

**MINUTES  
FORMAL MEETING OF CITY COUNCIL  
Diamondhead, Mississippi  
Council Chambers, City Hall  
March 19, 2019  
6:00 pm CST**

**DRAFT**

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

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

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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 L'Ecuyer, to amend and approve the agenda as follows:

Add 2019-070 Motion to approve Master Services Agreement Work Assignment with Digital Engineering in the amount of \$3,000 for Beaux Vue Subdivision Phase 2 review.

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 Tuesday, April 2, 2019 at 6:00 p.m. CST on in Council Chambers located at 5000 Diamondhead Circle date.
  - b. Frank Bourdeaux with BXS Insurance presented renewal quotes and provided a comparison between the expiring and renewal coverages.
  - c. Jason Chiniche, Engineer provided project updates for East Aloha Widening, Devil's Elbow/Montjoy Creek Restoration and East Aloha Improvement projects.
2. City Manager's Report –
  - a) Solid Waste Fee – Tonight, the council must vote to increase the solid waste fee charged to our residents. The minimum increase is \$11.52 per year to maintain a positive balance in our solid waste fund to cover collection, cart rental and bulky waste. If the council wants to continue curbside recycling, the increase must be \$48 per year. We need to notify the Hancock County Tax Collectors office before March 25<sup>th</sup> in order to get this increase for April 1.

- b) GIS Monthly Maintenance - Digital Engineer is almost completed the work assignment to update our GIS software to bring it current. I am recommending that we approve a new work assignment that would provide for a monthly update for new information such as new culverts, building permits, drainage projects, etc. This way our software is always up to date. We would provide information once a month and it should take about 2 hours a month to maintain. We would be billed for time worked under this contract.
- c) Slab Removal Process – I am asking for authorization to approve the process we have outlined to begin removing slabs that remain since Hurricane Katrina. We budgeted \$100,000 for this effort. This process outlines our timeline and procedures. The goal is to remove about 30 slabs by the end of August. First, we will try to encourage the property owner to remove the slab on his own. If that doesn't work, the city would declare the property blighted and get authorization to clean it up. The city would put a lien on the property to recover any expenses related to the removal of the slab. This effort is important for our city as it increases beauty in our neighborhoods and helps improve new development.
- d) I-10 Lighting – I hope you all have enjoyed seeing the new lights on our I-10 exit. It looks amazing. The contractor is going through their "2 week burn process" to identify any problems. We will schedule a groundbreaking once complete.
- e) New Road by Library – The new access road by the library is completed and open to the public. We appreciate the County Board of Supervisors for helping us with this project.
- f) Road Paving and Maintenance – I am working with our public works director to finalize our list of roads to be paved this year. We budgeted \$788K for street paving and improvements. It is time to get to work on this for our residents. I hope to have something to the council shortly.
- g) 25-Year Comprehensive Plan Update – In 2012, the City approved a 25-year comprehensive plan. This was one of the requirements to become a city. It is recommended that this plan is updated every 5 years, so it is time for our city to begin the process of updating this plan. It is one of the most important documents since it sets the priorities for the city. It is also vital to city ordinances, zoning and building codes. In addition, this would include adding subdivision regulation which we currently do not have. I will be preparing a recommendation to the council to get this conversation started.
- h) Digital Engineer Work Assignment – I asked for a new work assignment for Digital Engineer to be added to our agenda. I want to ask Digital Engineer to review the subdivision plans for Beaux Vue Phase II. Ron, Rick and I have some concerns related to drainage and would like a third-party review. I am supportive of this development, but I also need to make sure we protect the city and other property owners prior to making a recommendation to the council to approve. I would like to be able to get this review completed without any delays to the developer.
- i) Golf Cart Legislation – Our local private bill for golf carts has been approved by the House and Senate. It will be sent for the Governor's signature. This bill will allow the city council to determine what streets in the city (including commercial district) where golf carts are allowed. I will begin working to update our city ordinance for golf carts to present to the council for consideration.

**III. Public Comments on Agenda Items –**

Chad Coats spoke in favor of the continuation of curbside recycling.  
Penny Crawford spoke in opposition to the continuation of curbside recycling.

Brandon Bang spoke in favor of curbside recycling with contract renegotiations to reduce the costs.

Steve McCurdy spoke in opposition to the current curbside recycling option.

Carl Joffe, Legal Counsel for Purcell Corporation spoke with regarding the proposed PFR to R2 zoning request for tax parcel 132A-2-03-026.007 stating that the initial zoning by the City was in error.

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**IV. Policy Agenda.**

**1. Approval of Minutes:**

**a. March 2, 2019 Regular Meeting.**

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Minutes of the March 2, 2019 Regular Meeting.

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

**MOTION CARRIED**

**UNANIMOUSLY**

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**2. Ordinances:**

**a. 2019-008: Motion to adopt Ordinance 2013.040.1 thereby increasing the solid waste collection fees (fee to be determined, not to exceed \$48 annually) effective April 1, 2019.**

Councilmember Depreo moved, seconded by Councilmember Morgan, to adopt Ordinance 2013.040.1 thereby increasing the solid waste collection fees (from \$126.48 to \$174.48 annually representing a \$48 dollar annual increase effective April 1, 2019.

A roll call vote was taken as follows:

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

**MOTION CARRIED**

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**3. Resolutions:**

**a. 2019-063: Motion to adopt Resolution 2019-012 thereby abandoning a 10' drainage/utility easement on each side of the common property line (parcel 067Q-0-36-253.00) between Lot 5, Diamondhead Phase 1, First Addition to Unit 7, Block 5 and Lot 4, Diamondhead Phase 1, Unit 7, Block 1 in the rear of these lots. (Gerald)**

Councilmember Depreo moved, seconded by Councilmember Koenenn, to adopt Resolution 2019-012 thereby abandoning a 10' drainage/utility easement on each side of the common property line (parcel 067Q-0-36-253.00) between Lot 5, Diamondhead Phase 1, First Addition to

Unit 7, Block 5 and Lot 4, Diamondhead Phase 1, Unit 7, Block 1 in the rear of these lots.  
(Gerald)

A roll call vote was taken as follows:

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

Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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3. Consent Agenda:

Councilmember Depreo moved, seconded by Councilmember Koenenn, to approve the following agenda (b – j and l) by consent thereby holding items a and k:

- b. **2019-054:** Motion to approve payment in the amount of \$1,300.00 to James J. Chiniche for professional services relating to Eat Aloha Widening Project. (MDOT)/
- c. **2019-055:** Motion to approve payment in the amount of \$1,231.06 to James J. Chiniche for professional services relating to Devil's Elbow/Montjoy Creek Improvements. (Tidelands)
- d. **2019-056.** Motion to approve payment in the amount of \$1,604.04 to James J. Chiniche for professional services relating to Kaleki Way Drainage Project.
- e. **2019-057:** Motion to approve payment in the amount of \$3,097.19 to James J. Chiniche for professional services relating to the East Aloha Drive Improvement Study (MDOT)
- f. **2019-058:** Motion to approve payment in the amount of \$1,018.50 to Digital Engineering for professional services relating to the GIS Phase 1 Update.
- g. **2019-059:** Motion to approve payment in the amount of \$2,021.12 to Pickering Firm for professional services relating to the I-10- Lighting Project.
- h. **2019-060:** Motion to approve payment #5 in the amount of \$56,706.19 to Webster Electric for the I-10 Lighting Project.
- i. **2019-061:** Motion to authorize the City Manager to proceed with necessary process to acquire state-owned property.
- j. **2019-062:** Motion to approve the budget amendments.
- l. **2019-066:** Motion to authorize the administration to request to MDOT for the East Aloha Widening Project concurrence to utilize the Small Purchase Procedure for construction engineering & inspection and further to select the firm of James J. Chiniche for the consulting services.

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

**MOTION CARRIED UNANIMOUSLY**

- a. **2019-053:** Motion to enter into an agreement with Innovative Imaging & Research in the amount of \$1,600 for a digital engineering model of the golf course #4 Pines fairway in relation to the Diamondhead Drive Drainage Project and further to authorize the City Manager to execute a work assignment under the Master Services Agreement in the amount of \$2,000 to analyze the data.

Mayor Schafer moved, seconded by Councilmember Koenenn, to enter into an with Innovative Imaging & Research in the amount of \$1,600 for a digital engineering model of the golf course #4 Pines fairway in relation to the Diamondhead Drive Drainage Project and further to authorize the City Manager to execute a work assignment under the Master Services Agreement in the amount of \$2,000 to analyze the data.

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

**MOTION CARRIED**

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- k. **2019-064:** Motion to concur with the recommendation of the Planning & Zoning Commission to change the current zoning district classification of tax parcel 132A-2-03-026.007 from PFR (Public Facilities and Recreation to R-2 (Medium Density Single Family) in accordance with Zoning Ordinance Article 2.8 for the purpose of constructing homes for residential sale.

Councilmember L'Ecuyer moved, seconded by Mayor Schafer, to concur with the recommendation of the Planning & Zoning Commission and thereby change the current zoning district classification of tax parcel 132A-2-03-026.007 from PFR (Public Facilities and Recreation to R-2 (Medium Density Single Family) in accordance with Zoning Ordinance Article 2.8 for the purpose of constructing homes for residential sale.

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

**MOTION CARRIED**

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4. Action Agenda.

- a. **2019-065:** Motion to accept and approve proposals from BXS Insurance with \$82,757 for commercial property, equipment, boiler, general liability automobile, professional liability and the addition of cyber and crime coverage and further to authorize the City Manager to execute necessary documents to bind policies.

Councilmember Morgan moved, seconded by Councilmember Depreo, to accept and approve proposals from BXS Insurance with \$82,757 for commercial property, equipment, boiler, general liability automobile, professional liability and the addition of cyber and crime coverage with Travelers through BXS Insurance and further to authorize the City Manager to execute necessary documents to bind policies.

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

**MOTION CARRIED**

**UNANIMOUSLY**

- b. **2019-067:** Motion to approve Master Service Agreement work assignment with in an amount not to exceed \$6,000 for GIS System maintenance for a period of 12 months.

Councilmember Depreo moved, seconded by Councilmember Koenenn, to approve a Master Service Agreement work assignment with in an amount not to exceed \$6,000 for GIS System maintenance for a period of 12 months.

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

**MOTION CARRIED UNANIMOUSLY**

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- c. **2019-068:** Motion to authorize the administration to proceed with slab removal process pursuant to MS Code §21-19-11.

Councilmember Koenenn, seconded by Councilmember Depreo, to authorize the administration to proceed with slab removal process pursuant to MS Code §21-19-11.

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

**MOTION CARRIED UNANIMOUSLY**

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- d. **2019-069:** Motion for discussion of Ordinances relating to off-street parking and parking permit.

Councilmember Depreo moved, seconded by Councilmember Moran, to open the floor for discussion of Ordinances relating to off-street parking and parking permits. No action was taken and suggestions for ordinance amendments are to be submitted to the City Manager.

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- e. Motion to approve Master Service Agreement Work Assignment with Digital Engineering the amount of \$3,000 for the plan review of Beaux Vue Subdivision Phase 2.

Councilmember Depreo moved, seconded by Councilmember L'Ecuyer, to approve Master Service Agreement Work Assignment with Digital Engineering the amount of \$3,000 for the plan review of Beaux Vue Subdivision Phase 2.

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

**MOTION CARRIED**

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**V. Routine Agenda.**

1. Motion to approve March 13, 2019 Payroll Payables, including benefits and taxes in the amount of \$52,124.46.
2. Motion to approve the Docket of Claims (Claims– DKT155796 – DKT155863) in the amount of \$229,895.38.
3. February 2019 Financial Reports.
4. Departmental Reports for February 2019:
  - a. Privilege Licensing
  - b. Building Department
  - c. Code Enforcement
  - d. Police Department

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve March 13, 2019 Payroll Payables, including benefits and taxes in the amount of \$52,124.46, to approve the Docket of Claims (Claims– DKT155796 – DKT155863) in the amount of \$229,895.38, to approve the February 2019 Financial Reports, to accept the Departmental Reports for Privilege Licensing, Building Department, Code Enforcement and Police Department for February 2019:

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

**MOTION CARRIED UNANIMOUSLY**

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**VIII. Public Comments on Non-Agenda Items: None**

**IX. Adjourn/Recess.**

At 7:32 p.m. CST and with no further business to come before the Council, Councilmember Depreo moved, seconded by Councilmember Koenenn, to adjourn.

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

**MOTION CARRIED UNANIMOUSLY**

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Thomas E. Schafer, IV  
Mayor

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Jeannie Klein  
City Clerk