



# MINUTES

## FORMAL MEETING OF CITY COUNCIL

### Diamondhead, Mississippi

**Diamondhead Country Club**  
**Emerald Ballroom**  
**June 18, 2012**  
**1 pm**

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1. **Call to Order** Mayor Ingraham called the meeting to order at 1:01 pm
  2. **Invocation** Mayor Ingraham
  3. **Pledge of Allegiance** Mayor Ingraham
  4. **Roll Call**—The following members of Council were present: Mayor Ingraham, Dianne Ackerman, Ernie Knobloch, Ron Rech, Dalton Roberson. Councilmember Holcomb was absent.
  5. **Approval of Minutes**— May 21, 2012 Council Meeting  
May 22, 2012 Recessed Work Session  
May 31, 2012 Work Session  
June 4, 2012 Council Meeting  
Councilmember Ackerman moved, seconded by Councilmember Roberson, to accept the Minutes for May 21, May 22, and May 31, 2012 and to table the Minutes for June 4, 2012. The motion carried unanimously.
  6. **Confirmation or Adjustment of the Agenda Order** The Mayor announced that Item 16e, City Emergency Planning Walk Thru, would take place on Wednesday morning at 8:30am, following recess of the current meeting.
  7. **Communications/Announcements from the Mayor and Council**
    - a. The Mayor announced that the June 28<sup>th</sup> Work Session would be rescheduled until June 29<sup>th</sup> at 1pm.
    - b. Councilmember Knobloch commended Dalton Roberson on losing forty pounds and noted that he is a life-time member of Weight Watchers.
    - c. Mayor Ingraham announced that he had just received mail from FEMA notifying him that the application of the City of Diamondhead to participate in the National Flood Insurance Program (NFIP) had been approved and that the City is eligible to participate in the Regular Phase of the NFIP, effective on May 22, 2012. Councilmember Knobloch moved to accept the letter from FEMA and to spread it upon the Minutes, seconded by Councilmember Ackerman. The motion carried unanimously.
  8. **Presentations / Appointments**
    - a. Swearing in of New City Manager and Presentation of His Bond. The Mayor relayed that, at the last City Council meeting, Council approved the offering of the position of City Manager to Richard Rose subject to certain stipulations, and that Mr. Rose accepted the position as approved. Mayor Ingraham presented the bond for Mr. Rose and administered the oath of office. Upon issuing the oath, Councilmember Roberson moved, seconded by Councilmember Rech, to terminate the City's contract with Municipal Consultants, effective upon Mr. Rose's accepting the position of City Manager. The motion carried unanimously. Councilmember Rech moved, seconded by Councilmember Roberson, to terminate the appointment of Lloyd Ramirez as Volunteer Interim City Manager, effective June 5, 2012. Councilmember Ackerman thanked Mr. Ramirez for the time and energy he had expended on behalf of the City of Diamondhead. The Mayor expressed his

appreciation, and that of all of Council, for Mr. Ramirez' willingness to serve the City upon incorporation and named Mr. Ramirez "City Manager Emeritus".

9. **City Manager's Report**—Richard Rose was recognized and reported on the following:
1. He is working with sheriff's department to purchase seven police vehicles and corresponding equipment, in addition to equipment term contracts to be available in July;
  2. A building code RFQ will be available for Council consideration at the June 29 Work Session;
  3. Health insurance for two, possibly three employees is in the works;
  4. Work has begun on developing the 2012-2013 budget that must be approved by September 30, 2012;
  5. Update on the Council's request to explore dredging of a new passage south of Hula's will be presented at the Work Session on June 29, 2012;
  6. Tidelands application grant is due July 2, 2012;
  7. Councilmember Holcomb sent a letter to county supervisors regarding roads.
  8. Mr. Rose recognized city manager emeritus, Lloyd Ramirez, and indicated that he would have a Table Top Emergency Response Schedule at 8:30am on Wednesday.
  9. Regional Hazard Mitigation Plan has its first meeting tomorrow at 10am.
  10. City Attorney Williams was asked about the transfer of county roads to the city and he stated that the issue of the interlocal agreement with county law enforcement needs to be resolved first. The agreement must be signed by the county and go to the Attorney General's office for approval, which may take up to 60 days. City manager Rose indicated that he spoke to the sheriff regarding the interlocal agreement and that the Sheriff indicated that he would contact the county attorney but had been unsuccessful. City Manager Rose was asked to e-mail the interlocal agreement to Councilmember Roberson and the City Attorney. Mr. Rose stated that the Attorney General's office has to approve this agreement and has to approve the Sheriff's Department running radar in the city. Mayor Ingraham directed that the draft Interlocal Agreement be ready for discussion by Wednesday morning and directed Mr. Rose to forward same to Council this afternoon.
10. **Docket of Claims**  
None
11. **Citizens Wishing to Address Council, Agenda Items** Limit of 3 minutes per person  
Pete Kolf was recognized and spoke to Council regarding Item 16c, the RFB for Hosted Integrated Computer Software, suggesting the City consider other alternatives. Mr. Kolf also expressed his displeasure with not being able to review the specifications documents when he requested them, and indicated he has submitted a complaint against the City to the Mississippi Ethics Commission for its Public Records Policy. City Attorney Williams addressed Mr. Kolf's complaint indicating that Mr. Kolf had been advised of the Council-approved policy but had not complied; additionally, Mr. Williams indicated that, at the time of Mr. Kolf's request, the document in question was a work-in-progress, which he is not entitled to review.

Denise Catone was recognized and thanked Council for their efforts on behalf of the Noise Ordinance.

<b>CONSENT AGENDA*</b>
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12. **OLD BUSINESS**  
None

Councilmember Knobloch moved to remove Item 13d from the Consent Agenda for further discussion and move it to item 14a with second by Councilmember Roberson. The question was called and the motion carried unanimously.

Councilmember Roberson moved, seconded by Councilmember Rech, to accept the remaining items on the Consent Agenda. The motion carried unanimously and the items were accepted.

**13. NEW BUSINESS—CONSENT AGENDA**

- a. Resolution to Appoint Representatives to the Regional Hazard Mitigation Planning Committee
- b. Request to Authorize Additional Signatory
- c. Resolution Appointing Mississippi Municipal League 2012 Voting Delegates for the City of Diamondhead

<b>ITEMS PULLED FROM CONSENT AGENDA</b>
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**14. Ordinances and/or Resolutions pulled from the Consent Agenda**

- a. Motion Designating Diamondhead Community Church and the POA Community Center as Polling Places for Municipal Elections/Voting in Diamondhead. Councilmember Knobloch suggested substituting the Diamondhead Country Club as the polling place for Wards 2, 3, and 4 pending availability. After discussion and confirmation with Country Club Staff that the necessary dates were unavailable, Councilmember Roberson moved, seconded by Councilmember Rech, to approve to motion and to send the appropriate letters to the Diamondhead Community Church and the POA.

<b>REGULAR AGENDA</b>
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**15. OLD BUSINESS**

None

**16. NEW BUSINESS**

- a. RFP 2012-1004 for Lease Purchase Financing and Resolution—City Manager Rose outlined the RFP and gave the public an update on the items that are required by law to be in the police vehicles. Councilmember Roberson moved, second by Councilmember Rech, to accept the RFP and the accompanying Resolution. The motion carried unanimously.
- b. RFB 2012-1003 for New Law Enforcement Vehicles (3 or more)—After discussion, Councilmember Roberson moved, seconded by Councilmember Rech, to approve to advertise bids for police vehicles, not to exceed seven vehicles, to accept the city managers' letter dated June 15, 2012, and to have the city manager take the necessary and appropriate actions to acquire police vehicles under state contract.
- c. RFB 2012-1002 for Hosted Integrated Computer Software System--Councilmember Ackerman wanted assurance that the RFB complies with all state requirements for purchase. City Attorney Williams indicated that if a purchase is over \$50,000, based on his conversation with Emily McNeil of the State Auditor's office, it must go out for bid. Councilmember Ackerman voiced her agreement with purchasing all the modules at one time and indicated her approval of acquiring a fully integrated system. Councilmember Roberson moved, seconded by Councilmember Rech, to approve the RFB. The motion carried unanimously.

- d. RFQ 2012-1005 for Architectural Services

**EXECUTIVE SESSION**

Upon motion by Councilmember Roberson and second by Councilmember Rech, the Council voted to go into Closed Session to determine the need for an Executive Session.

Upon motion by Councilmember Roberson and second by Councilmember Rech, the Council voted to go into Executive Session to discuss the potential purchase of lands for municipal functions.

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

**RETURN TO THE REGULAR MEETING**

Upon motion by Councilmember Knobloch and second by Councilmember Ackerman, 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.

Councilmember Roberson moved, seconded by Councilmember Rech, to approve the RFQ for Architectural Services and to instruct the City Manager to evaluate certain land proposals. The motion carried unanimously.

- e. City Emergency Planning Walk-Thru—Councilmember Roberson moved, seconded by Councilmember Ackerman, to table this item until Wednesday morning at 8:30am. The motion carried unanimously.

<b>EXECUTIVE SESSION</b>
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Upon motion by Councilmember Ackerman and second by Councilmember Rech, the Council voted to go into Closed Session to determine the need for an Executive Session.

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

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

**RETURN TO THE REGULAR MEETING**

Upon motion by Councilmember Knobloch and second by Councilmember Rech, 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.

Councilmember Roberson moved, seconded by Councilmember Knobloch, to reimburse the City Manager for the cost of his health insurance until such time as the group policy takes effect. The motion carried unanimously.

EXECUTIVE SESSION

Upon motion by Councilmember Ackerman and second by Councilmember Knobloch the Council voted to go into Closed Session to determine the need for an Executive Session.

Upon motion by Councilmember Roberson and second by Councilmember Rech, the Council voted to go into Executive Session to discuss a contract for deferred compensation.

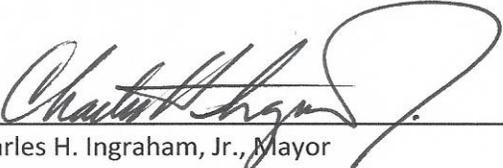
Upon motion by Councilmember Roberson and second by Councilmember Rech, the Council voted unanimously to come out of Executive Session.

RETURN TO THE REGULAR MEETING

Upon motion by Councilmember Roberson and second by Councilmember Rech, 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.

Councilmember Ackerman moved, seconded by Councilmember Knobloch, to participate in the Mississippi Deferred Compensation Plan and Trust in the form of a 457b governmental deferred compensation plan for eligible city employees. The city will match dollar for dollar 8% of the employees' gross salary not to exceed \$5,000, to exclude elected officials, and for the city manager to execute MDCPT joinder agreement. The motion carried unanimously.

17. **Citizens Wishing to Address Council, Non-Agenda Items** Limit of 3 minutes per person  
None
18. **RECESS** Councilmember Roberson moved, seconded by Councilmember Rech, to recess the meeting until 8:30am on June 20, 2012, for the purpose of discussing the City Emergency Planning Walk-Thru and the Inter-Local Agreement with the Hancock County Sheriff Department's. The motion carried unanimously and the meeting was adjourned at 3:47pm.

  
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Charles H. Ingraham, Jr., Mayor

  
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Sue W. Foster  
City Clerk

Meeting Notice Posted at City Hall on June 14, 2012.

*\*Consent Agenda – All matters listed on the Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*