



MINUTES WORK SESSION

Diamondhead City Council Diamondhead, Mississippi

Diamondhead Community Center
February 14, 2013
9:00 am

WORK SESSION

1. **Call to Order**—Mayor Ingraham called the Work Session to order at the Community Center at 9:00 a.m.
Roll Call—The following members of Council were present: Mayor Ingraham, Dianne Ackerman, Ernie Knobloch, Ron Rech, Dalton Roberson. Councilmember Holcomb was absent.
2. **Motion to Recess to the New City Hall for Work Session**—Councilmember Roberson moved, seconded by Councilmember Rech, to recess the meeting to Council Chambers in City Hall. The motion carried unanimously and the meeting was recessed.
3. **Motion to Reconvene Work Session**—At 9:12 a.m., Councilmember Rech moved, seconded by Councilmember Roberson, to reconvene the Work Session. The motion carried unanimously and the Work Session resumed. All who were present when the meeting was recessed were present again, with the addition of Councilmember Holcomb.
4. **Invocation**—Mayor Ingraham
5. **Pledge of Allegiance**—Councilmember Holcomb
6. **Roll Call**—The following members of Council were present: Mayor Ingraham, Dianne Ackerman, Hank Holcomb, Ernie Knobloch, Ron Rech, Dalton Roberson

Confirmation to the Order of the Agenda—Councilmember Roberson moved, seconded by Councilmember Rech, to accept the Order of the Agenda, subject to any adjustments or changes that may be made by councilmembers. The following items were added to the Agenda:

9d—Building Fees
13e—Gaming Letter
13f—Budget

7. **Announcements**—The next regularly scheduled Council Meeting will be convened at 1 p.m. on Tuesday, February 19, 2013 at the Diamondhead Country Club. The meeting will be recessed and relocated to the new city hall located at 5000 Diamondhead Circle in order to comply with Mississippi State Statute requirements.
8. **Presentation**
 - a. **Mississippi Tobacco Free Update**—Kim Hart and Mary Craig were recognized and reported on the recent forum and draft ordinance.
 - b. **John Yarborough, Building Permit Fees**—Mr. Yarborough was recognized and read a letter to Council from the POA Board regarding the City's Building Permit Fees. A copy of the letter was distributed to Council at the meeting. The Mayor indicated that Council is reviewing the fees and recommended that the POA send a similar letter to the Water & Sewer Department. Councilmember Roberson suggested that we invite the Water and Sewer Department to explain to us how they assess their fees. The Mayor indicated that the POA should be invited also.

Marshall Keiger was recognized and addressed some of the fees from Water and Sewer.

A verbatim transcript of the discussion is attached to the Minutes.

9. ITEMS FOR GENERAL WORK SESSION DISCUSSION

- a. Gulf Coast Community Design Studio Report—Item was discussed but no action was taken.
- b. Discussion of Door-to-Door Campaign by City Candidates—Item was discussed but no action was taken. During discussion, Councilmember Knobloch indicated that, according to POA covenants on pages 23 and 24, door-to-door campaigning is not allowed in Diamondhead.
- c. Status of IT Systems—Item was discussed but no action was taken.

EXECUTIVE SESSION

Upon motion by Councilmember Ackerman at 10:01 a.m. and second by Councilmember Holcomb, the Council voted unanimously to go into Closed Session to determine the need for an Executive Session.

Upon motion by Councilmember Holcomb and second by Councilmember Ackerman, the Council voted unanimously to go into Executive Session to discuss a personnel issue.

Upon motion by Councilmember Roberson and second by Councilmember Rech, the council voted unanimously to come out of Executive Session.

RETURN TO REGULAR SESSION.

Upon motion by Councilmember Roberson at 10:41 a.m. and second by Councilmember Holcomb, the Council voted unanimously to return to the Regular meeting. All who were present when the closed session began were again present when the session ended. No decisions were made in the Executive Session.

The city attorney asked to be excused and left the meeting at 10:42 a.m.

- d. Building Fees—Item was discussed but no action was taken.

REVIEW OF AGENDA FOR THE FORMAL COUNCIL MEETING FEBRUARY 19, 2013

1. Call to Order

**Motion to Recess Formal Council Meeting To New City Hall at 5000 Diamondhead Circle
Motion to Reconvene Council Meeting**

2. Invocation

3. Pledge of Allegiance

4. Roll Call

5. Approval of Minutes—02.04.13, 01.31.13 WS, 01.22.13, 01.17.13 WS

6. Confirmation or Adjustment of the Agenda Order

7. Communications/Announcements from the Mayor and Council

- a. Ordinance 2013-029 Revising the Times of the City Council Meetings for the City of Diamondhead was passed January 22, 2013. The regular meetings of the Mayor and City Council of the City of Diamondhead, Mississippi shall be at 6:00 p.m. on 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 1972, effective March 4, 2013. In the event that a meeting date shall fall on a holiday, said meeting shall be held in accordance with the provisions of Sections 21-17-17 and 21-9-39(2) of the Mississippi Code of 1972. Proper notice was placed in the SeaCoast Echo, the newspaper of record for the City of Diamondhead.
- b. The next Diamondhead City Council Work Session will be held at 9 a.m., February 28, 2013, in the Council Chambers of City Hall located at 5000 Diamondhead Circle.
- c. The next Diamondhead City Council meeting will be held at 6:00 p.m. on March 4, 2013, in the Council Chambers of City Hall located at 5000 Diamondhead Circle
- d. Ethics Commission Findings of Fact, Peter A. Kolf vs. Mayor and Council, City of Diamondhead
- e. State of the City Address Available on the Website

8. Presentations / Appointments

9. City Manager's Report *(To include comments from City Attorney and/or City Clerk, Police Captain, if appropriate.)*

10. Docket of Claims—Item was discussed but no action was taken.

11. Citizens Wishing to Address Council, Agenda Items Limit of 3 minutes per person

None. The Mayor asked that the record reflect that there were no citizens present to request to address to Council.

RECESS FOR LUNCH—Councilmember Rech moved, seconded by Councilmember Holcomb, to recess for lunch and return at 1:30 pm. The motion carried unanimously and the meeting was recessed at 12:25 p.m.

RETURN FROM RECESS—Councilmember Rech moved, seconded by Councilmember Holcomb, to resume the meeting. The motion carried unanimously and the meeting resumed at 1:30 p.m. All who were present when the meeting recessed were again present again.

12. FINANCIAL REPORTS—Council recognized Kristin Ventura, City Accountant, and reviewed the financial reports. No action was taken.

13. NEW BUSINESS

- a. Oath of Office for Diamondhead's First Police Chief—Item was discussed but no action was taken.
- b. Community Development Block Grant (CDBG) Advertise Request for Proposals—Item was discussed but no action was taken.
- c. ES&S Agreement—Item was discussed but no action was taken.
- d. Absolute Printing—Item was discussed but no action was taken.
- e. Gaming Commission Letter—Item was discussed but no action was taken.
- f. Budget Amendment—Item was discussed but no action was taken.
- g. New Job Descriptions—Item was discussed but no action was taken.
 - Public Works GIS Technician
 - Police Administration—Administrative Support

14. OLD BUSINESS

- a. Selection of two additional members for the Keep Diamondhead Beautiful Committee—Item was discussed but no action was taken.
- b. Funds for City Hall Refurbishment—Item was discussed but no action was taken.

15. Ordinances and/or Resolutions pulled from the Consent Agenda

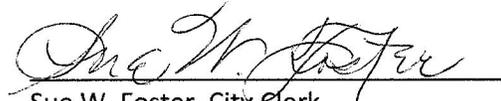
16. Citizens Wishing to Address Council, Non-Agenda Items Limit of 3 minutes per person
None

17. ADJOURN—Councilmember Ackerman moved, seconded by Councilmember Roberson to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 3:04 p.m.



Charles H. Ingraham, Jr., Mayor

Date: March 4, 2013



Sue W. Foster, City Clerk

Meeting Notice Posted at City Hall on February 10, 2013.