

**MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
February 19, 2019
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

3. Roll Call –
Present: Mayor Schafer, Councilmembers Depreo, Moran, Morgan, Koenenn and L’Ecuyer. Absent: None.
4. Confirmation or Adjustment of the Agenda Order.

Councilmember Depreo moved, seconded by Councilmember Morgan, to accept and approve the agenda as presented.

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

MOTION CARRIED UNANIMOUSLY

II. Presentation Agenda

1. Council Comment
 - a. The next regularly scheduled Council Meeting will be held Wednesday, March 6, 2019 at 6:00 p.m. CST on in Council Chambers located at 5000 Diamondhead Circle.
 - b. City Hall will be closed Tuesday, March 5, 2019 for Mardi Gras Holiday.
 - c. A public hearing into the proposed solid waste collection fee increase will be held Wednesday, March 6, 2019.
 - d. Proclaim February 28, 2019 Rare Disease Day in the City of Diamondhead. The proclamation was presented to Hunter Bingham, who suffers from a rare disease.
 - e. Bill Cork, Executive Director of the Hancock County Port & Harbor Commission provided the annual update.

2. City Manager’s Report –

- 1) **Comprehensive Plan for RESTORE:** I am working to create a comprehensive plan for projects in Diamondhead. I used the 5 projects in the RESTORE portal that were originally created in the portal by Councilwomen Depreo and Mayor Schafer. I have added to it based on discussions over the last year. This will be a guide for us to use to seek grants and other funding sources in the future. This plan will focus on the following area: (1) water access; (2) water quality; (3) economic development and job creation; (4) education; (5) Greenspace, Parks, Bird Estuary and Nature Trails; and (6) sewerage and water access by DWSD to

undeveloped land in the city as well as the rural area in the back of Diamondhead.

- 2) Parks and Recreation Parcel Assessment: Tonight, I am asking the council to pass a resolution in support of seeking a local and private legislation for a parks and recreation parcel assessment. At our last meeting, I highlighted the details of this “safety net plan”. First, this resolution is the first of several steps for the city council to be able to have this tool in the toolbox, if needed. Next, the POA Board of Directors would have to vote to ask the City to accept some or all their amenities. Finally, our residents will have to vote to approve any parcel assessment if we are able to get authorization through the local and private legislation. This plan provides an option for the POA and the City to have if it is needed in the future. If implemented, this would not be an increased cost to our residents. It is meant to replace some or all the POA dues that we are currently paying. This plan is meant to protect our property values and our amenities if the POA is not able to maintain the amenities in the future. In order to get this process started in Jackson, this resolution will need unanimous approval by our city council. The deadline to introduce local and private legislation is March 22.
- 3) I-10 Lighting Project: The contractor has installed many of the new poles for our I-10 lighting project. The power should be turned on by Coast Electric this week, and the contractor will turn on the exit ramp lights in the next couple of weeks. They still need to raise the large poles, which is more difficult since a crane is needed. The project is moving along nicely, and it will be great to see the first set of lights turned on soon.
- 4) Gulf Coast Business Council Master Leadership Program: I have been invited to apply for a scholarship to attend this year’s Gulf Coast Business Council Master Leadership Program. I will be joining 5 other local officials from across the coast in the program this year. This scholarship will pay all the cost and the city will pay nothing. The commitment is one day per month plus a 2-night trip to a model city in May. The program runs from March to December. Last year, the city manager of D’Iberville went through the class as well as the Mayor of Moss Point. They both had to pay full tuition, but a grant was secured this year to allow other local leaders to attend, and I was invited. This is a great opportunity for our city to be represented, especially as discussions will be focused on developing a Blue Print for the Gulf Coast. I hope you will allow me to represent Diamondhead in this class for 2019.
- 5) Activity Center and Grounds at City Hall Rental Agreement: On tonight’s agenda is a discussion regarding a rental agreement for the Activity Center and Grounds at City Hall. This has been talked about for a couple of years, and we have created a draft for council input. I look forward to hearing your thoughts as we work to finalize this document.
- 6) Procedures, Rules and Agenda for Council Meeting: City Attorney Derek Cusick discussed the draft of an ordinance that would provide for specific procedures for agenda preparation, outline rules for meeting and meeting conduct. He suggested that the Council consider within the procedural ordinance adopting “Robert’s Rules of Order” and further to specify using Doris Zimmerman’s Roberts Rules of Order in Plain English, Version 2 as a reference. He suggested the administration would continue developing a proposed procedural ordinance with input from the Mayor and Council.

III. Public Comments on Agenda Items –

Peggy Dutton – addressed the Council in favor of Resolution 2019-008 supporting local and private legislation for a flat-fee parcel assessment for parks and recreation.

IV. Policy Agenda.

1. Approval of Minutes:

a. February 5, 2019 Regular Meeting.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Minutes of the February 5, 2018 Regular Meeting.

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

MOTION CARRIED

UNANIMOUSLY

2. Resolutions:

a. **2019-028**: Motion to adopt Resolution 2019-008 thereby supporting local and private legislation to allow the governing authority to enact a parks and recreational special parcel assessment.

Councilmember L'Ecuyer moved, seconded by Councilmember Koenenn, to adopt Resolution 2019-008 thereby supporting local and private legislation to allow the governing authority to enact a parks and recreational special parcel assessment.

A roll call vote was held as follows:

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

MOTION CARRIED

b. **2019-039**: Motion to adopt Resolution 2019-009 thereby appointing Todd Torguson (Ward 3) to serve as Planning & Zoning Commissioner for a 3-year term beginning March 1, 2019 and expiring March 2022.

Councilmember Morgan moved, seconded by Councilmember Moran, to adopt Resolution 2019-009 thereby appointing Todd Torguson (Ward 3) to serve as Planning & Zoning Commissioner for a 3-year term beginning March 1, 2019 and expiring March 2022.

A roll call vote was held as follows:

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

MOTION CARRIED

UNANIMOUSLY

- c. **2019-042:** Motion to adopt Resolution 2019-010 thereby appointing David Hector (Ward 2) to serve as Planning & Zoning Commissioner for a 3-year term beginning March 1, 2019 and expiring March 2022.

Councilmember Moran moved, seconded by Councilmember L'Ecuyer, to adopt adopt Resolution 2019-010 thereby appointing David Hector (Ward 2) to serve as Planning & Zoning Commissioner for a 3-year term beginning March 1, 2019 and expiring March 2022.

A roll call vote was held as follows:

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

MOTION CARRIED UNANIMOUSLY

3. Consent Agenda:

Councilmember Depreo moved, seconded by Councilmember Koenenn, to approve the following agenda by consent:

- a. **2019-032:** Motion to approve Payment 3 in the amount of \$3,437.50 to Digital Engineering for professional services relating to the GIS System update.
- b. **2019-033:** Motion to declare Police Department Unit #803 (VIN 2FAFP71W35X169803) surplus, establish salvage value to be \$1.00 and approve sale of same to the Hancock County Sheriff's Office.
- c. **2019-034:** Motion to authorize support of the VFW Post 2880 Annual Memorial Day Service.
- d. **2019-035:** Motion to authorize travel and related expenses for Patrick Dell, Michael Riggs and Vincente Gilbert to attend surveillance training to be held May 1-2, 2019 in Gulfport.
- e. **2019-036:** Motion to authorize travel and related expenses for James Alphonso and William Reid to attend Detective Level II training to be held April 1 – 5, 2019 in Biloxi.
- f. **2019-037:** Motion to approve monthly stipend in the amount of \$250 for Collette White effective March 1, 2019 and A. J. Gambino effective May 1, 2019.
- g. **2019-038:** Motion to approve Payment 4 in the amount of \$49,485.44 to Webster Electric for the I-10 Interchange Lighting Project.
- h. **2019-041:** Motion to authorize Michael Reso to participate in and travel to related classes of the Gulf Coast Business Council Master Leadership Program to be held monthly.

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

MOTION CARRIED UNANIMOUSLY

4. Action Agenda.

- a. **2019-040:** Motion for discussion/possible action regarding the Activity Center and Grounds of City Hall Rental agreement and procedures.

City Manager Reso briefly discussed the proposed Activity Center and Grounds of City Hall Rental agreement and procedures. He asked the Mayor and Council review the documents and respond with concerns and/or suggestions.

NO ACTION WAS TAKEN

V. Routine Agenda.

- 1. Motion to approve the Docket of Claims (Claims– DKT155733 – DKT155765) in the amount of \$216,440.76.
- 2. Motion to approve February 13, 2018 Payroll Payables, including benefits and taxes in the amount of \$55,068.89.
- 3. Motion to approve January 2019 Financials.
- 4. Departmental Reports for January 2019:
 - a. Privilege Licensing
 - b. Building Department
 - c. Code Enforcement (11/26/18 – 2/13/19)
 - d. Police Department.

Councilmember Depreo moved, seconded by Councilmember Koenenn, to approve January 13, 2019 Payroll Payables, including benefits and taxes in the amount of \$55,068.89, Docket of Claims (Claims DKT155733–DKT155765) in the amount of \$216,440.76, January 2019 Financial and Department Reports for January 2019.

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

MOTION CARRIED UNANIMOUSLY

VIII. Adjourn/Recess.

At 6:51 p.m. CST and with no further business to come before the Council, Councilmember Schafer moved, seconded by Councilmember Moran, to adjourn in memory of Dr. Carl Moran.

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