

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
February 3, 2015
6:00 pm CST

I. Call to Order –Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. Invocation – Councilmember Rech
2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

Present: Mayor Schafer, Councilmembers LaFontaine, Knobloch Sislow and Rech.
Absent: Councilmember Lopez

4. **Confirmation or Adjustment of the Agenda Order** – Councilmember Lopez moved, seconded by Councilmember LaFontaine, to amend and approve the Agenda Order as follows:

ADD 1. c. **2015-008**: Update Diamondhead Water & Sewer –Wastewater Treatment Facility.

DELETE 2. d. **2015-013**: Discussion of Events Committee development

REVISED- Docket of Claims Claims(DKT151178 thru DKT 151209)

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

II. **Presentation Agenda**

1. Council Comments
 - a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on February 18, 2015 in Council Chambers located at 5000 Diamondhead Circle
 - b. City Hall will be closed Monday, February 16, 2015 for President’s Day and Tuesday, February 17, 2015 for Mardi Gras
 - c. Mayor Schafer shared information regarding Diamondhead Water & Sewer District’s proposed wastewater treatment facility. Mayor explained that DWSD has contract with a third engineering firm for the project. The proposed facility will provide for chlorine disinfectant as opposed to the ultra-violet light method. He pledged to continue to provide project updates.
 - d. Mayor Schafer announced the annual State of the City would held sometime in February with announcements of specific date/time to be forthcoming.

2. City Manager’s Report

Update on Bandstand:

The Committee has apparently decided to select one of the two sites approved by the Council. We are in the process of writing an agreement that details the agreement and dedication of the bandstand to the City and establishes the City’s role and responsibility.

Compensatory Time:

I have eliminated voluntary compensatory time. Comp time should only be earned if work can’t be completed in an 8 hour day or if after hours work is required.

Hazard Mitigation Work on City Hall:

Architects have submitted request to MEMA for additional funding. The contractor has been notified of the request. We should have an answer from MEMA soon.

Branding:

Councilman Knobloch and I met with Tish Williams and Linda McCarthy of the Chamber and reviewed the graded submittals. We had submittals from 6 in-state firms and 1 out of state firm. Linda is now seeking prices from those firms and will report back.

Audit Services:

I have had discussions with several firms that conduct municipal audits. I am in negotiation with one firm now and will receive a letter of engagement with cost information by Friday.

Public Works:

Councilman Knobloch submitted a list of questions about public works projects so I’ve asked Richard Sullivan to address you tonight and bring you up to date with the larger projects that he’s been managing:

Rick Sullivan, Public Works Director, updated the progress on Dairy Queen Road. The project is now on the fast track. Discussions with Mike Collard of DWSD regarding underground utilities continue and request for locates have been made. Seymour Engineering is working on the plans.

Quotes for many of the drainage projects have come to high. Costs were negotiated with two firms resulting a \$12,000 savings on the Bayou Drive project scheduled to begin next week. Negotiations continue with 2 firms for Kapalama project. Plan modifications to the project to leave the headwalls intact, placement of concrete pipe and tie-in should result in a savings on that project. Alakoko project was completed in-house with a savings to the City of approximately \$16,000 to \$17,000.

JL McCool Contractors has not responded with a price quote as of yet and would expect this quote to be high. Discussions with City Manager to explore the purchase of used striping truck. The price received for the guardrail at Melton Ditch was \$9,000.00. Quotes are being received to purchase the guardrail for in-house installation. Sign installation has been taking place. The new signage installed meets state regulations for height.

Eight (8) jobs outlined in the Master Drainage Plan have been completed in the last few weeks. As a final note, the City obtained, at no charge, pipe from Hansen Pipe closing the Gulfport location.

Captain Al Hermann provided the Police Department update for the period January 1 – 31, 2015.

3. Public Comments on Agenda Items – None

4. Appointments/Oaths

- a. Appoint Grant Bower to the Planning & Zoning Commission to fill the unexpired term ending March 1, 2015

Councilmember Knobloch moved, seconded Councilmember Sislow, to appoint Grant Bower to the Planning & Zoning Commission to fill an unexpired term ending March 1, 2015

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

III. Policy Agenda

1. Approval of Minutes

- a. Councilmember Silsow moved, seconded by Councilmember LaFontaine to approve January 20, 2014 minutes as presented

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

2. Other Actions:

- a. **2015-009**: Accept transfer/responsibility of street lighting in The Oaks

Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to accept the transfer/responsibility of street lighting in the The Oaks consisting of the following:

14 M268 (SL4) Ornamental 100W @ \$8.49 each	\$118.86 p/month
19 M264 (SL7) with concrete pol @ \$11.76 each	\$223.44 p/month

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- b. **2015-010**: Accept transfer/responsibility of street lighting in the water tower roundabout

Councilmember Knobloch moved, seconded by Councilmember Rech, to accept transfer/responsibility of street lighting in the water tower roundabout consisting of four (4) 400 WHPS-urban (street) lights at a cost of \$103.20 monthly

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- c. **2015-011:** Renew termite control contract with Philip’s Pest Control Co., LLC services

Councilmember LaFontaine, seconded by Councilmember Rech, to renew the Termite Control Retreat Contract with Philip’s Pest Control Co., LLC at total annual contract price of \$1,480.00

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- e. **2015-006:** Approve Marketing Project Management Agreement with Hancock Chamber of Commerce

Councilmember Knobloch moved, seconded by Councilmember LaFontaine to approve the Marketing Project Management Agreement between the City of Diamondhead and Hancock Chamber of Commerce at an amount equal to 25% of the gross charges, not to exceed \$18,000, levied by third party agencies or vendors providing services, supplies and marketing properties during the agreement terms.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- f. **2015-014:** Approve Consulting Agreement with Pickering Engineering

Councilmember LaFontaine moved, seconded by Councilmember Sislow, to approve a consulting agreement between the City of Diamondhead Carl Ray Furr, Pickering Engineering for the term February 9 – 11, 2015

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

IV. Routine Agenda

- 1. Docket of Claims (Claims DKT151178 thru DKT151209)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims DKT151178 thru DKT151209)

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- 2. Net Payroll, including benefits and taxes, January 21, 2015 - \$44,349.05

V. Public Comments on Non Agenda Items –

Kenny Edmonds – Expressed concerns with regards to cost for DQ Road stating that in his opinion the costs should be assumed the business along the DQ Road.

EXECUTIVE SESSION

Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to enter into closed session at 6:37 p.m. CST to determine the necessity for an Executive Session.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

Councilmember LaFontaine moved, seconded by Councilmember Rech, to enter into Executive Session for potential and present litigation matters.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

Councilmember Rech moved, seconded by Councilmember Sislow, to come out of Executive Session.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

The motion carried and the regular meeting reconvened at 6:46 p.m. CST.

RETURN TO REGULAR SESSION

The City Attorney announced that potential and present litigation matters were discussed in executive session and no official action was taken while in Executive Session.

VI. Adjourn/Recess

At 6:47 p.m. p.m. CST Councilmember Sislow moved, seconded by Councilmember Rech, to adjourn.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY