of February 19, 2001, see **Exhibit "A"**; and

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WHEREAS, on June 11, 2001, the Harrison County Board of Supervisors approved the contract to purchase the expanded 800 MHz Trunked Radio System equipment from M/A-COM Private Radio System and as a part of that contract the vendor agreed to certain discount rates for ancillary (end-user) equipment; and

WHEREAS, the Harrison County Emergency Communications Commission has received requests from the Harrison County Sheriff's Office to purchase two (2) EDACS Pro-Voice Mobile Radios for use by the aviation unit at a cost of \$3,680.90 each for a total cost of \$7,361.80 and from the Pass Christian Police Department to purchase one portable radio for the Coastal Narcotics Enforcement Team at a cost of \$3,276.00, copies of these invoices are attached hereto as **Exhibit "B"**; and

WHEREAS, the Executive Director of the Harrison County Emergency Communications Commission, Robert Bailey, has certified by letter that this equipment is a part of the single source ancillary equipment identified in the single source procurement justification letter prepared by Moses Engineering and covered under the vendor agreed discount rates for equipment contained in the contract with M/A-COM Private Radio Systems, a copy of the letter is attached hereto as **Exhibit "C"**; and

WHEREAS, the Commissioners of the Harrison County Emergency Communications Commission find that the purchase of this equipment from M/A-COM Private Radio System constitutes a single source purchase and is necessary to support the implementation of a county-wide integrated communications system; and

WHEREAS, the Commissioners of the Harrison County Emergency Communications Commission find that the purchase of this equipment for the Harrison County Sheriff's Office and

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the Pass Christian Police Department would be in the best interest of the taxpayers of Harrison County; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Harrison County Emergency Communications Commission as follows:

SECTION 1

The purchase of two EDACS Pro-Voice Mobile Radios for use by the aviation unit of the Harrison County Sheriff's Office at a cost of THREE THOUSAND SIX HUNDRED EIGHT DOLLARS and 90/100 (\$3,680.90) each or a total of SEVEN THOUSAND THREE HUNDRED SIXTY ONE DOLLARS and 80/100 (\$7,361.80) and one portable radio as being THREE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS and no/100 (\$3,276.00) are declared non-competitive items only available from one source and that source is M/A-COM Private Radio Systems. This declaration is subject to and contingent upon approval from the Harrison County Board of Supervisors, and the Harrison County Emergency Communications Commission recommends such approval.

SECTION 2

The Harrison County Board of Supervisors approve that purchase of two (2) EDACS Pro-Voice Mobile Radios at a cost of THREE THOUSAND SIX HUNDRED EIGHT DOLLARS and 90/100 (\$3,680.90) each or a total of SEVEN THOUSAND THREE HUNDRED SIXTY ONE DOLLARS and 80/100 (\$7,361.80) and one portable radio as being THREE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS and no/100 (\$3,276.00), copies of the invoices for this equipment are attached hereto as **Exhibit "B"** and the Harrison County Emergency Communications Commission recommends such approval.

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The above and foregoing Resolution was introduced by Commissioner John Dubuisson, who moved the adoption of same. Said Motion was seconded by Commissioner DAVID BASS. Upon being put to vote, the results were as follows:

Chief RICH MARVIL, Pass Christian Fire Department	<u>AYE</u>
Chief BRUCE DUNAGAN, Biloxi Police Department (Shari HoKamp - Proxy)	<u>AYE</u>
Sheriff GEORGE H. PAYNE, JR., Harrison County Sheriff's Dept. (Robert Parker - Proxy)	<u>AYE</u>
LINDA ROUSE, Harrison County Civil Defense	<u>AYE</u>
Chief GEORGE MIXON, Harrison County Fire Services (William Bragg - Proxy)	<u>AYE</u>
Chief WAYNE PAYNE, Gulfport Police Department	<u>AYE</u>
Chief <u>PAT SULLIVAN</u> BILLY BRAGG, Gulfport Fire Department	<u>AYE</u>
BOBBY SPAYDE, 1st Judicial District	<u>ABSENT</u>
JEFF TAYLOR, 2nd Judicial District	<u>ABSENT</u>
STEVE FORD, County at Large	<u>AYE</u>
STEVE DELAHOUSEY, Emergency Medical Services	<u>ABSENT</u>
Capt. DEE SHULTZ, Long Beach Police Department	<u>AYE</u>
JIM COMER, D'Iberville Fire Department	<u>AYE</u>
JOHN DUBUISSON, Pass Christian Police Department	<u>AYE</u>
Lt. KATHY FICK, Mississippi Highway Patrol	<u>ABSENT</u>
CHIEF GEORGE BASS, Long Beach Fire Department (DAVID BASS - PROXY)	<u>AYE</u>
CHIEF DAVID ROBERTS, Biloxi Fire Department	<u>AYE</u>

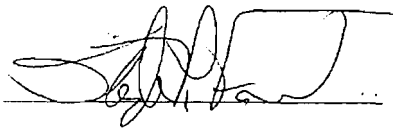
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WHEREUPON, Acting Chairman STEVE FORD declared the motion carried and the resolution adopted on the 9th day of May, 2002.

RESOLVED on this the 9th day of May, 2002.

HARRISON COUNTY EMERGENCY
COMMUNICATIONS COMMISSION

BY:



ATTEST:



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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

ORDER ACCEPTING RESIGNATIONS, AS LISTED

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACCEPT the following resignations

Tracy Tiblier, Justice Court, Deputy Clerk, effective May 31, 2002.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
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Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER CONCURRING WITH COUNTY ADMINISTRATOR ON
EMPLOYMENT OF SUMMER WORKERS, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONCUR with County Administrator on employment of summer workers, as listed:

a) Jennifer Lane, Building & Grounds, Summer Employee, temporary full-time at a rate of \$7.35 per hour, effective May 28, 2002.

b) Josh Phillips, Building & Grounds, Summer Employee, temporary full-time at a rate of \$7.35 per hour, effective June 5, 2002.

c) Jared Kozlowski, Building & Grounds, Summer Employee, temporary full-time at a rate of \$7.35 per hour, effective June 4, 2002.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER CONCURRING WITH COUNTY ADMINISTRATOR ON
REPLACEMENTS AND CHANGES, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONCUR with County Administrator on replacements and changes, as listed:

a) Toxie Ferguson Jr., Fire Services, Fire Fighter, regular part-time at a rate of \$9.50 per hour, effective June 3, 2002, replacing Joe Stapleton who was making \$9.50 per hour.

b) Rodney Conway, Sand Beach, Equipment Operator I, temporary full-time at a rate of \$9.00 per hour, effective June 3, 2002, replacing Randy Tiblier who was making \$9.00 per hour; this is a seasonal position.

c) Johnny Lackey, Outside Building & Grounds, Electrician, salary increase going from \$1073.26 bimonthly to \$1108.23 bimonthly, effective May 14, 2002, moving into Ray Wise's pay slot who was making \$1108.23 bimonthly.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER CONCURRING WITH ROAD DEPARTMENT ON
REPLACEMENTS AND CHANGES, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONCUR with Road Department on the following replacement and change:

Billy McDaniel, Road/Woolmarket Work Center, Equipment Operator III, regular full-time at a rate of \$1004.47 bimonthly, effective June 17, 2002, replacing Norbert Broussard who was making \$1057.46 bimonthly.

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER CONCURRING WITH CHANCERY CLERK AND COUNTY
ADMINISTRATOR ON REPLACEMENTS, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY CONCUR with the Chancery Clerk and County Administrator on replacements, as listed:

Rhonda Hope, Chancery, Claims Clerk, regular full-time, at a rate of \$737.00 bimonthly, effective June 10, 2002, replacing Frederica Robinson who was making \$810.00 bimonthly.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING PAYMENT OF ACCIDENT RELATED CLAIMS TO
BE PAID FROM TORT ACCOUNT, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment of accident related claims to be paid from Tort Account, as listed:

1. \$4,701.24 payable to Shelter Insurance Companies as Subrogee for Theophilus Mason and Sheila Mance, as recommended by Associated Adjusters, Inc.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

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Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE O'NEAL
ROAD BRIDGE REPLACEMENT PROJECT, AND DESIGNATING
NECESSARY PERSONNEL TO RECEIVE BIDS ON THURSDAY, JULY
18, 2002 AT 2:00 O'CLOCK P.M.**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE advertisement for bids for the O'Neal Road Bridge Replacement Project, and designating necessary personnel to receive bids on Thursday, July 18, 2002 at 2:00 o'clock P.M.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER ACCEPTING FINAL PLAT OF BRIDGEWOOD SUBDIVISION,
 PHASE I, LOCATED IN SECTION 29, TOWNSHIP 6 SOUTH, RANGE 9
 WEST, LOCATED IN SUPERVISOR'S VOTING DISTRICT 1, UPON
 RECEIPT OF A COMPLETION AND MAINTENANCE BOND IN THE
 AMOUNT OF \$15,000.00, AS RECOMMENDED BY ED OTT,
 ASSISTANT COUNTY ENGINEER**

THERE came on this day for consideration by the Board of Supervisors of Harrison County, Mississippi, Final Approval and Acceptance of the Plat of Bridgewood Subdivision, Phase I, located in Section 29, Township 6 South, Range 9 West, located in Supervisor's Voting District 1, in the First Judicial District of Harrison County, Mississippi, and the Board having considered said matter, finds as follows:

1. That said Plat conforms the Order of the Board dated the 31st day of January, 1974, as appears in Minute Book 90, at Pages 114-163, inclusive, as amended concerning the platting and subdividing of real property.
2. That Bridgewood Subdivision, Phase I, borders on county owned and county-maintained road.
3. That Ed Ott, Assistant County Engineer, has recommended that said subdivision be accepted upon receipt of a \$15,000.00 completion and maintenance bond.

IT IS, THEREFORE, ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, upon the recommendation of Ed Ott, Assistant County Engineer, that the Plat of Brigewood Subdivision, Phase I, located in Section 29, Township 6 South, Range 9 West, located in Supervisor's Voting District 1, in the First Judicial District of Harrison County, Mississippi, be, and the same is HEREBY FINALLY APPROVED AND ACCEPTED, upon receipt of a \$15,000.00 completion and maintenance bond.

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

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Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING PURCHASE OF ONE 2002 GMC 4-WHEEL
 DRIVE, 1/2 TON LWB TRUCK FROM FOWLER BUICK GMC, AS PER
 STATE CONTRACT # 070-12-3593-0 IN THE AMOUNT OF
 \$15,750.00 FOR USE BY THE ENGINEERING DEPARTMENT, AND
 APPROVING BUDGET AMENDMENT THEREFOR**

*Order Rescinded
 8/1/02, pg. 502*

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE purchase of one 2002 GMC 4-wheel drive, 1/2 ton LWB truck from Fowler Buick GMC, as per State Contract # 070-12-3593-0 in the amount of \$15,750.00 for use by the Engineering Department. It is further,

ORDERED that the Board does HEREBY APPROVE budget amendment therefor.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER ACKNOWLEDGING RECEIPT OF AND SPREADING UPON THE
MINUTES OF THE BOARD THE HARRISON COUNTY FIRE SERVICES
GENERAL RULES AND REGULATIONS**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACKNOWLEDGE receipt of and spread upon the Minutes of the Board the Harrison County Fire Services General Rules and Regulations, same being as follows:

HARRISON COUNTY FIRE SERVICES
GENERAL RULES AND REGULATIONS
(Revised: Summer 2002)

Introduction

This manual contains general rules and regulations to be implemented by the Harrison County Fire Services and approved by the Harrison County Board of Supervisors. Each paid employee and volunteer will have at their disposal, a comprehensive outline of the rules and regulations that will enable every member of the fire services to strive to develop his or her knowledge and skills to the fullest degree by using every possible means of self improvement available with the assistance of guidelines that will make it possible to strive toward making Harrison County Fire Services the finest paid/volunteer departments in the State of Mississippi.

These rules and regulations cannot, nor, are they expected to provide a solution to every question or problem, which may arise in an organization established to render emergency services. It is expected, however, that they will be sufficiently comprehensive to cover, either in a specific or general way, the obligations and duties of the members of the fire services.

These rules and regulations are not designed, nor intended to limit, any member in the exercise of his/her judgment or initiative in taking the action, a reasonable person would take in extraordinary situations. Decisions and judgment must be left to the loyalty, integrity, and discretion of members. To the degree, which the individual member demonstrates possession of these qualities in the application of a conscientious discharge of his/her duty, will the department and Harrison County Fire Services measure up to the high standard required.

All members of the Harrison County Fire Services will read and familiarize themselves with the rules and regulations contained within this manual. If at any time, a question arises on any material printed in this manual, please contact the Harrison County Fire Marshal.

As the fire services are an ever-changing profession, it may be necessary to make changes from time to time. In such an event, written notification of any and all changes involving the rules and regulations of the Harrison County Fire Services will be issued to each station to be posted for personnel to view.

Nothing in these rules and regulations shall be construed as being a conflict with Harrison County policies or Personnel Department policies.

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DUTIES AND RESPONSIBILITIES

Fire Marshal

Shall be chief fire protection officer in the Harrison County Fire Services and administrator of the operations of the Harrison County Fire Services.

1. Shall be responsible for meeting and maintaining interim fire fund eligibility guidelines as administered by the Mississippi Department of Insurance.
2. Will be under the supervision of the Harrison County Board of Supervisors and as liaison between the Harrison County Fire Commission and the Board of Supervisors.
3. Shall be responsible for the day to day operation of the Harrison County Fire Services.
4. Shall be accountable for accurate and appropriate expenditures of funds. Shall process requisitions for payment in accordance with county and state purchasing procedures.
5. Represents the Fire Commission before the Board of Supervisors at board meetings.
6. Shall assist in the preparation of the proposed budget for the Harrison County Fire Services.
7. Shall carry out fire projects as recommended and authorized by the Harrison County Board of Supervisors.
8. Attends each fire department's monthly meeting at least once per year.
9. In his/her capacity as Fire Marshal, performs such duties as to comply with applicable law.
10. Responsible for filing any and all reports for eligibility on MS State Insurance Premium Tax.
11. Shall be knowledgeable of all activities for the volunteer fire fighters, District Chiefs, and paid fire fighters, as far as volunteer activities.
12. Shall assist in developing and implementing an on-going five (5) year plan.
13. Shall develop and implement the policies and procedures of the Fire Services.

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14. Responsible for SARA Title III on hazardous material and Right-to-Know Act.
15. Makes recommendations to the Board of Supervisors in the hiring of paid employees and in taking any appropriate disciplinary action, as needed.

Fire Service Secretary

1. Will be under the supervision of the Fire Marshal.
2. Will carry out all duties and activities authorized by the Fire Marshal; to provide support and clerical assistance for the administrator of the Harrison County Fire Services.
3. Will be responsible for payroll, monthly reports, and other reports, as needed - all reports, letters, or correspondence shall require review and approval of the Harrison County Fire Marshal before being released.
4. Will attend meetings, as authorized by the Fire Marshal, in accordance with Harrison County Fire Service policies.

District Chief

The District Chief is the administrative and technical head of each individual fire department, reports to the Fire Marshal, and shall be responsible for the following:

1. Responsible for all activities and operations of the fire department including fire suppression, pre-fire planning, fire prevention, and fire investigation.
2. Conduct fire suppression operations with primary regard for the protection of life and property.
3. Take proper precautionary measures that the premises on which fires occur are left in such condition that they will not rekindle and further endanger life and property.
4. Respond to fire alarms and other related emergency calls and deploy fire apparatus and fire department personnel in the most advantageous manner for the control and suppression of fire and preservation of life and property.
5. Insure proper management, discipline, and training of the members of the fire department.
6. Responsible for implementing the policies, rules, regulations, and procedures established by the Harrison County Fire Services.

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7. Report immediately to the Fire Marshal any member of the fire department who has been injured in the line of duty.
8. Recommend reprimand, suspension, or removal from the fire services for cause, any member of the fire department, in accordance with Harrison County rules and regulations.
9. Maintain a personnel roster for the purposes of training records.
10. Hold monthly meetings with other fire officers for the purposes of reporting on training practices, policy matters, working conditions, and other related subjects that may affect the efficiency of the fire department operations.
11. Schedule and supervise the training program, pre-fire planning, and fire prevention inspections.
12. Assure that accurate records of all business transacted by the fire department are maintained.
13. Review official correspondence without delay and take action, as required and appropriate.
14. Submit to the Fire Marshal an annual budget estimate for fire fighting equipment, fuel, utilities, and supplies with supporting justification.
15. Shall require all fire fighters to comply with the regulations for personal protective clothing worn at fire and emergency scenes.
16. Shall take precautionary measures to prevent unnecessary risks to members of the fire department.
17. Shall submit to the Fire Marshal a detailed report, when a member of the fire department saves human life or performs an especially commendable act.

Paid Fire Fighter

The paid fire fighter shall be responsible for exercising the policies and procedures of the Harrison County Fire Services and reports to the Harrison County Fire Marshal.

1. Shall respond to all alarms of fire and other emergencies, as required, and assume command until the arrival of the District Chief.
2. Shall be responsible for fire department buildings. Shall conduct inspections of the buildings, equipment, apparatus, and other gear assigned to the station.

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3. Shall participate in drills and trainings, make investigations, keep themselves fully informed of conditions within their stations, heed all evidence of neglect and inefficiency, and report it to the Fire Marshal.
4. Shall conduct fire prevention inspections of required buildings and areas to determine fire hazards, conditions, locations of all fire protection features installed, contents, operational processes, occupancy, etc. Reports of these inspections shall be maintained and copies filed with the Fire Marshal for appropriate action.
5. Shall prepare and submit reports and records, as required, by the Fire Marshal.
6. Shall maintain efficiency in their duties and constantly set good examples required to measure up to the standard of a Harrison County fire fighter and employee.
7. Shall familiarize themselves with their areas including buildings, streets, fire alarm systems, fire hydrants, dry hydrants, drafting sites, etc.
8. Shall use good judgment in the performance of their duties, particularly in laying of hose lines, placing ladders, spotting equipment, calling for assistance, etc.
9. Shall assist in training and instruct the members of their department to determine that the efficiency and cooperation of their department is maintained at a high standard.
10. Shall not permit intoxicated or otherwise undesirable persons to remain in or about the station. Children will not be permitted in the station, unless accompanied by an adult.
11. Shall see that all apparatus and equipment assigned to or stored in their department are properly cared for and protected.
12. Shall, when two or more are located in the same department, confer with each other in regard to repairs, supplies, and the upkeep of the station. They shall work harmoniously together and shall share the responsibility equally.
13. Shall be responsible for posting bulletin board correspondence and shall file copy of same for future reference.
14. Shall maintain a current roster of members, correct addresses, telephone numbers, and other pertinent information concerning members of their department.

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15. Shall make prompt written reports of unusual occurrences concerning the departments to the Fire Marshal.
16. Shall preserve, until their purposes have been served, all orders, notices, communications, and records pertaining to the operation of their department.
17. Shall be responsible for the timeliness, completeness, accuracy, and neatness of all reports.
18. Shall insure that all fires be extinguished with the least possible danger to life or property, prevent unnecessary damage by water or other extinguishing agents, take proper precautions against rekindling, and leave the premises in a safe condition.
19. Shall take precautionary measures to prevent unnecessary risks to members of the department.
20. Shall, under no circumstances, make any derogatory statements or adversely criticize departmental policy or the departmental activities of other personnel, except in an official written communication to the District Chief and Fire Marshal.
21. Shall not alter any standing orders without authority of the Fire Marshal.
22. Shall, at all times, drive and operate apparatus in a manner consistent with safety and with due regard for the welfare of the public and department, accordance with Driver Safety Regulations.
23. Shall familiarize themselves with practices and procedures relative to water supply, fire streams, pump capabilities, motor, pump, and other operations, which will enable them to efficiently perform their duties.
24. Shall possess a valid Mississippi operator license, shall know the provisions of the vehicle code, both state and local, and shall be familiar with their responsibilities as driver and pump operator of fire department equipment.
25. Maintain the Harrison County Fire Service rules and regulations in an up-to-date condition, making them readily available to all fire department personnel.
26. Assure that complete records on fire apparatus and fire equipment including cost, maintenance, and operating expenses are maintained.
27. Assure a complete record and cost of fire station operating supplies, etc. is maintained.

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28. Responsible for maintaining all fire department records required by Harrison County Fire Services.
29. Shall, as operators of fire fighting apparatus, observe the following safety precautions:
 - A. No person, other than a member of the department, shall be permitted to ride on fire apparatus, except when authorized to do so by the Fire Marshal.
 - B. Warning devices, red lights, and siren shall be used as emergency warning signals in responding to alarms.
 - C. Siren on vehicle shall not be sounded, except when responding to an alarm or for readiness check.
 - D. Speed - fire apparatus shall be driven at a safe speed under all conditions and shall not be driven in excess of 10 miles per hour above posted speed limits and, at no time, exceed 50 miles per hour due to the fact excess speed may cause vehicle to out drive sound of audible alarm.
 - E. Fire apparatus shall be slowed down and brought to a stop, if necessary, before crossing intersections, cross streets, or red traffic lights.
 - F. Fire apparatus shall not be parked or left standing at the scene of alarms in such a manner as to unduly obstruct traffic and free flow of traffic shall be established, as soon as possible.
 - G. Fire apparatus, when returning from an alarm of fire, shall be driven as non-emergency equipment and the driver shall abide by all traffic regulations of station, state, and local.
 - H. Fire apparatus shall not be backed without a backup man, as outlined in Driver Safety Regulations, except in an emergency or in the case of not having a backup man available.
 - I. These instructions shall apply to all drivers of Harrison County fire equipment.
30. Employees are expected to maintain an appropriate appearance and shall dress in either duty uniforms or dress uniforms, as is appropriate for the situation. Hair must be kept neat, clean, and well groomed. Mustaches must be neatly trimmed. Beards are not allowed!

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Volunteer Fire Fighter

Volunteer fire fighters will be under the direct supervision of the District Chief and the Harrison County Fire Marshal. Immediate supervision will be by the officer of higher rank on scene. The below listed are procedures Harrison County Fire Services operate under and general guidelines.

1. Should extinguish fires and take proper precautions to prevent rekindle, thereof.
2. Should respond to all alarms and emergency calls received, if at all possible, and perform duties, as required.
3. Should help keep apparatus, equipment, tools, and etc. clean and in serviceable condition.
4. Should help and assist in keeping the station and premises clean along with other related duties, as requested by senior officers.
5. Must complete 48-hour State Volunteer Fire Fighter Certification through the Mississippi State Fire Academy and 16-hour Driver Training through Volunteer Fireman's Insurance Services before receiving gear and equipment, fighting fires, or driving any Harrison County fire apparatus.
6. Should attend as many monthly meetings at their fire department as possible.
7. Should receive at least 24-hours of continuing training per year (Jan to Dec).
8. No one under the age of 21 is eligible to be a volunteer fire fighter with Harrison County, unless prior approval is received from the Fire Marshal, Insurance Administrator, and Board of Supervisors.
9. All applications received for membership in a volunteer fire department are Subject to thorough background checks of driving records or other criminal background checks.
10. Any and all applicants should be in good physical and mental condition to handle the physical and emotional aspects of being a fire fighter.
11. All active members of a volunteer fire department associated with Harrison County Fire Services shall be provided Workman's Compensation Insurance. This will cover medical cost, hospital bills, rehabilitation, and reimbursement for prescriptions. NOTE: This will in no way cover loss of personal wages

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General Rules and Regulations

All members of the Harrison County Fire Services shall:

1. Familiarize themselves with, and be obedient to the station orders - rules and regulations set up by Harrison County Fire Service.
2. Attend all fires or alarms, to which they are notified or summoned, and perform their full duty under any and all circumstances.
3. Keep themselves in readiness to perform their duties.
4. Exercise precautionary measures to avoid injury to themselves and others, while in the performance of duty.
5. Exercise due caution to avoid unnecessary damage to or loss of department equipment or property.
6. Be responsible for the safe keeping and proper care of all department equipment.
7. Practice economy in the use of supplies and see that waste is avoided.
8. Accord obedience, respect, and courtesy to superior officers and those performing the duties of a higher rank.
9. If you are unable to respond to emergency calls for an extended period of time, promptly notify the senior officer.
10. Be courteous and respectful in dealing with the public.
11. When assigned to act in a higher rank, accept the responsibility for the performance of duties of that position.
12. Immediately report any accident or injury occurring to themselves in performance of duty to the District Chief and the Fire Marshal.
13. Notify the appropriate person of any change of residence or telephone number.
14. Keep their persons, uniforms, bunker gear, and lockers in a neat and clean condition.
15. Promptly notify the District Chief and the Fire Marshal of all matters coming to your attention affecting the interest and welfare of the Fire

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Service.

16. Participate in drills and other department training activities. Be thoroughly familiar with all equipment that may be required in the full performance of your duty.
17. Suggestions for improvement of the department or well being of the membership will, when presented through channels, be welcomed and carefully considered.
18. Members making recommendations for changes, alterations, or improvements shall consult and submit same in writing to their District Chief. All such recommendations shall be forwarded to the Fire Marshal with the approval or disapproval of the District Chief noted, thereon.
19. All members of the department shall be regarded as part of the working force and may be required to perform such duties, as circumstances of the service demand.
20. The official roster of the fire department personnel and members shall be posted in the station.
21. When two or more members of same rank find themselves in a position, the senior member will assume command until relieved by a superior officer.
22. When a member receives an order, which is in conflict with a previous order, he/she shall so, inform the officer, who made the conflicting order and be governed by his/her instruction.
23. All equipment issued to members shall be noted on personnel cards and issued by the department equipment officer.
24. In matters of general conduct, members shall be governed by the ordinary and reasonable rules of behavior observed by law abiding and self respecting citizens and shall commit no act tending to bring reproach or discredit upon the department or its members.
25. No members shall use the uniform, badge, or prestige of the fire department for the purpose of personal gain.
26. No individual member shall receive or accept a reward, fee, or valuable gift from any person for service incident to the performance of duty, except with the permission of the District Chief and Fire Marshal.
27. All members shall cooperate with any investigative body of the Harrison

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County Fire Services.

28. No member shall directly or indirectly solicit the influence, or exchange favors with any person to effect his/her position, or for other personal gain.
29. No member shall loan, sell, give away, or appropriate to their own use, any Harrison County property, nor shall they pilfer or be guilty of theft at fires, or elsewhere.
30. Members shall not, by using the uniform, badge, or prestige of the department, attempt to influence the vote of any person for, or against any candidate.
31. No solicitation, speeches, distribution, posting, or display of campaign literature, for or against, any candidate to public office shall be permitted at departments.
32. Members should avoid political and religious arguments on Harrison County property.
33. No members shall conduct himself/herself in a manner, or be a party to any act, which would tend to impair the good order and discipline of the Fire Services or department.
34. In matters affecting the policy and practices of the Fire Services, no member shall give utterance by public speech or publication, or take any similar action, either directly or indirectly, without obtaining the approval of the Fire Marshal.
35. Information relative to the operation of the Fire Services shall not be furnished to persons, not connected, therewith, except as authorized by the Fire Marshal.
36. No member shall report for, or be on a fire scene under the influence of an intoxicating liquor, drug, or compound.
37. No member shall bring or cause to be brought into the station, any intoxicating liquor, drug, or compound, or to consume same, while uniformed in public.
38. No members shall have in his/her possession or partake of any intoxicating liquor, drug, or compound, while on duty or in uniform.
39. No member shall be a party to any malicious gossip, report, or activity, which would tend to disrupt Fire Services or department morals and bring

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discredit to the Fire Services, department, or any members, thereof.

40. Members shall not use obscene, uncivil, or boisterous language at fires, in stations, or while engaged in training, in which the department is represented; engagement in altercations, under any circumstances, is prohibited.
41. The falsifications of records, the making of misleading entries or statements with intent to deceive, or the willful mutilation of any fire service records, books, papers, or documents will be considered a serious offense.
42. Smoking by any member will not be permitted at any time or place where smoking is prohibited by regulations of Harrison County Fire Services and Board of Supervisors. Violations of this policy will be met by disciplinary action. Smoking will be prohibited on all fire fighting apparatus. Smoking may be allowed on scene by senior officer only after declaring all eminent danger has passed.
43. No member shall leave the fire scene, unless relieved by the District Chief or officer in charge.
44. No member shall gamble in the fire station; this covers all types of gambling including placing of bets with book makers by personal contact or by telephone.
45. Inefficiency or indifference of members in the performance of their duties shall be sufficient cause for disciplinary action.
46. No member shall willfully disobey any lawful order issued by a senior officer, nor shall he/she speak disrespectfully of, or to any other member of the Fire Services.
47. The wrongful or injurious exercise of authority on the part of any member of the Fire Services will be made the basis for disciplinary action against the offender.
48. The violation of any of the provisions of the rules and regulations or orders of the department, or the neglect or evasion of the duties prescribed, shall be the subject of disciplinary action.
49. Members are expressly forbidden to engage in any boisterous conduct, "HORSEPLAY", or similar activities.
50. Members shall keep all wearing apparel, uniforms, and other personal belongings, when not in use, in a locker closet, or other proper place provided for this purpose. The locker or closet shall be kept in a neat and clean

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condition at all times and the doors kept closed.

51. Members shall familiarize themselves with the contents of all communications posted on official bulletin boards.
52. Members shall not change or alter the arrangement of the fire fighting equipment on apparatus without the approval of the District Chief and with approval of the Fire Marshal with written notification to the paid fire fighter.
53. No members are allowed to use fire apparatus for fundraising purposes, unless prior approval is received from the Fire Marshal, County Administrator, and Board of Supervisors.
54. If relieved from duty by disciplinary action, fire fighter must promptly surrender all Harrison County Fire Services property to the District Chief, equipment officer, paid fire fighter, or the Fire Marshal.
55. All fire fighters of Harrison County are subject to the rules, regulations, and orders concerning the Fire Services.
56. Any members having cause to believe that he/she has been unjustly or unfairly treated may appeal through proper channels to the District Chief and to the Fire Marshal.
57. Any special activities, in which, alcoholic beverages are to be served and/or consumed on Harrison County properties under the control of the Fire Services, shall be approved, in advance, by the Fire Marshal and Board of Supervisors.
58. Members shall familiarize themselves with practices and procedures relative to water supply, fire streams, pump capabilities, motor, pump and other operations, which will enable them to efficiently perform their duties.
59. Members shall possess a valid Mississippi operator license, shall know provisions of the vehicle code, both state and local, and shall be familiar with their responsibilities, as driver and pump operator in fire department equipment.
60. They shall, as operators of fire fighting apparatus, observe the following safety precautions:
 - A. No person, other than a member of the department, shall be permitted to ride on fire apparatus, except with authorization, to do so, by Fire Marshal.

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- B. Warning devices, red lights, and siren shall be used as emergency warning signals in responding to alarms.
 - C. Siren on vehicles shall not be sounded, except when responding to an alarm, or for readiness check.
 - D. Speed - fire apparatus shall be driven at a safe speed under all conditions, shall not be driven in excess of 10 miles per hour above posted speed limits, and at no time, exceed 50 miles per hour as not to over drive sound of audible alarm.
 - E. Fire apparatus shall be slowed down and brought to a stop, if necessary, before crossing intersections, cross streets, or red traffic lights.
 - F. Fire apparatus shall not be parked or left standing at the scene of alarms, in such a manner, as to unduly obstruct traffic and free flow of traffic shall be established, as soon as possible.
 - G. Fire apparatus, when returning from an alarm of fire, shall be driven as non-emergency equipment and the driver shall abide by all traffic regulations of station, state, and local.
 - H. Fire apparatus shall not be backed, except in an emergency, without a backup man, as outlined in Driving Safety Regulations, except in the case of not having a backup man available..
62. Use of P.O.V.'s (Privately Owned Vehicles)
- It is the policy of the Harrison County Fire Services that for any member of a volunteer fire department or full time paid employee of the Fire Services, who uses his/her P.O.V. to respond for a call either to the station or the location of a fire or emergency incident is to use extreme care. At "NO" time is a member of the Fire Service to exceed the speed limit, run a stop sign, or drive in an unsafe manner that could cause an accident to themselves or the public in general while responding from their home or work place. At all times a volunteer or full time fire fighter "MUST" follow all rules of the road as recommended by the MS Highway Safety Patrol and the State of Mississippi. Lights and sirens on P.O.V.'s are prohibited. At no time should lights and sirens be used on a P.O.V. All fire fighters using their P.O.V.'s to respond to emergency calls "MUST" have insurance on their vehicles as per the state law of Mississippi.
63. It is the policy of the Harrison County Fire Services that for any member of a volunteer fire department to be able to fight fires or to respond to an emergency incident - that person "MUST" have completed at least the State Volunteer 48-hour Certification or NFPA 1001. To respond to medical

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emergency calls that person "MUST" have completed at least the Basic First Responder Certification or higher level. To be able to drive fire apparatus that person "MUST" complete the Volunteer Fireman's Insurance Service 16-hour Driver Course.

64. No one shall be allowed to stay overnight at any county owned fire station, Unless prior approval is received from the Fire Marshal, County Administrator, and Board of Supervisors.

Article I

Personal Conduct

- A - It will be the duty of all personnel, paid/volunteer, to conduct themselves in a professional manner.
- B - Any Harrison County fire fighter making statements solely to cause friction or confusion in the Fire Service will be reprimanded.
- C - Activities such as horse play, practical jokes, etc. could result in personal injury. These activities are prohibited by the Fire Service.
- D - Gambling is prohibited on county owned property.
- E - Pornographic literature or lewd pictures is strictly prohibited. No such literature or pictures are allowed to be on the premises of a fire department. No such literature or pictures shall be brought to the station or be in the possession of anyone on county property.
- F - No Harrison County fire fighter will be allowed to visit any fire station or fire scene while under the influence of alcohol or narcotics.
- G - No Harrison County fire fighter will be allowed to purchase or consume alcoholic beverages or narcotics, while in uniform.
- H - No alcohol will be allowed at or in any fire station at anytime.

Article II

Station Safety

1. This policy establishes the criteria for achieving a strong visible safety program in Harrison County. Safety awareness is for all employees and

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volunteers. No mission is, so, urgent and no schedule is, so, rigid that we cannot take time to practice safety in all activities. The safety of each employee or volunteer is a fundamental responsibility and must be integrated with our effort to produce quality work. We shall provide a safe and healthful work place, free of recognized hazards, which might endanger the health or safety of you and your fellow workers. A vast majority of accidents and injuries occur, not because of unsafe conditions, but because of unsafe acts. **BE EVER MINDFUL OF SAFETY.** The Fire Service is responsible and accountable for a high level of safety performances and supports work practices, which reflects the safest and most efficient methods available for completing required tasks. All methods shall be used for controlling work place hazards. Work place hazards shall be reported to the Fire Service Office. No system is complete without everyone's constant alertness and safety awareness. All employees and volunteers must comply with all safety regulations. **SAFETY MUST BE OF HIGHEST PRIORITY.**

2. All personnel paid/volunteer shall abide by the safety procedures outlined in these general rules and regulations:
 - A. Must use the seat belts in all county vehicles, at all times.
 - B. When lifting, bend knees and keep back straight, do not lift and turn at the same time.
 - C. Do not engage in horseplay.
 - D. When operating equipment, always, follow operating procedures and/or manufacturer recommendations.
 - E. Report all accidents or injury to the Fire Marshal, the District Chief, and the Fire Service Office, immediately.
 - F. Floors, stairs, aisles, etc. shall be kept free of slipping or tripping hazards, good housekeeping practices shall be maintained.
 - G. Eye protection, face shields, or goggles shall be worn, when required.
 - H. When securing the fire station at the end of the work day, electrical appliances, such as, fans, coffee pots, etc. should be disconnected.
 - I. Report to the Fire Marshal or Fire Service Office, any damaged receptacles, electrical cords, or other damage found at your station.
-

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Article III

Personnel Appearance - Paid Employees

- A - A neat and well-groomed appearance shall be required of all personnel while on duty.
- B - A complete regulation uniform consisting of shirt, pants, and T-shirt shall be worn at times of special circumstances, when dress uniform is appropriate. When engaged in work detail T-shirts furnished by Fire Services and black BDU's should be worn. No long sleeves will be worn under short sleeve uniform shirt.
- C - All Harrison County Fire Services paid fire fighters shall wear issued uniform, which consists of pants and shirt. Black shoes/boots, socks, and black belt will be part of uniform also. Shoes/boots shall be neatly shined.
- D - Hair style shall be kept neat and well groomed and of a suitable style to be totally contained within protective clothing.
- E - The wearing of beards/goatees by Harrison County Fire Service employees are prohibited. Note: A doctor's note is required if you are unable to shave. Mustaches are to be neatly trimmed and not to exceed beyond the corner of the mouth.
- F - Harrison County caps or station caps are the only head gear to be worn with county uniforms. Caps with other logos are not allowed.

Article IV

Housekeeping: Weekly Duties

- A - All stations and equipment must be kept clean and neat in a routine manner with emphasis on sanitation.
- B - Checking and cleaning will be done by the paid fire fighter on duty with assistance from volunteers.
- C - Each paid fire fighter shall take care of the routine checking and cleaning on the day designated, unless otherwise impractical. (See Article IV - I)
- D - Fire Marshal will inspect all stations at least one (1) time per month, at his/her

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discretion, to ensure proper maintenance and cleanliness of all stations, buildings, equipment, and grounds. The District Chief may inspect the station at his/her discretion.

- E - No smoking in Harrison County buildings.
 - F - No lying or sleeping on couches during business hours.
-

Article IV - I

Weekly Station Duties

DAILY

1. SWEEP, MOP, CLEAN ALL STATION
2. EMPTY TRASH CANS - AS NEEDED
3. CLEAN BATHROOMS
4. CLEAN KITCHEN, STOVE, MICROWAVE, COFFEE POT, AND DISHES
5. WASH TRUCKS - AS NEEDED

SCHEDULE

- MONDAY: General station duties, vacuum all carpets, cushions, and under cushions, if applicable, and remove equipment from compartments and clean.
- TUESDAY: General station duties, wash all trash cans and windows, remove dust from vents and ledges, and trim and cut grass.
- WEDNESDAY: General station duties, clean storage rooms, day room, and kitchen
- THURSDAY: General station duties, clean office(s), and wash trucks, as needed.
- FRIDAY: General station duties, wash down engine room and apron, and fuel trucks

NOTE: THIS IS A GUIDELINE TO USE - IT IS NOT INTENDED TO COVER ALL DUTIES.

*IF A PROBLEM EXISTS WITH STATION DUTIES - CONTACT FIRE MARSHAL.

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Article V

Recruit Training Program

The below listed training shall be completed before turn-out gear will be issued to fire fighters: 48-hour State Volunteer Certification and 16-hour Volunteer Fireman's Insurance Services Driver Training Course.

Name: _____

Date of accepted membership: _____

Date training began: _____

Date training completed: _____

Training verified by District Chief: _____

Paid Fire Fighter: _____

Remarks: _____

HARRISON COUNTY FIRE SERVICE

Recruit Training Program

A. Fire Behavior

1. Fire tetrahedron
 - a. Fuel
 - b. Heat
 - c. Oxygen
 - d. Chemical Chain Reaction
2. Fire Stages
 - a. Incipient
 - b. Free-burning
 - c. Smoldering

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3. Flashover
4. Backdraft
 - a. Conditions
 - b. Visible Signs

Completed: _____ Verified: _____

B. Hydrant Operation

1. Removal of fitting cap
2. Opening of hydrant
3. Flushing hydrant
4. 2-1/2" supply line attachment
5. Hydrant valve attachment
6. Line charging
7. Closing of hydrants
8. Hose removal
9. Hydrant "catching"
 - a. Wrapping the hydrant

Completed: _____ Verified: _____

C. Hose

1. Red line - booster
2. 1-1/2" & 1-3/4" attack lines
3. 2-1/2" & 3" attack & supply lines
4. 3" supply line and relay
5. Fittings - male & female
6. "Walking" the water out
7. Protection of fittings or couplings
8. Hose rolls
9. Hose lays
10. Care & Maintenance of hose

Completed: _____ Verified: _____

D. Extinguishers

1. Dry Chemical
2. Light water
3. Indian pumps
4. Foam eductor & nozzle

Completed: _____ Verified: _____

E. Ladders

1. Extension ladders
2. Roof ladder
3. Attic ladder

Completed: _____ Verified: _____

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F. Fire Streams

1. Fog Pattern
2. Broken Pattern
3. Straight Stream

Completed: _____ Verified: _____

G. Breathing Apparatus

1. Operation of tank, back pack, valve, regulator
2. Mask
3. Donning of full breathing apparatus
4. Removal of full breathing apparatus

Completed: _____ Verified: _____

H. Forcible Entry

1. Doors
2. Windows
3. Use of Tools
 - a. Axe
 - b. Pry Bar
 - c. Pike Pole
 - d. Power Chain Saw

Completed: _____ Verified: _____

I. Venting

1. Windows
2. Doors
3. Hole in Roof
 - a. Axe
 - b. Power Saw
 - c. Roof Ladder
 - d. Pike Pole
 - e. Supervision of Officer
4. Use of fog pattern for ventilation
5. Care & use of smoke ejectors
6. Positive Pressure Ventilation

Completed: _____ Verified: _____

J. Rescue

1. Primary search
2. Secondary search
3. Search patterns
 - a. Right hand
 - b. Left hand
4. Maze exercise
5. Two fire fighter system

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Completed: _____ Verified: _____

- K. Salvage and Overhaul
 1. Salvage covers
 2. Removal of property

Completed: _____ Verified: _____

- L. Truck Familiarization (Engines)
 1. Compartments and contents
 a. Inventory of equipment
 b. Familiarization with equipment
 2. Hose beds
 a. Pre-connected cross lays
 b. Supply line
 c. Attack lines
 d. Skid load attack lines
 3. Cab
 a. Driver's side
 b. Middle seat
 c. Right side of seat
 d. Dashboard/instrument panel
 e. Battery knob
 f. Equipment located in cab

Completed: _____ Verified: _____

- M. Radios and Siren
 1. Cab Radios
 a. Radio controls
 b. P.A., radio, siren controls
 c. Floor siren controls
 2. Outside radio on pump panel
 3. Portable radios

Completed: _____ Verified: _____

- N. Pump Panel
 1. Auxiliary suction
 2. Siamese gate valves
 3. Forward crosslays
 4. Reel line
 5. Discharge Port

Completed: _____ Verified: _____

- O. Position of Engine - Responsibilities
 1. Engineer - left seat in cab
 2. Captain/Lieutenant -right side in cab

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3. No. 3 - left rear seat in cab
4. No. 4 - middle rear seat in cab
5. No. 5 - right rear in cab
 - a. Equipment bag
 - b. forward lay
 - c. reverse lay
 - d. relay
 - e. skid load lay

Completed: _____ Verified: _____

P. Communications

1. Base Radios
2. Portable Hand-held Radios
3. Pagers
4. Scanners
5. Hand Signals
6. First Man at Station
7. Sector Command System

Completed: _____ Verified: _____

Q. Utilities

1. Gas, electricity, and water
 - a. When and how to turn off
 - b. What companies to notify

Completed: _____ Verified: _____

R. Water Supply

1. Hydrants
2. Dry hydrants
3. Drafting
4. Tankers
5. Additional Pumpers

Completed: _____ Verified: _____

S. Fires

1. House Fires
2. Commercial Structure Fires
3. Vehicle Fires
4. Grass and Brush Fires
5. Chemical Fires

Completed: _____ Verified: _____

T. Chiefs' Review

Completed: _____ Verified: _____

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Article VI

Driver Training: NFPA Standard

The Harrison County Fire Services does not condone the use of red lights on privately owned vehicles, in fact, it is prohibited. The Harrison County Fire Services requires that employees and volunteer fire fighters adhere to all traffic laws, public safety signs, and traffic-control signals, as administered and regulated by the Commissioner of Public Safety in the State of Mississippi.

1. All persons driving vehicles owned by Harrison County must have a valid Mississippi drivers license and have completed the 16-hour Volunteer Fireman's Insurance Services Drivers Course. (See Article VI - I). The only out-of-state drivers license honored will be military personnel stationed in Harrison County.
2. When responding to an emergency call in a Harrison County vehicle, you shall not exceed 10 MPH above the posted speed limit and shall regulate speed at all times accordingly to road traffic and weather conditions.
3. Under wet, foggy, or any other hazardous weather or road conditions, drivers should react accordingly to the conditions at hand.
4. Unless all lanes can be accounted for by the driver during an emergency response, fire vehicles shall come to a complete stop at ALL red lights, intersections, and negative right-of-way situations - Rule of Thumb "IF YOU CAN'T SEE, STOP."
5. Personnel will not be allowed to ride on tail board of any fire fighting apparatus.
6. Avoid backing where possible. When backing is unavoidable, driver should use a "back-up" person; where a "back-up" person is unavailable, dismount and walk completely around apparatus for clearance before backing. Back-up person will not ride on tail board, while vehicle is being backed.
7. The wearing of seat belts/restraints shall be mandatory for all persons, while vehicle is in motion.
8. During an emergency response, fire vehicles should avoid passing other emergency fire vehicles; if unavoidable, the passing arrangement should be conducted through radio communications.
9. Personnel shall not drive vehicle off paved road, all weather roads, highways,

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5. The fire apparatus driver/operator shall demonstrate the following driving skills:
 - A. Serpentine
 - B. Alley dock
 - C. Opposite alley pull in
 - D. Diminishing clearance
 - E. Straight line
 - F. Turn around
 - G. Lane change
 - H. Stopping procedures
 - I. Parking procedures
6. The fire apparatus driver/operator shall describe:
 - A. Safety precautions necessary when driving during adverse conditions.
 - B. Braking reaction
 - C. Load control factors
 - D. General steering reactions
7. The fire apparatus driver/operator shall identify the following conditions that may result in possible pumper damage or unsafe operation and identify corrective measures:
 - A. Cavitation
 - B. Leaking fuel, oil, or water
 - C. Overheating
 - D. Unusual noises
 - E. Vibrations

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- F. Water hammer
 - 8. The fire apparatus driver/operator shall identify the types of water sources within their jurisdiction including:
 - A. Wet hydrants
 - B. Dry hydrants
 - C. Drafting sites
 - D. Mobile tankers
 - 9. The fire apparatus driver/operator shall draft water and demonstrate a systems check when the pumper will not draft.
 - 10. The fire apparatus driver/operator should be concerned with the safe operation of the apparatus, and should not, at any time override any safety system.
-

Article VII

Trucks and Equipment

- A. No one other than fire department personnel shall ride or operate fire equipment.
- B. At the discretion of the District Chief, new members may be allowed to drive and operate equipment to obtain experience, but only under the District Chief, Training Officer, or Paid Fire Fighter and then only in non-emergency situations.
- C. While on duty, the paid fire fighter is strictly and directly responsible for Harrison County equipment at their station.
- D. The daily duty of checking the trucks shall be performed by the on duty paid fire fighter with assistance from volunteers, if available.
- E. All trucks should be run for at least twenty (20) minutes each shift. Do not leave fire truck unattended during this check out. A five (5) mile road test should be conducted at least once a week.
- F. All work and inspection will be performed in conjunction with the daily

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Harrison County Vehicle Inspection Form.

- G - Do not turn lights on before starting engines.
- H - All personnel shall complete daily, weekly, and monthly reports, and inventories on all vehicles and stations.
- I - All inoperable, damaged, or missing equipment shall be reported to the Fire Service Office, District Chief, and Fire Marshal and recorded in log book, immediately.
- J - Keep trucks inside station, as much as possible. Sun will damage paint and equipment.
- K - Wheels will be chocked on all vehicles when parked and when operator is not in the cab.
- L - Volunteers should be responsible for apparatus to be ready for service after responding on incidents or when vehicles are used for volunteer training exercises, they must be cleaned and ready for service.

Article VIII

Tanker Operation

1. The purpose of this order is to establish guidelines for supplying water with tanker apparatus for the purpose of fire fighting.
2. This order shall be adhered to by all Harrison County fire fighters while operating in limited water supply areas; which are: where water is not supplied by a pressurized water system and where sufficient quantities of water is not provided.

Equipment

1. Tanker-Pumpers (Class A vehicle) or tanker-apparatus with tank capacity of 1500 gallons or larger, which primarily respond to limited water areas, may be equipped with the following equipment:
 - A. A folding drop tank (size range: 1500-3000 gallons). Size will be determined by your department needs and folding tank carrying capabilities.

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- B. A ten (10) inch quick dump valve mounted at rear of tanker.
2. Optional equipment: ninety (90) degree elbow extension chute may be carried.

Communications

1. Upon being dispatched to any incident, which may require an extended water supply, communications should include the nearest source and type of source such as dry hydrant, pond, or stream.
2. Upon arrival at fire scene, the initial arriving fire fighter shall give a size up, identify the needs for an extended water supply, and relay the type action to be taken.
3. The operator of the apparatus establishing a draft at a water source shall notify the O.I.C. or water supply officer that the water supply has been established.
4. The operator of apparatus performing water shuttle operations shall notify the O.I.C. or water supply officer, when leaving the scene to re-supply, when arriving at the water source, and when arriving back at the fire scene.

Operations

1. Upon arrival of the initial vehicle, a decision must be made as to the amount of water required for fire control, the necessity for establishing a tanker shuttle operation should be communicated with the initial assessment.
2. As soon as possible, following the initial attack procedures, the folding drop tank should be deployed. The apparatus operator of the attack apparatus must consider this step in the placement of the attack apparatus, so that the folding tank shall be accessible to tanker apparatus. Placement should be level and in a clear area. Efforts should be made not to block roads unnecessarily. Hard suction hose and strainer should be lowered in place, carefully, so as not to damage the drop tank.
3. The principles of good fire scene management shall be maintained. Operations should be based upon the resources available and not on the idea of saving water. Personnel should refrain from the extreme conservative attitude of using low GPM rates in an attempt to save water, ALTHOUGH, personnel should also refrain from the extreme liberal attitude of using GPM rates too high resulting in increased lose of property. A balance of water supply and flow rate should be achieved.

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3. Folding tank should be cleaned with soap and water, dried, and stored back on the appropriate apparatus.
-

Article IX

Fire Scene Safety

1. The first fire company arriving at the location of the alarm shall, after size-up, give a brief preliminary report on conditions.
 2. Establish Command Post: Communicate same.
 3. Proper protective clothing shall be worn at all times while fighting fires. This includes, but not limited to, hoods, helmets, boots, coats, gloves, and turn out pants. Officer in charge of scene shall use discretionary judgment on proper protective clothing.
 4. Self contained breathing apparatus (SCBA) with PASS alert shall be worn by all attack crews, search and rescue teams, and all personnel in any contaminated atmosphere.
 5. Personal alert safety system (PASS) control board shall be maintained by Command Post. Information shall include: name, time in, amount of air, and time to return, as well as, maintaining communication with Command Post.
 6. Every entry team for search, rescue, or fire fighting should have a two (2) man back up team for safety purposes.
 7. There should be a person designated as water control officer.
 8. Pumps will not be operated at excessive pressure, as to endanger personnel operating hose lines.
 9. There should be a designated safety officer on scene.
-

Article X

Marking and Maintaining Protective Clothing

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

4. Several options of water supply include; but not limited to:
 - A. Placement of folding tank at the drivers side pump panel, so that it is accessible by tanker apparatus.
 - B. Placement of folding tank at the drivers side, so it may be supplied from a remote location by hose lines.
 - C. Placement of folding tank at a remote location accessible to tanker apparatus and drafted from by second-in pumper, supplying the attack apparatus with hose lines.
5. Tanker will dump its water into the folding tank, then proceed to established draft site re-supply apparatus, shuttling water to the fire scene.
6. Supplying water by tanker shuttle should be considered emergency response. Red lights and siren should be utilized.
7. Keeping safety in mind and operating under Harrison County Fire Service Driver Operation, no vehicle should be backed without a backup person. If no backup person is available, the apparatus operator shall exit the apparatus and walk completely around it observing the area, so that the apparatus may be backed as safely as possible.
8. It is not necessary to completely empty the apparatus tank while dumping at the point where water is flowing at a low rate from the dump valve, a higher GPM rate will be achieved by closing the valve and sending the apparatus to re-supply.
9. In circumstances where there are more shuttles on the scene than can be accommodated at the folding tank, the apparatus shall stage at a nearby appropriate area by the O.I.C. or water supply officer.
10. Apparatus not equipped with dump valve or pump, should use hard suction hose to feed directly into pumper, or use hard suction hose with gravity feed from outlet to folding tank.

Recovery and Maintenance

1. All equipment utilized shall be returned to "ready to respond" status, as soon as released from the incident.
2. Apparatus returning to the station with stagnated, dirty, or salty water, the booster tank and pump shall be flushed until clean and refilled with clean water. This also includes valves, screens, hard suction, and strainers.

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Self Contained Breathing Apparatus (SCBA) Test and Inspection

1. Operational test and inspection - see attached checklist
 - A. All paid fire fighters shall check all SCBA cylinders daily in accordance with SCBA check sheets.
 - B. All fire fighters shall, after each use of SCBA cylinder, check to insure readiness for service.
 - C. Visually inspect the complete apparatus for worn or aging rubber parts and damaged components.
 - D. Check the latest cylinder hydrostatic test date to insure that it is current, (as per manufacturer's requirements).
 - E. Visually inspect cylinder for dents or gouges in cylinder. If a cylinder shows exposure to heat or flames, it shall be removed from service.
 - F. Check cylinder pressure gauge for "Full" indication, if cylinder pressure is less than 90% full, replace or refill.
 - G. Check to insure regulator hose coupling is hand tight to the cylinder valve outlet.
 - H. Check and close regulator by-pass valve.
 - I. Check regulator main-line valve. In normal use, this valve stays open and locked.
 - J. Open cylinder valve, a minimum of 1-1/2 turns. The alarm should ring momentarily. Check for leakage at cylinder valve, regulator, and all connections.
 - K. Check breathing tube for leaks.
 - L. With breathing tube connected, inhaled air should be delivered with very slight effort.
 - M. Close cylinder and bleed hose line.
 - N. Test completely, reverse procedure for storage.
2. Flow test annually, as per manufacturer's recommendation.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Article X - I

Harrison County
Assignment of Fixed Assets
(Hand Receipt)

TO: Inventory Control Clerk

FROM: _____
(Employee's Name and Department) or (Vendor)

DATE: _____

This is to verify that I have the equipment listed below and I am:

_____ (a) Using it to conduct official County business

_____ (b) Repairing and/or servicing it.

<u>Description of Equipment</u>	<u>Serial Number</u>	<u>Asset Number</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(Employee Signature/Vendor Signature)

Date Item(s) returned to proper department: _____

(Department Item is Assigned To)

(Employee/Vendor Returning)

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Harrison County Fire Services takes pride in providing the fire fighters of Harrison County with the best fire fighting equipment and staying in compliance with N.F.P.A. standards. It is your job to maintain your protective clothing as listed below:

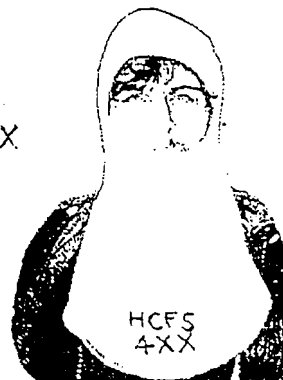
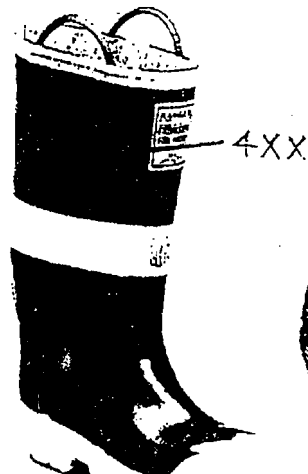
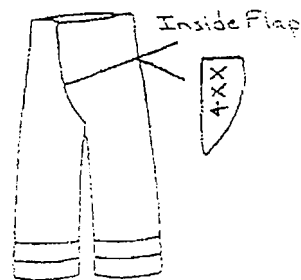
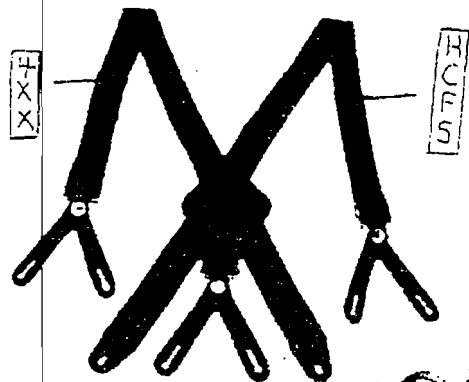
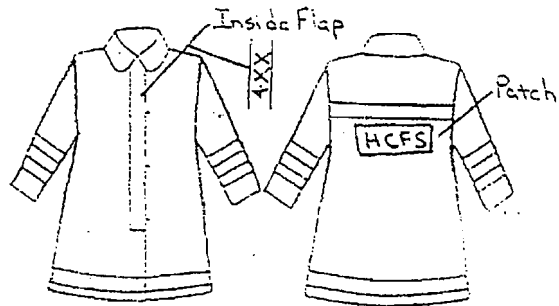
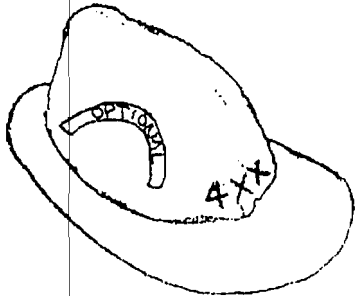
1. Safety

- A. Protective clothing shall be kept as clean as possible.
 - B. Turn-out coats, pants, hoods, helmet liners, and gloves shall be machine or hand washed and hung up to dry. (Do not use abrasive cleaners).
 - C. Helmets shall be cleaned based upon manufacturers recommendations. Shields should be cleaned with a cleaner recommended for glass and/or replaced as needed.
 - D. If protective clothing is washed by hand, a mild detergent and soft brush should be used; then air dried.
 - E. Do not store wet gear in storage bags.
 - F. Any problems or damaged equipment shall be reported, immediately, to the District Chief and Fire Marshal for replacement.
 - G. All gear issued to fire fighters shall be listed on Hand Receipts. (See attached Article X - I)
 - H. Current copy of Hand Receipts must be kept on file at Fire Service Office, as well as fire station.
 - I. All gear shall be marked in compliance with attached sheet. (See attached Article X - II)
 - J. Only approved N.F.P.A. protective gear shall be used by Harrison County fire fighters.
-

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Article X - II

Harrison County Fire Services
Standard Marking on Turn-out Gear



MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Article XI

Class "A" Pump Service Test Procedure

1. A pump service test shall be performed on all Class A vehicles, ONCE A YEAR. The purpose of the test is to determine the efficiency of the fire pump and its power source (engine). All test data will be recorded on a pump test sheet. Hand counter and R.P.M. testing, pitot gauge, deluge gun and tips are provided by the Fire Service Office. This type of equipment must be used to perform this test.
2. The pump service test consists of three evaluations. All tests are performed from a draft as follows:
 - A. Capacity test: 100% of rated capacity at 150 PSI.
 - B. 200 PSI test: 70% of rated capacity at 200 PSI.
 - C. 250 PSI test: 50% of rated capacity at 250 PSI.
3. With pumper in position at the water source. Connect 20 feet of hard suction hose with strainer to suction side of pump. Place strainer in water and tie off to pumper.
4. Connect discharge lines, 100 feet long, to discharge outlets and deluge gun.
5. Open all pump drain valves to remove all water in the pump housing. After draining close all valves.
6. Engage primer to prime pump. Time this operation using a stop watch or a watch with a second hand. NOTE: Operation should take less than 30 seconds. Record priming time.
7. Slowly increase pressure to 100 PSI and slowly open discharge valves.
8. Set up capacity or 100% test as follows:
 - A. Transfer valve in volume - if equipped.
 - B. Proper size nozzle tip on deluge gun.
 - C. Slowly increase engine pressure to 150 PSI.

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- D. Nozzle pressure
 - E. Engine RPM's
 - F. Record results at each time interval
 - G. After test is completed, reduce RPM's to idle and close discharge valves.
12. Set up 250 PSI or 50% test as follows:
- A. Transfer valve in pressure - if equipped.
 - B. Proper size nozzle tip on deluge.
 - C. Slowly increase engine pressure to 250 PSI and check nozzle pressure with pitot gauge.
 - D. Adjust discharge valves and engine RPM's until the proper nozzle pressure is obtained. Recheck pressure with pitot gauge.
 - E. Check relief valve operation - should not rise or fall over 30 PSI.
13. Check and record the following at the beginning and at five (5) minute intervals for ten (10) minutes.
- A. Oil pressure
 - B. Engine temperature
 - C. Engine pressure
 - D. Nozzle pressure
 - E. Engine RPM's
 - F. Record results at each time interval
 - G. After test is completed, reduce RPM's to idle and close discharge valves.

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- D. Check nozzle pressure with pitot gauge.
 - E. Adjust discharge valve and engine RPM's until the proper nozzle pressure is obtained. Recheck pressure with pitot gauge.
 - F. Check relief valve operation - should not rise or fall over 30 PSI.
9. Check the following at the beginning and at five (5) minute intervals for twenty (20) minutes.
- A. Oil pressure
 - B. Engine temperature
 - C. Engine pressure
 - D. Nozzle pressure
 - E. Engine RPM's
 - F. Record results at each time interval
 - G. After test is completed, reduce RPM to idle and close discharge valves.
10. Set up 200 PSI or 70% test as follows:
- A. Transfer valve in volume - if equipped.
 - B. Proper size nozzle tip on deluge gun.
 - C. Slowly increase engine pressure to 200 PSI and check nozzle pressure with pitot gauge.
 - D. Adjust discharge valves and engine RPM until the proper nozzle pressure is obtained. Recheck pressure with pitot gauge.
11. Check and record the following at the beginning and at five (5) minute intervals for ten (10) minutes:
- A. Oil pressure
 - B. Engine temperature
 - C. Engine pressure

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Article XIII

Procedure for Filling SCBA from Cascade System

1. Safety
 - A. Check all cylinders for current hydrostatic test date.
 - B. Check all cylinders for any signs of damage. (Deep nicks, cuts, gouges, or discoloration from heat, etc.)
2. Secure bottle in a fragment proof charging station.
3. Connect the air supply line from the cascade cylinders to the air bottle being refilled.
4. Insure airline bleed-off valve is secured.
5. Open air bottle valve.
6. Open the valve on the cascade cylinder that has the lowest pressure on it, but more than the air bottle being refilled.
7. Open the valve, so air moves slowly into the air bottle from the cascade cylinders. This will avoid causing chatter and heat build-up.
8. When the pressure of the air bottle has equalized, close the fill valve from the cascade cylinder, close the cylinder valve, and open the cascade cylinder with the next highest pressure.
9. Continue the procedure in steps 5-7 until the air bottle has been fully charged.
10. Turn off all cylinders and air bottle valves. Open the bleed-off valve between the air bottle and cascade system. Discharge air slowly. Disconnect fill line.
11. Return air bottle to service or place in proper storage.

Article XIV

Fire Hose Testing

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Article XV

Bomb Threats and Explosions

Bomb threats are under the jurisdiction of the Harrison County Sheriff's Department and bomb disposal personnel. When your department receives notification of a bomb threat, the steps listed below should be taken:

1. Verify that the Harrison County Sheriff's Department is aware of the incident by telephone - 911.
2. Notify the Fire Marshal and District Chief.
3. Have all fire fighting personnel report to the station and sign in.
4. The Fire Marshal/District Chief/Officer in Charge (OIC) will assign crews to fire apparatus, two (2) persons per truck.
5. Dispatch one (1) pumper, one (1) tanker, and the Officer in Charge (OIC) to stand-by 500 feet upwind, if possible, from scene. This is a no code run.
6. The Fire Officer in Charge (OIC) at the scene will establish a command post and communicate with the Officer in Charge (OIC) with the Sheriff's Department.
7. Fire fighter crews will remain on vehicles.
8. Should detonation take place, the Fire Officer in Charge (OIC) will notify trucks to respond along the personnel and equipment at the station and after receiving an all clear from the Officer in Charge (OIC) from the Sheriff's Department.

Article XVI

Request for Personal Leave - Paid Employee

1. All employees are encouraged to use accrued personal leave. Procedures are as follows:
 - A. All leave must be approved by the Fire Marshal.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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- B. All vacation leave requests will be based on seniority and only one (1) station at a time will be allowed to be out, so coverage can be coordinated.
- C. All vacation leave requests shall be submitted two (2) weeks prior to leave. Departments with more than one (1) employee, leave will be based on seniority. Every effort will be taken to allow for holidays to be on a rotation basis. (Example: If two (2) employees at the same department, request to be off on Thanksgiving, the employee with seniority will be allowed to take off. Although, if the same two (2) employees request to take off on Christmas, since the employee with seniority got to take off for Thanksgiving, the other employee will be allowed to take off for Christmas, using the rotation basis.)
- D. If an emergency should arise and leave is needed, this will be handled at that time with the Fire Marshal.
- E. Sufficient leave time must be accrued to cover requests.
- F. Requests for no more that 80-hours will be approved. Exception will be for fire training or by approval of the Fire Marshal.
- G. If an employee needs to cancel approved leave, he/she must notify the Fire Marshal no later than 24-hours before leave is to be taken.
- H. Any employee not on duty when scheduled and leave has not been cleared by the Fire Marshal, will be subject to disciplinary action.
- I. Changing, swapping, or altering of shift hours must be approved by the Fire Marshal.

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JUNE 2002 TERM

1. Every section of fire hose shall be tested at least ONCE A YEAR. New hose shall be tested before it is put into service. Any section of hose that is damaged, shows signs of wear, or has been repaired will be re-tested prior to being put into service. Each section of hose shall be marked to show Harrison County ownership, department number, and hose section number.
2. Hose test procedure:
 - A. Lay out hose lines, length of hose lines shall not exceed 300 feet, and the number of hose lines will be limited to the number of discharge outlets.
 - B. Connect hose tester to a water supply and connect hose lines to be tested to discharge outlets.
 - C. Record identifying numbers of section to be tested. Mark each coupling with a pen. NOTE: Marking colors will change year to year. This will tell if coupling slips.
 - D. Engage hose tester and fully open discharge valve to be used, open nozzle on lines allowing hose to fill with water.
 - E. Allow water to flow until all air has been expelled from hose lines.
 - F. Increase pressure to 100 PSI and flow for one (1) minute expelling all air in lines.
 - G. Check for leaks and tighten, as necessary.
 - H. Close nozzle.
 - I. If fire truck is used, close discharge valve to at least three-quarter (3/4) closed and open at least one discharge drain valve, partially. NOTE: This will keep the pump cool.
 - J. Clear all personnel from area of hose lines and insure area remains clear during the test.
 - K. Slowly increase pump pressure to NFPA requirement and maintain for five (5) minutes, observe all hose lines for signs of defects, while under pressure.
 - L. Carefully check each section for leaks and marks at shanks for slippage.
 - M. Slowly decrease pressure, drain, and dry all sections of hose tested.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

* * *

There came on for discussion the need to update the membership and composition of the Harrison County Fire Commission to reflect the new Protection Grading Districts in effect. The Board Attorney and the Fire Coordinator were requested to provide this information at the next scheduled meeting of the Board.

* * *

The Sheriff's representative reported that 969 persons are currently housed in the Harrison County Jail Facilities.

* * *

MINUTE BOOK

BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI

JUNE 2002 TERM

Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER APPROVING PURCHASE OF A CONFERENCE TABLE WITH
CHAIRS FROM THE LOW QUOTE SUBMITTED BY OFFICE DEPOT IN
THE AMOUNT OF \$746.75, PAYABLE FROM ACCOUNT
#058-270-935**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE purchase of a conference table with chairs from the low quote submitted by Office Depot in the amount of \$746.75, payable from account #058-270-935, said quotes being as follows:

OfficeMax		494028
SPECIAL TRANSACTION RECORD		
STORE # 0943	ASSOCIATE NAME LHARK	DATE 4-12-02
CUSTOMER NAME Harrison County Sheriff Dept		
ADDRESS		
CITY, STATE, ZIP		
CUSTOMER PHONE NUMBER		
CUSTOMER SIGNATURE		
REASON FOR RETURN IF APPLICABLE		
SELLING STORE #	RECEIPTS #	DATE PURCHASED
		METHOD OF PAYMENT
CUSTOMER NOTICE: ALL MERCHANDISE CHLUTES ISSUED CANNOT BE REPLACED IF LOST OR STOLEN.		
<input type="checkbox"/> PAID IN: ACCT # _____	<input type="checkbox"/> C.O.D. / LEASE SALE	
<input type="checkbox"/> PAID OUT: ACCT # _____	<input type="checkbox"/> C.O.D. / LEASE PAYMENT	
<input type="checkbox"/> SPECIAL ORDER SALE	<input type="checkbox"/> C.O.D. / LEASE CANCEL	
<input type="checkbox"/> SPECIAL ORDER PAYMENT	<input type="checkbox"/> CUSTOMER CASH REFUND	
<input type="checkbox"/> SPECIAL ORDER CANCEL	<input type="checkbox"/> CUST. CREDIT CARD REFUND	
<input type="checkbox"/> POST VOID (IPV)	<input type="checkbox"/> CUSTOMER MAIL CHECK REFUND	
<input type="checkbox"/> FORM SALE	<input type="checkbox"/> MERCHANDISE CREDIT	
	<input type="checkbox"/> CUSTOMER EXCHANGE	
CITY	QUANTITY	DESCRIPTION/EXPLANATION
	7	01212813 EXECUTIVE leather chair
		129.99 EACH = 909.93
	1	20088968 CONFERENCE TABLE
		- 496.78 EACH
		909.93
		+ 494.78
		<u>1404.91</u> TOTAL
APPROVAL		

494028

STORE / WHITE - CUSTOMER / PINK
865-4393
--- 0110

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

FAX ORDERS TO 228-832-9668

058-270-935

Delivery Order Form

Date: 5/30/02 ORDER # _____
 Delivery Date: _____ CUSTOMER # _____
 Mr. Cynthia
 Company: _____ Cash
 Address: _____ Check
 _____ Bank Card # _____
 _____ Exp. _____
 Phone # _____ Store Charge # _____
 Contact Name: _____

Pick-up/Exact store for Pick-up _____
 Delivery Address(if different from above) _____

	SKU #	QUANTITY	PRICE	DESCRIPTION
1	429-567	1	256.82	Snyder Conference Table
2	442-441	7	69.89	Furniture at work leather chair
3			69.99	
4				
5			TOTAL:	746.75
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

Order Taken By: Martin Crane Keyed By: _____

Office DEPOT

FREE DELIVERY ON PURCHASES \$50 OR MORE
 (MUST BE IN OFFICE DEPOT DELIVERY AREA)

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER ACCEPTING PROPOSALS FOR PURCHASE OF KITCHEN
EQUIPMENT FOR THE ADULT DETENTION CENTER PAYABLE FROM
001-211-935, APPROVING BUDGET AMENDMENT THEREFOR, AS
LISTED**

WHEREAS, the Board of Supervisors does hereby find as follows:

1. That this Board, at a meeting heretofore held on the 22nd day of April 2002, adopted an Order authorizing and directing the Clerk of the Board to cause publication to be made of Notice of Invitation of Proposals for the purchase and repair of kitchen items for the Harrison County Adult Detention Center.
 2. That as directed in the aforesaid Order, said Notice of Invitation for Proposals was published in The Sun Herald newspaper, a newspaper published and having a general circulation in Harrison County, Mississippi for more than one year next immediately preceding the date of said Order directing publication of said Notice, and that the Publisher's Affidavit of Proof of Publication has been filed with the Clerk of this Board, by said Clerk exhibited to the Board, and shows that said Notice was published on May 10 and 16, 2002.
 3. That publication of said notice has been made once each week for two consecutive weeks, the last of which was at least seven working days prior to May 30, 2002, the day fixed for receiving proposals in the Order identified in paragraph one thereof, said Proof of Publication being in the following form, words and figures, to-wit:
-

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
 NINE YEAR TERM

PROOF OF PUBLICATION

NOTICE OF INVITATION OF PROPOSALS
 Sealed proposals will be accepted by the Board of Supervisors of Harrison County, Mississippi, at the Board Meeting Room in the First Judicial District Courthouse in Gulfport, Mississippi, until the hour of 10:30 a.m. on Thursday, May 30, 2002 for the Purchase and Repair of Kitchen Items for the Harrison County Adult Detention Center.
 All prospective bidders may obtain a Specification Package with all requirements by contacting the Harrison County Chancery Clerk's Office at 228-265-4117, located in the First Judicial District Courthouse at 1801 23rd Ave., Gulfport, Mississippi. All proposals must be on file with the Clerk of the Board prior to the opening time as stated above. All proposals must be sealed and clearly marked on the outside of the envelope as indicated "Purchase and Repair of Kitchen Items for the Harrison County Adult Detention Center in the First Judicial District Courthouse in Gulfport, Mississippi to be opened on May 30, 2002."
 Envelopes not so marked are submitted at the risk of the prospective Vendor and the County assumes no responsibility for the premature opening of same by any County employee.
 Proposals sent through the U.S. Mail are done so at the risk of the Prospective Vendor and should be addressed to the Harrison County Board of Supervisors, in care of the Purchasing Department, Post Office Drawer CC, Gulfport, Mississippi 39502. The County is NOT responsible for proposals that arrive in the mail after the designated opening time. Proposals may be delivered in person to the Harrison County Purchasing Department in the First Judicial District Courthouse located at 1801 23rd Ave., Gulfport, Mississippi until 5:00 p.m. on Wednesday, May 29, 2002, or the Board of Supervisors' meeting room at the First Judicial District Courthouse in Gulfport, Mississippi on Thursday, May 30, 2002, prior to the opening time as listed above.
 The Board of Supervisors will meet at the time and in the place stated first above in this Notice and will then and there open, read aloud, consider and take such action as the Board may then determine on proposals received in accordance with this Notice. The Board reserves the right to reject any and all proposals and to waive informalities.
 By Order of the Board of Supervisors adopted April 22, 2002.
 /s/ John McAdams, Clerk (S E A L)
 Board of Supervisors
 N-55,adv10,16,2T-507881

STATE OF MISSISSIPPI
 COUNTY OF HARRISON

Before me, the undersigned Notary Public of Harrison County, Mississippi, personally appeared Marcell Miles 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 that 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. 118 No., 222 dated 10 day of May, 20 02
- Vol. 118 No., 228 dated 16 day of May, 20 02
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____

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

Marcell Miles
 Clerk

Sworn to and subscribed before me this 16th day of May, A.D., 20 02

Karen Shook
 Notary Public

My Commission Expires October 15, 2003

Printer's Fee	\$ <u>85.58</u>
Furnishing proof of publication	\$ <u>6.00</u>
TOTAL	\$ <u>91.58</u>

4. That on May 28, 2002 an Order was entered designating the Purchase Clerk, the Chancery Clerk and any department head as the Board's representatives to receive said proposals on May 30, 2002.

5. That proposals were received at the time and place and in the manner provided in said Notice of Invitation for Proposals. The following proposals were received:

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JUNE 2002 TERM

HARRISON COUNTY DETENTION CENTER
Items for RFP'S as approved by the BOS 4/22/02

Specifications attached

Kitchen Replacement Equipment

Serving Line Per Attached specifications \$15,500.00

Freezer and Refrigeration repair Per Attached specifications \$35,410.00
To meet new EPA & health regulations

Rubber Floor Mats Per Attached specifications \$86.35 ea.

Hot Box Food Transporters Per Attached specifications \$3,787.25

Tilt Skillet - 40 gallon Per Attached specifications \$7,594.80

Repair Stove Hood Vents \$8,870.00 Price includes new exhaust and MUA fans, replacing
some lights, grease cup, filters and balancing system.

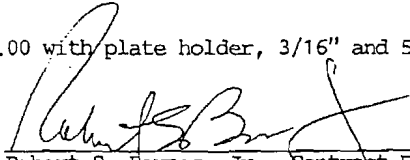
Deep Fryer Filter Machine Per Attached specifications \$1,287.00

Meat Slicing Machine (2) Per Attached specifications \$7,310.00 for 2 ea.

Buffalo Chopper Per Attached specifications \$3,855.00

Vegetable Slicing Attachment \$842.00 with plate holder, 3/16" and 5/16" shredder plates.

Respectfully submitted by:


Robert S. Barnes, Jr., Contract Department
Associated Food Equipment & Supplies, Inc.
10381 Express Drive
Gulfport, Mississippi 39503
228-896-0043
228-896-9032 Fax

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

05/29/02 WED 20:55 FAX 601 261 3160

EQUIPMENT Concepts

002

30 POPLAR DRIVE
HATTIESBURG, MS 39402
601-261-0154
601-261-3160 FAX
EQUIPUS@AOL.COM

EQUIPMENT CONCEPTS & DESIGNS

DATE: 05-29-2002

QUOTATION; HARRISON COUNTY DENTENTION CENTER
GULFPORT, MISSISSIPPI

REPAIR STOVE AND HOODS VENTS: WE WOULD REPLACE ALL (8) FANS FOR
HOODS, REPAIR OR REPLACE CONTROLS AS NEEDED. REPLACE ALL FILTERS
WITH NEW ALUM. FILTERS. WE WILL USE ALL CAPTIVEAIRE EQUIPMENT.
TOTAL PRICE : \$ 12,202.00

REPAIR FREEZER AND REFRIGERATION:

- (1) USA WALK-IN FREEZER DOOR & JAM (FRAME) 48" X 96" WITH STAINLESS STEEL INTERIOR AND EXTERIOR AND 34" X 78" WALK N DOOR W/ BRUSHED ALUMINUM HARDWARE, (3-HINGES) PILOT LIGHT SWITCH, DOOR CLOSER, ALUMINUM TREAD PLATE INSIDE & OUTSIDE.
 - (4) USA WALK N COOLER DOOR W/ SAME EQUIPMENT OTHER THAN HEATED JAMB AND VENT PORT.
 - (2) HEATCRAFT REFRIGERATION SYSTEMS 3 HP, W/ WEATHER HOUSING, WEATHER CONTROLS, ALL CONTROL PARTS, STAND, WARRANTY. ONE EVAPORATOR WITH EACH SYSTEM W/ ELECTRIC DEFROST. COPELAND COMPRESSORS.
 - (4) HEATCRAFT REFRIGERATION SYSTEMS WITH SAME EQUIPMENT, ONLY EVAPORATORS ARE AIR DEFROST.
- ALL UNITS ARE PREASSEMBLED.
TOTAL PRICE FOR ABOVE : \$24,279.00
INSTALLERS PRICE \$ 8,500.00
GRAND TOTAL \$32,779.00

FLITER MACHINES

HUNTER #HF-80 FOR FRYER UP 80# CAPACITIES.....\$ 1,770.00

HUNTER #HF-130 FOR FRYERS UP TO 130#.....\$ 1,830.00

SPEC SHEET ATTACHED.

THANK YOU,

Mac Allen
MAC ALLEN



THIS COMPANY IS WOMEN OWNED

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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6. The Board does hereby find that the only proposal of Associated Food Equipment and Supplies in the amount of FIFTY-SIX THOUSAND SIX HUNDRED TWENTY AND 55/100 DOLLARS (\$56,620.55), is the only proposal submitted for the repair of stove vents and purchase of various kitchen equipment, and that said proposal is reasonable and fair and should be accepted.

7. The Board further finds that the only proposal of Equipment Concepts and Designs in the amount of THIRTY TWO THOUSAND SEVEN HUNDRED SEVENTY-NINE AND 00/100 dollars (\$32,779.00), is the only proposal submitted for repair of refrigerator and freezer units, and that said proposal is reasonable and fair and should be accepted. It is therefore,

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACCEPT the proposal of Associated Food Equipment and Supplies in the amount of FIFTY-SIX THOUSAND SIX HUNDRED TWENTY AND 55/100 DOLLARS (\$56,620.55). It is further,

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACCEPT the proposal of Equipment Concepts and Designs in the amount of THIRTY TWO THOUSAND SEVEN HUNDRED SEVENTY-NINE AND 00/100 dollars (\$32,779.00).

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing Order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The Motion having received the affirmative vote from the majority of the Supervisors present, the President then declared the motion carried and the Order adopted.

THIS the 10th day of June 2002.

* * *

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER RESCINDING PREVIOUS ORDERS ADOPTED JUNE 3, 2002
APPROVING PURCHASES OF A LANIER FAX MACHINE AND A
HEAVY DUTY CHAIR FOR THE SHERIFF'S DEPARTMENT TO BE PAID
FROM 058-266-935, MOTOR CARRIER GRANT**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY RESCIND previous orders adopted June 3, 2002, approving the purchases of a Lanier Fax Machine and a heavy duty chair for the Sheriff's Department, the Fax Machine being Item #19 on the agenda and recorded in Minute Book 366, Page 495 and the heavy duty chair being Item #20 on the agenda and recorded Minute Book 366, Page 496, said items to be paid from 058-266-935, Motor Carrier Grant.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING PURCHASE OF ONE FAX MACHINE FOR USE BY
THE SHERIFF'S DEPARTMENT FROM LOW QUOTE SUBMITTED BY
LANIER WORLDWIDE, INC. IN THE AMOUNT OF \$937.75**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE purchase of one fax machine for use by the Sheriff's Department from low quote submitted by Lanier Worldwide, Inc. in the amount of \$937.75, payable from account 058-215-935, the quotes being as follows:

Shopping Cart


Page 1 of 1

- HOME
- VIEW CART
- ORDER HISTORY
- MY ACCOUNT
- CONTACT US
- ABOUT US
- FAQS
- TERMS & CONDITIONS
- PRIVACY POLICY
- ADVERTISING
- NEWS
- LINKS
- HELP
- SEARCH
- INDEX
- XML
- SOFTWARE COMMENTS
- YZ SHOPPING

Heaster Lawson Business Products

brother SHARP Inkjet Canon Xerox Authorized Dealer

NEW! [Send to more than one address.](#) [What's This?](#)

Item	Unit Price	Quantity	Subtotal
 Xerox WorkCentre Pro 555 Fax Machine-14.4 Modem, 100 Page Memory, 8ppm Printing	989.00	1	989.00
Subtotal for Heaster Lawson Business Products			989.00

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Proposal for Harrison County Sheriff Department:

2000 Fax Machine Package:

INCLUDES:

Model 2000 Fax w/starter kit
1 toner cartridge

OPTIONS:

*PC Interface (PC faxing available with class 2 compatibility software supplied by customer)

Purchase Price: \$ 937.75

- PC INTERFACE: add \$141.90 (optional)
- Annual Maintenance Fee: \$210.00 (optional)
- Shipping, installation, setup, and training charge: \$85.00 (included)

This latest member of the Lanier Fax product line is engineered to meet the varied document processing needs of today's busy offices with quality laser imaging, modular design, intuitive setup, reliable operation and cost-efficiency.

Requirements in the office continue to grow while the size of the administrative staff continues to shrink. This trend affects businesses of all sizes, making the Lanier 2000 Fax an ideally suited office solution that promises to improve workflow and boost productivity. Indeed the competitively priced Lanier 2000 Fax is packed with value-added features that are typically reserved for more expensive systems, namely a 33.6 Kbps modem, fast scan speed, sizeable automatic document feeder, full dual access, large expandable paper supply, upgradeable memory and optional PC connectivity.

Whether placed as a traditional standalone fax or multifunctional device, the Lanier 2000 Fax delivers speed, versatility and economy. The new Lanier 2000 is yet another price/performance leader in Lanier's exceptional line of facsimile and multifunctional products.

Ruffin D. Fornea – Account Executive – 864-2400 ext #240

Ruffin D. Fornea

April 19, 2002

058-266-935

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **MARLIN R. LADNER** moved the following:

ENTER Closed Session to discuss whether or not to enter Executive Session to discuss:

- a) Pending litigation with Imperial Palace.
- b) Report by Mr. Tim Holleman on GRPC membership.
- c) Pending litigation with Mr. Hargrove.
- d) Personnel matters with County Administrator.
- e) Economic Development involving County-owned property.

There was a unanimous vote by the Board to enter Closed Session.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

Supervisor **CONNIE M. ROCKCO** moved, and Supervisor **MARLIN R. LADNER** seconded the following:

ENTER Executive Session.

There was a unanimous vote by the Board to enter Executive Session.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

Supervisor **BOBBY ELEUTERIUS** moved, and Supervisor **MARLIN R. LADNER** seconded the following:

RECONVENE from Executive Session.

There was a unanimous vote by the Board to reconvene from Executive Session.

The Board Attorney reported that the Board received an up-date on the above listed matters. No action was taken.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

Mr. Robert Weaver, Sand Beach Director, appeared before the Board and presented a preliminary plan for dogs access on the beach outlining four possible areas to be designated for this purpose. The Board will review the proposal that would require an amendment to the present Sand Beach Ordinance and bring this matter back for discussion at the first meeting of the July term. The Sand Beach Director will get information from veterinarians on vaccination requirements.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

ORDER APPROVING CLAIMS DOCKET, PER STATUTE

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE Claims Docket, per statute, as follows:

FUND	DESCRIPTION	BEGINNING CLAIM	ENDING CLAIM
001	GENERAL COUNTY FUND	6495	6848
007	PUBLIC SAFETY FUND	22	22
057	LOCAL LAW ENFORCE BLOCK GRANT	50	50
058	FEDERAL GRANT	218	221
104	RECORD MANAGEMENT FUND	40	40
121	H/C FIRE DISTRICTS	343	354
125	SPECIAL REAPPRAISAL FUND	75	75
126	ESCROW FUND	212	214
150	ROAD FUND	1878	1924
156	ROAD PROTECTION FUND	410	421
160	BRIDGE & CULVERT FUND	169	172
301	CAPITAL PROJECT ROAD FUND	25	26
303	MS DEVELOPMENT BANK \$10M	218	224
304	MS DEVELOPMENT BANK JAIL REPAIR	37	37
361	G.O. YOUTH DETENTION	42	42
366	G O BD 8.5 93 SERIES CONSTRUCT	52	53
367	ALLIED ENTERPRISE BUILDING	9	10
400	SHERIFF'S CANTEEN FUND	172	172
622	911 EMER COMMUNICATIONS SYSTEM	138	143
681	PAYROLL CLEARING FUND	351	352

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

ORDER APPROVING PAYMENT OF CLAIMS, AS LISTED

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment of claims, as listed:

a) \$4,000 to Corrections Management Services for services at Adult Detention Facility for ACA accreditation for month of May 2002, payable from 001-211-581.

b) \$215.41 to Mike Worley for mileage and travel cost for expert witness testimony in Imperial Palace lawsuit, as recommended by Joe Meadows, payable from 001-100-581.

c) \$6,112.90 to Dukes, Dukes, Keating & Faneca, Inv. #8845, for services during May 2002, Harrison County Sheriff's administrative file, payable from 001-211-550.

d) \$8,475.71 to J.O. Collins Contractors, Application and Certificate for Payment #18, County Jail renovation to Juvenile Detention Facility, payable from 361-223-581, as recommended by Philip Shaw, architect.

e) \$5,000 to Shaw Design Group, Invoice #2023-3, services rendered on Jail Renovation Study, Harrison County Adult Detention Facility, payable from 304-238-581.

f) \$18,972.26 to Meadows Riley Law Firm, general County business for month of May 2002.

g) \$3,972.50 to Hessel & Associates, services rendered on the HOME program and drafting new subdivision ordinance, payable from 001-690-581.

h) \$129,221.00 to Mississippi Security Police, Invoice #544, security management services at Juvenile Detention Center, payable from 001-223-581.

i) \$7,796.44 to Guild Hardy Associates for the following:

1) Invoice #01-04-6, architect services on new building for Allied Enterprises, payable from 367-405-901.

2) Invoice #99-09-14, architect services on new Health Department building, payable from 366-404-581.

j) \$385,702.85 to Addison Construction, Application for Payment #10 for work on new Health Department building, recommended for payment by Guild Hardy Associates, payable from 366-404-581.

k) \$159,911.70 to Trademark Construction, Application and Certificate for Payment #6 for work on new building for Allied Enterprises, recommended for payment by Guild Hardy Associates, payable from 367-405-901.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER AUTHORIZING PAYMENT OF \$100 REGISTRATION FEE FOR
CHANCERY CLERK JOHN MCADAMS TO ATTEND THE 2002
CONVENTION OF THE MISSISSIPPI CHANCERY CLERKS
ASSOCIATION**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE payment of \$100 registration fee for Chancery Clerk John McAdams to attend the 2002 convention of the Mississippi Chancery Clerks Association.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER AUTHORIZING \$598.93 REFUND TO EUPHEMIA S. COATS
FOR TAXES PAID IN ERROR ON PARCEL #0704C-01-019.000**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE \$598.93 refund to Euphemia S. Coats for taxes paid in error on parcel #0704C-01-019.000 (homestead exemption left off.)

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING PAYMENT OF TORT CLAIMS TO DUKES,
 DUKES, KEATING & FANCA IN THE TOTAL AMOUNT OF
 \$22,731.96, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment of tort claims to Dukes, Dukes, Keating & Faneca in the total amount of \$22,731.96, as listed:

- a) #8766, \$110.00, *Henry v. Harrison County Sheriff's Department, et al.*
- b) #8767, \$637.38, *Bailey v. Sheriff Payne, et al.*
- c) #8768, \$245.58, *Hartman v. Joe Price, et al.*
- d) #8769, \$675.25, *Cooley v. Harrison County Sheriff's Department, et al.*
- e) #8770, \$93.60, *Lott v. Harrison County Sheriff's Department, et al.*
- f) #8771, \$123.60, *Lord Prince Supreme Ami v. Sheriff Payne.*
- g) #8772, \$123.60, *West v. Joe Price, et al.*
- h) #8773, \$163.60, *Winters v. Deputy Chris Taylor, et al.*
- i) #8774, \$73.60, *Billy Wayne Rivers - Civil Rights Complaint.*
- j) #8775, \$73.60, *Jeffory Granberry - Notice of Claim.*
- k) #8776, \$1,651.85, *Thomas v. Sheriff Payne, et al.*
- l) #8777, \$1,340.34, *Johnson v. Harrison County Sheriff's Department, et al.*
- m) #8778, \$1,066.40, *Fulks v. Sheriff Payne, et al.*
- n) #8779, \$3,933.68, *Watford and Lewis - Notice of Claim..*
- o) #8780, \$95.40, *Iris Jackson - Notice of Claim.*
- p) #8781, \$73.60, *Owens v. Joe Price, et al.*
- q) #8781, \$623.60, *Stack v. Payne, et al.*
- r) #8783, \$372.30, *Murphy v. Payne, et al.*
- s) #8784, \$520.94, *Michael Ryan James*
- t) #8785, \$94.50, *Grant v. Harrison County Sheriff's Department.*
- u) #8786, \$5,603.39, *Donald Ray Roberson Jr. - Wrongful Death Claim; Ariel and
 Barbara Randall*
- v) #8787, \$255.00, *Shavers v. Gibson, et al.*
- w) #8788, \$87.36, *Field v. Sheriff Payne*
- x) #8789, \$1,073.50, *Turner v. Sheriff Payne, et al.*
- y) #8790, \$416.95, *Clark v. Sheriff Payne, et al.*
- z) #8791, \$193.60, *John E. Hilton.*
- aa) #8792, \$3,009.74, *Ramona Page - pro se plaintiff.*

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING PAYMENT OF TORT CLAIM TO MEADOWS
RILEY LAW FIRM IN THE TOTAL AMOUNT OF \$3,158.01, AS
LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment of tort claim to Meadows Riley Law Firm in the total amount of \$3,158.01, as listed:

- a) Constantin Moustacas, \$103.62.
- b) Christopher Clayton, \$1,062.50.
- c) Stacey Colley, \$153.62.
- d) Ernest Loving, \$75.00.
- e) Loretta Collins, \$26.98.
- f) Vicki Osborn, \$375.00.
- g) Lawrence Thomas, \$175.00.
- h) Gracie Moses, \$372.75.
- i) Sherry Watford, \$50.00.
- j) Gloria Moody, \$106.60.
- k) Geneva Lawrence, \$375.00.
- l) Robin Irby, \$281.94.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Representatives of McDonald Corporation appeared before the Board to inquire about status of their offer for purchase of county-owned property. The County Administrator stated that she has only received two out of the three required appraisals. Hopefully, the last appraisal will be on hand for the Board to take action at the first meeting of the July term. They also requested access to the property for preliminary samples borings. The Board has already agreed to the request and the Board Attorney will transmit to them a copy of said order.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor LARRY BENEFIELD moved the adoption of the following Order:

AN ORDER OF THE HARRISON COUNTY SUPERVISORS
REJECTING THE PROTEST OF DOLEAC ELECTRIC COMPANY,
INC. DECLARING EEC THE LOW BIDDER FOR THE FIRE
ALARM REPLACEMENT SYSTEM AT THE HARRISON COUNTY
ADULT DETENTION CENTER, AND FOR RELATED PURPOSES.

WHEREAS, Doleac Electric Company, Inc., filed a formal protest with the Harrison County Board of Supervisors (hereafter "the Board") objecting to the Board's award of the low bid to EEC for the fire alarm replacement system at the Harrison County Adult Detention Center for alleged non-compliance with certificate of responsibility; and

WHEREAS, after having reviewed all of the documents, and the recommendation of the Board attorney and that of Phillip Shaw, Project Architect, the Board found that the protest of Doleac Electric Company, Inc., should be rejected.

NOW THEREFORE BE IT ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, AS FOLLOWS:

SECTION I. Upon the adoption of this order, Harrison County Board of Supervisors does hereby reject the protest filed

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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by Doleac Electric Company, Inc., to the award of the bid for the fire alarm replacement at the Harrison County Adult Detention Center, to the low bidder, EEC.

SECTION II. Based upon the Board's investigation and the recommendation of the Board Attorney as well as Phillip Shaw, Project Architect, the Board finds that the protest and/or objection of Doleac Electric Company, Inc., should be denied.

Supervisor CONNIE M. ROCKCO seconded the Motion to adopt the above and foregoing Order whereupon the President put the question to a vote with the following results:

Supervisor BOBBY ELEUTERIUS	voted, <u>AYE</u> ,
Supervisor MARLIN LADNER	voted, <u>AYE</u> ,
Supervisor LARRY BENEFIELD	voted, <u>AYE</u> ,
Supervisor CONNIE ROCKCO	voted, <u>AYE</u> ,
Supervisor WILLIAM MARTIN	voted, <u>AYE</u> ,

The majority of the members present having voted in the affirmative, the President then declared the Motion carried and the Order adopted on this the 10th day of June, 2002.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following

**ORDER NUNC PRO TUNC, AS OF JANUARY 7, 2002, ACCEPTING
PROPOSALS FROM BANKS TO KEEP HARRISON COUNTY FUNDS
FOR A PERIOD OF TWO YEARS, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ORDER Nunc Pro Tunc, as of January 7, 2002, accepting proposals from banks to keep Harrison County funds for a period of two years, same being as listed:

- a) BancorpSouth.
- b) Coast Community Bank.
- c) Hancock Bank
- d) The Peoples Bank.
- e) Whitney National Bank.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING PAYROLL FOR THE ELECTION WORKERS FOR
THE JUNE 4, 2002 DEMOCRATIC PRIMARIES**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payroll for the Election workers for the June 4, 2002 Democratic primaries.

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

- | | |
|------------------------------------|-----|
| Supervisor BOBBY ELEUTERIUS voted | AYE |
| Supervisor LARRY BENEFIELD voted | AYE |
| Supervisor MARLIN R. LADNER voted | AYE |
| Supervisor WILLIAM W. MARTIN voted | AYE |
| Supervisor CONNIE M. ROCKCO voted | AYE |

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING LINE ITEM TRANSFER IN THE AMOUNT OF
\$99.00 FROM 001-174-695 TO 001-174-935 TO COVER BALANCE
OF COST FOR CAPITAL EXPENSE PURCHASE OF ONE HP 318
PHOTOSMART DIGITAL CAMERA FROM OFFICE DEPOT IN THE
TOTAL AMOUNT OF \$199.00 FOR USE BY THE YOUTH COURT**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE line item transfer in the amount of \$99.00 from 001-174-695 to 001-174-935 to cover balance of cost for capital expense purchase of one HP 318 Photosmart Digital Camera from Office Depot in the total amount of \$199.00 for use by the Youth Court.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER ACKNOWLEDGING RECEIPT OF FORFEITED VEHICLES TO BE
PLACED ON THE INVENTORY LIST, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACKNOWLEDGE receipt of forfeited vehicles to be placed on the inventory list, as listed:

a) 1994 Chevrolet Berreta, VIN# 1G1LV15M9RY111587.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **MARLIN R. LADNER** moved adoption of the following:

**ORDER AUTHORIZING TRANSFER OF ASSET # 4526, 1988 1/2 TON
TRUCK VIN# GCDC14H5JZ23358 TO THE CITY OF LONG BEACH
PUBLIC WORKS, AND AUTHORIZING THE INVENTORY CLERK TO
REMOVE SAME FROM THE INVENTORY**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE transfer of Asset # 4526, 1988 1/2 ton truck VIN# GCDC14H5JZ23358 to the city of Long Beach Public Works. It is further,

ORDERED that the Board does HEREBY AUTHORIZE the inventory Clerk to remove same from the inventory.

Supervisor **LARRY BENEFIELD** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING LOAN OF ASSETS # 6597, 1992 ALAMO LONG
ARM MOWER AND # 6640, 1992 FORD TRACTOR TO THE CITY OF
BILOXI**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE loan of Assets # 6597, 1992 Alamo long arm mower and # 6640, 1992 Ford Tractor to the city of Biloxi.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER DESIGNATING THE PURCHASE CLERK, THE CLERK OF THE
BOARD AND ANY DEPARTMENT HEAD, AS THE BOARD
REPRESENTATIVES TO RECEIVE BIDS, AS LISTED**

1ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY DESIGNATE the Purchase Clerk, the Clerk of the Board and any Department Head, as the Board representatives to receive bids, as listed:

- a) June 19, 2002 - 10:00 a.m. Construction of .57 miles of bridges and approaches on Old Highway 15, in Harrison County, Mississippi, Project LSB-24(5).
- b) June 25, 2002 - 2:00 p.m. - Labor and materials for drainage and utility improvements at the Prudie Circle Sports Complex.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER REQUESTING THE HARRISON COUNTY TOURISM
COMMISSION TO ADVERTISE COUNTY RESOURCES, AS LISTED**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY REQUEST the Harrison County Tourism Commission to advertise County resources, as listed:

- a) \$750.00 to sponsor the 10th Annual South Mississippi Child Abuse Conference, August 26 and 26, 2002 in Biloxi, Mississippi.
- b) \$110.00 for full page ad in the Mercy Cross High School 2002 football season program.
- c) \$240.00 for full page ad (2 shows) in Phoenix Productions 2002 stage productions program.
- d) \$150.00 for full page ad in the Mississippi Gulf Coast Community College 2002 football season program.
- e) \$750.00 to sponsor the 6th annual Stop the Violence basketball tournament, June 22-23, 2002 in Biloxi, Mississippi.
- f) \$600.00 to the Mississippi Justice Court Judge Association.
- g) \$500.00 to the Mississippi Coastliners fast pitch softball team.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER ACKNOWLEDGING RECEIPT OF REQUEST FOR REVIEW OF
APPLICATION, DMR-02312, FILED WITH THE MISSISSIPPI
DEPARTMENT OF MARINE RESOURCES BY WILLIAM DORGAN, AND
AUTHORIZING THE BOARD PRESIDENT TO EXECUTE SAME**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does **HEREBY ACKNOWLEDGE** receipt of request for review of application, DMR-02312, filed with the Mississippi Department of Marine resources by William Dorgan, same being as follows:



MISSISSIPPI
DEPARTMENT OF MARINE RESOURCES

REQUEST FOR REVIEW OF APPLICATION

TO: Mayor, City of Biloxi
District Attorney, Harrison County
Harrison County Prosecuting Attorney
✓ Harrison County Board of Supervisors
Gulf Regional Planning Commission
Southern Mississippi Planning and Development District
Mississippi Wildlife Federation
Department of Wildlife, Fisheries and Parks
Secretary of State

FROM: Department of Marine Resources

SUBJECT: Application by William Dorgan; DMR-02312

DATE: May 24, 2002

In accordance with the provisions of the Coastal Wetlands Protection Law, we herewith enclose a copy of the application by William Dorgan; DMR-02312.

If you would like to comment on the proposed project, please provide your comments in writing to our office by 1:00 p.m. on June 14, 2002.

If you do not wish to submit comments on this application, please acknowledge receipt by signing and returning this Request to the Department of Marine Resources.

ACKNOWLEDGMENT OF RECEIPT: _____
Signature Date

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

It is further,

ORDERED that the Board authorize the Board President to execute said Request for Review of Application.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER APPROVING PAYMENT IN THE AMOUNT OF \$47,457.90 TO
MISSISSIPPI PUBLIC ENTITY WORKERS' COMPENSATION TRUST TO
BRING ESCROW BALANCE TO THE REQUIRED \$50,000.00
MINIMUM**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE payment in the amount of \$47,457.90 to Mississippi Public Entity Workers' Compensation Trust to bring escrow balance to the required \$50,000.00 minimum.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING THE REQUEST OF THE DEPARTMENT OF
HUMAN SERVICES TO PURCHASE THREE CELL PHONES AND
SERVICES FOR USE BY THE CHILDREN SERVICES ON-CALL
WORKERS AND SUPERVISORS AND THE COUNTY DIRECTOR**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE the request of the Department of Human Services to purchase three cell phones and services for use by the Children Services on-call workers and supervisors and the County Director. Money to cover this expense is within their budget.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER AUTHORIZING A \$5,000.00 APPROPRIATION TO THE
BILOXI BAY CHAMBER OF COMMERCE FOR THE ANNUAL BILOXI
JULY 4TH FIREWORKS SHOW, PAYABLE FROM 126-100-701**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE a \$5,000.00 appropriation to the Biloxi Bay Chamber of Commerce for the annual Biloxi July 4th fireworks show, payable from 126-100-701.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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**MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM**

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING THE REQUEST OF EDDIE BIGELOW TO EMPLOY
DODIE BUSBY, REAL ESTATE APPRAISER, TO PREPARE REPORTS
FOR THE HAZARD MITIGATION GRANT PROGRAM AT A COST OF
\$300.00 EACH**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE the request of Eddie Bigelow to employ Dodie Busby, Real Estate Appraiser, to prepare reports for the Hazard Mitigation Grant Program at a cost of \$300.00 each.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER APPROVING LOCAL AREA 6'S REQUEST FOR CASH
PROGRAM YEAR 2000 AND 2001 # 23, 24, 9 AND 10 FOR
\$130,100.00, \$58,779.00, \$145,300.00 AND \$216,421.00,
RESPECTIVELY, AND AUTHORIZING DISBURSEMENT OF FUNDS TO
GULF COAST BUSINESS SERVICES CORPORATION UPON RECEIPT
OF SAME**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE Local Area 6's request for cash program year 2000 and 2001 # 23, 24, 9 and 10 for \$130,100.00, \$58,779.00, \$145,300.00 and \$216,421.00, respectively. It is further,

ORDERED that the Board does HEREBY AUTHORIZE disbursement of funds to Gulf Coast Business Services Corporation upon receipt of same.

Supervisor **CONNIE M. ROCKCO** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

ORDER APPROVING TRAVEL, AS LISTED

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE travel, as listed:

a) Jennifer McLaughlin, Beautification Director, to attend Keep America Beautiful mid-year conference in New Orleans, LA, July 31-August 3, 2002 at a cost of \$216.80. The \$175.00 registration fee will be paid by Keep Mississippi Beautiful.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER APPROVING GRANT APPLICATION WITH THE MISSISSIPPI
DEPARTMENT OF ENVIRONMENTAL QUALITY FOR 2002
HOUSEHOLD WASTE GRANT TO FUND HARRISON COUNTY'S
HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT SLATED FOR
OCTOBER 5, 2002, AND AUTHORIZING THE BOARD PRESIDENT TO
EXECUTE SAME**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY APPROVE grant application with the Mississippi Department of Environmental Quality for 2002 Household Waste grant to fund Harrison County's household hazardous waste collection event slated for October 5, 2002, same being as follows:

Right-Way-To-Throw-Away
Grant Application



State Of Mississippi

Mississippi Department Of Environmental Quality
Office of Pollution Control
P. O. Box 10385
Jackson, Mississippi 39289-0385

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Form HHW-02

HOUSEHOLD HAZARDOUS WASTE
GRANT APPLICATION

- I. Applicant Information: Harrison County Wastewater and Solid
- Name of Applicant: Waste Management District
 - Address of Applicant: 14108 Airport Road Gulfport MS 39503
 - Telephone Number of Applicant: (228) 868 - 8752
 - Contact Person: Paul Vanderfin
 - Address of Contact Person: 14108 Airport Road
- City Gulfport State MS Zip 39503
- Telephone Number of Contact Person: (228) 868 - 8752
 - If a Multicounty Agency, please list the Counties that the proposed project will service.
County/City Name:
N/A

- II. Program Information:
- Number of people in service area: Approx. 193,000
 - Estimated cost of project: \$ 73,000
 - Date(s) of proposed collection: October 5, 2002
 - Time of proposed collection: 9am - 2pm
 - Proposed transporter/contractor: to be determined
 - Proposed transporter/contractor address:
to be determined
- City _____ State _____ Zip _____
- Proposed transporter/contractor EPA I.D. No.: to be determined

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Page :

III. Certification:

1. Is the applicant in violation of, or delinquent on, any conditions of a previously awarded grant or loan by this Department?

YES _____ (if yes, please explain).

NO X

2. To the best of my knowledge and belief, I certify the information provided in this application is true, accurate and correct. I further certify that I possess the authority to apply for this grant on behalf of this party.

Name of authorized representative (Please type/print)

Title of authorized representative (Please type/print)

Signature of authorized representative

6/10/02
Date

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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HOUSEHOLD HAZARDOUS WASTE
GRANT APPLICATION
ATTACHMENTS

1. Please provide a detailed narrative description of the proposed household hazardous waste program that includes: (1) the project service area and number of people served, (2) estimated amount and types of household hazardous waste to be collected, (3) the extent the project proposes to recycle or reuse specified household waste, and (4) public information and education procedures.

See attached documentation

2. Please provide information detailing the projected budget, which shall include the program's cost estimate, by major expense category, for the funding being requested.

See attached documentation

3. Please provide a statement, by the applicant's authorized representative, that the applicant will provide at least 25% local match for the grant request.

See attached documentation

4. Please provide, if applicable, the applicant's intergovernmental compact or agreement between the applicable counties or municipalities.

See attached documentation

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appropriate charity and other non-profit organizations will be contacted and given the opportunity to claim safe usable materials.

The County, with assistance from the contractor, will provide a comprehensive report following the event which will include, at a minimum, the following:

- A description of the public education and promotional campaign,
- A in-kind services and actual expense report by category,
- Survey results from participants,
- The amount of waste collected by type, and
- The number of residents that participated.

See attachment for 2002 Household Hazardous Waste collection event results and expense report. (ATTACHMENT C) Note number of participants was slightly lower than previous years because Harrison County has open a Household Hazardous Waste permanent collection center that is open once a month, which last year 456 people used the center to drop off household hazardous materials.

It is difficult to predict the level of participation and the amount of material that will be delivered to the collection site, the following rough projections are offered:

2002 event projections:

Participants	1,000
Batteries	600
Used oil	3,000 gallons
Antifreeze	500 gallons
Paint related materials	20,000 pounds
Aerosols	3000 pounds
White goods	400
Hazardous Materials	10,000 pounds
Tires	2000

An intensive public education and awareness campaign will be launched to achieve the following goals:

- Increase public knowledge of what Household Hazardous Waste consists of,
- The potential danger posed by such materials,
- The importance of proper disposal,
- Increase knowledge of MDEQ's Right-to Throw-Away program,
- Opportunities for recycling, and
- Alternative products.

The local media, which includes television, radio, and newspapers will be utilized to accomplish this goal. News releases, posters, flyers, mail out, and paid advertising will be utilized to accomplish stated public information and educational goals. Also, specialty program, such as WLOW TV 13 Firstnews Show and Mid Day program and WVMI's Talk Mississippi program, will be used to promote the event and increase hazardous waste education.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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SECTION IV.

Intergovernmental agreements:

No intergovernmental agreements are necessary for this project.

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BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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It is further,

ORDERED that the Board does HEREBY AUTHORIZE the Board President to execute said grant.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

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MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER ACKNOWLEDGING RECEIPT OF THE LETTER OF
 RESIGNATION TENDERED BY MR. PAUL MCKAY, WOOLMARKET
 FIRE DISTRICT COMMISSIONER, UNDER DATE OF FEBRUARY 28,
 2002 AND APPOINTING MR. BOBBY WARE AS A MEMBER OF THE
 FIRE COMMISSION REPRESENTING WOOLMARKET FOR A TERM
 ENDING JUNE 10, 2006**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACKNOWLEDGE receipt of the letter of resignation tendered by Mr. Paul McKay, Woolmarket Fire District Commissioner, under date of February 28, 2002, same being as follows:

February 28, 2002

To: District 5 Supervisor Connie Rocko
 P.O. Box Drawer CC
 Gulfport, Ms. 39502

From: Paul G. McKay
 13068 Wash Fayard Road
 Biloxi, Ms. 39532

Dear Supervisor Rocko,

Since the incorporation of the Woolmarket Volunteer Fire Department (WVFD) as a non-profit corporation under the laws of Mississippi, in 1967, I have served the department and my community in every position-both line and staff. As a line officer, I served in every station from fireman to Chief and as staff I have served in every elected position in the department, including representing the department on the Harrison County Fire Commission.

Due to my residence being annexed into Biloxi, the new fire station is no longer near my residence, and I feel the need to enter into other endeavors whereby my opinions, and thoughts are actively sought and respected; I hereby tender my resignation to the Harrison County Fire Commission. I strongly encourage you to appoint someone in the unincorporated area of Woolmarket to replace me. Hopefully, this person will be as energetic as I was when the commission was originally appointed.

By copy of this letter to the WVFD, I tender my resignation to the Department. During the years, I have many fond memories of the men and women in the department-our trying times begging, borrowing, and maybe stealing to maintain the department. The department began with a 1942 Dodge Crash Truck housed in a building with a dirt floor. Now it is well equipped and in a new fire station.

The department began with more volunteers than it has currently. Hopefully, someday, the general public as well as the Board Of Supervisors will truly appreciate the hours of service provided by all the volunteers in fire service. Possibly, the BOS might use some of their power to actually praise and applaud the volunteers, not take them for granted.

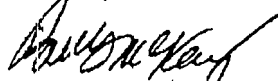
The spirit of volunteering is steadily dying and without proper encouragement and respect by BOS and its representatives, the volunteer fire service in Harrison County will slowly and surely be a thing of the past. A case in point is that the Grand Casino every Monday in March is giving firefighters a free buffet. The firefighters must present an ID to receive the free buffet. To my knowledge, the non-paid volunteers have no picture ID; only a badge. The volunteer loses again.

After thirty-five years, it is time for me to place my efforts on endeavors that are not as physically taxing as fighting fires.

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

In conclusion, it is with fond memories and deep regret that I tender my resignation to the Harrison County Fire Commission and to the Woolmarket Volunteer Fire Department.

Yours truly,


 Paul G. McKay

It is further,

ORDERED that the Board does HEREBY APPROVE the appointment of Mr. Bobby Ware as a member of the Fire Commission representing Woolmarket for a term ending June 10, 2006.

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

ORDER AMENDING ORDER ADOPTED MAY 28, 2002 AUTHORIZING JUDGES FORETICH, LADNER AND RAY TO ATTEND THE AJA 42ND EDUCATIONAL CONFERENCE, SEPTEMBER 8-13, 2002 IN MAUI, HAWAII AT AN ESTIMATED COST OF \$1,938.00 PER PERSON, TO REFLECT THAT THE MISSISSIPPI JUDICIAL COLLEGE WILL PAY FOR THE AIR FARE AND REGISTRATION WHICH IS AN ESTIMATED COST OF \$1,350.00 PER PERSON. THE COUNTY WILL REIMBURSE COST FOR LODGING, MEALS AND CAR RENTAL

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AMEND order adopted May 28, 2002 and recorded in Minute Book 366, Page 168, authorizing Judges Foretich, Ladner and Ray to attend the AJA 42nd Educational Conference, September 8-13, 2002 in Maui, Hawaii at an estimated cost of \$1,938.00 per person, to reflect that the Mississippi Judicial College will pay for the air fare and registration which is an estimated cost of \$1,350.00 per person. The County will reimburse cost for lodging, meals and car rental.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER REQUESTING THE COUNTY ADMINISTRATOR TO COMPILE
INFORMATION REGARDING COUNTY TAX DOLLARS SPENT IN THE
CITIES AND WRITE A RESPONSE TO THE PRESS**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY REQUEST the County Administrator to compile information regarding County tax dollars spent in the cities and write a response to the press.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER APPROVING THE EMPLOYMENT OF MEADOWS & RILEY TO
FILE A WAIVER ON BEHALF OF HARRISON COUNTY IN CAUSE NO.
02-01240 STYLED VOLME J. SWANIER V. JOSEPH SWANIER, ET AL**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does **HEREBY APPROVE** the employment of Meadows & Riley to file a waiver on behalf of Harrison County in Cause No. 02-01240 styled *Volme J. Swanier v. Joseph Swanier, et al*, which is a tax confirmation.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **LARRY BENEFIELD** moved adoption of the following:

**ORDER ACKNOWLEDGING RECEIPT OF THE PROCLAMATION BY
 THE GOVERNOR OF THE STATE OF MISSISSIPPI DECLARING
 THURSDAY JULY 4, 2002 A LEGAL HOLIDAY, AND AUTHORIZING
 OFFICES TO BE CLOSED ON FRIDAY JULY 5, 2002 IN FURTHER
 OBSERVANCE OF INDEPENDENCE DAY AND CONCURRING THEREIN**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY ACKNOWLEDGE receipt of the proclamation by the Governor of the State of Mississippi declaring Thursday July 4, 2002 a legal holiday, and authorizing offices to be closed on Friday July 5, 2002 in further observance of Independence Day and concurring therein, said proclamation being as follows:

Mississippi Secretary of State
Publications & Administration
Proclamations

Home | Business Services | Elections | Publications/Administration | Public Lands | Links

State Holiday
 Proclamations

> *Independence Holiday*

STATE OF MISSISSIPPI

- New Year's Day
- Robert E. Lee's Birthday
- Martin Luther King's Birthday
- George Washington's Birthday
- Confederate Memorial Day
- National Memorial Day
- Jefferson Davis' Birthday
- Independence Day
- Labor Day
- Armistice Day
- Thanksgiving Holiday
- Christmas Holiday

• State Holidays In Mississippi

• SOS Home

Office of the Governor



A Proclamation
 by
 Governor Ronnie Musgrove

WHEREAS, under the provisions of Section 3-3-7, Mississippi Code of 1972, Independence Day is declared a legal holiday in the State of Mississippi; and

WHEREAS, during the Fourth of July holiday, many State employees will travel to spend time with their families in Mississippi and in other state; and

NOW, THEREFORE, I, Ronnie Musgrove, Governor of the State of Mississippi, pursuant to Section 3-3-7, Mississippi Code of 1972, hereby authorize the closing of all offices of the State of Mississippi on Thursday, July 4, 2002, in observance of INDEPENDENCE DAY.

IN ADDITION, I hereby authorize the closing of all offices of the State of Mississippi, in the discretion of the respective agency heads, on Friday, July 5, 2002, in further observance of the FOURTH OF JULY HOLIDAY.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.

DONE in the City of Jackson, June 6th, 2002 in the two hundred and twenty-fifth year of the United States of America.



Ronnie Musgrove

RONNIE MUSGROVE
 GOVERNOR

BY THE GOVERNOR

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**RESOLUTION OF THE HARRISON COUNTY BOARD OF SUPERVISORS
REQUESTING THE UNITED STATES DEPARTMENT OF JUSTICE TO
DENY THE REDISTRICTING PLAN**

The aforesaid motion failed for lack of a second on same.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER REQUESTING THE COUNTY ADMINISTRATOR TO SET UP A
MEETING/RETREAT WITH ALL ELECTED OFFICIALS AND
DEPARTMENT HEADS TO DISCUSS STRATEGIC LONG RANGE PLANS
FOR THE COUNTY PRIOR TO BUDGET HEARINGS**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY REQUEST the County Administrator to set up a meeting/retreat with all elected officials and department heads to discuss strategic long range plans for the County prior to budget hearings.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

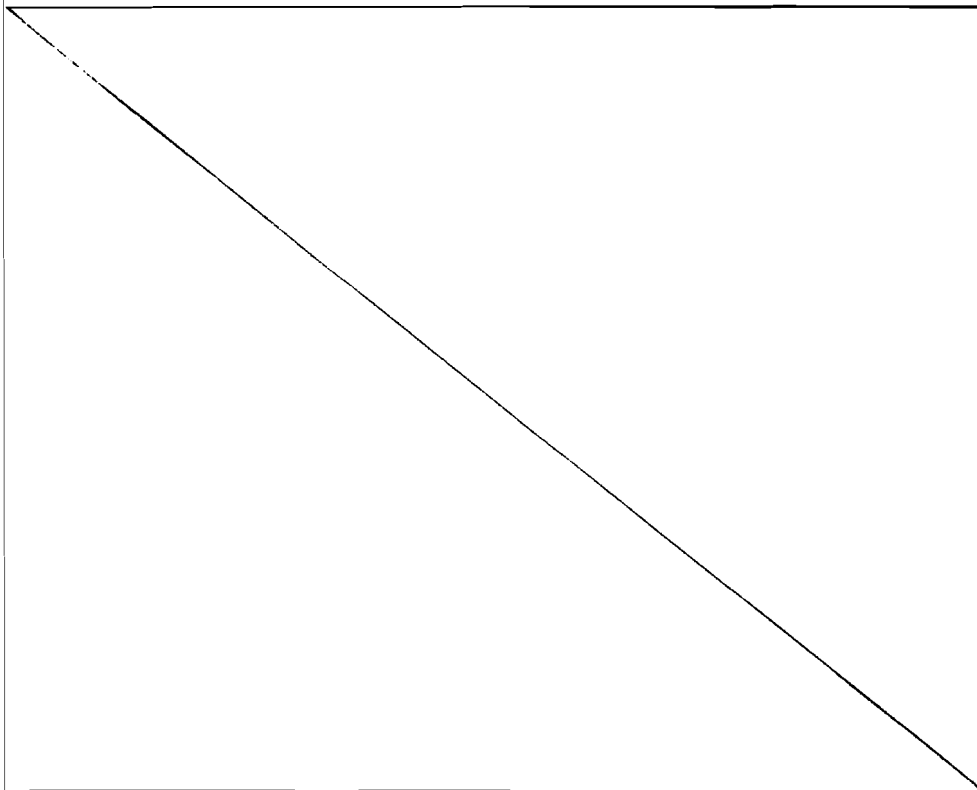
MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **BOBBY ELEUTERIUS** moved adoption of the following:

**ORDER FINDING THAT NO BIDS WERE RECEIVED JUNE 6, 2002
FOR PURCHASE OF ONE OR MORE FOUR-WHEELERS FOR USE BY
THE SHERIFF'S SAND BEACH PATROL, AND AUTHORIZING
READVERTISEMENT FOR SAME**

WHEREAS, the Board of Supervisors does hereby find as follows:

1. That this Board, at a meeting heretofore held on the 13th day of May 2002, adopted an Order authorizing and directing the Clerk of the Board to cause publication of Advertisement for Bids for one or more Honda Rancher 4X2 vehicles.
2. That as directed in the aforesaid Order, said Advertisement for Bids was published in The Sun Herald newspaper, a newspaper published and having a general circulation in Harrison County, Mississippi for more than one year next immediately preceding the date of said Order directing publication of said Notice, and that the Publisher's Affidavit of Proof of Publication has been filed with the Clerk of this Board, by said Clerk exhibited to the Board, and shows that said Notice was published on May 24 and 29, 2002.
3. That publication of said notice has been made once each week for two consecutive weeks, the last of which was at least seven working days prior to June 6, 2002, the day fixed for receiving said bids in the Order identified in paragraph one thereof, said Proof of Publication being in the following form, words, and figures, to-wit:



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PROOF OF PUBLICATION

ADVERTISEMENT FOR BIDS

Sealed bids will be accepted by the Board of Supervisors of Harrison County, Mississippi, at the Board Meeting Room in the First Judicial District Courthouse in Gulfport, Mississippi, until the hour of 2:00 p.m. on June 6, 2002, for and then at said office bids will be publicly opened and read aloud.

ONE OR MORE HONDA RANCHER 4 X 2 VEHICLES, TO INCLUDE DEALER SET-UP PER VEHICLE, FOR THE HARRISON COUNTY SHERIFFS DEPARTMENT BEACH PATROL.

Bid forms may be obtained from the Harrison County Purchasing Department located in the First Judicial District Courthouse at 1801 23rd Avenue, Gulfport, Mississippi. The office telephone number is (228) 865-4028.

All bids must be on file with the Clerk of the Board prior to the opening time as stated above.

All bids must be sealed and clearly marked on the outside of the envelope as indicated bid for ONE OR MORE HONDA RANCHER 4 X 2 VEHICLES, TO INCLUDE DEALER SET-UP PER VEHICLE, FOR THE HARRISON COUNTY SHERIFFS DEPARTMENT BEACH PATROL to be opened June 6, 2002. Envelopes not so marked are submitted at the risk of the Bidder and the County assumes no responsibility for the premature opening of same by any County Employee.

Bids sent through the United States Mail are done so at the risk of the Prospective Bidder

and should be addressed to the Harrison County Board of Supervisors in care of the Harrison County Chancery Clerk, Post Office Drawer CC, Gulfport, Mississippi, 39502. The County is NOT responsible for bids that are mailed to the wrong address or for bids that arrive in the mail after the designated opening time. Bids may also be delivered to the Board of Supervisors meeting room at the First Judicial District Courthouse located at 1801 23rd Avenue in Gulfport, Mississippi, on June 6, 2002, prior to the bid opening time as listed above.

The Board of Supervisors will meet at the time and in the place stated first above in this Notice and will then and there open, read aloud, consider and take such action as the Board may then determine on proposals received in accordance with this Notice. The Board reserves the right to reject any and all proposals and to waive informalities.

By Order of the Board of Supervisors adopted May 13, 2002.

/s/ John McAdams, Clerk
Board of Supervisors
(SEAL)
P-13,adv24,29.2T 514665

STATE OF MISSISSIPPI
COUNTY OF HARRISON

Before me, the undersigned Notary Public of Harrison County, Mississippi, personally appeared Markell Miles

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 that 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. 118 No., 236 dated 24th day of July, 2002
- Vol. 118 No., 241 dated 29th day of July, 2002
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____
- Vol. _____ No., _____ dated _____ day of _____, 20 _____

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

Markell Miles
Clerk

M. Miles Sworn to and subscribed before me this 31st day of _____, A.D., 2002

Karen Shook
Notary Public

My Commission Expires October 15, 2002

Printer's Fee \$ _____

Furnishing proof of publication \$ _____

TOTAL \$ _____

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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4. That no bids were received on June 6, 2002, for the purchase of one or more four-wheelers for use by the Sheriff's Sand Beach Patrol. It is therefore,

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY AUTHORIZE readvertisement for the purchase of one or more four-wheelers for use by the Sheriff's Sand Beach Patrol.

Supervisor **MARLIN R. LADNER** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved the following:

ENTER Closed Session to continue discussing personnel matter.

There was a unanimous vote by the Board to enter Closed Session.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

Supervisor **BOBBY ELEUTERIUS** moved, and Supervisor **CONNIE M. ROCKCO** seconded the following:

ENTER Executive Session.

There was a unanimous vote by the Board to enter Executive Session.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

Supervisor **LARRY BENEFIELD** moved, and Supervisor **BOBBY ELEUTERIUS** seconded the following:

RECONVENE from Executive Session.

There was a unanimous vote by the Board to reconvene from Executive Session.

The Board Attorney reported that the Board discussed a personnel matter. No action was taken.

ALL ORDERED AND DONE this the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
JUNE 2002 TERM

Supervisor **CONNIE M. ROCKCO** moved adoption of the following:

**ORDER REQUESTING THE HARRISON COUNTY TOURISM
COMMISSION TO ADVERTISE COUNTY RESOURCES WITH A
\$10,000.00 APPROPRIATION FOR THE MISSISSIPPI 3RD ANNUAL
NATIONAL VETERANS PARADE ON NOVEMBER 9, 2002**

ORDERED BY THE BOARD OF SUPERVISORS OF HARRISON COUNTY, MISSISSIPPI, that the Board does HEREBY REQUEST the Harrison County Tourism Commission to advertise County resources with a \$10,000.00 appropriation for the Mississippi 3rd Annual National Veterans Parade on November 9, 2002.

Supervisor **BOBBY ELEUTERIUS** seconded the motion to adopt the above and foregoing order, whereupon the question was put to a vote with the following results:

Supervisor BOBBY ELEUTERIUS voted	AYE
Supervisor LARRY BENEFIELD voted	AYE
Supervisor MARLIN R. LADNER voted	AYE
Supervisor WILLIAM W. MARTIN voted	AYE
Supervisor CONNIE M. ROCKCO voted	AYE

The motion having received the affirmative vote from the majority of the supervisors present, the president declared the motion carried and the order adopted.

THIS the 10th day of June 2002.

* * *

MINUTE BOOK
BOARD OF SUPERVISORS, HARRISON COUNTY, MISSISSIPPI
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The following items came on for discussion by the Board:

a) Mr. Bob Galloway, reminded the Board of Supervisors that they will need to attend a joint meeting with the city of Gulfport on Tuesday, July 16, at 2:00 p.m. at Gulfport's City Hall to conclude the sale of the old County Health Department located on the main campus of Memorial Hospital at Gulfport.

b) Supervisor Rockco inquired whether the County could apply for a second study by the U.S. Army Corps of Engineers, Mobile District, to relieve flooding in the eastern part of the County. The County needs to fill in the proper request form and forward same to their offices for consideration.

c) The Board President recognized Senator Dawkins.

d) The Board President reminded the Board members that they were invited for a tour and lunch at the Saenger Theatre at 11:45 a.m. today.

e) Supervisor Rockco inquired whether Woolmarket Road could be added to State Aid Program for overlay. Garner Russell, stated that this would be included in the next four-year program.

f) The Board Attorney reported that he is checking on the ownership of old Highway 49 whether the County is responsible for maintenance by prescription since it was abandoned by the state. He will report his findings at a later date.

g) Supervisor Eleuterius inquired whether a negative vote would relieve him of personal liability in case of a lawsuit involving dogs on the beach. The Board attorney advised him that could be possible. Dogs are not allowed in County recreational facilities.

h) Supervisor Benefield questioned whether fees for administrative services for the Sheriff's Department by his attorney could be paid since the Board did not approve hiring for such. Account was incorrect and will be charged to the Sheriff's budget. The Board Attorney will review this matter and report his findings at a later date.

i) Supervisor Ladner requested that the Chancery Clerk look into the spread-account formula for County funds, discussed T-Bill rate and asked whether the bids had to be for a period of two years.

j) The County Administrator stated that her office has already started to compile information on expenditures in the cities.

k) Supervisor Benefield advised the Board that the Road Department will move a large amount of silt from Flat Branch to the Jack and Florence Goldin Park located on Prudie Circle.

l) The Board Attorney, the Circuit Clerk and GRPC will bring pertinent information concerning redistricting for consideration by the Board on June 24, 2002.

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JUNE 2002 TERM

ORDERED that the Board ADJOURN IN THE SECOND JUDICIAL DISTRICT until term in course.

THIS, the 10TH day of June 2002.



PRESIDENT