

MINUTES
REGULAR MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
July 17, 2018
6:00 pm CST

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

1. Invocation – Councilmember Moran
2. Pledge of Allegiance – Mayor Schafer
3. Roll Call –

Present: Mayor Schafer, Councilmembers Depreo, Moran and Morgan; Koenenn and L’Ecuyer. Absent: None.

4. Confirm or adjust agenda order--

Councilmember Depreo moved, seconded by Councilmember L’Ecuyer, to approve the agenda with the following deletion:

Delete: **2018-217**: Motion to approve and accept 2017 RFP and to include Compton Engineering on the Master Engineering Services Agreement for the City.

Ayes: Depreo, Moran, Morgan, Koenenn, L’Ecuyer and Mayor Schafer. Nays: None.
Absent: None.

MOTION CARRIED UNANIMOUSLY

Councilmember Koenenn moved, seconded by Councilmember L’Ecuyer, to accept and approve the agenda as amended.

Ayes: Depreo, Moran, Morgan, Koenenn, L’Ecuyer and Mayor Schafer. Nays: None.
Absent: None.

MOTION CARRIED UNANIMOUSLY

II. Presentation Agenda

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held August 7, 2018 at 6:00 p.m. CST in Council Chambers located at 5000 Diamondhead Circle.
- b. Kayak Launch Ribbon Cutting will be July 20th at 10 a.m. at the Vaught Circle Launch adjacent to the Diamondhead Marina.

2. City Manager’s Report –

Street Paving 5-year plan – I have received the excel spreadsheet from SMPDD for our recent road maintenance and improvement study. I plan to use this as a tool to create a 5-year plan for street maintenance and paving. I will begin working on this shortly.

Ribbon Cutting for Kayak Launch – Friday at 10am at the Marina Location. Everyone is welcome to attend and celebrate this new amenity for our community.

Architect Design for Police Station and Downstairs of City Hall - I met with architects from Eley, Guild, Harding on Friday. They are working to create a plan to add the police to our downstairs at City Hall as well as a parking area for the police cars. It is our goal to have this work completed by end of September.

Review of City Ordinances by P & Z Committee – I have asked the P&Z committee to review two of our city ordinances each month. We hope to get public comments as we go through this process. If there any recommended revisions, this would come to the City Council for consideration and approval. We hope to review 2 ordinances each month over the next year.

Budget Amendments for FY18 – Based on the report that our treasurer provided the council in June, we are recommending that we approve several budget amendments for this fiscal year. The goal was get as close to our true projections for each account and to leave as much as possible for street paving. In addition, since we are nearing the fiscal year end, we would like to push this year's street paving into FY19. This will give us more time to create the 5-year plan for paving based on our recent road maintenance study with SMPDD and to save money by combining both projects into one in October 2018. We budgeted \$325,000 for street paving this fiscal year. By making the budget amendments, we added \$154,000 for more street paving in FY18. After we push this to next fiscal year, we will be recommending a street paving budget for FY19 at \$790,000. We would like to bid this work in September and pave in October.

Road Planning Grant – I am requesting authorization to apply for a road planning grant with GRPC for up to \$75,000. This is an 80/20 grant, so the city will only pay up to \$15,000 for this project. The scope of work breaks out 8 separate projects that will include traffic circulation, traffic intersection and roadway capacity analysis, design cost estimates, construction cost estimates, Right-of-way Acquisition Cost estimates, identify utility conflicts, and evaluation truck routes for each project. The goal is for me to have a plan to work over the next 5 years, so I can identify funding sources to pay for the projects and to show potential commercial developers what we are planning.

3. Public Comments on Agenda Items– None

III. Policy Agenda.

1. Approval of Minutes:

- a. July 3, 2018 Recess Meeting
- b. July 3, 2018 Regular Meeting

Councilmember Morgan moved, seconded by Councilmember Depreo, to approve the Minutes of the July 3, 2018 Recess Meeting and July 3, 2018 Regular Meeting.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

2. Resolutions

- a. **2018-213:** Motion to adopt Resolution 2018-030 authorizing an application for MPO Study/Technical Report Funding through the MDOT Federal Surface Transportation Block Grant in the amount of \$75,000 (\$60,000 grant; \$15,000 local match) for a planning grant for future roadways and multi-modal paths throughout the commercial area both north and south of Interstate 10 and for other related purposes.

Councilmember Depreo moved, seconded by Councilmember Moran, to adopt Resolution 2018-030 authorizing an application for MPO Study/Technical Report Funding through the MDOT Federal Surface Transportation Block Grant in the amount of \$75,000 (\$60,000 grant; \$15,000 local match) for a planning grant for future roadways and multi-modal paths throughout the commercial area both north and south of Interstate 10 and for other related purposes.

A roll call vote was taken as follows:

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

2. Action Agenda:

- a. **2018-214:** Motion to approve payment to James J. Chiniche in the amount of \$725.00 for professional services relating to Diamondhead Drive West Drainage.

Councilmember L'Ecuyer moved, seconded by Councilmember Depreo, to approve payment to James J. Chiniche in the amount of \$725.00 for professional services relating to Diamondhead Drive West Drainage.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- b. **2018-215:** Motion to approve budget amendments based on year-end projections.

Councilmember L'Ecuyer moved, seconded by Councilmember Koenenn, to approve budget amendments based on year-end projections.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- c. **2018-216:** Motion to approve Master Services Agreement Work Assignment with Digital Engineering in the amount of \$18,854 for GIS System Update Phase

Councilmember Depreo moved, seconded Morgan, to approve Master Services Agreement Work Assignment with Digital Engineering in the amount of \$18,854 for GIS System Update Phase 1.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- e. **2018-220:** Motion to approve officer incentive compensation in the amount of \$3000 annually (\$250 p/month) effective August 1, 2018 for Darrell Hughes and James Alphonso.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve officer incentive compensation in the amount of \$3000 annually (\$250 p/month) effective August 1, 2018 for Darrell Hughes and James Alphonso.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- f. **2018-220:** Motion for discussion of Commercial and Residential Tax Abatement proposals.

Councilmember Depreo moved, seconded by Councilmember L'Ecuyer, to open the floor for discussion of Commercial and Residential Tax Abatement proposals. Discussion was held and the expectation is that the City Manager will provide a proposal for Council consideration.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

- g. **2018-221:** Motion to accept the revised map for the Marina District (Area 3) as outlined in Ordinance 2018-003 Leisure and Recreation District and further to incorporate same as "Appendix 2- Corrected" thereby replacing the previous version.

Councilmember Depreo moved, seconded by Councilmember Morgan, to accept the revised map for the Marina District (Area 3) as outlined in Ordinance 2018-003 Leisure

and Recreation District and further to incorporate same as "Appendix 2- Corrected" thereby replacing the previous version.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

V. Routine Agenda.

- 1. Motion to approve July 2, 2018 Payroll Payables, including benefits and taxes, in the amount of \$3,782.78 and July 3, 2018 Payroll Payables, including benefits and taxes, in the amount of \$51,279.06.
- 2. Motion to approve the Docket of Claims (Claims– DKT154943-DKT154985) the amount of \$89,974.41.
- 3. Motion to accept June 2018 Financial Statements.
- 4. Motion to accept June 2018 Privilege License Report.
- 5. June 2018 Department Reports:
 - a. Building Department Permitting

Councilmember L'Ecuyer moved, seconded by Councilmember Koenenn, to approve July 2, 2018 Payroll Payables, including benefits and taxes, in the amount of \$3,782.78 and July 3, 2018 Payroll Payables, including benefits and taxes, in the amount of \$51,279.06, to approve the Docket of Claims (Claims– DKT154943-DKT154985) in the amount of \$89,974.41, to accept June 2018 Financial Statements, June 2018 Privilege License Report and the June 2018 Building Department Permitting

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None. Abstain: None.

MOTION CARRIED UNANIMOUSLY

VI. Public Comments on Non-Agenda Items: None

VII. EXECUTIVE SESSION

At 6:30 p.m., Councilmember Morgan moved, seconded by Councilmember Depreo, to enter closed session to determine the necessity for executive session.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: none. Absent: none.

MOTION CARRIED UNANIMOUSLY

Councilmember Koenenn moved, seconded by Mayor Schafer, to enter executive session for matters involving litigation.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: none.
Absent: none.

MOTION CARRIED UNANIMOUSLY

AT 6:31 P.M. LEGAL COUNSEL ANNOUNCED THAT THE COUNCIL HAD VOTED UNANIMOUSLY TO ENTER INTO EXECUTIVE SESSION FOR MATTERS INVOLVING LITIGATION.

At 6:42 p.m. Councilmember Koenenn moved, seconded by Councilmember Depreo to exit executive session.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: none.
Absent: none.

MOTION CARRIED UNANIMOUSLY

At 6:42 p.m. the Council returned to Council chambers; Councilmember Morgan moved, seconded by Councilmember Depreo, to exit closed session.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: none.
Absent: none.

MOTION CARRIED UNANIMOUSLY

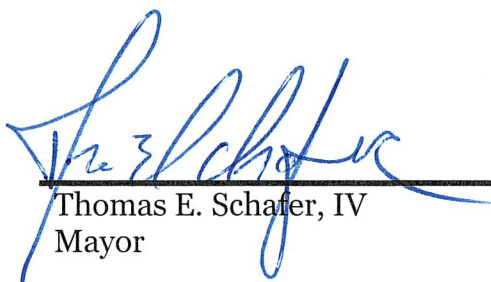
AT 6:42 P.M. Legal Counsel announced that the council discussed litigation in executive session and that no official action was taken.

VIII. Adjourn/Recess.

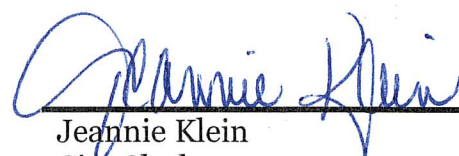
At 6:43 p.m. CST and with no further business to come before the Council at this time, Councilmember Depreo moved, seconded by Councilmember Morgan, to adjourn.

Ayes: Depreo, Moran, Morgan, Koenenn, L'Ecuyer and Mayor Schafer. Nays: None.
Absent: None.

MOTION CARRIED UNANIMOUSLY



Thomas E. Schafer, IV
Mayor



Jeannie Klein
City Clerk