



FORMAL MEETING OF CITY COUNCIL

Diamondhead, Mississippi
Council Chambers, City Hall

August 5, 2014

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

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

5. OTHER ACTIONS

- m. **2014-3210**: Approve Notice of Intent to MEMA to make application for grant funding under Disaster 4175
- n. **2014-3211**: Approve payments to Bay Printing (vendor #1119) in the amount of \$854.00 and \$200.28 for Cruisin the Coast promotion materials (DKT130756; Acct. 001-140-6800)

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

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 19, 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. FY15 Budget will be adopted on September 9, 2014 at 1:00 p.m.
- d. Dr. Harold Dawley, Chairman of the Diamondhead Bandstand Committee, presented the Mayor and Council with a proposal to construct a bandstand on the lawn at City Hall. Materials and labor to complete the project would be donated.

Move to accept donation of materials and labor to construct a bandstand on the City Hall lawn.

Councilmember LaFontaine moved, seconded by Councilmember Rech, to accept the offer of Dr. Harold Dawley for the donation of materials and labor to construct a bandstand on the lawn of City Hall subject to plan review and approval by the City's Building Official, Ronald Jones.

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

MOTION CARRIED UNANIMOUSLY

2. City Manager’s Report

- a. Acting City Manager, Rick Sullivan, informed the Mayor and Council that discussions with Warren Paving indicate the paving work will begin sometime late August or early September. It is possible the paving work may extend to October.
- b. Bid specifications are currently being prepared for the ditch drainage project for City Hall.
- c. Captain Al Hermann provided a status report on Police Department activities for the month of July reporting 230 calls were responded to by officers during the period.

3. Public Comments on Agenda Items – None

III. Policy Agenda

1. Approval of Minutes – July 15, 2014 and July 24, 2014

Councilmember LaFontaine moved, seconded by Councilmember Knobloch, to approve the July 15, 2014 Formal Meeting Minutes as presented.

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

MOTION CARRIED UNANIMOUSLY

Councilmember LaFontaine moved, seconded by Councilmember Rech, to approve the July 24, 2014 Recessed Meeting Minutes as presented.

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

MOTION CARRIED

2. 2014-3206: Employ City Manager, Clovis B. Reed effective September 1, 2014

Councilmember Rech moved, seconded by Councilmember Lopez, to employ Clovis B. Reed for the position of City Manager effective September 1, 2014.

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

MOTION CARRIED UNANIMOUSLY

Mayor Schafer introduced Clovis Reed as the new the City Manager. Mr. Reed was welcomed by the Mayor and Council and spoke briefly as he accepted his appointment.

3. Ordinances

- a. Discussion/possible action to repeal/amend Ordinance 2013-037-Prohibition of Deadly Weapons In and Around City-Owned or City-Occupied Facilities

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to repeal Ordinance 2013-037 – Amended Ordinance Providing for the Prohibition of Deadly Weapons In and Around City-Owned or City-Occupied Facilities. City Attorney Tindell noted a new ordinance would be drafted and forthcoming for consideration.

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

MOTION CARRIED UNANIMOUSLY

4. Budget Amendments

- a. **2014-3207**: Budget Amendment FY2014-401-1 Garbage Fund

Councilmember Rech moved, seconded by Councilmember LaFontaine, to approve Budget Amendment FY2014-401-1 Garbage Fund to account for the net effect of solid waste fees collected by the Hancock County Tax Collector (includes a 3% collection fee) on behalf of the City of Diamondhead less invoices by Waste Management and paid by the City.

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

MOTION CARRIED UNANIMOUSLY

5. Other Actions

- a. **2014-3195**: Award RFB#2014-1038- Furnishing Hot Bituminous Pavement

Councilmember LaFontaine moved, seconded by Councilmember Lopez, to accept and award the single bid received from Warren Paving, Inc. for furnishing products and services for various types of hot bituminous pavement for a 1-year period beginning October 1, 2014. (BID SUBMISSION IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)

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

MOTION CARRIED UNANIMOUSLY

- b. **2014-3196**: Award RFB#2014-1039- Furnishing Culvert and Ram Neck Piping

Councilmember Rech moved, seconded by Councilmember Sislow, to accept and award the single bid received from G&O Supply Company, Inc. for furnishing culvert and ram neck piping for a 1-year period beginning October 1, 2014. (BID SUBMISSION IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)

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

MOTION CARRIED UNANIMOUSLY

c. 2014-3197: Award RFB#2014-1040- Furnishing Ready Mix Concrete

Councilmember Lopez moved, seconded by Councilmember LaFontaine, to accept and award the single bid received from Bayou Concrete for furnishing ready-mix concrete for a 1-year period beginning October 1, 2014. (BID SUBMISSION IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)

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

MOTION CARRIED UNANIMOUSLY

d. 2014-3199: Approve and accept the form and advertise the proposed FY2015 Budget as required by MS Code §27-39-203

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve and accept the form and advertise for the proposed FY2015 Budget as required by MS Code §27-39-203. (DOCUMENTS ARE REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)

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

MOTION CARRIED UNANIMOUSLY

e. 2014-3200: Approve work authorization for architectural and engineering services with Eley Guild Hardy Architects for Hazard Mitigation Renovations and Upgrades to City Hall

Councilmember Knobloch moved, seconded by Councilmember Lopez, to approve Work Authorizatin for architectural and engineering services with Eley Guild Hardy Architects for Hazard Mitigation Renovations and Upgrades to City Hall at the rate of 8% of construction costs. (AUTHORIZATION IS REPRODUCED AT THE END OF THESE MINUTES AND MADE A PART THEREOF.)

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

MOTION CARRIED UNANIMOUSLY

f. 2014-3201: Table payment to Butler Snow (vondor #1289) in the amount of \$1,873.86 for professional services thru 7/31/13 for Zoning & Land Use (DKT130757; Acct. 001-650-60300)

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to table payment to Butler Snow in the amount of \$1,873.86 for professional services thru 7/31/13 for Zoning & Land Use.

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

MOTION CARRIED UNANIMOUSLY

g. **2014-3202:** Approve payment to Butler Snow (vondor #1289) in the amount of \$8,143.00 for professional services thru 6/30/13 for Zoning & Land Use (DKT130757; Acct. 001-650-60300)
 Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to table payment to Butler Snow in the amount of \$1,873.86 for professional services thru 7/31/13 for Zoning & Land Use.
 Ayes: Lopez, LaFontaine, Rech, Sislow, Knobloch and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

h. **2014-3208:** Approve payment to Hancock County Solid Waste (vondor #1294) in the amount of \$185,626.98 for solid waste fees for the period January - June 2014 (DKT130757; Acct. 401-100 01)
 Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to approve payment to Hancock County Solid Waste in the amount of \$185,626.98 for solid waste fees for the period January - June 2014. (DOCUMENT/CLAIM# CHANGE AS THE RESULT OF ACTION TO TABLE PAYMENTS TO BUTLER SNOW)
 Ayes: Lopez, LaFontaine, Rech, Sislow, Knobloch and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

i. **2014-3203:** Approve and authorize compensation for Richard Sullivan in the amount of \$1,250.00 per month for three months (May 2014-July 2014) as Acting City Manager
 Councilmember Knobloch moved, seconded by Councilmember Lopez, to approve and authorize compensation for Richard Sullivan in the amount of \$1,250.00 per month for three months (May 2014-July 2014) as Acting City Manager.
 Ayes: Lopez, LaFontaine, Rech, Sislow, Knobloch and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

j. **2014-3204:** Approve and authorize compensation for Richard Sullivan in the amount of \$1,250.00 for the month of August 2014 as Acting City Manager
 Councilmember Lopez moved, seconded by Councilmember Rech to approve and authorize compensation for Richard Sullivan in the amount of \$1,250.00 for the month of August 2014 as Acting City Manager.
 Ayes: Lopez, LaFontaine, Rech, Sislow, Knobloch and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- k. **2014-3205:** Amend annual salary for the Public Works Director to reflect budget allocation

Councilmember Knobloch moved, seconded by Councilmember Rech, to amend the annual salary for the Public Works Director to reflect budget allocation of \$55,000.00 effective for the August 6, 2014 payroll.

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

MOTION CARRIED UNANIMOUSLY

- l. **2014-3209:** Approval to advertise for bids for drainage project at City Hall

Councilmember Knobloch moved, seconded by Councilmember Sislow to approve to advertise for drainage project at City Hall.

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

MOTION CARRIED UNANIMOUSLY

- m. **2014-3210:** Approve Notice of Intent to MEMA to make application for grant funding under Disaster 4175

Councilmember Knobloch moved, seconded by Councilmember LaFontaine to approve to make application for grant funding under Disaster 4175 for City Hall (generator upgrade).

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

MOTION CARRIED UNANIMOUSLY

- n. **2014-3211:** Approve payments to Bay Printing (vondor #1119) in the amount of \$854.00 and \$200.28 for Cruisin the Coast promotion materials (DKT130756; Acct. 001-140-6800)

Councilmember Knobloch moved, seconded by Councilmember LaFontaine, to approve payment to Bay Printing in the amount of \$854.00 and \$200.28 for Cruisin the Coast promotion materials.

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

MOTION CARRIED UNANIMOUSLY

I. Routine Agenda

- 1. Docket of Claims (Claims DKT130722 – DKT130755)

Councilmember Rech moved, seconded by Councilmember Lopez, to approve the Docket of Claims as presented (Claims DKT130722 – DKT130755),

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

MOTION CARRIED UNANIMOUSLY

- 2. Net Payroll, including benefits and taxes, July 23, 2014 - \$37,067.15

II. Public Comments on Non Agenda Items

Edgar Roper of 84131 Bayou Drive addressed the Mayor and Council with regards to an on-going drainage concern. He explained his opinion of the situation and what might be done to alleviate the standing water. He asked for the City to assess the situation and proceed with corrective measures.

IV. Adjourn

At 6:45 p.m. CST, Councilmember Rech moved, seconded by Councilmember Lopez, to adjourn.

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

MOTION CARRIED UNANIMOUSLY



Thomas E. Schafer, IV
Mayor



Kristin Ventura
City Clerk