

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
February 2, 2016
6:00 pm CST

I. Call to Order – Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. Invocation – Councilmember Sislow

2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

Present: Mayor Schafer, Councilmembers Lopez, Woolbright, Knobloch, Sislow and Rech. Absent: None.

4. **Confirmation or Adjustment of the Agenda Order** – Councilmember Knobloch moved, seconded by Councilmember Lopez, to accept and approve the agenda with the following addition:

II. Presentation Agenda

1. Council Comments

- d. Proclaim February 2016 American Heart Month in the City of Diamondhead
- e. Governor’s Proclamation – February 29, 2016 Rare Disease Day in the State of Mississippi
- f. Request from Hancock County Library System for a community book drop

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

III. **Presentation Agenda**

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on February 16, 2016 in Council Chambers located at 5000 Diamondhead Circle
- b. Hancock County Board of Supervisor President, Blaine LaFontaine and Supervisor Scotty Adam addressed the council offering assistance from the County whenever possible including the upcoming drainage project in Holiday Village. President LaFontaine and Supervisor Adam pledged their support and agreement to work the City of Diamondhead for the betterment of the community and the County as a whole.
- c. Building Official Ron Jones – provided visual presentation outlining the proposed amendment to fees associated with the adopted Family of International Codes (Ord. 2013-035)

- d. Mayor Schafer proclaimed February 2016 American Heart Month in the City of Diamondhead. Sherri Bevis, representing the local chapter of the American Heart Association’s 2020 Impact Goal provided an overview of the chapter and thanked the Mayor and Council for the proclamation
- e. Mayor Schafer then read aloud Governor Phil Bryant’s Proclamation whereby February 29, 2016 was proclaimed Rare Disease Day in the State of Mississippi
- f. Request from Hancock County Library System for a community book drop – Courtney Thomas, Hancock County Library Director, explained the immediate for a bookdrop here in the City. She asked the council to consider assisting with and approving a location for a bookdrop to be place in a central location the residents of Diamondhead.

Councilmember Knobloch moved, seconded by Councilmember Lopez, to allow the placement of bookdrop for the Hancock County Library System on the portico at City Hall, so long as placement is in an ADA appropriate location.

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

2. City Manager’s Report

Public Works:

The surveys for Live Oak Dr. Phase II have been completed and are being written up. Tindel law Firm will then draft easements for signatures by the property owners. We will be moving forward with final plans for the reconstruction of this section and should be ready to advertise in the next month or two.

All awarded drainage projects except Apua are under construction. We are waiting on a box culvert to be delivered.

Mayor’s Forum:

I submitted a project list last Friday to Mr. Kirkland with the City of Biloxi. I included roads identified in the recently presented draft report of the traffic and road connectivity study. Briefly, the projects included a frontage road, new or improved roads in the commercial are and new connector roads to facilitate traffic flow. Total amount requested is \$12 million.

Grant update:

The request to change the scope of the Small Municipalities grant has been approved by MDA. Ms. Moore has submitted the grant application for the Safe Routes to School. If awarded the City will receive \$300,000 for sidewalks on Golf Club Drive and other features.

Surveys have been completed for the bike trail and commercial drive. As soon as legal gets the plans easements will be written and signatures collected. Spring should bring a lot of construction activity. The Bicycle Advisory Committee is coming together and will be developing recommended bike routes and making recommendations for safety improvements. We have great volunteers in Diamondhead and would like to let the community know that we have opportunities for them to get involved in the development of the city.

Court System:

We are beginning to receive payments from the Mississippi Municipal Court Fund as a result of having qualified to participate by having a collection contract.

Legislative Update:

Mr. Levanway asked me to let you know that the deadline for submitting bills is this Wednesday. Please let me know if you want to have a bill introduced this session.

Law Enforcement:

Saturday, Captain Luther noticed a female standing on the I-10 Jordan River Bridge. Suspecting she was in distress, Captain Luther parked at the foot of the bridge and approached the female. He observed her taking off her boots and realized that she might be contemplating jumping off of the bridge. Captain Luther made it to her and convinced her to talk with him. AMR arrived shortly thereafter and took the female in for medical and mental treatment. Captain Luther’s heroic action likely saved this woman’s life. Making a difference is what drives people in public service. Without question, Captain Luther made a difference in this person’s life and I would like us to commend him for his action.

3. Public Comments on Agenda Items - None

4. Appointments/Oaths:

- a. Accept Councilmember Sislow’s recommendation to reappoint Nita Hensley to the Commission for Planning and Zoning
Councilmember Sislow requested to postpone the reappointment until the next meeting for Ms. Hensley to be present

III. Policy Agenda

- 1. Approval of Minutes
 - a. January 19, 2016

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to approve the January 19, 2016 Formal Meeting Minutes

Ayes: Lopez, Woolbright, Knobloch, Sislow and Mayor Schafer. Nays: None. Abstain: Rech

MOTION CARRIED

2. Resolutions

- a. **2016-017:** Resolution 2016-005 Authorizing preparation and submittal of a CDBG application for funds from the Mississippi Development Authority for drainage improvements

Councilmember Sislow moved, seconded by Councilmember Knobloch, to adopt Resolution 2016-005 authorizing preparation and submittal of a CDBG application for funds from the Mississippi Development Authority for drainage improvements

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

3. Ordinances:

- a. **2016-016:** Ordinance 2013-035.1 Amending the fees in association with the adopted Family of International Codes for the City of Diamondhead

Councilmember Lopez moved, seconded by Councilmember Knobloch, to adopt Ordinance 2013-035.1 Amending the fees in association with the adopted Family International Codes

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

4. Planning and Zoning Matters:

- 2016-018:** Case File 201500401 (Ertel) Variance request to allow the construction of a garage within 5’ of the east property line

Councilmember Woolbright moved, seconded by Councilmember Lopez, to approve a variance in Case File 2015000401 (Louis W. Ertel) 96491 Diamondhead Dr. West thereby allowing the construction of a garage within 5’ of the east property line.

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

5. Other Actions:

- a. **2016-013:** Budget Amendment 2016-Rev-1 and 2016-110-1- Grant received from Department of Revenue to support municipal court collections

Councilmember Rech moved, seconded by Councilmember Knobloch, to adopt Budget Amendment 2016-Rev-1 and 2016-110-1 for grant award from Department of Revenue to support municipal court collections

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

- b. **2016-014:** Abolish GIS Director/Administrative Specialist position and create and approve job description the position of Deputy Building Official

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to abolish the GIS Director/Administrative Special position and further to create and approve the job description of Deputy Building Official.

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

- c. **2016-015:** Budget Amendment 2016-140-1 and 2016-180-1 Abolish GIS Director/Administrative Special and create Deputy Building Official position

Councilmember Rech moved, seconded by Councilmember Sislow, adopt Budget Amendment 2016-140-1 and 2016-180-1 reflecting the abolishment of GIS Director/Administrative Special and creation of Deputy Building Official position

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

6. Discussion:

- a. The Parade/Special Events Permits application was briefly discussed. It was suggested the application be reviewed for possible modification. The approval/denial process, how are the most reasonable and safe routes determined, what cost are associated with the permits and who should be responsible for such costs were points of interest.
- b. Unimproved foundations/slabs were discussed. Some councilmembers agreed that slabs remaining eleven years after Hurricane Katrina should be removed. It was suggested that a list of properties be compiled and contact be made with those property owners to encourage voluntary removal. City Manager Reed agreed to contact Tommy Kidd to inquire into available resources to assist property owner's.

IV. **Routine Agenda**

- 1. Docket of Claims (Claims DKT152133 thru DKT152155)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (DKT152133 thru DKT152155)

Ayes: Lopez, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None

MOTION CARRIED

- 2. Net Payroll, including benefits and taxes, January 20,2016 - \$52,079.44

- V. Public Comments on Non Agenda Items – Mr. Lee Taylor, resident of the City's south side, discussed Hurricane Katrina's storm surge and the devastating effect to the area south of I-10. He presented the Mayor and Councilmembers with a plan that he says will control water surge during future events. He stated that he has begun a public relations campaign to share his ideas on storm surge control and the first step to making it a reality is to ask that the concept be studied. In the coming months, he will focus his efforts to share knowledge of the plan through the media and social groups to push for a study to be conducted. He asked the Council to acknowledge that such a study is necessary and that one should be conducted.

VI. Adjourn

At 7:03 p.m. CST Councilmember Lopez moved, seconded by Councilmember Woolbright, to adjourn.

A roll call vote was taken as follows:

Ayes: Lopez, Woolbright, Knobloch, Sislow, and Mayor Schafer. Nays: None. Absent: Rech.

MOTION CARRIED

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk