

MINUTES
REGULAR MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
August 21, 2018
6:00 pm CST

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

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

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

4. Confirm or adjust agenda order--

Councilmember Depreo moved, seconded by Councilmember Moran, to approve the agenda with the following addition under the Presentation Agenda:

Philip Meuller - Special Presentation to Councilmember Depreo for Support of Reserve and National Guard

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 September 4, 2018 at 6:00 p.m. CST in Council Chambers located at 5000 Diamondhead Circle.
- b. All City Hall offices will be closed September 3, 2018 in observance the Labor Day Holiday.
- c. FY19 Budget Public Hearing will be held Monday, August 27, 2018 at 6:00 p.m.
- d. Rotten Bayou Watershed Implementation Plan- Judy Steckler, Executive Director of Land Trust for the Mississippi Coastal Plain
- e. Visitor Center Request for Proposal – Linda McCarthy of the Hancock Chamber of Commerce
- f. Waste Management Recycling Program, Jenna Bennett
- g. Philip Meuller - Special Presentation to Councilmember Depreo for Support of Reserve and National Guard

2. City Manager's Report –

- a. FY 19 Budget – We are having the public hearing for the City Budget for FY19 next Monday. A budget is simply a plan that I put together for our next fiscal year. I wanted to remind everyone that all expenditures still must be approved by the council. This is just a forecast of what we think will happen next year and what we would like to do.
- b. Rotten Bayou Watershed Implementation Plan – Thank you to Judy Steckler for providing the presentation tonight for the Rotten Bayou Watershed Implementation Plan. When I read this plan, I immediately thought that this is what we are doing. As a city, we are working to provide cleaner waterways and more access for our residents to get to enjoy Rotten Bayou. We are also working to reduce erosion and sedimentation in our waterways. This plan was approved by DEQ and EPA. Our city has not formally approved the plan as written. By doing so, we accept no financial responsibility. It just means that we are going to continue to work to implement some of the best practices and management actions. I ask that our council read the document and ask questions to Judy Steckler and to Kelsey Johnson. I would like to recommend at our next meeting that we approve this plan. I also believe that approving and implementing some of these management actions, we will put the City of Diamondhead in a better position to get grants from RESTORE and GOMESA for similar projects that we have requested as a city.
- c. Devil's Elbow Dredging Project – I met with DMR and our city engineer regarding Devil's Elbow dredging project. We currently do have an active DMR permit from 2013 to dredge Devil's Elbow. This DMR permit provides for removing 1200 cubic yards of sediment from Devil's Elbow. Basically, this is 40 ft wide by 200 feet long. It is 4 feet deep. This will make the area navigable by boat. The permit does expire in March 2019. Jason is coordinating with DEQ to verify that their previous water quality certification from 2013 is still valid or does it need to be revised. He is also working with Army Corp of Engineers to find out if they will reissue the public notice from the 2012 permit application. This is not able to be bid out until all permits are secured by DEQ and Army Corp of Engineers. We are really waiting to see if Army Corp of Engineers will go back to the old permit application or not. They have requested much more information with our new application.
- d. City Ordinance Review – I have asked the Planning and Zoning Commission to review our city ordinances over the next year. On August 28th, they will begin by reviewing the Tree Ordinance and the Storm Water Ordinance. The public is invited to provide comments during their meetings. Since most of our city ordinances were created in 2012 when the city was formed, it is good for us to review and make sure they all accomplish what we want. If there are any recommended changes by the P&Z commission, this would come to the council for approval.
- e. Leisure and Recreation District Ordinance – The LRD ordinance became effective on August 3 after the 30-day public notice period.
- f. New Road behind Library – The county has awarded the contract to build out the next connector road to the library. Work should begin within 30 days and take less than 90 days to complete.
- g. Residential Tax Abatement – After several meetings and discussions with Jimmy Ladner and our attorney, I plan to hold off on presenting the residential tax abatement plan until further notice. We all agree that we should wait to see how the commercial tax abatement plan goes and see if that helps spur further residential development. We have the plan prepared and ready to present in the future if we feel we need additional incentives to help increase building on the southside of I-10 in Diamondhead.

- 3. Public Comments on Agenda Items– Henry Ward addressed the Council regarding providing materials and grant information for the Visitor Center.

III. Policy Agenda.

1. Approval of Minutes:

- a. August 7, 2018 Regular Meeting

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Minutes of the August 7, 2018 Regular Meeting.

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

MOTION CARRIED UNANIMOUSLY

At 6:35 p.m., Councilmembers Koenenn and Moran exited Council Chambers recused themselves from the meeting proceedings.

2. Resolutions

- a. **2018-241:** Motion to adopt Resolution 2018-035 thereby reappointing Benjamin Taylor to serve a Diamondhead Water & Sewer Commissioner for a term of five years.

Councilmember Depreo moved, seconded by Councilmember Morgan, to adopt 2018-035 thereby reappointing Benjamin Taylor to serve a Diamondhead Water & Sewer Commissioner for a term of five years.

A roll call vote was taken as follows:

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

MOTION CARRIED UNANIMOUSLY

At 6:37 p.m., Councilmembers Moran and Koenenn returned to Council Chambers and joined the meeting proceedings.

2. Orders:

- a. **2018-245:** Motion to order the City of Diamondhead join the Incentive Policy of Hancock County thereby exempting Municipal Ad Valorem Taxes in the Business Zone previously established by Hancock County within the city limits.

Councilmember Depreo moved, seconded by Councilmember Moran, to order the City of Diamondhead join the Incentive Policy of Hancock County thereby exempting Municipal Ad Valorem Taxes in the Business Zone previously established by Hancock County within the city limits.

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

3. Action Agenda:

- a. **2018-238:** Motion to approve payment in the amount of \$776.00 to Digital Engineering for GIS System updating

Councilmember Morgan moved, seconded by Councilmember Depreo, to approve payment in the amount of \$776.00 to Digital Engineering for GIS System updating.

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

MOTION CARRIED UNANIMOUSLY

- b. **2018-239:** Motion to approve payment in the amount of \$1 ,275.00 to Digital Engineering for professional services relating to the Diamondhead Drive West drainage project.

Councilmember Depreo moved, seconded by Councilmember Moran, to approve payment in the amount of \$1 ,275.00 to Digital Engineering for professional services relating to the Diamondhead Drive West drainage project.

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

MOTION CARRIED UNANIMOUSLY

- c. **2018-240:** Motion to approve payment in the amount of \$4,718.50 to Pickering Firm for professional services relating to the Diamondhead Drive East drainage project.

Councilmember Koenenn moved, seconded by Councilmember Depreo to approve payment in the amount of \$4,718.50 to Pickering Firm for professional services relating to the Diamondhead Drive East drainage project.

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

MOTION CARRIED UNANIMOUSLY

- d. **2018-242:** Motion to approve payment #5 in the amount of \$4,030.00 to James J. Chiniche for professional services relating to the East Aloha Widening MDOT TIP Project.

Councilmember Morgan moved, seconded by Councilmember Depreo, to approve payment #5 in the amount of \$4,030.00 to James J. Chiniche for professional services relating to the East Aloha Widening MDOT TIP Project.

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

MOTION CARRIED UNANIMOUSLY

- e. **2018-243:** Motion to host the 2nd Annual National Night Out on October 8, 2018 and further to authorize related expenses not to exceed \$750.00.

Councilmember Depreo moved, seconded by Councilmember Moran, to host the 2nd Annual National Night Out on October 8, 2018 and further to authorize related expenses not to exceed \$750.00.

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

MOTION CARRIED UNANIMOUSLY

- f. **2018-244:** Motion to authorize travel and related expenses for Mayor Schafer, Councilmembers (TBD) and Michael Reso to attend the MML Small Town Conference to be held October 24-25, 2018 in Vicksburg.

Councilmember Koenenn moved, seconded by Councilmember Morgan, to approve the Request for Proposal specifications and authorize the RFP advertisement for a City of Diamondhead Visitor Center.

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

MOTION CARRIED UNANIMOUSLY

- g. **2018-246:** Motion to approve the Request for Proposal specifications and authorize the RFP advertisement for a City of Diamondhead Visitor Center.

Councilmember Moran moved, seconded by Councilmember L'Ecuyer, to approve the Request for Proposal specifications and authorize the RFP advertisement for a City of Diamondhead Visitor Center.

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

MOTION CARRIED UNANIMOUSLY

- h. **2018-247:** Motion to authorize the City Manager to make application to the National Flood Insurance Program Community Rating System.

Councilmember L'Ecuyer moved, seconded by Councilmember Depreo, to authorize the the City Manager to make application to the National Flood Insurance Program Community Rating System.

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

MOTION CARRIED UNANIMOUSLY

- i. **2018-248**: Motion to declare the following surplus equipment and proceed with proper disposal:

Councilmember Depreo moved, seconded by Councilmember Koenenn, to declare the following surplus equipment and proceed to proceed with proper disposal

	Serial #	Asset ID	Disposal Method
Zero Turn Mower	0098	029	use for parts
Stihl Chain Saw	268951862	103	use for parts
Homelite Chain Saw	2780574	107	use for parts
Stihl Weedeater	291836025	211	use for parts
Stihl Weed trimmer	502481371	276	use for parts
Stihl Chain saw	26303052	088	scrap metal
Stihl Blower	270865898	093	scrap metal
Stihl Blower Backpack	269565941	094	scrap metal

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

MOTION CARRIED UNANIMOUSLY

- j. **2018-249**: Motion to accept the City Manager’s recommendation to select Point One Strategist, LLC (Trey Bobinger) to serve as the City’s lobbyist and to enter into contract for same at the rate of \$2,500 monthly (\$30,000 annually) and an annual expense budget in the amount of \$6,000.

Councilmember Depreo moved, seconded by Councilmember Morgan, to accept the City Manager’s recommendation to select Point One Strategist, LLC (Trey Bobinger) to serve as the City’s lobbyist and to enter into contract for same at the rate of \$2,500 monthly (\$30,000 annually) and an annual expense budget in the amount of \$6,000.

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

MOTION CARRIED UNANIMOUSLY

- k. **2018-250**: Motion for discussion and/or possible action regarding the Ieke Drainage project.

Councilmember Depreo moved, seconded by Councilmember Moran to declare a finding of fact that the drainage on Ieke Street will promote the public health, safety and welfare of the citizenry and further to accept Option 1 as presented by the project engineer and to approve to advertise for bids for the project.

A roll call vote was taken as follows:

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

MOTION CARRIED

- l. **2018-251:** Motion to create and abolish the following positions and approve job descriptions for same:

Abolish:

Project Coordinator
 Support Staff/Janitorial
 Public Works General Employee (1 position)
 Part-time Building Clerk

Create:

Public Works Clerk
 Full-time Building Department Clerk
 Part-time Code Enforcement Officer (20 hrs p/week)

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

MOTION CARRIED UNANIMOUSLY

- m. **2015-252:** Motion to approve job descriptions for all city positions.

Councilmember Depreo made and withdrew a motion to allow further Council review.

NO ACTION TAKEN

V. Routine Agenda.

- 1. Motion to approve August 15, 2018 Payroll Payables, including benefits and taxes, in the amount of \$49,402.99.
- 2. Motion to approve the Docket of Claims (Claims DKT155041–DKT155080) the amount of \$175,736.51.
- 3. Motion to accept the July 2018 Financial Report.
- 4. Motion to accept July 2018 Departmental Reports:
 Privilege License
 Building Department
 Police Department

Councilmember Depreo moved, seconded by Councilmember Koenenn, to approve August 15, 2018 Payroll Payables, including benefits and taxes, in the amount of \$49,402.99, and to approve the Docket of Claims (Claims DKT155041–DKT155080) the amount of \$175,736.51, and to accept July 2018 Privilege License, Building Department and Police Department Reports.

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. Adjourn/Recess.

At 7:10 p.m. CST and with no further business to come before the Council at this time, Councilmember Depreo moved, seconded by Councilmember Moran, to Recess until August 27, 2018 at 6:00 p.m. and to do so in memory of Herb Swanson, one of the City's first employees who passed away on Sunday, August 19th.

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