MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
July 5, 2016
6:00 pm CST

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

1. Invocation – Mayor Schafer
2. Pledge of Allegiance – Councilmember Rech

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3. Roll Call –
   Present: Mayor Schafer, Councilmembers Knobloch, Sislow and Rech.
   Absent: Lopez and Woolbright.

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

   II. 1 c. Councilmember Knobloch- recycle bin relocation.

   III. 5 d. Discussion of Diamondhead Beautification proposal for land around City Hall.

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

MOTION CARRIED UNANIMOUS

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II. Presentation Agenda

a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on July 19, 2016 in Council Chambers located at 5000 Diamondhead Circle.
b. FY17 Budget Workshop will be at 3:00 p.m. on July 7, 2016 in Council Chambers located at 5000 Diamondhead Circle.
c. Councilmember Knobloch explained the City's recycle bins have been relocated to behind to the south side of Aloha Drive East behind Diamondhead properties and the car wash.

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2. City Manager's Report

Grant Report:
City Manager Reed asked Michele Moore, Grant Consultant, to provide an update of grants. Moore provided a summary of each grant award received, granted and in application status. Her report concluded the City total grants funding based on actual awards and successful application at $2.65 million in funds with local match funds totaling $706,000 with total project costs of $3.4 million.

Paving:

Bids are scheduled to be opened at 2:00 on July 15th for milling and repaving of 24 streets and an alternate for Live Oak Dr. Phase II.

FY17 Budget:

A budget workshop has been scheduled for July 7th at 3:00.

Recycling Bin:

Team Waste delivered a new recycling bin to Diamondhead. Mr. Jim Gratowski was kind enough to allow us to locate the container on the south side of Aloha Drive east behind Diamondhead Properties and the car wash. Acceptable items are Aluminum, corrugated cardboard boxes, glass, juice cartons, magazines, mixed paper, newspapers, plastics, steel and tin cans. We will have signs on site soon that will provide residents more specific information.

POA marina kayak launch:

Michele and I met with Mark Boyd about the Bike Trail and Kayak Launches. He was happy to know that one of the launches had been planned near the marina. The POA Board of Directors has already expressed an interest in a kayak launch in that area and he was hopeful to have our request approved at the upcoming meeting.

Smoke Free Award:

The City of Diamondhead was recognized during the recent MML Conference for adopting a smoke free ordinance. The ordinance has been well received by the vast majority of residents of Diamondhead.

Open Records Request:

We received a public records request from David Baria for a copy of all emails between the City Manager and members of the City Council for the month of June 2016. I forwarded all emails requested to the City Attorney for review and compliance.

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3. Proclamations
   a. Proclaim July 2016 Minority Mental Health Month.
      Mayor Schafer read aloud a proclamation on behalf of National Alliance on Mental Health proclaiming July 2106 Minority Mental Health Awareness in the City.

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4. Public Comments on Agenda Items

Penny Crawford proposed the concept of a Senior Center to be located at City Hall explaining the first step to receive grant funding would the submission of a letter of intent from the Council. Moore, the City's Grant Consultant, reviewed the requirements for the grant application and concluded in her report to Council that the City would be required to provide qualified staff including a director, coordinator, receptionist/intake personnel and a minimum of 2 kitchen workers to provide at

minimum of frozen meals to attendees. Other requirements would include appropriate liability coverage, amenities to provide a "homey" type environment as well as minimum operation hours of at least 4 hours per day.

III. Policy Agenda

1. Approval of Minutes
   a. June 20, 2016 Special Meeting

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Minutes of June 20, 2016 Special Call Meeting.

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

MOTION CARRIED UNANIMOUSLY

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b. June 21, 2016 Formal Meeting

Councilmember Sislow moved, seconded by Councilmember Rech, to approve the Minutes of June 7, 2016 Formal Meeting.

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

MOTION CARRIED UNANIMOUSLY

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2. Code Enforcement Hearings/Actions:
   a. Public Hearing: A Menace to the Public Health and Safety of the Community at 10751 Limu Way, Diamondhead, MS (property owner Ahlman).

Building Official Ronald Jones presented to the Council the case details stating for the record the City's compliance with MS Code §21-19-11, 1972 annotated whereby proper notices provided by letter were delivered to the respective property owner. Absent the property owner or representation thereof, the Council proceeded with consideration of the recommendation outlined in Resolution 2016-029.

2016-117: Motion to consider Resolution 2016-029 finding and adjudicating property located at 10751 Limu Way, Diamondhead, MS is in such a state of uncleanliness to be a menace to the public health, safety and welfare of the citizenry of the City and authorizing advertisement for bids to have said land cleared and cleaned and to assess the costs to the said property owner.

Councilmember Knobloch moved, seconded by Councilmember Rech, to adopt Resolution 2016-029 finding and adjudicating property located at 10751 Limu Way, Diamondhead, MS is in such a state of uncleanliness to be a menace to the public health, safety and welfare of the citizenry of the City and authorizing advertisement for bids to have said land cleared and cleaned and to assess the costs to the said property owner.

A roll call vote was taken as follows:

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

MOTION CARRIED

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b. Public Hearing: A Menace to the Public Health and Safety of the Community at 10744 Luawai Place, Diamondhead, MS (property owner Davis).

Building Official Ronald Jones presented to the Council the case details stating for the record the City's compliance with MS Code §21-19-11, 1972 annotated whereby proper notices provided by letter were delivered to the respective property owner. Absent the property owner or representation thereof, the Council proceeded with consideration of the recommendation outlined in Resolution 2016-030.

2016-118: Motion to consider Resolution 2016-030 finding and adjudicating property located at 10744 Luawai Place, Diamondhead, MS is in such a state of uncleanliness to be a menace to the public health, safety and welfare of the citizenry of the City and authorizing advertisement for bids to have said land cleared and cleaned and to assess the costs to the said property owner.

Councilmember Rech moved, seconded by Councilmember Knboloch, to adopt Resolution 2016-030 finding and adjudicating property located at 10744 Luawai Place,

Diamondhead, MS is in such a state of uncleanliness to be a menace to the public health, safety and welfare of the citizenry of the City and authorizing advertisement for bids to have said land cleared and cleaned and to assess the costs to the said property owner.

A roll call vote was taken as follows:

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

MOTIONCARRIED

2. Resolutions:
   a. **2016-114**: Motion to adopt Resolution 2016-026 seeking the restoration of daily passenger rail service to the Gulf Coast.

Councilmember Rech moved, seconded by Councilmember Knobloch to adopt Resolution 2016-026 supporting the restoration of daily passenger rail service to the Gulf Coast from Louisiana to Florida

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

MOTION CARRIED

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   b. **2016-116**: Motion to adopt Resolution 2016-027 appointing the City of Diamondhead representative on the Joint Land Use Study for the Naval Construction Battalion.

Elaine Wilkinson, Executive Director of the Gulf Regional Planning Commission, outlined the necessity for. Joint Land Use Study (JLUS). She explained the Naval Construction Battalion Center (NCBC) in Gulfport is one of the largest employers in the coastal region with 6,000 employees. The NCBC mission is to maintain and operate facilities and provide service and materials in support of naval construction force units including amphibious construction fleet units, the maritime prepositioning force, and other fleet and assigned organizational units deployed from or home-ported at NCBC Gulfport. The goal for the JLUS Policy Committee is to set guidelines and recommendations for both the military and community stakeholders to promote compatible development, increase base security, and build relationships between NCBC Gulfport, the Special Areas, the cities of Gulfport and Long Beach and Harrison and

Hancock Counties. Wilkinson asked the Council consider appointing two City of Diamondhead representatives to service on the JLUS Policy Committee.
Councilmember Silsow moved, seconded by Councilmember Rech, to adopt Resolution 2016-027 thereby appointing Mayor Schafer and Councilman At-Large Knobloch to represent the City of Diamondhead on the Joint Land Use Study for the Naval Construction Battalion.

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

MOTION CARRIED

c. **2016-119**: Motion to adopt Resolution 2016-031 to abandon the drainage and utility easement on either side along common property line between lots 6 and 7 of Diamondhead Phase 2, Unit 7A, Block 3 as requested by G. Fouts and L. Henry (8938 Hanalei Circle).
Councilmember Rech moved, seconded by Councilmember Knobloch, to adopt Resolution 2016-031 to abandoning the drainage and utility easement on either side along common property line between lots 6 and 7 of Diamondhead Phase 2, Unit 7A, Block 3 as requested by G. Fouts and L. Henry (8938 Hanalei Circle).

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

MOTION CARRIED

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3. Planning & Zoning Matters:
   a. **2016-122**: Case File 2016-00138 Zoning Ordinance (Article 9.8 J) variance application by Roger/Roxanne Worak to construct a wooden 6' privacy fence within 10' of the east property line at 640 Oliwa Place. Recommendation is to approve.

   Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve a variance in the matter of Case File 2016-00138 Zoning Ordinance (Article 9.8 J) variance application by Roger/Roxanne Worak to construct a wooden 6' privacy fence within 10' of the east property line at 640 Oliwa Place.

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

MOTION CARRIED

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b. **2016-123**: Case File 2016-00141 Zoning Ordinance (Article 9.8 J) variance application by Dirk Bachmann to construct a wooden 6' privacy fence within 7'1" of the south property line at 970 Kini Court. Recommendation is to approve.

Councilmember Rech moved, seconded by Councilmember Silsow, to approve a variance in the matter of Case File 2016-00141 Zoning Ordinance (Article 9.8 J) variance application by Dirk Bachmann to construct a wooden 6' privacy fence within 7'1" of the south property line at 970 Kini Court.

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

MOTION CARRIED

4. Other Actions:

a. **2016-115**: Motion to approve Budget Amendment 2016-140-2 and 2016-500-1.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Budget Amendment 2016-140-2 and 2016-500-1 providing for the reallocation of funding to support FY16 contributions to the East Hancock Libarary in the amount of $10,000.

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

MOTION CARRIED UNANIMOUSLY

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b. **2016-120**: Motion to approve to advertise for bids for East Aloha Access Drive.

Councilmember Knobloch moved, seconded by Councilmember Rech, to approve to advertise for bids for East Aloha Access Drive.

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

MOTION CARRIED UNANIMOUSLY

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c. **2016-121**: Discussion regarding a proposed senior center or program at City Hall and consider letter of intent for application submission.

Discussions with regard to a proposed senior center at City Hall included the points outlined in the report by Grant Consultant Moore provided earlier in the meeting. Penny Crawford addressed the Council at which time she favored the center concept,

but recognized the short-time frame allowed for the preparation of the application and her unawareness of the requirements outlined in the application requirements.

NO ACTION WAS TAKEN

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d. Discussion of Keep Diamondhead Beautiful proposal for City Hall property.

Councilmember Knobloch outlined the proposal provided Paul Montjoy, Chairman of Keep Diamondhead Beautiful. Knobloch explained the proposal included relocation of the gazebo, demolition of some of the existing parking area and creating a new parking area and walking path. Knobloch explained the plan was prepared with detail and would be ideal, however, at the present time could not be a justifiable city expense given an existing grant application submission with plans for a walking/exercise path and current drainage and paving needs throughout the City had been approved by the Council.

NO ACTION WAS TAKEN

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IV. **Routine Agenda**

1. Docket of Claims (Claims DKT152568 – DKT152596)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims DKT152568 – DKT152596).

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

MOTION CARRIED UNANIMOUSLY

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2. Payroll Payables - Net Payroll, including benefits and taxes, June 22, 2016 - $47,839.90.

Councilmember Rech moved, seconded by Councilmember Sislow to approve Payroll Payables - Net Payroll, including benefits and taxes, June 22, 2016 - $47,839.90.

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

MOTION CARRIED UNANIMOUSLY

3. Documents for incorporation into the Official Minutes:
   a. Attorney General Opinion and Certification of Recording with Secretary of State Office regarding Interlocal Cooperation Agreement with DWSD

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V. Public Comments on Non-Agenda Items – None

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VI. Adjourn/Recess

At 7:00 p.m. CST and with no further business to come before the Council, Councilmember Knobloch moved, seconded by Councilmember Rech, to recess until July 7, 2016 at 3:00 p.m. for a FY17 Budget Workshop.

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

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Jeannie Klein
City Clerk