MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
September 20, 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 – Mayor Schafer

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3. Roll Call –
Present: Mayor Schafer, Councilmembers Woolbright, Knobloch and Sislow.
Absent: Rech. Ward 1: Vacant

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

Move to Action Agenda:

2. f. Motion to approve renewal of employer/employee paid major medical insurance coverage with Blue Cross Blue Shield of Mississippi for the period January 1, 2017 – December 31, 2017.

2. h. Motion to approve to advertise for bids for the construction of the City Hall Exercise Fitness Trail.

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

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 October 4, 2016 in Council Chambers located at 5000 Diamondhead Circle
b. Special Election for Ward 1 Councilmember will be Tuesday, September 27th. Voting will take place in the City Hall Activity Center from 7 a.m. – 7 p.m.
c. Hancock County Household Hazardous Waste Collection Event will be Saturday, October 1st from 8 a.m.- 1 p.m. at Coast Electric Power Association located on Highway 603.
d. Presentation of Commendation by Mayor Shafer to Abby Guy, National American Miss Mississippi Junior Teen.
e. Bill Cork, Hancock County Port & Harbor Commission, addressed the Council as the new CEO. Cork provided a general update of reporting a FY17 Budget of $25 million.

He outlined FY17 capital project totaling $17 million. Cork explained that in 2007 the Commission secured and FRA Grant for a feasibility study for a Hanrail Project and reported the study resulted in a positive conclusion with regard to a new rail line connecting Port Bienville Industrial Park to the Norfolk Southern Railroad in Nicholson. Formal public hearing into the Hanrail Project are slated for Spring 2017. He further provided a breakdown of employment statistics for the Industrial Park, Stennis International Airport and Stennis Space Center. Cork informed the Council one goal is to include the Diamondhead Airport in eligible projects. Cork concluded that he wants to work with all the cities to bring more residents into the area.

f. Nikki Moon, Director of Hancock County Tourism addressed the Council with an update. She explained all previous BP funding had been exhausted. Moon explained that additional funding may be forthcoming and that Hancock-Harrison-Jackson Tri-County promotion efforts will be continued.

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2. City Manager's Report –

Mark Duffy, Chairman of the Blessing of the Classics, updated the Council on planning for the upcoming event to be held October 5th. He presented this year's volunteer t-shirt and the commemorative dice to be provided to all cruisers participating.

Special Election:
The last day to vote absentee ballot in person is Saturday, September 24th by noon. The last day to accept absentee ballots by mail is September 26th by 5:00pm. Note: absentee ballots by mail must be delivered by the mail carrier. The election is September 27th, registered voters of Ward 1 only will vote in the Activity Center of City Hall. Voting will be allowed from 7:00 am until 7:00 pm. If any registered voter is unsure which Ward they live in they may call City Hall and ask for the City Clerk.

Public Works:
A contractor will be onsite tomorrow to pave over the new drainage pipe recently installed across Airport Drive. The road will not be closed during the process, traffic will be rerouted from one side to the other. The access road is on schedule and resurfacing the streets will begin next week. I have attended meetings to move the lights on the interchange forward rapidly and to have the roundabout at Golf Club and Diamondhead Dr. east moved into this fiscal year.

Public Safety:
In August we had a total of 450 calls to the Police Department. There were 122 traffic stops, 60 citations issued, we assisted 13 motorists, responded to 14 animal problems and 13 medical emergencies. I have a copy of the full report if anyone wants to see the details come by City hall or send me an email request.

Lt. Governor Reeves to be in Diamondhead for Town Hall meeting:
Lt. Gov. Tate Reeves today announced several dates for town hall meetings where coast residents can express their views on how the Legislature should allocate BP settlement funds from the Deepwater Horizon oil spill.
The first meeting will be at 6 p.m. Thursday at the Lyman Community Center, 13742 Highway 49 in Gulfport.
The second meeting will be at 11 a.m. Oct. 20 at Diamondhead City Hall, 5000 Diamondhead Circle.
The third meeting will be at 2 p.m. Nov. 30 at the Fine Arts Auditorium of the Gulf Coast Community College's Gautier campus.
Lt. Gov. Reeves has said he would like to see the majority of the funds spent in south Mississippi. The state is set to receive $750 million over 15 years from the settlement to offset economic losses from the spill.

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3. Public Comments on Agenda Items –

Karen Chetta addressed the Council with regard to the new access road. She explained that she was not aware the City would be constructing a new road near her home. She expressed concerns and requested more detail on the project. Mayor Schafer directed Chetta to contact City Hall for project specifics.

Bobbi Kittle of Hub International addressed the Council with regard to medical insurance renewal for the City's employees. She explained the renewal was offered at a 12% decrease in premium. Members questioned Kittle if further marketing could result in additional savings. Kittle explained that she would seek additional proposals and report back to the Council at its next meeting.

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III. Policy Agenda.

1. Approval of Minutes:
   a. September 6, 2016 Formal Meeting

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve the Minutes of September 6, 2016 Formal Meeting.

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

MOTION CARRIED UNANIMOUSLY

b. September 12, 2016 Special Call Meeting Minutes

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve the Minutes of September 12, 2016 Special Call Meeting.

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

MOTION CARRIED UNANIMOUSLY

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2. Consent Agenda:

Counilmember Sislow moved, seconded by Councilmember Knobloch, to approve Consent Agenda Items a-e and g by consent:

a. **2016-171**: Motion to approve compensation for poll manager, workers, arbitrators and election commissioners for September 27, 2016 Special Election services as follows:

1-Poll Manager $135.00 4-Poll Workers $125.00 each
3 Arbitrators $50.00 each 3-Election Commissioners (each @ 4 days@ $85)

b. **2016-172**: Motion to declare the following cellular phones surplus and proceed with proper disposal.

Item #	Value	Item #	Value
CP134	$7.40	CP007	$3.53
CP126	$7.40	CP127	$7.40
CP121	$7.40	CP130	$7.40
CP123	$7.40	CP124	$7.40
CP120	$7.40	CP129	$7.40
CP133	$7.40	CP226	$45.90
CP132	$7.40	CP007	$3.53

c. **2016-173**: Motion to authorize the renewal of website hosting services with The Focus Group in the annual amount of $300.00.

d. **2016-174**: Motion to approve Pay Request No. 1 in the amount of $56,548.75 to Twin L Construction, Inc. for East Aloha Access Road (SMLP Project SM-15-709).

e. **2016-175**: Motion to authorize AFLAC products and participation in the Section 125 Plan for the City.

g. **2016-175**: Motion to approve to advertise for bids for the purchase of a track hoe and triple axle equipment transport trailer.

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

MOTION CARRIED UNANIMOUSLY

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3. Resolutions:
   a. **2016-154**: Motion to adopt Resolution 2016-042 thereby finding and adjudicating property located at 74609 Diamondhead Dr. North, 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 said property.

   Councilmember Knobloch moved, seconded by Councilmember Woolbright to adopt Resolution 2016-042 thereby finding and adjudicating property located at 74609 Diamondhead Dr. North, 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 said property.

   A roll call vote was taken as follows:

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

MOTION CARRIED

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b. **2016-155**: Motion to adopt Resolution 2016-043 thereby finding and adjudicating property located at 88372 Diamondhead Drive East, 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 said property.

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to adopt Resolution 2016-043 thereby finding and adjudicating property located at 88372 Diamondhead Drive East, 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 said property.

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

MOTION CARRIED

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c. **2016-180**: Motion to adopt Resolution 2016-045 thereby stating the intent of the City to request activation of funding for the Roundabout, authorize the City Manager to execute a Memorandum of Understanding with MDOT for matching funds of 20% or up to $50,000 and for related purposes.

Councilmember Sislow moved, seconded by Councilmember Knobloch, to adopt Resolution 2016-045 thereby stating the intent of the City to request activation of funding for the Roundabout, authorize the City Manager to execute a Memorandum of Understanding with MDOT for matching funds of 20% or up to $50,000 and for related purposes.

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

MOTION CARRIED

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d. **2016-181**: Motion to adopt Resolution 2016-046 thereby stating the intent of the City to request activation of funding for the Surface Transportation Program (STP) Grant for the I-10 Exit 16 Interchange Lighting Project of $400,000, authorize the City Manager to execute a Memorandum of Understanding with MDOT for matching funds of 20% or up to $100,000 and for related purposes.

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to adopt Resolution 2016-046 thereby stating the intent of the City to request activation of funding for the Surface Transportation Program (STP) Grant for the I-10 Exit 16 Interchange Lighting Project of $400,000, authorize the City Manager to execute a $100,000 and for related purposes.

A roll call vote was taken as follows:

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

MOTION CARRIED

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AT THIS TIME MAYOR SCHAFER RECUSED HIMSELF FROM THE PROCEEDING, EXITED COUNCIL CHAMBER AND MAYOR PRO TEM KNOBLOCH PRESIDED.

e. **2016-182**: Motion to adopt Resolution 2016-047 thereby appointing David Boan to serve as Commissioner for the Diamondhead Water & Sewer District for a five (5) year term beginning September 29, 2016.

Councilmember Sislow moved, seconded by Councilmember Woolbright, to adopt Resolution 2016-047 thereby appointing David Boan to serve as Commissioner for the Diamondhead Water & Sewer District for a five (5) year term beginning September 29, 2016.

A roll call vote was taken as follows:

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

MOTION CARRIED

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AT THIS TIME MAYOR SCHAFER RETURNED TO COUNCIL CHAMBERS AND RESUMED PRESIDING.

4. Action Agenda:

a. **2016-178**: Motion to approve FY17 salaries for specified employees of the Public Works Department.

Councilmember Sislow moved, seconded by Councilmember Woolbright, to approve FY17 salaries for specified/positions in the Public Works Department as follows:

GEII	24,960.00	12.00
GEI	23,920.00	11.50
GEI	24,960.00	12.00
HEQII	27,560.00	13.25
GEI	22,360.00	10.75
GEI to GEII	23,920.00	11.50
HEQI	24,960.00	12.00
GEI to GEII	24,440.00	11.75
GEI	21,320.00	10.25
GEI	21,320.00	10.25
GEI	21,320.00	10.25
GEI	21,320.00	10.25
GEI	21,320.00	10.25
GEI	21,320.00	10.25
GEI	21,320.00	10.25

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

MOTION CARRIED UNANIMOUSLY

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b. **2016-183:** Motion to approve the addendum to audit engagement letter of November 13, 2015 with AVL to increase fees in an approximate amount of $10,050 and for other related purposes therein outlined all related to the FY15 Audit.

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve the addendum to audit engagement letter of November 13, 2015 with AVL to increase fees in an approximate amount of $10,050 and for other related purposes therein outlined all related to the FY15 Audit.

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

MOTION CARRIED

2.a **2016-176**: Motion to approve renewal of employer/employee paid major medical insurance coverage with Blue Cross Blue Shield of Mississippi for the period January 1, 2017 – December 31, 2017.

Councilmember Sislow moved, seconded by Councilmember Knobloch, to table renewal of employer/employee paid major medical insurance coverage with Blue Cross Blue Shield of Mississippi for the period January 1, 2017 – December 31, 2017.

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

MOTION CARRIED UNANIMOUSLY

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2. h. **2016-179**: Motion to advertise for bids for the construction of the City Hall Exercise Fitness approve Trail.

Councilmember Sislow moved, seconded by Councilmember Knobloch, to approve to advertise for bids for the construction of the City Hall Exercise Fitness approve Trail.

Ayes: Woolbright, Knobloch, and Sislow. Nays: Mayor Schafer. Absent: Rech.

MOTION CARRIED

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IV. Routine Agenda.

1. Motion to approve the Docket of Claims (Claims DKT152795 – DKT152846).

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to approve Docket of Claims (Claims DKT152795– DKT152846).

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

MOTION CARRIED UNANIMOUS

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2. Motion to approve Payroll Payables, including benefits and taxes, September 14, 2016 in the amount of $53,722.79.

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to approve Payroll Payables, including benefits and taxes for September 14, 2016 in the amount of $53,722.79.

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

MOTION CARRIED UNANIMOUS

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3. Motion to accept August 2016 Financials.

Councilmember Knobloch moved, seconded by Councilmember Sislow, to accept the August 2016 Financials.

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

MOTION CARRIED UNANIMOUS

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4. Motion to accept official document for incorporation into the Minutes:
   a. Transfer Forfeited Tax Land Patent- Lot 14, Block 4, Diamondhead Phase 2, Unit 7 – Parcel No. 067H225004.00.

Councilmember Knobloch moved, seconded by Councilmember Sislow, to accept for incorporation into the Official Minutes the Transfer Forfeited Tax Land Patent – Lot 14, Diamondhead Phase 2, Unit 7 – Parcel No. 067-HSs5004.00.

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

MOTION CARRIED UNANIMOUS

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   b. Interlocal Cooperation Agreement between Hancock County and the Cities of Bay St. Louis, Waveland and Diamondhead for coordination of shared/combined operations.

Councilmember Sislow moved, seconded by Councilmember Knobloch, to accept for incorporation into the Official Minutes the Interlocal Cooperation Agreement between

Hancock County and the Cities of Bay St. Louis, Waveland and Diamondhead for coordination of shared/combined operations.

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

MOTION CARRIED UNANIMOUS

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V. Public Comments on Non-Agenda Items

Gretchen Lederer addressed the Council with regard to the new access road. Lederer explained that she had visited City Hall for more information on the project. She alleged that construction drawings for the project were not available for review. She further stated that property owners in the vicinity of the construction should have been notified well in advance of the proposed road and given information as to the construction timeline.

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VI. Adjourn/Recess

At 7:20 p.m. CST and with no further business to come before the Council, Councilmember Woolbright moved, seconded by Councilmember Knobloch, to adjourn.

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

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Jeannie Klein
City Clerk