



MINUTES

FORMAL MEETING OF CITY COUNCIL

Diamondhead, Mississippi

Council Chambers
City Hall
May 20, 2013
6:00 pm

1. **Call to Order**—Mayor Ingraham called the meeting to order at 6:00 P.M.
2. **Invocation**—Mayor Ingraham
3. **Pledge of Allegiance**—Councilmember Holcomb
4. **Roll Call**—The following members of Council were present: Mayor Ingraham, Dianne Ackerman, Hank Holcomb, Ernie Knobloch, Ron Rech, Dalton Roberson

Councilmember Ackerman left the meeting at 6:02 p.m.

5. **Approval of Minutes**—Councilmember Roberson moved, seconded by Councilmember Holcomb, to Accept the Minutes Subject to Any Corrections or Additions Made by Council. Following questions by Council, the motion carried unanimously.

Councilmember Ackerman returned to the meeting at 6:03 p.m.

6. **Confirmation or Adjustment of the Agenda Order** Councilmember Roberson moved, seconded by Councilmember Knobloch, to accept the order of the Agenda with any adjustments necessary. The motion carried unanimously and the following adjustments were made:

7e—Mayor's Announcement

14b—remove a line at the end of the item

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 June 3, 2013 in Council Chambers located at 5000 Diamondhead Circle.
 - c. Absentee Voting for the General Election will begin at City Hall as soon as the ballot is available after the run-off election and will continue 8 a.m.-5 p.m. weekdays and on Saturdays from 8 a.m.-12N, ending on June 1, 2013.
 - d. Memorial Day Service—11 a.m. on May 25, 2013 Under the Oaks at the Diamondhead Country Club Circle.
 - e. Mayor Ingraham will be out June 7-15. Councilmember Holcomb will serve as Mayor Pro Tem during his absence.

8. Presentations / Appointments

- a. 2013-2014—Proclamation in Memory of Michael Rynders—the Mayor presented Ms. Brenda Rynders with a proclamation in memory of Michael Rynders, the City’s first Bailiff.

9. **City Manager’s Report**—In the City Manager’s absence, the City Clerk introduced Connie Scott, Purchasing Agent who retired from the State as a Purchasing Agent with 28 years of experience. She will begin work on June 2, 2013 as recommended by the accounting auditor and as required by Mississippi State Statute as good business/good government practices.

Capt. Al Hermann was recognized and reported on the activities of the Police. Capt. Hermann indicated that an effort would be made to cut down on the amount of time required for the shift change as the Sheriff’s Department requires Diamondhead Police Officers to drive to the County for briefings, which takes two officers out of Diamondhead for an hour. Councilmember Holcomb asked Capt. Hermann if he had followed up with using Skype technology for these briefings as had been requested. Capt. Hermann was instructed to follow up with the Sheriff’s Department and see if they would start using Skype to cut down on the travel and expense of Diamondhead officers traveling to the County for briefings. In an effort to reduce overtime for officers testifying in Municipal Court, the Court Clerk was instructed to schedule cases involving off-duty police officers at the beginning of Court Sessions. Another police officer has left the Diamondhead Police Department. The Mayor noted that the City of Diamondhead does not pay for training for officers as the Inter-local agreement with the Sheriff’s Department requires that the city receive fully-trained officers.

10. **Citizens Wishing to Address Council, Agenda Items**
None

REGULAR AGENDA

11. OLD and NEW BUSINESS

- a. 2013-2037—Councilmember Roberson moved, seconded by Councilmember Holcomb, to Accept the Recommendation of the Planning and Zoning Commission Regarding Anchor Signs Variance Request—Following presentation, discussion and comments from Ed Catone and Bob Harko, the motion carried unanimously.
- b. 2013-2038—Councilmember Roberson moved, seconded by Councilmember Ackerman, to Accept the Recommendation of the Planning and Zoning Commission Regarding Conditional Use Approval For NVision Solutions, Inc. Following presentation and discussion, the motion carried unanimously.

CONSENT AGENDA

Councilmember Holcomb moved, seconded by Councilmember Knobloch, to accept the Consent Agenda. After moving Item 14 to Item15, the Docket of Claims, the motion carried unanimously.

12. **FINANCIAL REPORTS P/E 04.30.13**

13. **Old and New Business**
 - a. 2013-1051—Purchasing and Accounts Payable Policy
 - b. 2013-2017—Approval to Participate in the State Office of Purchasing and Travel Small Purchase Procurement Card Program Contract and Approval of Related Policy and Procedure
 - c. 2013-2018—Approval of Usage of the following Merchant Specific Credit Cards: Lowes and Fuelman
 - d. 2013-2019—Approval for the Use of Alternative Credit Card and Related Policy
 - e. 2013-2025—Approval of FY2012 Certification of Municipal Compliance Questionnaire and Submittal of Annual FY2012 Municipal Audit to the Office of the State Auditor
 - 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
14. **Docket of Claims—**~~Motion to Accept the Docket of Claims as Presented.~~ Item 14 was moved to Item 15 for discussion and approval.

ITEMS PULLED FROM CONSENT AGENDA

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

Docket of Claims—Councilmember Roberson moved, seconded by Councilmember Holcomb, to Accept the Docket of Claims as Presented. The motion carried unanimously.
16. **Citizens Wishing to Address Council, Non-Agenda Items**

Councilmember Roberson was recognized and requested a Point of Privilege to address Council. The request was granted and Judge Roberson advised Council that this would be his last meeting. Judge Roberson went on to state, "This has been an experience I never thought I would experience. Each member of this council has worked diligently for the purpose of establishing a city that we could all be proud of. The work that they have put in will ultimately show that this work was necessary in order for it to be a city that we could be proud of. I don't think that anyone on this council ever acted in the terms of personal gratification and I often said to the Mayor that I made over \$100,000 a year when I was working as a judge and I never worked this hard. There were meetings after meetings. It has been an experience that taught me how to deal with a legislative body because, here you have to work out and compromise. I think the City will go forward, I hope that it goes forward, and it has my best wishes. It has been truly an experience for me and I thank each of you for working with me and I am happy to have been able to work with you. Thank you."

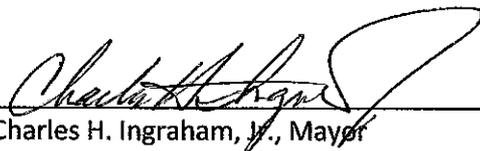
After Judge Roberson's remarks, he received a standing ovation.

The Mayor thanked Judge Roberson and commented that throughout the entire process, the Judge has been a key member and one who has kept Council on the straight and narrow, bringing Council back to

reality. The mayor indicated that the Judge does not say much but when he does, it is worth listening to.

It was announced that a Special Work Session will be held on Thursday, May 23, 2013, at 9 a.m. in Council Chambers to discuss building fees.

17. **ADJOURN**—Councilmember Knobloch moved, seconded by Councilmember Holcomb, to adjourn. The motion carried unanimously and the meeting was adjourned at 7:02 p.m.



Charles H. Ingraham, Jr., Mayor



Sue W. Foster, City Clerk

Meeting Notice Posted at City Hall on May 17, 2013.