MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
July 7, 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 Schafer

2. Pledge of Allegiance – Councilmember Rech

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3. Roll Call –

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

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4. Confirmation or Adjustment of the Agenda Order – Councilmember Rech moved, seconded by Councilmember Lopez, to accept and approve the agenda order as presented.

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

MOTION CARRIED UNANIMOUSLY

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I. Presentation Agenda

1. Council Comments
   a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on July 21, 2015
   b. Certificate of Achievement presented by Councilmember Knobloch to Adara Rutherford Diamondhead resident and Hancock High School student in honor and recognition of academic excellence in the Science Category as 2015 International Genius Olympiad Bronze Medalist
   c. Presentation to Mr. Ray Sheehy, City of Diamondhead Representative Coast Clean Up Taskforce, proclaiming October 17, 2015 Mississippi Coastal Cleanup Day in the City of Diamondhead
   d. Natalie Guess of the Magnolia Business Alliance presented the CASA Quarterly Report. Included in the report were the current number of children being served locally, national CASA statistics and CASA goals, budget history and anticipated 2016 budget funding sources

2. City Manager's Report

The Focus Group should be bringing in logos this week for branding. This project will be moving very quickly in the month of August.

Hazard Mitigation Renovations are well underway. The roofing is moving along, most of the windows have been replaced and being sealed.

MDA acknowledge receipt of our Small Municipalities Grant for the grant. They also received another 131 requests totaling $17.9 million in requests with an only $4 million in funds available to allocate

There were two additional Tidelands Grant applications submitted. You are being asked to ratify submission of those tonight. These funds will be used to put in a kayaking launch at Devil's Elbow and some of the funds will be used to put some weirs into place to control sedimentation. With future funds we are looking at some dredging and birding observation deck at end of Montjoy Creek. Application confirmation has been received.

The paint truck is being used in more intensive training. We thought we were ready. Paint trucks are really easy to use if you have straight streets. It appears most of our concerns were on curves. Rick Sullivan took the truck back to the shop for more training and tells me now they are getting much better with their spraying.

I am finalizing the documents on the Traffic Study. MDOT has more red tape than any other agency I have ever worked with. Crossing the "t's" and dotting "I's" is all part of the federal process. Should have some documents ready for execution next week.

Add approval to purchase Gatorade for public works staff. The state auditor's office was contacted and we were informed it is an allowable expense with Council approval to do so. We will be buying the concentrated mix for the coolers.

3. Public Comments on Agenda Items –

Jenny Hartshorn addressed the Mayor and Council regarding Dennis Hartshorn, Case File 2015-0132 (agenda item 2015-093.) Mrs. Hartshorn requested the Council consider the variance from Zoning Ordinance (Article 4.18.3 Dii) to allow an accessory structure to exceed the maximum floor area of 144 square feet by 240 square ft. The Planning and Zoning Commission voted unanimously to deny the request at its meeting on June 23, 2015. Ms. Hartshorn referred to unique circumstances to be considered when reviewing her request.

Christy Chandler, daughter of Jenny Hartshorn, addressed the Mayor and Council regarding Case File 2015-0132 (agenda item 2015-093.) She also requested the unique circumstances relating to variance be considered. She also informed discussed the hearing process before the Planning & Zoning Commission.

II. Policy Agenda

1. Approval of Minutes
   a. June 16, 2015 Recess Meeting

      Councilmember Rech moved, seconded by Councilmember Sislow, to approve the June 16, 2015 Recess Meeting Minutes as presented

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

MOTION CARRIED

   b. June 16, 2015 Formal Meeting

      Councilmember Rech moved, seconded by Councilmember Lopez, to approve the June 16, 2015 Formal Meeting Minutes with corrections

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

MOTION CARRIED UNANIMOUSLY

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2. Code Enforcement
   a. Dennis Hartshorn, Case File 2015-00135-Recommendation of the Planning and Zoning Commission is to deny the variance request

Councilmember LaFontaine moved, seconded by Councilmember Sislow, to table the variance request of Dennis Hartshorn Case File 2015-00135 – Recommendation of the Planning and Zoning Commission to deny a variance from the Zoning Ordinance (Article 4.18.3 D ii) to allow an accessory structure to exceed the maximum floor area of 144 sf. by 240 sf.

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

MOTION CARRIED UNANIMOUSLY

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3. Other Actions:
   a. **2015-075**: Award bid to Vision Constructors, Inc. in the total amount of $280,500.00 and authorize City Manager to execute the contract for same after review by legal counsel and grant administrator

      Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to accept award the bid to Vision Constructors, Inc. in the total amount of $280,500. (Base Bid

$233,500, Alternate 1 $25,000, Alternate 2 $13,000 and Alternate 3 $9,000) the low bid received for CDBG Project 1131-432-14-PF-01 City Hall ADA Improvements and authorize City Manager to execute the contract for same after review by legal counsel and grant administrator **(BID TABULATION, AND CONTRACT ARE REPRODUCED AT THE END OF THESE MINUTES AND A PART THEREOF.)**

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

MOTION CARRIED UNANIMOUSLY

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b. **2015-085:** Budget Amendment FY2015-151-000-2 in the amount $106,360.90- federal and local increase CDBG Project 1131-432-14-PF-01 Grant for City Hall ADA Improvements

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Budget Amendment FY2015-151-000-2 in the amount $106,360.90- federal and local increase CDBG Grant for City Hall ADA Improvements

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

MOTION CARRIED UNANIMOUSLY

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c. **2015-084**: Approve to advertise for bids for traffic signs, posts and hardware for FY16 with a one (1) year optional renewal

Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to approve to advertise for bids for traffic signs, posts and hardware for FY16 with a one (1) year optional renewal

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

MOTION CARRIED UNANIMOUSLY

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d. **2015-087**: Approve contract with MOWA Development Inc. for Live Oak Drive Improvements Phase 1 and authorize City Manager to execute same

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve the Agreement the City and MOWA Development, Inc. for Live Oak Drive Improvements Phase 1 and authorize the City Manager to execute same **(CONTRACT IS REPRODUCED IN ITS ENTIRETY AT THE END OF THESE MINUTES AND A MADE A PART THEREOF)**

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

MOTION CARRIED UNANIMOUSLY

e. **2015-088**: Approve Payment #3 to Eley Guild Hardy Architects in the amount of $1,977.99 for professional services relating to City Hall Hazard Mitigation improvements

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Payment #3 to Eley Guild Hardy in the amount of $1,977.99 for professional services relating to the City Hall Hazard Mitigation Improvements

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

MOTION CARRIED UNANIMOUSLY

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f. **2015-089**: Approve Payment #1 to Vision Constructors Inc. in the amount of $117,990.00 for City Hall Hazard Mitigation Improvements

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve Payment #1 to Vision Constructors Inc. in the amount of $117,990.00 for City Hall Hazard Mitigation Improvements

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

MOTION CARRIED UNANIMOUSLY

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g. **2015-090**: Approve submission of application to the Department of Marine Resources for FY2017 Tidelands Trust Fund Monies

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to ratify application submission to the Department of Marine Resources for FY2017 Tidelands Trust Fund for recreational project at Montjoy Creek and Devil's Elbow

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

MOTION CARRIED UNANIMOUSLY

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h. **2015-091**: Authorize the Municipal Court Judge to appoint deputy clerks pursuant to MS Code §21-23-11

Councilmember Rech moved, seconded by Councilmember Knobloch, to authorize the Municipal Court Judge to appoint deputy clerks for the sole purposes of swearing tickets and affidavits

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

MOTION CARRIED UNANIMOUSLY

i. **2015-092**: Approve Municipal Judge appointments to serve as deputy clerks for the City

Councilmember LaFontaine moved, seconded by Councilmember Sislow, to approve Municipal Judge Johnson's appointment to serve the following police office to serve as deputy clerks for the sole purpose of swearing tickets and affidavits:

Officer Bruce Lilly Officer Michael Riggs Officer Jason Allen

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

MOTION CARRIED UNANIMOUSLY

III. Routine Agenda

1. Docket of Claims (Claims DKT151528 thru DKT151564) and Payable Register APPKT00320

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve the Docket of Claims (Claims DKT151528 thru DKT151564) and Payable Register APPKT00320

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

MOTION CARRIED UNANIMOUSLY

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2. Net Payroll, including benefits and taxes, June 24, 2015 - $47,566.22

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3. Documents for acceptance into the Official Minutes
   a. MDA-CDBG Project 14-1432-PF01 Additional Funding Award

Councilmember LaFontaine moved, seconded by Councilmember LaFontaine, to accept into the Minutes documentation from Mississippi Development Authority-CDBG Project 14-1432-PF-01 Additional Funding Award

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

MOTION CARRIED UNANIMOUSLY

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IV. Public Comments on Non Agenda Items - None

V. Recess

At 6:45 p.m. CST Councilmember Lopez moved, seconded by Councilmember LaFontaine, to recess until July 21, 2015 at 5:00 p.m. CST for a budget workshop.

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

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk