

**MINUTES
REGULAR MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
October 1, 2019
6:00 pm CST**

I. Call to Order – Mayor Schafer called the meeting to order at 6:08 p.m. CST

1. Invocation – Councilmember Depreo
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, seconded by Councilmember Depreo, to approve the agenda with the following amendments:

- a. Table Agenda Item- **2019-245**: Motion to adopt the Police Detail/Security Policy.

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 Tuesday, October 15, 2019 at 6:00 p.m. CST in Council Chambers located at 5000 Diamondhead Circle.
- b. Cruisin the Coast “Blessing of the Classics” will October 9th from 3-6 p.m.
- c. National Night Out will be held at October 14, 2019 at City Hall
- d. Diamondhead Festival & BBQ Competition to be held November 16th from 10 am. – 6 pm
- e. Proclaim November 2, 2019 White Cane Day in the City of Diamondhead
- f. Proclaim October 2019 Domestic Violence Awareness Month
- g. Mark Duffy, Blessing of the Classics Update
- h. Turnberry Drainage Update – Ben Benvenuti, Covington Civil & Environmental.

2. **City Manager’s Report** –

- a. Capital Projects – I am happy to report that the city has many capital projects that are either being completed, in progress, about to start or about to bid. These projects total an

estimated \$1.7 million in capital investments over the next few months. Some of these projects have been in the works for many years and are finally coming to reality. Below is a summary of projects:

- a. Diamondhead Drive Drainage Project – Project is substantially completed with a cost of \$134K.
 - b. Turnberry Drainage Project – First part of this project is completed. We are moving onto the next phase. Total estimated cost of project is \$100K.
 - c. Devil's Elbow Dredging Project – Project is set to begin on Oct 15th for a cost of \$254K. It is nice to know the dredging is about to begin.
 - d. E. Aloha Drive Widening Project – Project is currently bidding. We hope to begin work in November for an estimated cost of \$175K
 - e. Road Paving Project – This project is set to bid on Oct 12 for paving 7.5 miles of city streets. This estimated cost is \$1.1 million.
 - f. Gex Lighting Project – This project is adding up lighting into the trees and power outlets on Gex. The cost is about \$25K, and we hope to begin construction in next 90 days.
- b. Diamondhead Festival and BBQ Competition – Planning for our first annual Diamondhead Festival and BBQ Competition is moving forward. The date is Nov 16th from 10am to 6pm. We have already started receiving vendor applications. The feedback has been very positive thus far. Hancock Tourism was able to help us with \$6K in marketing funds from a grant.
 - c. Frontage Road and New Commercial District Along I-10 – We had our first meeting with property owners along I-10 where the city would like to build a new frontage road. The landscape architect provided his initial conceptual drawing which included creating a new downtown area for the city. This would be a high density, mixed use district, with hotels, restaurants, office space, entertainment, condos, and apartments. It would include a new city park, public boat launch and fishing pier on the Jordan River. The feedback was very positive from the property owners and they all supported this concept. We are continuing with the master plan of this area.
 - d. 25-Year Comprehensive Plan – I am planning to make a recommendation to the council to begin the process of updating our 25-year comprehensive plan or strategic plan. This is a critical planning element for any city. It will involve lots of community input and information gathering to help determine the future goals of our city. We included this project in our FY20 budget. The last comprehensive plan was created in 2012 when the city was formed.
 - e. Pre-arranged Debris Management Contract – I am working to prepare a recommendation for the council to advertise for request for qualifications for a company that can serve the city as the administrator for debris removal after a weather event (i.e. hurricane debris removal). This firm will provide the administration and report monitoring for debris removal and completing the required FEMA paperwork. This has been a goal of mine for some time. Once the administrator is secured, I will be recommending that we pre-arrange the actual debris pick-up contracts. This way it is all prepared before a storm is headed our way.

- f. Subdivision Regulations – Covington Engineer is making good progress with our new subdivision regulations. They are ready to schedule a meeting with the city council to get input for some of the major decisions that need to be included. I will be working with the council to schedule a council workshop for this discussion.
- g. Tree Ordinance – The tree ordinance is on the agenda for approval by the council. The P&Z Commission has been working on this for many months. The city administration would like to recommend one change to the proposed ordinance which is to eliminate the language about refunds since it will create problems with accounts payable. We do not agree with the P&Z recommendation to have that language since the city will still have to pay for the city arborist to determine if a tree is dead or dying or diseased. Since the city has this expense connected to the resident's application, the fee should not be refunded.
- h. Police Detail/Security Policy – An issue that faces the city administration when someone or an organization is planning a special event is who will provide the police detail. There are many events that the city is a sponsor and will pay for the cost to hire police to provide security. However, there are other events that are not initiated or sponsored by the city that should not be an expense to the taxpayer. This policy sets a process for which events the city pays for security. For all other events, it requires the organizer to hire security at their expense. If someone request the city to pay for security for an event that is not on this list, that request would have to come to the city council for consideration.
- i. New Phone System and Fiber Installed at City Hall – The new C-spire phones and Fiber are installed at city hall as of Monday. AGJ will be installing the new firewall to handle the higher internet speed with Fiber connection in the next week or so. I am sure it will take a little time to learn the new phone system. But, it will be nice addition to city hall.
- j. Consolidated Financial Statements – I am request authorization to sign an agreement with Necaise and Associates to prepare a consolidated financial statement. This is part of the FY20 budget. The goal is to provide the city council and our residents with good financial information to help make decisions about incorporating the fire department, water department, and some or all the POA amenities into the city operations. It will also review the current interlocal agreement with the Sherriff's Office to compare the cost of having an in-house police department. This tool will also provide what potential tax increases may be necessary to pay for these operations and is this a positive or negative impact for property owners.
- k. The FEMA compliance audit is complete; all violation issues have been resolved, and the City is in good standing with the National Flood Insurance Program. Now, we can prepare and submit a Community Rating System application.

III. Public Comments on Agenda Items –

Peter Higgins addressed the Council in favor of the proposed Tree Ordinance and the Collaborative Meetings with the Diamondhead POA requesting that the meeting be publicly held.

Penny Crawford addressed the Council in favor of the Tree Ordinance, explaining the Spring Pilgrimage and asking for a favorable vote on their advertising support of the event.

IV. Policy Agenda.

1. Approval of Minutes:

a. September 17, 2019 Recess Meeting Regular Meeting.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve the Minutes of the September 17, 2019 Regular Meeting.

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

MOTION CARRIED UNANIMOUSLY

2. Ordinances:

a. 2019-207: Motion to adopt Ordinance 2012-019.4, Tree Ordinance, Providing for the Protection and Continuance of the Heavy Tree Canopy.

Councilmember L’Ecuyer moved seconded by Councilmember Depreo to adopt Ordinance 2012-01.4 , Tree Tree Ordinance, Providing for the Protection and Continuance of the Heavy Tree Canopy amended to delete language whereby the arborist fee will be refunded and amend wording Section 11.5 a. remove language regarding scale and reword to reflect “the map should be legible.”

Councilmember Depreo stated for the record this proposed ordinance is a good start and the City should continue working towards a final ordinance.

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

b. 2019-232: Motion to adopt Ordinance 2012.018.2 setting legislative compensation for Mayor and the Council effective October 1, 2019.

Councilmember L’Ecuyer moved, seconded by Councilmember Koenenn, to adopt Ordinance 2012.018.2 setting legislative compensation for Mayor and the Council effective October 1, 2019. A roll call vote was taken as follows:

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

MOTION CARRIED

3. Resolutions:

- a. 2019-227: Motion to adopt Resolution 2019-037 thereby accepting county land (new library road and East Aloha adjacent to Rouses).

Councilmember Depreo moved, seconded by Councilmember Moran, to adopt Resolution 2019-037 thereby accepting county land (new library road and East Aloha adjacent to Rouses).

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

Councilmembers Moran and Koenenn exited Council Chambers at 6:41 p.m. and were recused from the meeting proceedings.

- b. 2019-229: Motion to adopt Resolution 2019-039 thereby appointing At-Large Robert Redd (Ward 3) to serve as Diamondhead Water & Sewer Commissioner effective September 29, 2019 for a term of five (5) years.

Councilmember L’Ecuyer moved, seconded by Councilmember Depreo, to adopt Resolution 2019-039 thereby appointing At-Large Robert Redd (Ward 3) to serve as Diamondhead Water & Sewer Commissioner effective September 29, 2019 for a term of five (5) years.

A roll call vote was taken as follows:

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

MOTION CARRIED

Councilmembers Moran and Koenenn returned to Council Chambers at 6:42 p.m. and continued in the meeting proceedings.

- c. 2019- 230: Motion to adopt Resolution 2019-040 thereby accepting the Deed of Dedication from Candr Properties, LLC for the donation of Lots 4, 5, 6 Block 1 Unit 6 with a total appraised value of \$36,000.

Councilmember Depreo moved, seconded by Councilmember Morgan, to adopt Resolution 2019-040 thereby accepting the Deed of Dedication from Candr Properties, LLC for the donation of Lots 4, 5, 6 Block 1 Unit 6 with a total appraised value of \$36,000.

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

- d. 2019-231: Motion to adopt Resolution 2019-041 abandoning the drainage/utility easement between lots 10 & 11, Phase 1 Amended Unit 2 Block 6. (Silcio)

Councilmember Koenenn moved, seconded by Councilmember Depreo, to adopt Resolution 2019-041 abandoning the drainage/utility easement between lots 10 & 11, Phase 1 Amended Unit 2 Block 6. (Silcio)

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

- e. 2019-233: Motion to adopt Resolution 2019-043 thereby authorizing travel stipend for the Mayor in the amount of \$100.00 per month for local travel.

Councilmember L'Ecuyer moved, seconded by Councilmember Koenenn, to adopt Resolution 2019-043 thereby authorizing travel stipend for the Mayor in the amount of \$100.00 per month for local travel.

A roll call vote was taken as follows:

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

MOTION FAILED

4. Consent Agenda:

- a. 2019-234: Motion to approve payment to James J. Chiniche in the amount of \$1,276.03 for professional services relating to East Aloha Drive Improvement Study Project.
- b. 2019-235: Motion to approve payment to James J. Chiniche in the amount of \$2,013.75 for professional services relating to Devil's Elbow & Montjoy Creek Improvements.
- c. 2019-236: Motion to approve payment to James J. Chiniche in the amount of \$211.25 for professional services relating to East Aloha Drive Widening.
- d. 2019-237: Motion to approve payment to Linfield, Hunter & Junius, Inc. in the amount of \$997.50 for professional services relating to the Master Plan for Undeveloped Areas.
- e. 2019-238: Motion to approve payment to Pickering Firm in the amount of \$750.00 for professional fees relating to Diamondhead Drive East Drainage.
- f. 2019-239: Motion to accept final close out, approve Change Order No. 1 in the amount of \$388.69, and final payment to DNA Underground in the amount of \$118,634.94 for Diamondhead Drive East Drainage Project.
- g. 2019-240: Motion to ratify and approve Work Assignment in the amount of \$2,000 with Covington Civil & Engineering, LLC for Beau Vue II review.

h. 2019-241: Motion to approve payment in the total amount of \$3,052.75 to Covington Civil & Engineering, LLC professional services relating to Beau Vue II Resubmittal Review.

i. 2019-242: Motion to authorize \$500 sponsorship advertising for the MS Gulf Coast Garden Club’s 2020 Annual Spring Pilgrimage.

j. 2019-243: Motion to approve annual contribution to the American Red Cross in the amount of \$500 pursuant to Mississippi Code §21-19-57.

k. 2019-244: Motion to approve FY20 appropriations to Diamondhead SPCA in the amount of \$9,600, CASA of Hancock County in the amount of \$5,064, Keep Diamondhead Beautiful in the amount of \$3,000, Hancock County Library System (East Hancock) in the amount of \$30,000, Hancock Human Resource Agency (Senior Center) in the amount of \$2,000 and Hancock County Tourism in the amount of \$1,000 and authorize lump same distribution of same.

m. 2019-246: Motion to approve special events and authorize expenses for each as allocated in the FY20 budget as follows:

Participant in the Trunk or Treat	\$ 350
Annual Christmas Event	\$ 2,850
Rotary Chili Cookoff	\$ 250
Kayak Event	\$ 2,000

n. 2019-247: Motion to approve an upgrade to the firewall provided by AGJ in the amount of \$107.00 monthly.

o. 2019-248: Motion to approve Work Assignment with Digital Engineering in the amount of \$88,525 for the Road Paving and Improvements.

p. 2019-249: Motion to accept the proposal of Necaise & Company for professional services to prepare consolidated financial reports.

q. 2019-251: Motion to approve Change Order No. 1 in the amount of \$5,922.50 to the contract with Lagniappe Construction Co., Inc. for the Turnberry Drive Drainage.

r. 2019-252: Motion to approve payment to Lagniappe Construction Co. Inc. in the amount of \$23,348 for weir improvements for the Turnberry Drive Drainage Project.

s. 2019-253: Motion to approve and accept the Municipal Compliance Questionnaire for the period October 1, 2019 – September 30, 2019.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve consent agenda items a-k and m-s.

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

MOTION CARRIED

UNANIMOUSLY

Councilmember Moran exited Council Chambers at 6:46 p.m. and was recused from the meeting proceedings.

V. Action Agenda.

- a. 2019-250: Motion to accept the donation of pest control and termite inspection services with an annual value of \$893.60 for a period of one (1) year from Philip's Pest Control Company, LLC.

Councilmember Depreo moved, seconded by Councilmember Morgan to accept the donation of pest control and termite inspection services with an annual value of \$893.60 for a period of one (1) year from Philip's Pest Control Company, LLC.

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

MOTION CARRIED UNANIMOUSLY

Councilmember Moran returned to Council Chambers at 6:47 p.m. and continued in the meeting proceedings.

VI. Routine Agenda.

- 1. Motion to approve Payroll Payables APPKTo1114 in the amount of \$9,820.39.
- 2. Motion to approve Docket of Claims DKT-156413-DKT156452- in the amount of \$283,812.63.

Councilmember Depreo moved, seconded by Councilmember Morgan, to approve Payroll Payables APPKTo1114 in the amount of \$9,820.39 and Docket of Claims DKT-156413-DKT156452- in the amount of \$283,812.63.

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

MOTION CARRIED UNANIMOUSLY

Councilmembers Moran and Koenenn exited Council Chambers at 6:47 p.m. and were recused from the meeting proceedings.

- 3. Motion to approve Docket of Claims DKT-156453 in the amount of \$867.37.

Councilmember Depreo, seconded by Councilmember Morgan, to approve Docket of Claims DKT-156453 in the amount of \$867.37.

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

MOTION CARRIED UNANIMOUSLY

Councilmembers Moran and Koenenn returned to Council Chambers at 6:48 p.m. and continued in the meeting proceedings.

VII. Public Comments on Non-Agenda Items:


Penny Crawford addressed the Council regarding the Police Department Open House and thanked those for attending.

VIII. Adjourn/Recess.


At 6:50 p.m. CST, 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