MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
June 7, 2016
6:00 pm CST

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

1. Invocation – Councilmember Sislow
2. Pledge of Allegiance – Councilmember Rech

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3. Roll Call –
   Present: Councilmembers Woolbright-present via teleconference, Sislow, Rech and Mayor Pro Tem Knobloch. Absent: Councilmember Lopez and Mayor Schafer.

4. Confirmation or Adjustment of the Agenda Order – Councilmember Sislow moved, seconded by Councilmember Rech, to accept and approve the agenda with the following amendments:
   III. 5. i. Remove -**2016-102**: Accept RFQ's and designate engineering firms of record for the City.
   III. 5. h. Move to III. 4. b. **2016-101**: to Resolution format 2016-Authorizing the donation of $500 to Hancock County Sheriff's Office Youth Camp.

   A roll call vote was taken as follows:
   Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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II. Presentation Agenda

1. Council Comments
   a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on June 21, 2016 in Council Chambers located at 5000 Diamondhead Circle
   b. Bobbi Kittle with Hub International Gulf South explained to the Council the services provided through Hub International. She also explained the insurance renewal process the Business Associate Agreement and the Agent of Record designation all to be considered by the Council.
   c. Christian Stephenson, Hancock County MSU Extension Agent explained the pros and cons of allowing residents to raise chickens (excluding roosters) within the City limits.

d. Tish Williams, Executive Director of the Hancock Chamber of Commerce announced Mr. Duffy nomination as Hancock Citizen of the Year. She further explained that Mr. Duffy one of 30 nominees was selected as one of the top ten finalist. A letter of commendation was presented to Mr. Duffy on behalf of the Chamber. Cruisin the Coast's "Blessing of the Classics" among many others were highlighted events which Mr. Duffy coordinated.

2. City Manager's Report

Kapalama Bridge Replacement:
I went onsite today to visit with the construction workers and compliment them on their progress. Two of the three bridge spans are now in place and the last one is scheduled to be placed on Thursday. The south approach to the bridge was scheduled to be completed today. With good weather and barring complications the bridge could be completed and the road reopened within two weeks.

Advanced Certified Municipal Official:
I received a letter from the Mississippi Municipal League inviting you all to the graduation ceremony for Advanced Certified Municipal Officials. Councilman Knobloch will be among the honorees for having completed the 100 hours of course work to achieve this designation. The graduation will be held Sunday, June 26th at 4:00 pm in the Beau Rivage Ballrooms, Magnolia E & F. Congratulations to Councilman Knobloch for his commitment to learning about municipal government and his dedication to serving the citizens of Diamondhead.

Drainage:
One of the areas of focus this year has been improving drainage in Diamondhead. Given that pictures speak louder than words I have a brief PowerPoint presentation to share with you. AS mentioned after the last major rain event, the improvements have been tested and shown to be helping. We still have some work to do but clearly your efforts are making a difference in Diamondhead.

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3. Public Comments on Agenda Items – None

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III. Policy Agenda

1. Approval of Minutes

a. May 10, 2016 Special Call Meeting

Councilmember Sislow moved, seconded by Councilmember Rech, to approve the Minutes of May 10, 2016 Special Call Meeting.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

b. May 17, 2016 Formal Meeting

Councilmember Sislow moved, seconded by Councilmember Rech, to approve the Minutes of May 17, 2016 Formal Meeting.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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c. May 26, 2016 Special Call Meeting

Councilmember Rech moved, seconded by Councilmember Sislow, to table the Minutes of May 26, 2016 Special Meeting.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

2. Planning and Zoning Matters:
   a. **2016-098**: Case File 2016-00127 Landmark Contractors variance application requesting rear and front (side) yard setbacks encroachments at property address 229 Fairway Villas Circle. Recommendation is to approve.

      Councilmember Sislow moved, seconded by Councilmember Rech, to approve the variance as it relates to the Zoning Ordinance (Article 437.5 E I a and c) in the matter of Case File 2016-00127 Landmark Contractors variance application requesting rear and front (side) yard setbacks encroachments at property address 229 Fairway Villas Circle. Tax Parcel 067P-0-35-199.000

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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b. **2016-099**: Case File 2016-00077 D. Dreher variance application to allow construction of outdoor kitchen/pool house of 1845 sf. and 18'3" height. Recommendation is to approve.

Councilmember Woolbright moved, seconded by Councilmember Sislow, to approve a variance as it relates to the Zoning Ordinance (Article 4.18.3 D ii) in the matter of Case File 2016-00077 D. Dreher variance application to allow construction of outdoor kitchen/pool house of 1845 sf. and 18'3" height. Tax Parcel 067M-1-35-175.000.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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c. **2016-100**: Case File 2016-00112 J. Teerling variance application to allow the construction of a pergola roof over existing deck within 10' of the rear property line.

Councilmember Rech moved, seconded by Councilmember Sislow to approve a variance as it relates to the Zoning Ordinance (Article 4.6.5 E iii) in the matter of Case File 2016-00112 J. Teerling variance application to allow the construction of a pergola roof over existing deck within 10' of the rear property line. Tax Parcel 067Q-0-36-202.000.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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3. Code Enforcement:

a. **2016-106**: Appeal Hearing Requested by James Ahlman, III regarding decision of Building Official.

Building Official Jones having provided the Council with definitive documentation calling for condemnation and demolition as outlined in correspondence to property owner James Ahlman, III dated April 29, 2016 attached hereto and made a part thereof. The subject property so condemned is located 10751 Limu Way (Tax Parcel #067G-1-25-181.000). Ahlman having submitted written appeal to the Building Official's ruling of condemnation and demolition of the subject property was called at this time to present matters on his behalf. Mayor Pro Tem Knobloch called aloud 3 times for Ahlman or any representative thereof to present to Council. Based on failure to appear Councilmember Sislow moved, seconded by Councilmember Rech to dismiss the appeal so requested by property owner James Ahlman, III thereby upholding the decision of the Building Official as outlined in the correspondence of April 29, 2016.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

4. Resolutions:

a. **2016-094**: Resolution 2016-023 Stating the intent of the City to request funding activation, authorizing the City Manager to execute MOU with MDOT for matching funds and statement of assurances of federal and state guidelines all for the Safe Routes to Schools Grant.

Councilmember Rech moved, seconded by Councilmember Sislow, to adopt Resolution 2016-023 stating the intent of the City to request funding activation, authorizing the City Manager to execute MOU with MDOT for matching funds and statement of assurances of federal and state guidelines all for the Safe Routes to Schools Grant.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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b. **2016-101**: Resolution 2016-024 Authorizing match funds in the amount of $500.00 to support the Hancock County Sheriff's Summer Youth Camp.

Councilmember Rech moved, seconded by Councilmember Sislow, to adopt Resolution 2016-024 authorizing the donation of match funds in the amount of $500.00 to support the Hancock County Sheriff's Office Youth Summer Camp Program.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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5. Other Actions:

a. **2016-091:** Approve Participation Agreement, payment in the amount of the $4,000 and other requirements for 2016 Cruisin' the Coast-Blessing of the Classics.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Participation Agreement, requirement outlined therein and payment in the amount of $4,000 for 2016 Cruisin' the Coast-Blessing of the Classics.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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b. **2016-092**: Approve close out documents and final payment in the amount of $73,507.15 to Vision Constructors for the Hazard Mitigation Grant Program Project #4081-0015.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve close out documents and final payment in the amount of $73,507.15 to Vision Constructors for the Hazard Mitigation Grant Program Project #4081-0015.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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c. **2016-057**: Approval final payment in the amount of $1,308.00 to Eley Guild Hardy Architects for professional services relation to the Hazard Mitigation Grant Program Project #4081-0015.

Councilmember Rech moved, seconded by Councilmember Sislow to approve final payment in the amount of $1,308.00 to Eley Guild Hardy Architects for professional services relation to the Hazard Mitigation Grant Program Project #4081-0015.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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d. **2016-093**: Approve Business Associate Agreement and Agent of Record designation with HUB International Gulf South.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Business Associate Agreement and Agent of Record designation of Hub International Gulf South as amended to include referencing "formally Fox-Everett".

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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e. **2016-095**: Approve designation of the City Manager to serve as contact person for addressing the City's dumpster needs and concerns to the Hancock County Solid Waste Administrator.

Councilmember Sislow moved, seconded by Councilmember Rech, to the designation of the City Manager to serve as contact person for addressing the City's dumpster needs and concerns to the Hancock County Solid Waste Administrator.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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f. **2016-096**: Approve Jeannie Klein as the LPA Coordinator for MDOT funded projects.

Councilmember Sislow moved, seconded by Councilmember Rech, to approve Jeannie Klein to serve as the City's LPA Coordinator for Mississippi Department of Transportation funded projects.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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g. **2016-097**: Approve retention stipends for eligible Police Officers.

Councilmember Sislow moved, seconded by Councilmember Rech, to approve retention stipends in the amount of $3,000 per year/$250 per month for eligible Diamondhead Police Officers as follows:

Bruce Lily	effective June 2016
Corina McSwain	effective July 2016

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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h. **2016-103**: Approve the selection of Mississippi Engineering & Development, LLC for professional engineering services in relation to the MDOT (TAP) Safe Routes to Schools Grant.

Councilmember Sislow moved, seconded by Councilmember Rech, to approve the selection of Mississippi Engineering & Development, LLC for professional engineering services in relation to the Mississippi Department of Transportation (TAP) Safe Routes to School Grant.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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i. **2016-104**: Selection of an engineering firm to assist with next round of Tidelands Grant Funding Application through Mississippi Department of Marine Resources.

Councilmember Sislow moved, seconded by Councilmember Rech, to select and approve James J. Chiniche Engineering to assist with the Mississippi Department of Marine Resources Tidelands Grant Funding Application (Legislative Session FY18).

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

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j. **2016-105**: Approve to advertise for various paving projects.

Councilmember Rech moved, seconded by Councilmember Sislow to approve to advertise for the following paving projects:

	Depth	Length	Width	Asphalt Estimate
Alakoko Place	1 1/2	600	20	149
Makiki place culda sac	1 1/2	242	20	84
Kalipekona Way	1 1/2	2100	20	445
Alawai Ave	1 1/2	1390	20	293
Amoka Drive	1 1/2	2291	20	485
Anahola Place	1 1/2	1271	20	269
Aukai Place culda sac	1 1/2	292	20	62
Kome Drive	1 1/2	1645	20	348
Hana Court	1 1/2	364	20	77

Kalae St .	1 1/2	750	20	159
Kahala Dr	1 1/2	2050	20	433
Ewa Street	1 1/2	427	20	91
Ewa place	1 1/2	654	20	137
Gulf Club Dr South of the water tower	1 1/2	155	22	37
Laie Street	1 1/2	1086	20	230
Laie Place	1 1/2	899	20	190
Moanalua Way	1 1/2	2739	20	579
Manini Way	1 1/2	2017	20	427
Kailua Place	1 1/2	1219	20	268
Kailua place cul-da-sac	1 1/2	172	11	20
Dh Dr East Between Aupuwi Pl.& Apona St.	1 1/2	255	40	277
Dh Dr East between Anahola Pl.& Hana Ct.	1 1/2	1070	40	477
Mauna Loa Place	1 1/2	220	40	77
Gex Rd.	1 1/2	588	20	140

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer

MOTION CARRIED UNANIMOUS

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k. **2016-108**: Establish salaries for newly hired employees/transferred employees as follows subject to successful completion of the necessary screening and background checks:

Councilmember Rech moved, seconded by Councilmember Sislow, to establish FY16 salaries for the following newly hired employees/transferred employees subject to successful completion of the necessary screenings and background checks.

Receptionist	Tammy Braud	$11.41 p/hour
Janitorial-City Hall	Sandra Welter	$9.50 p/hour
Public Works GEI	James Reynolds	$9.25 p/hour

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

IV. Routine Agenda

1. Docket of Claims (Claims DKT152482 – DKT152523)

   Councilmember Rech moved, seconded by Councilmember Sislow to approve the Docket of Claims (Claims DKT152482 – DKT152523).

   A roll call vote was taken as follows:
   Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

   MOTION CARRIED UNANIMOUS

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2. Payroll Payables - Net Payroll, including benefits and taxes, May 25, 2016 - $45,986.99.

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V. Public Comments on Non Agenda Items

Lee Taylor addressed the Council regarding the kayak launch and hiking trail project. He stated is in very much in favor of project and suggested to the Council the trails be cleared in a manner to allow for use by handicap individuals.

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VI. Adjourn/Recess

At 7:03 p.m. CST and with no further business to come before the Council, Councilmember Sislow moved, seconded by Councilmember Woolbright to adjourn.

A roll call vote was taken as follows:
Ayes: Woolbright, Knobloch, Sislow, Rech. Nays: None. Absent: Lopez and Schafer.

MOTION CARRIED UNANIMOUS

Thomas E. Schafer, IV
Mayor

Jeannie Klein
City Clerk