



# MINUTES

## COUNCIL WORK SESSION

### Diamondhead, Mississippi

Council Chambers  
City Hall  
May 16, 2013  
9:00 a.m.

- 
1. **Call to Order** Mayor Ingraham called the meeting to order at 9:00 a.m.
  2. **Invocation** Mayor Ingraham
  3. **Pledge of Allegiance** Councilmember Holcomb
  4. **Roll Call** The following members of Council were present: Mayor Ingraham, Hank Holcomb, Ernie Knobloch, Ron Rech, Dalton Roberson. Councilmember Ackerman was absent.
  5. **Review of Minutes**—Following discussion, no action was taken.
  6. **Confirmation or Adjustments of the Agenda Order**—Councilmember Holcomb moved, seconded by Councilmember Roberson, to accept the order of the agenda, subject to any changes made by Council. The motion carried unanimously and the following adjustments were made to the Agenda:
    - Add 7d—Memorial Service
    - Add 13K—Discuss using funds from the sales of shirts for the Maluhia Garden
  7. **Communications/Announcements from the Mayor and Council**
    - a. The next regularly scheduled Council Work Session will be held May 30, 2013 at 9 a.m. at Council Chambers located at 5000 Diamondhead Circle.
    - b. The next regularly scheduled Council Meeting is at 6 p.m. on May 20, ~~June 3~~, 2013 in Council Chambers located at 5000 Diamondhead Circle.
    - c. Deadline for voting by Absentee Ballot in Person for the Run-off Election: Municipal Clerk's Office, 8 a.m.-12N, May 18, 2013.
    - d. Memorial Service—will be held on May 25 at Diamondhead Circle under oaks with the New Orleans Navy Band at 11 a.m.
  8. **Presentations**—
    - a. 2013-2014—Proclamation in Memory of Michael Rynders
  9. **HOLD NUMBER FOR CITY MANAGER'S REPORT/POLICE REPORT, ETC.**
  10. **Review of Docket of Claims**

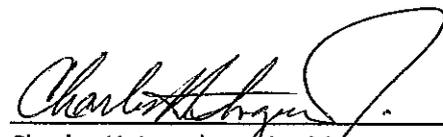
Councilmember Ackerman came into the meeting at 9:56 a.m.
  11. **Citizens Wishing to Address Council, Agenda Items**
    - a. John Fletcher—Architects Bid
    - b. John Ellis—Building Permit Fees
    - c. Joseph Lopez—Regarding Training For Police Department. Mr. Lopez agreed that the City is to be provided fully trained officers by the Sheriff's Department but asked Council why was there \$500 in the budget for police training. The City Accountant indicated that the money is in the budget to pay for reserve officers when the City's officers are in training, however we are

already \$1600 over budget on this item due to the turnover in police officers provided to Diamondhead .

12. **Review of FINANCIAL REPORTS P/E 04.30.13**—Following discussion, no action was taken.
13. **Old and New Business**
  - a. 2013-1051—Purchasing and Accounts Payable Policy. Following discussion, no action was taken.
  - b. 2013-2017—Approval to Participate in the State Office of Purchasing and Travel Small Purchase procurement Card Program Contract band Approval of Related Policy and Procedure. Following discussion, no action was taken.
  - c. 2013-2018—Approval of Usage of the following Merchant Specific Credit Cards: Lowes and Fuelman. Following discussion, no action was taken.
  - d. 2013-2019—Approval for the Use of Alternative Credit Card and Related Policy. Following discussion, no action was taken.
  - e. 2013-2025—Approval of FY2-12 Certification of Municipal Compliance Questionnaire and Submittal of Annual FY2012 Municipal Audit to the Office of the State Auditor. Following discussion, no action was taken.
  - f. 2013-2030—Approval of Authorization Letter Allowing City Manager and Purchasing Clerk to Accept Lowest and Best Competitive Written Bids (under \$50,000) on behalf of the City, as outlined by Mississippi State Purchasing Law. Following discussion, no action was taken.
  - g. 2013-2034—MML Annual Conference Registration July 15-17, 2013—Following discussion, no action was taken.
  - h. 2013-2036—Approval of Resolution Appointing Mississippi Municipal League 2013 Voting Delegates for the City of Diamondhead. Following discussion, no action was taken.
  - i. 2013-2037—Motion to Accept the Recommendation of the Planning and Zoning Commission Regarding Anchor Signs Variance Request. Following discussion, no action was taken.
  - j. 2013-2038—Motion to Accept the Recommendation of the Planning and Zoning Commission Regarding Conditional Use Approval For NVision Solutions, Inc. Following discussion, no action was taken.
  - k. Discussion of the use of funds from the sale of shirts with Diamondhead logo to benefit the Friends of the Maluhia Garden. Following discussion, no action was taken.
  - l. Mayor Ingraham—Proposed standard for the roads. Following discussion, no action was taken.
  - m. Building Department Fees—Following discussion, no action was taken.

14. **Citizens Wishing to Address Council, Non-Agenda items**  
None

15. **ADJOURN**—Councilmember Holcomb moved to adjourn, Councilmember Rech second. The motion carried unanimously and the meeting adjourned at 12:36 p.m.

  
\_\_\_\_\_  
Charles H. Ingraham, Jr., Mayor

  
\_\_\_\_\_  
Sue W. Foster, City Clerk

Meeting Notice Posted at City Hall on May 14, 2013.