

**MINUTES**  
**HARRISON COUNTY DEVELOPMENT COMMISSION**  
**December 18, 2018**

The December regular meeting of the Harrison County Development Commission was called to order at 8:25 am on Tuesday, December 18, 2018 at Harrison County Development Commission, Gulfport, Mississippi.

Commissioners present: President Jimmy Levens, Brian Gollott, Rip Daniels (exited as noted), John "Shorty" Sneed, Jennifer Burke, Cliff Kirkland, Warren Conway, Frankie Castiglia, and Sam LaRosa. Commissioners absent: Sharon Bentz-Mustered and Mark Schloegel.

Staff members present: Executive Director Bill Lavers, Shannon Haynes, Staci Necaie, Marcia Crawford, Alyssa Castillo, Lee Barnes, Barbara Rominger, Brandi Hough, Lori Frazier and Michelle Walker as recording secretary.

Consultants present: Legal Counsel Jim Simpson and Don Clark with DCC Consultants.

The media was notified of this meeting.

**I. CALL TO ORDER**

Commissioner Levens called the meeting to order at this time.

Welcome Commissioner Frank W. Bordeaux.

**II. INTRODUCTION OF GUESTS**

Cindy Lamb with Pickering Firm, Bob Esher with T. Baker Smith, and Jason Overstreet with Overstreet and Associates.

**III. MEETING MINUTES**

Motion was made by Commissioner Castiglia to approve the November 20, 2018 meeting minutes and seconded by Commissioner Kirkland. After discussion, the motion carried unanimously.

**IV. *Vote Items***

- **Gericare DIP Closeout Package**

Commissioner Daniels made a motion to approve the Gericare DIP closeout package and send to MDA and seconded by Commissioner Burke. After discussion, the motion carried unanimously.

- **Tractor Resolution**

Commissioner Castiglia made a motion to approve the tractor resolution and seconded by Commissioner Gollott. After discussion, the motion carried unanimously.

- **Truck Resolution**  
Commissioner Castiglia made a motion to approve the truck resolution and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **Strategic Rail Resolution**  
Commissioner Kirkland made a motion to approve the Strategic Rail resolution and seconded by Commissioner Gollott. After discussion, the motion carried unanimously.
- **The Innovation Center Minutes**  
Bill Lavers recommended to table The Innovation Center minutes and appoint a few of the Commissioners as a Committee for The Innovation Center Board and TIC board go from 25 board members to 7 board members. Commissioner Kirkland made a motion to approve staff's recommendation and seconded by Commissioner Bordeaux. After discussion, the motion carried unanimously.
- **The Innovation Center By-Laws**  
Commissioner Kirkland made a motion to table The Innovation Center By-Laws and seconded by Commissioner Bordeaux. Commissioners LaRosa, Bordeaux, and Kirkland will be a Committee for The Innovation Center and for Bill Lavers, Executive Director HCDC and Stephen Whitt Executive Director TIC be involved. After discussion, the motion carried unanimously.

**A. Finance (Sneed, Chairman)**

- **Operations Financial Statements for October 2018**  
Commissioner Sneed made a motion to approve the October 2018 operation financial statements and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **Utilities Financial Statements for October 2018**  
Commissioner Sneed made a motion to approve the October 2018 utility financial statements and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **Operations Financial Statements for November 2018**  
Commissioner Sneed made a motion to approve the November 2018 Operation financial statements and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **Utilities Financial Statements for November 2018**  
Commissioner Sneed made a motion to approve the November 2018 Utility financial statements and seconded by Commissioner Burke. After discussion, the motion carried unanimously.

- **Operations Claims for November 2018**  
Commissioner Sneed made a motion to approve all claims for Operations for November 2018 Commissioner Bordeaux seconded the motion. After discussion, the motion carried unanimously.
- **Utilities Claims for November 2018**  
Commissioner Sneed made the motion to approve all claims for Utilities for November 2018 and Commissioner Bordeaux seconded the motion. After discussion, the motion carried unanimously.
- **Policy Change require 2 Signatures on any checks written over \$10,000.00**  
Commissioner Castiglia made a motion to approve the policy change to require 2 signatures on checks written over \$10,000.00 Bill Lavers, Commissioners Levens, and Schloegel are the signers and seconded by Commissioner Burke. After discussion, the motion carried unanimously.

## COMMITTEE REPORTS

### A. Marketing & Industrial

#### Team Reports

Team Reports was provided.

Bill Lavers gave an update on the Colombia visit.

### B. Innovation Center

Stephen Whitt provided a written status of the Innovation Center.

### C. Administrative, Engineering & Maintenance

- **Sewer-Pass Christian**  
Commissioner Castiglia made a motion to approve a residential home that is close to the Long Beach Industrial Park to be allowed to connect to the sewer in the LBIP and seconded by Commissioner Burke. After discussion, the motion carried unanimously.
- **The Innovation Center Roof**  
Commissioner Kirkland made a motion to proceed with if it's a bid item or a negotiation. Must have a payment performance bond and Don Clark is to update the Commission in either an Engineering Committee meeting or at the January 15, 2019 meeting and seconded by Commissioner Castiglia. After discussion, the motion carried unanimously.
- **Work Session**  
Commissioner Levens gave an update on the work session.  
*(Commissioner Daniels exited at this time)*

**V. Directors Report**

Bill Lavers provided a Directors Report.

**VI. Old/New Business**

- **Executive Director Auto Bid**

Commissioner Castiglia made a motion to approve the Executive Director to get a price on an auto bid and mileage rate to start January 2019 and seconded by Commissioner Sneed. After discussion, the motion carried unanimously.

- **Executive Session**

Commissioner Burke made a motion to consider going into Executive Session to discuss personnel issue and seconded by Commissioner Kirkland. After discussion, the motion carried unanimously.

Entered into Executive Session 9:38 a.m.


Exited Executive Session 10:20 a.m.

No action taken.

**VII. Announcements/Notices**

**VIII. ADJOURN**

There being no further business to come before the Commission, the meeting adjourned at 10:20 p.m.

  
Jimmy Levens, President

  
Mark Schloegel, Secretary