

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
August 4, 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 Lopez

2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

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

Absent: LaFontaine.

4. **Confirmation or Adjustment of the Agenda Order** – Councilmember Lopez moved, seconded by Councilmember Knobloch, to accept and approve the agenda order with the following addition:

3 b. 2015-105: Resolution 2015-017 Resolution authorizing submittal of grant application to MS Gulf Coast National Heritage Area and to authorize matching funds of 30% or \$15,000

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

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 August 18, 2015

b. A Public Hearing for the FY16 Budget will be held at 6:00 p.m. on Wednesday August 26, 2015

c. FY16 Budget will be adopted on September 8, 2015 at 4:00 p.m.

2. City Manager's Report

Live Oak Drive:

Roger Jones of Diamondhead Inn & Suites granted the City an easement to allow the City to between the edge improve the area of our right-of-way and the curb of the hotel property. This will improve both the looks and functionality of this road at this point.

Paint Truck:

Painting of roadways has resumed. The crews have improved tremendously on their painting skills.

Transportation Study:

MDOT approved the contract for the study with some minor changes.

Public Works:

established weekly progress meetings on road and drainage issues with Richard Sullivan and Joey Diaz, P.E. Seymour Engineering. Approval requested tonight for drainage work on Kapalama Dr. and Ahekololo Circle. Next meeting we plan to have ready the advertisement for drainage work on Apua and Iona. Plans are being developed for Kiko Street now. Public Works will address the issue on Bambo Street with in house forces on September 1. Guard Rails have been installed at Kalipekono Way and Mahalohui Drive.

Computer security:

We are making some changes to our computer security to prevent unwanted intrusion.

City Hall Safety:

Herb Swanson has been assigned to handle special projects only now and has been assigned to oversee the keyless lock system for the building along with fire alarms, fire extinguishers and installation of the standby generator.

Branding:

It's time to narrow down the choices of logos and move to the next phase. Jeannie will be contacting you to meet next week to get your opinions on the proposed logos.

SO Interlocal Agreement:

Kristin, Captain Luther and I met with the Sheriff and Chief Deputy and had a very productive meeting on the next contract for law enforcement services. We share a goal of keeping the same officers here for an extended period of time.

Subdivision Regulations:

Ronald Jones is currently reviewing the work accomplished by Tricia Tisdale and will comment back to me then we will present the regulations to the Council for review and comment.

3.Public Comments on Agenda Items – None

III. Policy Agenda

1. Approval of Minutes

- a. July 21, 2015 Recess Meeting

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the July 21, 2015 Recess Meeting Minutes as presented

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

MOTION CARRIED UNANIMOUSLY

- b. July 21, 2015 Formal Meeting

Councilmember Rech moved, seconded by Councilmember Lopez, to approve the July 21, 2015 Formal Meeting Minutes as presented

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

MOTION CARRIED UNANIMOUSLY

2. Code Enforcement

- a. 2015-102: Mike Zeanchock, Case File 2015-00200 -Recommendation of the Planning and Zoning Commission is to deny the variance request

Councilmember Lopez moved, seconded by Councilmember Lopez Knobloch, to table the variance request of : Mike Zeanchock, Case File 2015-00200 to allow for further investigation regarding encroachment upon drainage/utility easement – Recommendation of the Planning and Zoning Commission to deny a variance application at 8920 Anahola Place for 2 side yard variances.

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

MOTION CARRIED UNANIMOUSLY

3. Resolutions:

- a. **2015-101:** Resolution 2015-016 Acquiring two drainage/utility easements from Fairway Villas, LLC; vacating four drainage/utility easements of replat of Fairway Villas, LLC

Councilmember Rech moved, seconded by Councilmember Sislow, to adopt Resolution 2015-101 authorizing the Mayor and City Council of the City of Diamondhead to acquire by donation two drainage/utility easements and further to vacate four drainage/utility easements of replat of Fairway Villas Subdivision located within City from donor, Fairway Villas, LLC:

Fairway Villas, L.L.C, has combined lots 4, 5 and 6 into 2 larger lots. Lot 4A is the combination of Lot 4 and the west ½ of Lot 5. Lot 5A is the combination of Lot 6 and the east ½ of Lot 5. Fairways Villas, LLC has expressed a willingness to donate a new drainage/utility easement which is 5’ in width and the entire length of the eastern lot line of newly created lot 4A. Fairways Villas, LLC has also expressed a willingness to donate a new drainage/utility easement which is 5’ in width and the entire length of the western lot line of newly created lot 5A. These drainage/utility easements are legally described in two surveys completed by Seymour Engineering and attached hereto as Exhibit “A” to this resolution;

Accept the donation of the aforementioned drainage easements described in two surveys completed by Seymour Engineering and attached hereto as Exhibit “A” and, further, the City hereby abandons and/or vacates the drainage/utility easements previously donated by Fairway Villas, L.L.C. These drainage/utility easements, 5’ in width, are along the east property line of Lot 4, the east and west property lines of Lot 5 and the west property line of Lot 6 except for the north 15’ and the south 10’ of Lots 4, 5, and 6 of Replat of Fairway Villas Subdivision

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

MOTION CARRIED UNANIMOUSLY

- b. **2015-105:** Resolution 2015-017 Resolution authorizing submittal of grant application to MS Gulf Coast National Heritage Area and to authorize matching funds of 30% or \$15,000

Councilmember Lopez moved, seconded by Councilmember Knobloch to adopt Resolution 2015-017 to authorize and submittal of an application for grant to the Mississippi Gulf Coast National Heritage Area in the amount of \$50,000 along with matching funds of 30% or \$15,000 for the purpose of educational materials, placards and signage along a 9.5 mil Kayak and Hiking Trail along Rotten Bayou and Jourdan River

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

MOTION CARRIED UNANIMOUSLY

4. Other Actions:

- a. **2015-099**: Approve Payment No. 2 in the amount of \$370.00 and Payment No. 3 in the amount of \$8,013.37 to Eley Guild Hardy Architects for professional services relating to City Hall ADA Improvements

Councilmember Lopez moved, seconded by Councilmember Knobloch, to approve Payment No. 2 in the amount of \$370.00 and Payment No. 3 in the amount of \$8,013.37 to Eley Guild Hardy Architects for professional services relating to City Hall ADA Improvements

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

MOTION CARRIED UNANIMOUSLY

- b. **2015-103**: Approve payment in the amount of \$1,249.08 to Professional Grant Management Services for professional services relating to City Hall ADA Improvements

Councilmember Rech moved, seconded by Councilmember Lopez, to approve payment in the amount of \$1,249.08 to Professional Grant Management Services for professional services relating to City Hall ADA Improvements

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

MOTION CARRIED UNANIMOUSLY

- c. **2015-100**: Approve and accept the form and advertise the proposed FY2016 Budget as required by MS Code §27-39-203

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve and accept the form and advertise the proposed FY2016 Budget as required by MS Code §27-39-203

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

MOTION CARRIED UNANIMOUSLY

- d. **2015-104:** Approval to advertise for bids to correct drainage issues on Kapalama Dr. and Ahekolo Circle

Councilmember Rech moved, seconded by Councilmember Lopez, to approve to advertise for bids to correct drainage issues on Kapalama Dr. and Ahekolo Circle

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

MOTION CARRIED UNANIMOUSLY

IV. Routine Agenda

- 1. Docket of Claims (Claims DKT151606 thru DKT151629)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims DKT151606 thru DKT151629) as presented

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

MOTION CARRIED UNANIMOUSLY

- 2. Net Payroll, including benefits and taxes, July 22, 2015 - \$45,968.64
- 3. Document(s) for acceptance into the Official Minutes:
 - a. Temporary Right of Entry to Perform Work (Diamondhead Inn & Suites)

V. Public Comments on Non Agenda Items – None

VI. Adjourn

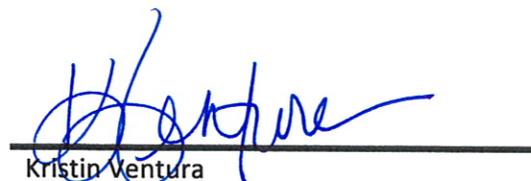
At 6:40 p.m. CST Councilmember Lopez moved, seconded by Councilmember Sislow, to adjourn.

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

MOTION CARRIED UNANIMOUSLY



 Thomas E. Schafer, IV
 Mayor



 Kristin Ventura
 City Clerk