



MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
October 15, 2013
6:00 pm

1. **Call to Order-** Mayor Schafer called the meeting to order at 6:05 p.m.
2. **Invocation-** Councilmember LaFontaine
3. **Pledge of Allegiance-** Councilmember Rech
4. **Roll Call-** The following members of the Council were present:
Mayor Schafer, Councilmember Lopez (via telephone), Councilmember LaFontaine, Councilmember Rech, Absent: Councilmember Knobloch and Councilmember Sislow.
5. **Approval of Minutes-** Councilmember LaFontaine moved, seconded by Councilmember Rech to accept the Minutes Subject to Any Corrections or Additions Made by the Council, City Manager, or Deputy Clerk. The motion carried unanimously and the following Minutes were approved:

9/24/13 Work Session
9/30/13 Special Call Meeting
10/1/13 Formal Council Meeting
10/4/13 Special Call Meeting
10/8/13 Work Session
10/8/13 Special Call Meeting

6. **Confirmation or Adjustment of the Agenda Order-** Councilmember LaFontaine moved, seconded by Councilmember Rech to accept the Agenda Order Subject to Any Adjustments or Additions Made by Council, the City Manager, or the Deputy Clerk. There was one (1) addition to the Agenda as follows:
Item 10a-Letter from the Diamondhead Water and Sewer District presented by the City Manager for payment. Motion carried unanimously and the Agenda order was accepted unanimously.
7. **Communications/Announcements from the Mayor and Council**
 - a. The next regularly scheduled Council Meeting will be held at 6:00 pm, Tuesday, November 5, 2013 in Council Chambers located at 5000 Diamondhead Circle.
 - b. The next regularly scheduled Council Work Session will be held Tuesday, October 29, 2013 at 1:00 p.m. in Council Chambers located at 5000 Diamondhead Circle. .This will be the last regularly scheduled Work Session. Special Work Sessions will be scheduled as needed.

- c Councilmember Lafontaine stated during the Solid Waste Authority meeting on 10-14-2013, no old business was discussed, only new business of King Landfill to allow property owners in the County to show tax bill if necessary to make monthly dump at site. Secondly, a bid opening for depositories was conducted and Hancock Bank was the only bid received and will become the primary bank for Solid Waste Authority effective on November 1, 2013

8, Presentation-

- 9. Citizens Wishing to Address Council, Agenda Items -None
- 10. Docket of Claims-Councilmember LaFontaine moved and Councilmember Rech seconded, to Accept the Docket of Claims as presented. The motion carried unanimously.
 - a. Payment to Diamondhead Water/Sewer District- Councilmember Rech moved and seconded by Councilmember LaFontaine to approve payment of \$1,586.72 to the Diamondhead Water/Sewer District.
- 11. FINANCIAL REPORTS-Councilmember Rech moved and seconded by Councilmember LaFontaine to Accept the Financial Report as presented.

Councilmember Rech commended the staff for controlling the expenses of the City.

12. DISCUSSION OF REGULAR AGENDA ITEMS-Old and New Business

2013-3020 -- Councilmember Rech moved and seconded by Councilmember LaFontaine seconded approval of the purchase of two (2) Digital Ally Video Cameras/Mirror Kits with Radios for the use in two (2) new police vehicles. There was no discussion. Motion carried unanimously.

2013-3022- Councilmember Lafontaine moved and seconded by Councilmember Rech to the Approval of FY2013 Audit Engagement Letter.

Discussion was made by the comptroller and stated that the estimated costs of \$18,500 is with a CAFR, Liability cost was \$16,500. Six (6) cities out of 115 in Mississippi produce CAFRs. The motion carried unanimously.

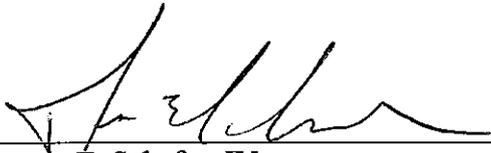
2013-3023- Councilmember Rech moved and seconded by Councilmember LaFontaine to Approve the Fixed Assets/Inventory Policy and the Related Forms.

The Comptroller was recognized and informed the Council, as a new City, policies and procedures are being created in order to establish consistency and internal controls. The fixed asset policy aligns with the State Auditors guide for municipalities. Motion carried unanimously.

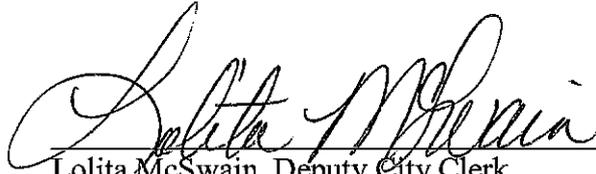
2013-3028- Councilmember LaFontaine moved and seconded by Councilmember Rech to accept the Letter of Resignation of the City Clerk, Sue Foster. No Discussion was made, Motion carried unanimously.

13. Citizens Wishing to Address Council, Non-Agenda Items- None

- 14. RECESS OR ADJOURN- Councilmember Rech moved and seconded by Councilmember Lafontaine to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 6:27 pm.



Tommy E. Schafer, IV
Mayor



Lolita McSwain, Deputy City Clerk