

**MINUTES**  
**FORMAL MEETING OF CITY COUNCIL**  
**Diamondhead, Mississippi**  
**Council Chambers, City Hall**  
**December 20, 2016**  
**6:00 pm CST**

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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 – Councilmember Rech

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3. Roll Call –  
Present: Mayor Schafer, Councilmembers Depreo, Woolbright, Knobloch, Sislow and Rech.  
Absent: None.
4. Confirmation or Adjustment of the Agenda Order – Councilmember Rech moved, seconded by Councilmember Knobloch, to accept and approve the agenda with the following adjustments:  
Move all Consent Items to Action.  
Move 4.c. Item 2017-069 from action to Resolutions 3.c.

Ayes: Depreo, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUS**

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II. Presentation Agenda

1. Council Comments
2. Council Comments
  - a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on January 3, 2017 in Council Chambers located at 5000 Diamondhead Circle.
  - b. City Hall will be closed December 23 and 26, 2016 and January 2, 2017 for Christmas and the New Year.
  - c. Qualifying period for the municipal election begins January 3, 2017 and ends at 5:00 p.m. March 3<sup>rd</sup>.
  - d. Jason Chiniche of Chiniche Engineering provided a report outlining Kome Drive drainage improvements.

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2. City Manager's Report

**Mardi Gras Parade:**

The Mardi Gras Parade will be Saturday, February 25, 2017 beginning at 12:00 noon from Diamondhead Circle down Gex Dr., left onto Aloha then on to Kalani. The parade will turn right onto Diamondhead Dr. East then left onto Golf Club Dr. to the County Club Circle where it will disband.

**Turning Lanes for Aloha Dr. at the intersection with Kalani:**

I have asked MSED to design plans for turning lanes into the Commercial Shopping Center. This project has been discussed since before I arrived and would make a great addition to the commercial area along with the new access road. I will look to the Council for approval to proceed with this project with suggested funding from the capital improvement funds.

**Road Paving projects:**

All of the roads listed on the most recent re-paving contract with Land Shaper Construction have been completed. Richard Sullivan has put together a list for your consideration for a second round of street re-paving and will share it with me this week. Please let me know of any roads that you think should be on the list and I will work with Richard to develop a list that meets your needs.

**Transportation Improvement Projects:**

At the annual Metropolitan Planning Organization meeting on December 8<sup>th</sup>, an announcement was made that there would be an opportunity to submit amendments to the recently approved TIP plan. As the MPO staff evaluates projects and determines when or if funds will be used in the planned fiscal year they make adjustments to re-allocate unspent funds. We have until January 20, 2017 to develop a project or projects for consideration for funding. I need your suggestions for projects.

1. We are required to bring Aloha Dr. from Rouse's Market to Sheppard's Square up to City standards within the next two years.
2. I've heard a lot of positive comments about the sidewalk project on Golf Club Dr. The one disappointment, I hear, is that the project doesn't go all the way to Kapalama Dr., we could submit an application to do just that.
3. At least one person has mentioned a multi-modal path down Noma Dr. to the new recreation fields.
4. Additionally, there is likely planning money for drainage and/or parking studies if you are interested.

I need your feedback on projects this week if you are interested in making an application(s). All of the projects will require some percentage of matching funds.

**Council of Governments:**

On December 7<sup>th</sup> there was a Council of Governments meeting to discuss ways that the municipalities and the County could work together. The primary topic was the Restore Funds. It is anticipated that there will be a lot of political maneuvering to determine where \$750 million of Restore Funds designated for economic development will be spent. It was suggested that we work jointly to try to make sure that Hancock County gets our fair share. Another area of discussion was the Tidelands funds. It was requested that each entity develop a list of their top 3 priorities for projects under the Restore funds and the Tideland funds for discussion at the next meeting that is tentatively planned to be held on January 19<sup>th</sup>. I recommend that you come prepared to discuss your desired projects at the first meeting in January or at another "workshop" type of meeting when convenient for the Council.

**Bicycle Friendly Designation Application:**

The application is approximately 70% complete and is anticipated to be turned in by March, 2017. You are being asked to adopt the Complete Streets policy tonight. This policy only requires that you consider all forms of transportation when making road improvements. The adoption of this policy will strengthen all of our transportation project requests as well as make our Bicycle Friendly Community application stronger.

**Final Performance Audit Report:**

I received the final audit report just before Thanksgiving and it was the following Monday that I had a medical emergency and was out for the week. The following Tuesday was a Council meeting and I was playing catch up to get ready for the meeting. Long story short, I haven't delayed giving you the report I just had the chance to go through it with the Auditor. I am providing you a hard copy for your review. The report will be on the January 3, 2017 agenda for the Council to vote to concur or not concur with the final report. After the vote I will transmit a letter to the Auditor and final copies will be produced and distributed.

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3. Public Comments on Agenda Items – None

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**III. Policy Agenda.**

1. Approval of Minutes:

1. December 6, 2016 Formal Meeting

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve the Minutes of the December 6, 2016 Formal Meeting.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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2. Agenda:

**a. 2017-062:** Motion to approve Budget Amendments 2017-300-1 and 2017-001-1.

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve Budget Amendments 2017-300-1 and 2017-001-1 reallocating capital outlay funds to the Grants Change Order 1 for the East Aloha Access Road.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

**b. 2017-063:** Motion to approve to enter into an extended warranty agreement with ThyssenKrupp Elevator Corporation in the amount of \$254.39 per month inclusive of preventative maintenance and required safety testing.

Councilmember Rech moved, seconded by Councilmember Knobloch, approve to enter into an extended warranty agreement with ThyssenKrupp Elevator Corporation in the amount of \$254.39 per month for a 60-month term inclusive of preventative maintenance and required safety testing.

Ayes: Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: Depreo. Absent: None.

**MOTION CARRIED**

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- c. **2017-066:** Motion to approve Payment No. 3 to MS Engineering Development, LLC in the amount of \$350.00 for professional services in relation to the City Hall Exercise Fitness Trail.

Councilmember Sislow moved, seconded by Councilmember Rech, to approve Payment No. 3 to MS Engineering Development, LLC in the amount of \$350.00 for professional services in relation to the City Hall Exercise Fitness Trail.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

- d. **2017-067:** Motion to approve payment to Professional Grant Management Services in the amount of \$500.00 for professional services in relation to the SMLP – East Aloha Access Road.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Professional Grant Management Services in the amount of \$500.00 for professional services in relation to the SMLP – East Aloha Access Road.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

Mayor Schafer exited the meeting room at this time; Mayor Pro-Tem Knobloch presided.

- e. **2017-068:** Motion to designate the City Manager to serve on the policy committee and the Public Works Director to serve on the technical committee for the Gulf Regional Planning Commission’s Metropolitan Planning Organization.

Councilmember Rech moved, seconded by Councilmember Sislow, to designate the City Manager to serve on the policy committee and the Public Works Director to serve on the technical committee for the Gulf Regional Planning Commission’s Metropolitan Planning Organization.

Ayes: Depreo, Woolbright, Knobloch, Rech and Sislow. Nays: None. Absent: None. Recused: Mayor Schafer.

**MOTION CARRIED**

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Mayor Schafer returned to the meeting at this time.

3. Resolutions:

- a. **2017-060:** Motion to adopt Resolution 2016-053 Authorizing the Diamondhead Country Club and Property Owners Association to re-adopt the median on Gex Drive North and South of the Interstate and further to approve the Adopt a Right of Way Agreement.

Councilmember Knobloch moved, seconded by Councilmember Depreo, to adopt Resolution 2016-053 Authorizing the Diamondhead Country Club and Property Owners Association to re-adopt the median on Gex Drive North and South of the Interstate and further to approve the Adopt a Right of Way Agreement.

Ayes: Depreo, Woolbright, Knobloch, Rech and Sislow. Nays: Mayor Schafer. Absent: None.

**MOTION CARRIED**

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- b. **2017-061:** Motion to adopt Resolution 2016-054 Authorizing the amendment to the Commercial Lease Agreement with Diamondhead Country Club and Property Owners Association for the maintenance yard and further to approve such amendment whereby the term shall be extended to September 30, 2017.

Councilmember Knobloch moved, seconded by Councilmember Sislow, to adopt Resolution 2016-054 Authorizing the amendment to the Commercial Lease Agreement with Diamondhead Country Club and Property Owners Association for the maintenance yard and further to approve such amendment whereby the term shall be extended to September 30, 2017.

Ayes: Depreo, Woolbright, Knobloch, Rech and Sislow. Nays: None. Absent: None. Abstain: Mayor Schafer.

**MOTION CARRIED**

- c. **2017-069:** Motion to adopt Resolution 2016-055 Authorizing the Adoption of the Complete Streets Policy.

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to adopt Resolution 2016-055 Authorizing the Adoption of the Complete Streets Policy.

Mayor Schafer for the record asked City Manager Reed what obligations the City would have. Reed responded having the Complete Streets Policy in place would be conducive to the City becoming a bicycle friendly community and would be useful in future grant applications opportunities.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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4. Action Agenda:

- a. **2017-064:** Motion to formally name the new access road East Aloha Extension.

Councilmember Knobloch moved, seconded by Councilmember Sislow, the formally name the new access road East Aloha Extension.

Ayes: Depreo, Woolbright, Knobloch, Rech, Sislow and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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- b. **2017-065:** Motion to accept and award the low bid received for the construction of the City Hall Exercise Fitness Trail, approval of the contract for same and authorize City Manager to execute contract upon legal counsel review.

Councilmember Sislow moved, seconded by Councilmember Rech, to accept and award the low bid received Twin L. Construction in the amount of \$91,480.62 for the construction of the City Hall Exercise Fitness Trail, approval of the contract for same and authorize City Manager to execute contract upon legal counsel review.

Ayes: Woolbright, Knobloch, Sislow and Rech. Nays: Depreo and Mayor Schafer. Absent: None.

**MOTION CARRIED**

**IV. Routine Agenda.**

1. Motion to approve the Docket of Claims (Claims DKT153116 – DKT153165).
2. Motion to approve November 2106 Financials
3. Motion to approve December 8, 2016 Payroll Payables, including benefits and taxes in the amount of \$51,653.67.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims DKT153116 – DKT153165), the November 2016 Financials and the December 8, 2016 Payroll Payables, including benefits and taxes in the amount of \$51,653.67.

Ayes: Depreo, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**

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**V. Public Comments on Non-Agenda Items - None**

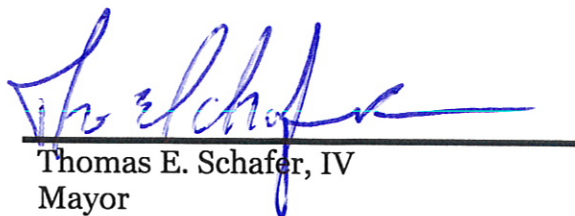
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**VI. Adjourn/Recess**

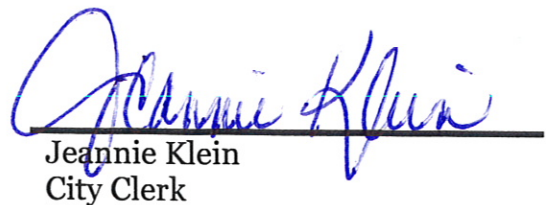
At 7:14 p.m. CST and with no further business to come before the Council, Councilmember Depreo moved, seconded by Councilmember Rech, to adjourn.

Ayes: Depreo, Woolbright, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: None.

**MOTION CARRIED UNANIMOUSLY**



Thomas E. Schafer, IV  
Mayor



Jeannie Klein  
City Clerk