

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
November 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 Lopez, Woolbright, Knobloch, Sislow and Rech.
Absent: None.

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

- IV. 1. Add supplemental Docket of Claims- Claim DKT151909
2. Councilmember Knobloch recommended tabling indefinitely until notified by applicant
Agenda Item 2015-145 Case File 2015-00278 Diamondhead Property Owners Association
Conditional Use permit for a dog park

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech 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 November 17, 2015
 - b. Holiday Celebration on the Town Green will be Thursday, December 3, 2015 from 6 – 8 p.m.
 - c. Proclaim December 2, 2015 “Arbor Day” in the City. Diamondhead Beautification Committee members Karen Rice, Paul Montjoy, Penny Crawford and Mitzi Botsay were present to receive the proclamation. Committee members Rice, Montjoy, Crawford and Botsay then presented to the Mayor and Council for public display, the plaque and flag received at the recent Arbor Day Foundation luncheon wherein the City was honored and declared a “Tree City USA.”
 - d. Mayor Schafer and Councilmembers presented Mark Duffy, Blessing of the Classics Chairman, with a certificate of appreciation for his service to the annual event. Mr. Duffy provided the Council a post-event update. He reported that 470 certificates were issued to participants. He also thanked the volunteers and city officials for their support; recalling this year’s event to be one of the biggest and most successful thus far.

- e. Michelle Wilson provided the American Red Cross Annual Report and expressed her appreciation for City’s donation to the local chapter. She explained the American Red Cross’ latest campaign is to reduce home fire deaths by 25% canvassing communities with educational materials and helping families develop home evacuation plans in the event a house fire. In addition, smoke alarms and replacement batteries are being provided to those in need.

2. City Manager’s Report

Interlocal Agreement for Broadband Commission:

Cliff Kirkland with Biloxi Mayor Gilich’s office has offered to come explain the Broadband initiative to create a Broadband Commission. I suggest a workshop prior to your next Council meeting.

Wild Hogs:

Acting on the complaints of residents we are going to receive assistance from the Mississippi Department of Wildlife, Fisheries and Parks to begin trapping wild hogs. They are interested in using a very successful program of eradicating hogs through the use of a helicopter. We are looking closely at that program and will report back.

Static Aircraft Display:

If the Council is interested, we may have the opportunity to acquire a surplus military aircraft to display in Diamondhead, perhaps an F-15 or an F-16 on the Southside? Mr. Mario Feola has been spearheading this project and has been in working with Congressman Palazzo and his staff to acquire the approvals needed. With your consent I will communicate an interest on the City’s behalf. There have been no discussions held or obligations made concerning cost. I will keep you posted.

Public Works:

We are in the process of gaining easements for reconstruction of Live Oak Drive Phase 2. When we get the easements we will request permission to advertise the project.

Building Department:

Issued 89 permits for the months of September and October, performed 274 inspections and have 3 active code enforcement cases while closing 10 cases during this period.

Drainage projects:

We currently have 5 drainage projects out for advertisement. Bids will be opened for Kapalama, Ahekololo, Apua and Iona on Thursday, November 12th at 2:00pm.

Bids will be opened for Kiko Street on Wednesday, December 2nd at 2:00pm.

Building Security:

The fire alarms are active, fire extinguishers have been installed and electronic key card security is nearly complete. Please come by and get a card from Herb Swanson. We will be able to program cards to allow access to zones in the building by day and hour plus will get reports of activity. Public Works is in the process of installing the stand by generator now.

Veteran’s Day Parade:

There will be a Veteran’s Day Parade next Wednesday, November 11th sponsored by the VFW Post 2880. The Parade will begin at 1:00 pm from the Community Garden and travel along Diamondhead Dr. West to City Hall.

3. Public Comments on Agenda Items:

Hal Landis spoke in opposition of proposed Ordinance 2015-001 eliminating smoking at all workplaces and public places within the City of Diamondhead. As a veteran, he recalled being given this right by United States Government and being allowed to use such products even while

hospitalized recovering from injuries sustained while on duty. He says he still has the right to smoke at the Veterans Administration Hospital in designated areas.

Christin LeBoeuf spoke in support of the proposed ordinance. She cited statistics published by the American Heart & Lung Association. She believes all individuals deserve the right to breathe clean air no matter where they choose to be.

Karen Buckley suggested despite the fact her establishment has already chosen smoke-free dining inside, it is unfair that the City would consider an exception in the event a casino were to open. She suggested that would force local businesses to compete with a multi-million dollar corporation.

III. Policy Agenda

1. Approval of Minutes

- a. October 20, 2015

Councilmember Rech moved, seconded by Councilmember Lopez, to approve the October 20, 2015 Formal Meeting Minutes

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

MOTION CARRIED UNANIMOUSLY

2. Tabled Matters:

- a. **2015-115:** Ordinance 2015-001 Eliminating smoking at all workplaces and public places within the City of Diamondhead

Councilmember Knobloch moved, seconded by Councilmember Rech, to adopt Ordinance 2015-001 An Ordinance to Eliminate Smoking at All Workplaces and Public Places within the City of Diamondhead, Mississippi effective January 1, 2016

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

MOTION CARRIED

3. Other Actions:

- a. **2015-154:** Approve Payment No. 4 in the amount of \$23,198.05 to Vision Constructors, Inc. for Hazard Mitigation Improvements

Councilmember Rech moved, seconded by Councilmember Sislow, to approve payment No. 4 in the amount of \$23,198.05 to Vision Constructors, Inc. for Hazard Mitigation Improvements

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

MOTION CARRIED UNANIMOUSLY

- b. **2015-155:** Approve payment in the amount of \$412.08 to Eley Guild Hardy Architects for professional services relating to Hazard Mitigation Improvements

Councilmember Rech moved, seconded by Councilmember Lopez, to approve payment in the amount of \$412.08 to Eley Guild Hardy Architects for professional services relating to Hazard Mitigation Improvements

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

MOTION CARRIED UNANIMOUSLY

- c. **2015-157:** Approve payment in the amount of \$1,647.99 to Eley Guild Hardy Architects for professional services relating to City Hall ADA Improvements

Councilmember Rech moved, seconded by Councilmember Sislow, to approve payment in the amount of \$1,647.99 to Eley Guild Hardy Architects for professional services relating to City Hall ADA Improvements

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

MOTION CARRIED UNANIMOUSLY

- d. **2015-158:** Approve Payment No. 1 in the amount of \$3,427.45 to Pickering Firm, Inc. for professional services relating to the traffic study

Councilmember Lopez moved, seconded by Councilmember Rech, to approve Payment No. 1 in the amount of \$3,427.45 to Pickering Firm, Inc. for professional services relating to the traffic study

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

MOTION CARRIED UNANIMOUSLY

- e. **2015-159:** Approve participation in the 2016 Update of the District 9 Regional Hazard Mitigation Plan through Mississippi Emergency Management Agency at a cost of 10% and further to designate the City Manager as representative

Councilmember Sislow moved, seconded by Councilmember Knobloch, to approve participation in the 2016 Update of the District 9 Regional Hazard Mitigation Plan at a cost of 10% and further to designate the City Manager as representative

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

MOTION CARRIED UNANIMOUSLY

- f. **2015-160:** Approve proposed changes to the Employee Handbook

Councilmember Rech moved, seconded by Councilmember Lopez, to approve proposed changes to Employee Handbook Section 104-Probationary Period, Section 105-Date of Hire/Anniversary Date and Section 128-Annual Leave/Vacation Leave

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

MOTION CARRIED UNANIMOUSLY

- g. **2015-161:** Approve payment in the amount of \$2,498.16 to Professional Grant Management Service for professional services relating to City Hall ADA Improvements

Councilmember Lopez moved, seconded by Councilmember Rech, to approve payment in the amount of \$2,498.16 to Professional Grant Management Service for professional services relating to City Hall ADA Improvements

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

MOTION CARRIED UNANIMOUSLY

- h. **2015-162:** Approve restructure of administrative positions

Councilmember Rech moved, seconded by Councilmember Lopez, to restructure administrative positions as follows:

- Administrative Support Clerk – from part-time to full-time status
- Project Coordinator – from full-time to part-time status

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

MOTION CARRIED UNANIMOUSLY

I. Routine Agenda

- 1. Docket of Claims (Claims DKT151873 thru DKT151908) and DKT 151909

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve Docket of Claims (Claims DKT151873 thru DKT151908) and DKT 151909

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

MOTION CARRIED UNANIMOUSLY

- 2. Net Payroll, including benefits and taxes, October 28, 2015 - \$50,077.41

II. Public Comments on Non Agenda Items – None

III. Executive Session

At 7:00 p.m. CST, Councilmember Knobloch moved, seconded by Councilmember Lopez, to enter closed session to determine the necessity for executive session as it relates to discussion of personnel.

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

MOTION CARRIED UNANIMOUSLY

Councilmember Knobloch moved, seconded by Councilmember Rech, to enter executive for specific matters involving personnel.

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

MOTION CARRIED UNANIMOUSLY

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

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

MOTION CARRIED UNANIMOUSLY

The motion carried and the regular meeting reconvened at 7:30 p.m. CST.

RETURN TO REGULAR SESSION

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

Mayor Schafer for the record requested the clock in Council Chambers be adjusted to reflect the correct time.

IV. Adjourn

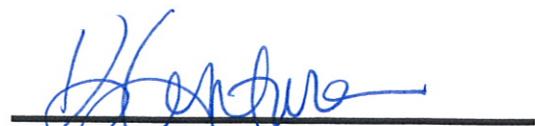
At 7:20 p.m. CST Councilmember Rech moved, seconded by Councilmember Lopez, to adjourn.

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

MOTION CARRIED UNANIMOUSLY



Thomas E. Schafer, IV
Mayor



Kristin Ventura
City Clerk