



MINUTES

FORMAL MEETING OF CITY COUNCIL

Diamondhead, Mississippi

Diamondhead Country Club
Emerald Ballroom
August 6, 2012
6:00 pm

-
1. **Call to Order** Mayor Ingraham called the meeting to order at 6:01 pm.
 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. Councilmember Dalton Roberson was absent.
 5. **Approval of Minutes**— June 29, 2012 Work Session; July 2, 2012 Formal; July 12, 2012 Recessed Meeting; July 12, 2012 Work Session; July 16, 2012 Formal; Councilmember Rech moved, seconded by Councilmember Ackerman, to approve the Minutes as noted. The motion carried unanimously.
 6. **Confirmation or Adjustment of the Agenda Order**—Councilmember Knobloch moved, seconded by Councilmember Rech, to approve the adjusted order of the Agenda.
 7. **Communications/Announcements from the Mayor and Council**
 - a. The Council Meeting scheduled for Monday, September 3, will be held at 6pm on Tuesday, September 4 at the normal location, the Emerald Ballroom at the Diamondhead Country Club as previously announced.
 - b. Mayor announced the Resignation of Robyn Eastman from the Planning and Zoning Commission.
 8. **Presentations / Appointments**
 - a. Appointment of Roger Smith to the Planning and Zoning Commission—Mayor Ingraham administered the Oath of Office to Mr. Smith.
 9. **City Manager's Report**

Lisa McSwain, Deputy City Clerk/Municipal Court Clerk, Diamondhead's third employee, was introduced; Mr. Rose expressed thanks to Susan Holcomb for all her work with the volunteers and recognized all of the volunteers assisting at City Hall: Fran Vosbein, Linda Naron, Jerry Ingraham, Mary Allen, Ed Catone, Sandy Price, Dinah Knobloch, Gail Hunt, Susie Lloyd, Linda Williams, Ann Roundtree, Marian Brown, JoAnne Carlson, Pearl Roberson, Donna Cifranic, Mike Skeen, Nolin Briley, Nita Hensley, Judy Lakota, Frank Manchester, Libby Pittman, Barbara Smith, Dan Seliga, and Darlene Park. Herb Swanson and Mike Skeen are assisting with purchasing police equipment and traffic signage; Nancy Brashier has volunteered to be risk manager.

Police Department design decals for the police vehicles, the city patch and the city badge were displayed on the board.
 10. **Citizens Wishing to Address Council, Agenda Items** Limit of 3 minutes per person
none

CONSENT AGENDA*

Councilmember Holcomb moved, seconded by Councilmember Knobloch, to accept the items on the Consent Agenda. The motion carried unanimously and the Consent Agenda was accepted.

11. OLD BUSINESS

None

12. NEW BUSINESS

- a. Office Depot Card
- b. C-Spire Wireless Contract
- c. Job Postings and Job Descriptions
 - Diamondhead City Court Judge
 - Diamondhead City Prosecutor
 - Diamondhead Planning and Zoning Attorney
 - Planning and Zoning Part-Time Programmatic Employee
- d. Agreement to Extend Agreement Dated February 14, 2012 and June 22, 2012, and to Clarify the Agreement Between Hancock County and the City of Diamondhead for Hancock County to Provide Building Code Permitting and Inspection services and Provide Planning and Zoning Services on Behalf of the City of Diamondhead Through September 30, 2012.
- e. 2012 Annual Awards Salute to Business and Industry in Hancock County.
- f. MDOT Approved Traffic Engineering Study Contract Between the City, GRPC, and Seymour Engineering to Provide Traffic Engineering Services, Contingent Upon Approval by GRPC.
- g. Resolution Requesting GRPC to Undertake a Traffic Signage Engineering Study on Behalf of the City.
- h. Police Car Decals, Badge and Patch
- i. Adopt an Interchange Agreement, MDOT

13. Docket of Claims

Councilmember Rech moved, seconded by Councilmember Ackerman, to accept the Docket of Claims. The motion carried unanimously.

ITEMS PULLED FROM CONSENT AGENDA (if needed)

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

None

REGULAR AGENDA

15. OLD BUSINESS

- a. Hosted Integrated Software Recommendation, Contract, and Resolution of the City of Diamondhead Making Certain Findings of Fact and Authorizing the City Manager to Accept the Bid of Tyler Technologies for its Incode Software and Related Matters—City Attorney Bragg Williams read a letter from Melissa C. Patterson, Special Assistant Attorney General, regarding the complaint about the City's purchase of software. Ms. Patterson stated that, "In its inquiry, the Office of the State Auditor has found no incorrect procedure used by the City of Diamondhead in its process for selecting software in this instance." Mayor Ingraham read the Resolution in its entirety and expressed Council's full confidence in the City Manager and Assistant City Manager, indicating that they were on the right track and did the right thing.

Councilmember Holcomb moved, seconded by Councilmember Rech, to accept the letter from Melissa Patterson as read by the City Attorney. The motion carried unanimously.

Councilmember Holcomb moved, seconded by Councilmember Ackerman, to adopt Hosted Integrated Software Contract that has been recommended by the City Manager and to Adopt the Resolution as stated. The motion carried unanimously.

- b. Discussion Regarding the City Manager to Begin Process to Create Bid Proposal for Police Equipment—On the City Manager’s recommendation, Councilmember Holcomb moved, seconded by Councilmember Knobloch, to deny this item. The motion carried unanimously.

16. NEW BUSINESS

- a. FY 2013 Budget—Accept the Proposed Budget and Set the Public Hearing—Councilmember Ackerman moved, seconded by Councilmember Roberson, to table until 8:30am, August 16, in a Recessed Council Meeting. The motion carried unanimously.
- b. Comprehensive Plan—Motion to Set the Date and Advertise for the Public Hearing—Councilmember Ackerman moved, seconded by Councilmember Rech, that the Comprehensive Plan be accepted contingent on the inclusion of Council’s amendments as contained in the August 3, 2012 memo from Chris Watson with the following exceptions: (1) the deletion of “it is expected that” on page 35; (2) addition of language reflecting the city’s desire to become a “green city”—golf carts, recycling, education programs, smoke-free, etc.” The motion carried unanimously.

The memo from Chris Watson dated August 3, 2012 was read in its entirety by the Mayor and Council.

Councilmember Ackerman moved, seconded by Councilmember Holcomb, to set the public hearing on the Comprehensive Plan at 1pm on August 29 at the Emerald Ballroom of the Diamondhead Country Club. The motion carried unanimously. The Mayor instructed the City Manager, pursuant to receipt of the final plan from Chris Watson on Thursday, to advertise the Public Hearing in the SeaCoast Echo on August 11 and August 18, per Mississippi Code.

EXECUTIVE SESSION

At 6:54pm, upon motion by Councilmember Ackerman and second by Councilmember Holcomb, the Council voted unanimously to go into Closed Session to determine the need for an Executive Session. The motion carried unanimously.

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

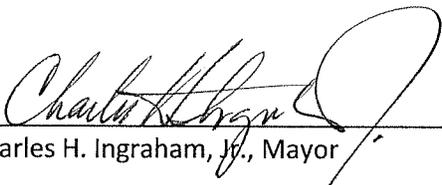
A personnel matter was discussed and no action was required or needs to be taken.

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

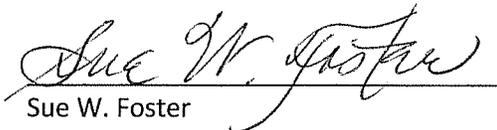
RETURN TO REGULAR SESSION

Upon motion by Councilmember Ackerman 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.

17. **Citizens Wishing to Address Council, Non-Agenda Items** Limit of 3 minutes per person
Burl Nelson was recognized and addressed Council regarding the reduction in POA dues.
18. **RECESS**—Councilmember Holcomb moved with a second by Councilmember Rech to recess the meeting until 8:30am on August 16 at the Community Center. The motion carried unanimously and the meeting was adjourned at 7:12pm.



Charles H. Ingraham, Jr., Mayor



Sue W. Foster
City Clerk

Meeting Notice Posted at City Hall on August 3, 2012.