

**MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
May 21, 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 Koenenn moved to remove agenda item 2019-118 from the consent agenda and to approve the agenda as amended, the motion was seconded by Councilmember Depreo.

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, June 4, 2019 at 6:00 p.m. CST on in Council Chambers located at 5000 Diamondhead Circle.
 - b. Presentation of Certificate of Appreciation to Cub Scout Pack 210 (Den Leader Jason Pyron) for constructing and installing birdhouses throughout the City.
2. City Manager's Report –
 - a. Procedural Ordinance – Upon the direction and request of council, our city attorney, city clerk and I have worked to develop our procedural ordinance for city council meetings and agendas. This administration has worked hard to develop this document in an attempt to address some of the areas that have caused challenges for the council and our staff over the last year and a half. I am hoping that you will approve this tonight to help provide specific guidance to us as we prepare for meetings. I also believe it will help provide a better process for parts of the city council meetings. In addition, this will provide information for our residents on what to expect at city council meetings and how these are run.
 - b. Interpreter Services – Tonight I am asking the council to approve an agreement with The Deaf Center to provide interpreter services as needed. This allows the city to have a pre-

arranged contract in the event we need to request such services.

- c. BUILD Grant – I am asking the council to approve an agreement with Gulf Regional Planning Commission to hire them to write a BUILD grant for the city to construct a new frontage road and other connector roads in our commercial area. This includes both north and south of I-10. Although this is a very competitive grant application, I feel that by getting this work completed, the city will be able to use the same information to apply for several other grants and funding opportunities for this project. Paul Gavin, executive director of GRPC, has also previously been awarded 5 TIGER grants. So he has been successful at writing the grants for other entities.
- d. Subdivision Regulations – The city started drafting subdivision regulations in 2013, but this work was never completed. Now that we are seeing more growth and development in the city, this is a very important document that allows the city to specify what we want our new subdivisions to look like and to what standards. It is time to finish this document. I hope the council will authorize me to engage an engineering firm to assist us with this work.
- e. Insurance for I-10 Lighting – given the significant cost of installing the new I-10 lights, I felt it prudent to provide the council with a quote to insure the lights. The city owns these lights and is responsible to replace and repair if destroyed by a car accident or storm. I think we can accept some risk, but we may not want to accept all of the financial risk if there was damage. The insurance can mitigate some of that risk for the city.
- f. Budget Timeline – Tonight I am asking the council to approve the budget timeline. We will start in June to create the FY20 budget and this timeline worked well for us last year.
- g. License Plate Readers – For the last several years, the Diamondhead Police Department has been requesting to add license plate readers to the entrance and exits of the city. This was included in our general fund budget for this year, and this is supported by the Hancock County Sheriff Department. My main priority as City Manager is the safety of our community. This is a tool that can help keep our community safe. This tool is commonly used throughout the entire United States and in South MS. In fact, this technology is already in use in several vehicles used by Hancock County Sheriff department and at several permanent locations along I-10, including the State Line. Our city is very unique in that we only have two entry points: I-10 and Kapalama. It is easy for us to capture all vehicles entering and exiting the city. The tool will capture the license plate of all vehicles, and this is stored for a few months in the nationwide Homeland Security Database. This database is only used by law enforcement, and it is not shared. The way it works is that when car passes, the plate is recorded and compared against the large database. If there is a plate that is wanted, an alert is sent to local law enforcement to let them know that car is in the area. Dispatch will send officers to help find the vehicle. This is used for amber alerts, cases involving dementia and other crimes. This tool would have been very helpful in Diamondhead 2 weeks ago when a white vehicle with a Florida plate was dropping al Qaeda propaganda on the driveways of many of our

residents. This caused our residents to be scared, and they alerted the police. The police were able to identify the vehicle after several days of good police work. However, if this tool was available, the police could have run a search for white vehicle with Florida plates entering the city between specific times. A quick list could have been generated and the police would have known if this person was still in our city limits. The I-10 is a great asset to the MS Coast, but it is also well known for two major crimes: drugs trafficking and human trafficking. My goal is to provide our law enforcement with proven tools to help keep our community safe. This is one that will be watching our front and back doors 24 and 7. This tool does not take pictures of people in cars and it does not write tickets. That is false information. Also, the only people who have access to this database are authorized personnel in law enforcement. Furthermore, Biloxi has recently added this same contract with MS Power to provide the LPRs and several other cities are reviewing proposals. Sherriff Ricky Adam and Captain AJ Gambino are here tonight to support this action and to answer questions.

- 2. Public Comments on Agenda Items – None.

III. Policy Agenda.

- 1. Approval of Minutes:
 - a. May 7, 2019 Regular Meeting.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Minutes of the May 7, 2019 Regular Meeting.

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

MOTION CARRIED UNANIMOUSLY

2. Ordinances:

- a. ~~2019-121~~: Motion to adopt Ordinance 2019-003 Procedural Ordinance thereby establishing procedures for agendas and meetings of the City Council.

Councilmember Morgan moved, seconded by Councilmember Depreo, to adopt Ordinance 2019-003 Procedural Ordinance thereby establishing procedures for agendas and meetings of the City Council.

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. Resolutions:
 - a. ~~2019-111~~: Motion to adopt Resolution 2019-017 designating voting delegates for the 2019 Mississippi Municipal League Election.

Councilmember Depreo moved, seconded by Councilmember Morgan, to adopt Resolution 2019-017 designating voting delegates for the 2019 Mississippi Municipal League Election.

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

4. Consent Agenda:

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

- a. **2019-112:** Motion to enter into a 3-year agreement with C-Spire for fiber optic business internet services in the amount of \$199.00 per month.
- b. **2019-115:** Motion to enter into a one-year agreement with annual automatic renewal with de l' Epée Deaf Center, Inc. for interpreter services on an as-needed basis.
- c. **2019-117:** Motion to enter in agreement with Gulf Regional Planning Commission not to exceed \$10,000 for grant writing services for the BUILD Grant application and authorize the City Manager to execute the MOU for same.
- e. **2019-122:** Motion to accept from Bill and Amelia Bensch the donation consisting of one (1) Santa Claus costume, one (1) Mrs. Claus costume and accessories estimated at a total value of \$350.

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

MOTION CARRIED UNANIMOUSLY

- d. **2019-118:** Motion to approve payment in the amount of \$3,280 to Pickering Firm for professional services relating to the data engineering model for #4 Pines.

Councilmember L'Ecuyer moved, seconded by Councilmember Koenenn, to approve payment in the amount of \$3,280 to Pickering Firm for professional services relating to the data engineering model for #4 Pines.

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

MOTION CARRIED

4. Action Agenda.

- a. **2019-113:** Motion for discussion/possible action to authorize the administration to seek proposals from qualified consultants for professional services for the establishment of subdivision regulations.

Councilmember L'Ecuyer moved, seconded by Councilmember Depreo, to authorize the administration to seek proposals from qualified consultants for professional services for the establishment of subdivision regulations.

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

MOTION CARRIED UNANIMOUSLY

- b. **2019-114:** Motion for discussion/possible action to authorize advertisement to seek proposals from pre-qualified professional engineering firms to serve as part-time City Engineer.

Councilmember L'Ecuyer moved for discussion, seconded by Depreo. No official action was taken and the administration was asked to bring a recommendation to the council.

- c. **2019-116:** Motion to enter into a service agreement with Mississippi Power for license plate recognition hardware, software and maintenance for a term of 60 months at cost of \$1,265.00 monthly.

Councilmember L'Ecuyer moved, seconded by Mayor Schafer, to enter into a service agreement with Mississippi Power for license plate recognition hardware, software and maintenance for a of 60 months at a cost of \$1,265.00 monthly.

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

MOTION CARRIED UNANIMOUSLY

- d. **2019-119:** Motion for discussion/possible action regarding insurance coverage and options for I-10 lighting poles and fixtures.

Councilmember Depreo moved, seconded by Councilmember Morgan, to select Option 3 coverage for the I-10 lighting poles and fixtures with an annual premium in the amount of \$4,242 with a \$10,000 deductible for all perils.

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

MOTION CARRIED UNANIMOUSLY

- e. **2019-121:** Accept and adopt the timeline for the FY20 budget process.

Councilmember Depreo moved, seconded by Councilmember Morgan, to accept and adopt the timeline for the FY20 budget process

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

MOTION CARRIED UNANIMOUSLY

V. Routine Agenda.

1. Motion to approve Payroll Payables "Off Docket" Claims DKT156018 – DKT156020 and PLR Claim 005 for the month of May 2019.
2. Motion to approve the Docket of Claims (Claims–DKT156021 – DKT156050) in the amount of \$132,608.03.
3. April 2019 Financial Reports.
4. Departmental Reports for April 2019:
 - a. Privilege Licensing
 - b. Building Department
 - c. Code Enforcement including slab removal status report
 - d. Police Department.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Payroll Payables "Off Docket" Claims DKT156018 – DKT156020 and PLR Claim 005 for the month of May 2019, to approve the Docket of Claims (Claims– DKT156021 – DKT156050) in the amount of \$132,608.03 and to accept the April 2019 Financials and Departmental Reports for the April 2019.

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

MOTION CARRIED

UNANIMOUSLY

VI. Public Comments on Non-Agenda Items:

Mario Feola addressed the Council regarding the slab removal efforts of the City. He asked that consideration be given to residents maintain and having alternate plans for their slabs such as tennis court, parking, etc.

VIII. Adjourn/Recess.

At 6:50 p.m. CST and with no further business to come before the Council, 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