



**FORMAL MEETING OF CITY COUNCIL**  
**Diamondhead, Mississippi**  
**Council Chambers, City Hall**  
**July 1, 2014**  
**6:00 pm CST**

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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

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3. Roll Call –

Present: Mayor Schafer and Councilmembers Lopez, LaFontaine, Knobloch, Sislow and Rech.  
Absent: None.

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4. **Confirmation or Adjustment of the Agenda Order** – Councilmember LaFontaine moved, seconded by Councilmember Rech, to accept the the Agenda Order with the following additions:

II. Presentation Agenda

1. Council Comments

- d. Susan Holcomb –23<sup>rd</sup> Annual 5K/1 Mile Fun Run in Diamondhead
- e. Councilmember Knobloch – “Cruisin’ the Coast” update

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

**MOTION CARRIED UNANIMOUSLY**

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II. **Presentation Agenda**

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on Tuesday, July 1, 2014 in Council Chambers located at 5000 Diamondhead Circle.
- b. A Public Hearing for FY15 Budget will be held at 6:00 p.m. CST on Wednesday, August 27, 2014 in Council Chambers located at 5000 Diamondhead Circle.
- c. Mayor Schafer then read aloud a proposed proclamation for the start of the “Summer of Seafood 2014” campaign. Councilmember Rech moved, seconded by Councilmember Lopez, to proclaim July 21, 2014 as the start of the “Summer of Seafood 2014” campaign in celebration of the creation of the Mississippi Gulf Seafood Trail.
- d. Susan Holcomb announced the upcoming 23<sup>rd</sup> annual 5K/1 mile fun run. The run to be held August 23, 2014 is funded by local businesses. She explained that Capt. Al Herrmann of the Diamondhead Police Department has committed to provide traffic control and asked for consideration to advertise the event on the City’s website.

- e. Councilmember Knobloch announced that a committee meeting was held on June 30<sup>th</sup> for “Cruisin’ the Coast”. He explained that several volunteers were present at the meeting, however, there is a need for more volunteers to assist with the event. He urged those in attendance to consider volunteering and to encourage others to do the same.

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2. City Manager’s Report

- a. Acting City Manager Sullivan explained the revised automobile physical damage quote in the amount of \$11,647.35 received from Stewart Sneed Hewes. The revised quote was issued to remove and maintain only liability coverage only for vehicles and trailers 2005 or older resulting in a savings of approximatley \$7,000.
- b. Capt. Al Herrmann provided the Police Department monthly updated for the period June 1 – 30, 2014.

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3. Public Comments on Agenda Items – None

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III. Policy Agenda

- 1. **Approval of Minutes** – Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve the June 17, 2014 Special Called Meeting Minutes as presented.

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

**MOTION CARRIED**

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve the June 17, 2014 Formal Meeting Minutes as presented.

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

**MOTION CARRIED**

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2. Budget Amendments

- a. **2014-3189**: Budget Amendment 2014-301-6 - increase Building Clerk/GIS Technician's GIS duties from 50% to 80% in anticipation of increased GIS Program activities

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Budget Amendment 2014-301-6 - increasing Building Clerk/GIS Technician's GIS duties from 50% to 80% in anticipation of increased GIS Program activities

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

**MOTION CARRIED UNANIMOUSLY**

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- b. **2014-3190:** Budget Amendment 201-650-2 – part-time building clerk

Councilmember Rech moved, seconded by Councilmember Lopez, to approve Budget Amendment FY2014-650-2 – to include a part-time building clerk (3days/week 6hrs/day \$13.00 p/hour)

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

**MOTION CARRIED UNANIMOUSLY**

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**3. Resolutions**

- a. **2014-3181:** Resolution 2014-095.1 – Award bid (RFB#2014-1035) to Pete’s Backhoe Services in the amount of \$5,200 for lot cleanup at 1333 Kaunakapili Street (Joel B. Salisbury)

Councilmember LaFontaine moved, seconded by Councilmember Lopez, resolving tentatively to accept and to award RFB#2014-1035 to Pete’s Backhoe Services in the amount of \$5,200, the lowest and best bid for lot cleanup at 1333 Kaunakapili Street (Joel B. Salisbury) pending sale and closing on subject property scheduled for July 3, 2014 at which time new property owner shall be given proper notice; provided property conveyance does not occur as intended, the City then shall proceed with action set forth herein to render the subject property compliant. **(RESOLUTION 2014-095.1 IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)**

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

**MOTION CARRIED UNANIMOUSLY**

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- b. **2014-3182:** Resolution 2014-096.1 – Award bid (RFB#2014-1036) to Strickland Lawn Service in the amount of \$800 for lot cleanup at 9917 Hamakua Street (Ronna E. O’Conner)

Councilmember Lafontaine moved, seconded by Councilmember Lopez, resolving to award RFB#2014-1036 to Strickland Lawn Service in the amount of \$800, the lowest and best bid for lot cleanup at 9917 Hamakua Street (Ronna E. O’Conner) **(RESOLUTION 2014-096.1 IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF)**

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

**MOTION CARRIED UNANIMOUSLY**

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- c. **2014-3183:** Resolution 2014-097.1 – Award bid and Alternate 1 (RFB#2014-1037) to Gulf Coast Custom Homes in the amount of \$3,840 to lot cleanup at 9736 Limu Way, Diamondhead Phase 1, Unit 4, Block 9 Lot 9 Green Tree Services)

Councilmember Lopez moved, seconded by Councilmember LaFontaine, resolving to award the base bid and Alternate 1 RFB#2014-1037 to Gulf Coast Custom Homes in the amount of \$3,840, the lowest and best bid for lot cleanup at 9736 Limu Way, Diamondhead Phase 1, Unit 4, Block 9 Lot 9 Green Tree Services) (**RESOLUTION 2014-097.1 IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF**)

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

**MOTION CARRIED UNANIMOUSLY**

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- d. **2014-3184:** Resolution 2014-098.1 - Award bid (RFB#2014-1035) to Strickland Lawn Service in the amount of \$3,295 for lot clean-up at 10623 Linhau Way, Diamondhead Phase 1, Unit 4, Bock 12 (Secretary of State-Public Division)

Councilmember Lopez moved, seconded by Councilmember LaFontaine, resolving to award RFB#2014-1035 to Strickland Lawn Service in the amount of \$3,295 the lowest and best bid for lot clean-up at 10623 Linhau Way, Diamondhead Phase 1, Unit 4, Bock 12 (Secretary of State-Public Division) (**RESOLUTION 2014-098.1 IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF**)

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

**MOTION CARRIED UNANIMOUSLY**

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- e. **2014-3192:** Resolution 2014-104 – Designation of City Manager as Applicant’s Agent

Councilmember Knobloch, seconded by Councilmember LaFontaine to resolve designating Richard Sullivan, Acting City Manager as Applicant Agent for the City of Diamondhead with regard to obtaining and administering certain federal assistance under the Disaster Relief Act/Robert T. Stafford Disaster Relief and Emergency Assistance Act (**RESOLUTION 2014-104 IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.**)

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

**MOTION CARRIED UNANIMOUSLY**

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**4. Other actions**

- a. **2014-3185:** Approve to accept and authorize payment in the amount of \$199.00 each for 2 Magtek Mini Reader USB Devices for credit processing

Councilmember Rech, seconded by Councilmember Lopez to accept and authorize payment in the amount of \$199.00 each for 2 Magtek Mini Reader USB Devices for credit processing

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

**MOTION CARRIED UNANIMOUSLY**

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- b. **2014-3186:** Approve \$500 donation to American Red Cross South Mississippi Chapter  
 Councilmember LaFontaine moved, seconded by Councilmember Knobloch to approve donation in the amount of \$500 to the American Red Cross South Mississippi Chapter  
 Ayes: Lopez, LaFontaine, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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- c. **2014-3187:** Discussion/possible action to implement “Shredding Day” in the City of Diamondhead

Councilmember Lopez moved, seconded by Councilmember Knobloch to direct the City Manager to explore the implementation of a “Shredding Day” for a Fall or Spring community event

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

**MOTION CARRIED UNANIMOUSLY**

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- d. **2014-3191:** Approve Hazard Mitigation Grant 4081-15 Program Award and Statement of Assurances

Councilmember Knobloch moved, seconded by Councilmember Lopez, to approve Hazard Mitigation Grant 4081-15 Program Award and Statement of Assurances with a June 5, 2015 completion date and a total project amount of \$491,941.00 (federal \$368,956/local \$122,985) and authorize Acting City Manager to execute same

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

**MOTION CARRIED UNANIMOUSLY**

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**IV. Routine Agenda**

- 1. Docket of Claims

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims: DKT130653 – DKT130683) as presented.

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

**MOTION CARRIED UNANIMOUSLY**

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- 2. Net Payroll, including benefits and taxes, June 25, 2014 - \$40,427.66

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**V. Public Comments on Non Agenda Items –None**

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**EXECUTIVE SESSION**

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to go into closed session at 6:43 p.m. CST to determine the necessity for an Executive Session.

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

**MOTION CARRIED UNANIMOUSLY**

Councilmember Rech moved, seconded by Councilmember Knobloch, to enter into Executive Session for matters involving potential litigation, real property acquisition and personnel matters.

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

**MOTION CARRIED UNANIMOUSLY**

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

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

**MOTION CARRIED UNANIMOUSLY**

The motion carried and the regular meeting reconvened at 7:52 p.m. CST.

**RETURN TO REGULAR SESSION**

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

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**VI. Recess**

At 7:55 p.m. CST, Councilmember Rech moved, seconded by Councilmember Lopez, to recess the meeting until July 10, 2014 at 2:00 p.m. CST

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

**MOTION CARRIED UNANIMOUSLY**

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Thomas E. Schafer, IV  
Mayor

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Kristin Ventura  
City Clerk