

Minutes
City Council Meeting
City of Diamondhead, Mississippi
Diamondhead Country Club Emerald Ballroom
February 6, 2012

The meeting was called to order by the Mayor at 2pm at which time the Mayor introduced the Members of Council, the Attorneys, and Chris Watson.

The Invocation was given by the Mayor and the Pledge of Allegiance was led by Dick Brown

Order of Business

1. Ordinance setting meetings of the Mayor and City Council of the City of Diamondhead Mississippi shall be the first and third Monday of each month pursuant to the authorization granted by Sections 21-17-17 and 21-9-39(2), Mississippi Code of 1972. The meeting held the first Monday of each month shall commence at 6 o'clock, p.m. The meeting held the third Monday of each month shall commence at 1:00pm. In the event that a regular meeting date shall fall on a holiday, said meeting shall be held in accordance with the provisions of Sections 21-17-17 and 21-9-29(2) of the Mississippi Code of 1972. The meetings shall be held at the Diamondhead Country Club, Diamondhead, Mississippi. Councilmember Knoboch moved, seconded by Councilmember Roberson to approve the ordinance setting the meeting dates and times of the City Council Meetings for the City of Diamondhead. The motion carried unanimously and the Ordinance was adopted.
2. Ordinance making City Clerk and Treasurer appointive by the Mayor and City Council of Diamondhead, Mississippi. Councilmember Ackerman moved, seconded Councilmember Holcomb to approve the Ordinance. The motion carried unanimously and the Ordinance was adopted.
3. Policy by the Mayor and City Council of the City of Diamondhead, Mississippi for the Inspection of Public Records. Councilmember Holcomb moved, seconded by Councilmember Roberson to accept the Public Records Policy. The motion carried unanimously and the policy was adopted.
4. Motion to enter into the Minutes the Charter with the decree attached and the Oaths of Office for the Mayor and Council. Councilmember Knoboch moved, seconded by Councilmember Ackerman. The motion carried unanimously and was adopted.
5. Motion to adopt Relaxed Roberts Rules of Order so that Council business can be conducted in an efficient and orderly manner. Councilmember Holcomb moved, seconded by Councilmember Rech, that the Council adopt the Relaxed Roberts Rules of Order. Motion carried unanimously and the policy was adopted.
6. Recommendation to Record Surety Bonds of the Mayor and Council as required by law. Councilmember Knobloch moved, seconded by Councilmember Holcomb, that the Surety Bonds of the Mayor and Council be recorded. Motion carried unanimously and the Surety Bonds will be recorded in the records.
7. Upon motion by Councilmember Ackerman, second by Councilmember Roberson, the council voted unanimously to go into Closed Session to determine the need for an executive session.

EXECUTIVE SESSION

8. Executive Session: Upon motion by Councilmember Ackerman and second by Councilmember Knobloch, the council voted unanimously to close the Regular Meeting and go into Executive Session to discuss personnel issues. The Council reviewed the resume and discussed the hiring of a City Manager. Motion made by Councilmember Ackerman and seconded by Councilmember Holcomb to hire Lloyd Ramirez as the volunteer City Manager. The vote was unanimous and the motion passed. The Council reviewed the resume and discussed the hiring of Sue Foster as the City Clerk. Motion made by Councilmember Ackerman and seconded by Councilmember Rech to hire Sue Foster as the volunteer City Clerk. The vote was unanimous and the motion passed. Discussion of hiring Jerry Mills as the Special Council for Special Projects. Motion made by Councilmember Roberson and seconded by Councilmember Holcomb to hire Jerry Mills as Special Council for Special Projects. The vote was unanimous and the motion passed. Discussion of hiring Bragg Williams as the City Attorney. Motion made by Councilmember Roberson and seconded by Councilmember Holcomb to hire Bragg Williams. The vote was unanimous and the motion passed. Review of resume and discussion of hiring Bridge & Watson as the Urban Planning Group to work with the initial budget, formation of voting districts, development of the Comprehensive Plan and working to obtain Preclearance from the Department of Justice. Motion made Councilmember by Holcomb and seconded by Councilmember Rech to hire Bridge & Watson. The vote was unanimous and the motion passed.
9. Upon motion by Councilmember Holcomb and second by Councilmember Rech, the council voted unanimously to come out of executive session and return to the regular meeting at 2:41pm.

REGULAR COUNCIL MEETING

10. Motion was made by Councilmember Holcomb to return from Closed Session at 2:43pm, seconded by Councilmember Rech. The vote was unanimous and the motion passed. All who were present when closed session began were again present when the session ended.
11. In Executive Session, the City Council discussed and voted unanimously to hire Jerry Mills as Special Council for Special Projects
12. In Executive Session, the City Council discussed and voted unanimously to hire Bragg Williams as City Attorney.
13. In Executive Session, the City Council voted unanimously to hire Bridge and Watson for the purpose of formulating the Initial Budget, Formation of the Voting Districts, Formulating the Comprehensive Plan, and Obtaining Preclearance from the Department of Justice. The vote to hire Bridge and Watson was unanimous.
14. In Executive Session, the City Council voted unanimously on the hiring of Lloyd Ramirez as Interim City Manager, on a volunteer basis, to serve at the pleasure of the Council. Mr. Ramirez came forward and took the Oath of Office.
15. In Executive Session, the City Council voted unanimously on the hiring of Sue Wilson Foster as the Interim City Clerk, on a volunteer basis, to serve at the pleasure of the Council. Ms. Foster came forward and took the Oath of Office.
16. Request by the Mayor that the City Clerk make the Public Officials Bonds a part of the Record.
17. Request by Mayor for City Clerk to make the City's Charter of Incorporation a part of the Record.
18. Chris Watson, Urban Planner with Bridge and Watson, was introduced.
19. Upon recommendation from the City Manager, Councilmember Holcomb made a motion, seconded by Councilmember Rech to hire an IT Consultant to assist in making recommendations and in setting up the city's IT services. Jim Simmons, a MS Certified Programmer and resident of Diamondhead, has volunteered his services to set up the original IT infrastructure. He will waive

his fees until funds are available. The City Manager will develop the contract to be approved by Council. The motion carried unanimously and the recommendation was accepted.

20. The City Manager was directed by Mayor to accomplish the following items: 1. Deliver a map of the City of Diamondhead to the Secretary of State, MDOT, Department of Revenue, Department of Administration & Finance, Department of Insurance, Mississippi State Rating Bureau, Hancock County Tax Assessor, Hancock County Circuit Court Clerk, and to the Hancock County Sheriff's office. 2. Work to secure a Tax ID number for the City of Diamondhead.
21. Resolution for the City Manager to place the appropriate legal ad in The Sea Coast Echo to determine a qualified municipal depository for the City of Diamondhead. Councilmember Knobloch moved, seconded by Councilmember Roberson to accept the Resolution. The vote was unanimous and the motion carried. It was noted that the SeaCoast Echo is the newspaper of record for the City of Diamondhead.
22. Councilmember Ackerman moved, seconded by Councilmember Holcomb, to adopt the location and hours of operation for City Hall. The hours will be 8:30am-4:30pm MWF due to the fact that the City will currently depend on volunteers and the small amount of business to be conducted at this time. The location of City Hall will be the West Wing of the POA, 5300 Diamondhead Circle. The telephone number is 228.255.1900/2. It was noted that when the City is able to hire employees, the hours will be extended to regular hours. An answering machine will be available for those hours City Hall is not open. The vote was unanimous and the motion carried. The hours of operation were accepted.
23. Motion by Councilmember Roberson and seconded by Councilmember Holcomb to adopt an Inter-local Agreement with the Tax Collector's office of Hancock County to collect the appropriate taxes for the City of Diamondhead. This is the same procedure used by other cities within Hancock County. The vote was unanimous and the motion carried. The policy was adopted.

Regular business was concluded at this time and comments were invited from the public. The following people addressed comments to Council:

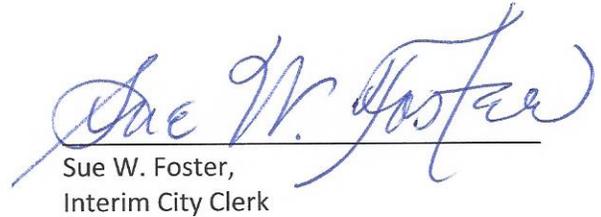
1. Louis Fuchs inquired as to the availability of the minutes of the Council meetings. The Mayor indicated that all minutes will be readily available upon completion at City Hall and posted on the City website, when the website is available.
2. Jeffrey Chastain inquired as the proposed timetable for the establishment of voting districts in Diamondhead. Mayor advised that a timely establishment is part of our preclearance. Chris Watson indicated that the process involves public hearings, adoption and coordination with the Department of Justice. He expects this process to be completed by the middle of next year.
3. Jerry Gilbert expressed concerns for the general liability for the city during the upcoming Mardi Gras parade. The Mayor indicated that the City is covered under General Liability Policy issued by the Mississippi Municipal Association
4. Dr. John Fulwiler inquired as to the identification of parliamentarian responsible for enforcing Robert's Rules of Order. The Mayor indicated that he would be. Dr. Fulwiler's suggested that the Council consider making Council meetings available to the public through use of the Internet and web cams and audio recordings. The Mayor indicated that Council would entertain the use of technology in the future when funds are available to do so.

5. Phil Muller inquired as to the availability of the public records according to the recently adopted public records policy. The Mayor indicated that the records would be available as soon as they can be reduced to writing. Mr. Muller also inquired as to whether or not the IT contract would be open-ended. The Mayor indicated that it would not.

There being no further business to discuss at this time, a motion was made by Councilmember Roberson, seconded by Councilmember Rech, to stand in recess until 9am on Thursday, February 9, 2012 at Community Center to discuss several Inter-local Agreements and Budget Discussions. The vote was unanimous and City Council Recessed at 3:15pm.



Charles H. Ingraham, Jr., Mayor



Sue W. Foster,
Interim City Clerk

Notice of the meeting was posted at Diamondhead Country Club.