

**MINUTES  
FORMAL MEETING OF CITY COUNCIL  
Diamondhead, Mississippi  
Council Chambers, City Hall  
December 6, 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 – Councilmember Rech
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 additions and adjustments:

Move to action :

2. a. ~~2017-033~~: Motion to approve travel for Councilmembers and City Manager to travel to Jackson December 14-15, 2016 to attend meeting of the MS Gaming Commission.

Add:

Presentation Agenda

1. Council Comments:
  - e. Introduction of David Gilbert, newly appointed President Hancock County Travel and Tourism
  - f. Karen Rice of Keep Diamondhead Beautiful – new sign project on Kapalama

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
  - a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on December 20, 2016 in Council Chambers located at 5000 Diamondhead Circle.
  - b. City Hall will be closed December 26, 2016 and January 2, 2017 for Christmas and the New Year.
  - c. Pat Laird, Junior Vice Commander of V.F.W. Post 2880, presented certificates of appreciation to Captain John Luther and City Manager Reed for their involvement and assistance in the Veteran's Day Parade and Memorial Day Celebrations.

- d. Greg Cantrell, PLA of Lindfield, Hunter & Junis, Inc. provided to the Council a power point outlining services and beautification projects completed by the firm. He explained that bond proceeds and grants are funding opportunities for beautification projects.
- e. David Gilbert introduced himself to the Council as the incoming President of the Hancock County Travel and Tourism. He explained that he would presenting future to the Council and encourage the Council to contact him for assistance when needed.
- f. Karen Rice of Keep Diamondhead Beautiful provided the Council with a sketch of proposed signage for the project on Kapalama. She requested the Council provide authority to use the city logo on the new signage.

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## 2. City Manager’s Report

### **Town Green Event:**

Congratulations and thank you to all of the elected officials, staff members, vendors and volunteers that made the Town Green Christmas celebration a huge success. I can’t say enough about the effort and dedication of our folks to make this a quality event. I hesitate to name names because someone invariably is left off and has their feelings hurt but it would also be wrong not to mention those who went well beyond to make this event successful. Marvin Hudson in public works was the master electrician along with others in public works that had the lights looking so pretty. Sargent Hughes and Tammy Braud are said to resemble Santa and Mrs. Claus and were fantastic, Captain Luther’s alter ego was in full display as the Grinch, Council Member Ernie Knobloch and his lovely wife Dinah were added to the cast of characters as Olaf and the Snowman, and once again Supervisor Blaine LaFontaine played himself as our resident Elf! Special thanks to Penny and Ping Crawford for making over 800 bags of cotton candy and for creating the Ginger Bread House out of the Guard Shack. Thanks to the POA for providing the sweets, Gulf Coast Golf Carts for the hot chocolate and Ms. Karen Sites for the free cokes. Thanks to Dominoes and Krunchy Chicken for helping so many Moms provide a fast dinner solution to their hungry families! All of the office staff contributed to the event but none more than Ms. Jeannie Klein who has coordinated the event for the past three years but has asked to pass that duty on to someone else next year. I’m hopeful given some time to recuperate she will change her mind.

### **Public Works:**

The new track hoe was delivered to Public Works yesterday!! Additionally, we have received the new Gators as well. Plans are coming together to address drainage work on Kome Dr. and on Diamondhead Dr. East. I’m hopeful to have plans for you to approve to use to solicit bids.

### **Parking ordinance:**

The Mayor and I had a long conversation about the parking ordinance today. The intent of the administration was to make it clear that law enforcement could address parking issues, particularly in the commercial area. We think we have eliminated the ambiguity that existed. In looking at the global parking issue in Diamondhead we may need to look beyond our city limits and see how other entities handled the issue of too many cars in too little space. The ordinance will not solve the parking problem and we should begin to seek forward thinking solutions.

**Grants:**

I have asked Ms. Moore to come tonight to update you on the many exciting grant projects we have underway and to again commend her on helping the City receive so many grant awards in such a short period of time.

**Grant projects:**

**Access Road** – Project is 79% Complete. Project is scheduled to be completed February 25, 2017 but looks like it may finish ahead of schedule depending on the weather.

**Safe Routes to School Grant** – On November 15, 2016 the Council approved the Contract with MSED and the Engineer was issued the Notice To Proceed to start design work as of December 5th. Also letters were mailed out today to the residents along Golf Club Drive that would be affected by the project informing them that surveyors would be in the area within the next few weeks and if there were any obstacles in the right of way that would have to be moved during construction that the City would be in touch with them on a one-on-one basis.

**Roundabout Project** – MDOT is reviewing the engineer's contract. Once the City receives approval from MDOT on the contract, it will be brought before you for approval and then design will begin. I expect this should come before you in January 2017.

**Lighting Highway 16 Exit** – We just received the comments from MDOT on Pickering Engineering Contract. We should have it on the next agenda for your approval and they should be able to be given a NTP in January, 2017 to start design work.

**City Hall Fitness Trail** - We will have bid opening on December 14th and the Construction contract will be on the December 20th agenda for your approval. We have to have a NTP given to the contract no later than December 31st in order to meet the grant deadline.

**Tidelands** – Kayak/Biking Trail – Waiting on receiving the documents from Seymour Engineering in order to finalize a contract with James J. Chiniche Engineering to proceed on this project. We are being held up and need to move quickly on this project.

**Tidelands #2** – Montjoy Creek Improvements Project – We should be receiving a grant agreement within the next 3-4 weeks. Once this is received, we can contract with the engineer to start design work.

**Bicycle Friendly Designation Application** – is approximately 70% complete and is anticipated to be turned in by March, 2017.

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3. Public Comments on Agenda Items – None

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**III. Policy Agenda.**

1. Approval of Minutes:
  - a. November 15, 2016 Formal Meeting

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve the Minutes of the November 15, 2016 Formal Meeting.

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

**MOTION CARRIED UNANIMOUSLY**

3. Consent Agenda:

Councilmember Sislow moved, seconded by Councilmember Rech, to approve Consent Agenda Items b - f by consent:

- b. **2017-050**: Motion to approve final payment in the amount of \$48,618.16 to Land Shapers, Inc. for the FY16 Paving Project.
- c. **2017-052**: Motion to approve Pay Request No. 4 in the amount of \$40,539.35 to Twin L. Construction for East Aloha Road.
- d. **2017-053**: Motion to approve Pay Request 2 in the amount of \$4,319.00 to MS Engineering and Development, LLC for professional services in relation to the construction of East Aloha Access Road.
- e. **2017-054**: Motion to approve Pay Request 1 in the amount of \$6,087.50 to MS Engineering and Development, LLC for professional services in relation to the City Hall Exercise Fitness Trail.
- f. **2017-055**: Motion to approve Pay Request 2 in the amount of \$2,362.50 to MS Engineering and Development, LLC for professional services in relation to the City Hall Exercise Fitness Trail.

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

**MOTION CARRIED UNANIMOUSLY**

**3. Ordinances:**

- i. **2017-049:** Motion to approve text amendments to Ordinance 2012-013 Sections 14-220, 14-229 and 14-230.

Councilmember Rech moved, seconded by Councilmember Sislow, to table proposed text amendments to Ordinance 2012-013 Sections 14-220, 14-229 and 14-230 for further review by the legal counsel and administration.

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

**MOTION CARRIED UNANIMOUSLY**

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**4. Resolutions:**

- a. **2017-059:** Public Hearing followed by Motion to adopt Resolution 2016-059 declaring property at 10456 Haleiwa Place, Diamondhead (Cairns/OWCEN Loan Servicing) to be a menace to the health and welfare of the citizenry and further to advertise for bids for cleanup of same.

Mayor Schafer called aloud three times for Alecia Cairns, OWCEN Loan Servicing or representative of either party to come forward. Absent response and failure to appear, Councilmember Depreo moved, seconded by Councilmember Knobloch to adopt Resolution 2016-059 declaring property at 10456 Haleiwa Place, Diamondhead (Cairns/OWCEN Loan Servicing) to be a menace to the health and welfare of the citizenry and further to advertise for bids for cleanup of same.

A roll call vote was taken as follows:

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

**MOTION CARRIED**

**5. Action Agenda:**

- a. **2017-051:** Motion to approve Change Order No. 1 in the amount of \$12,045 to the contract with Twin L. Construction for East Aloha Road.

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Change Order No. 1 in the amount of \$12,045 to the contract with Twin L. Construction for East Aloha Road.

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

**MOTION CARRIED UNANIMOUSLY**

- b. **2017-056:** Motion to rescind November 15, 2016 action whereby a contract was approved with Team Waste for City Hall dumpster services at a monthly rate of \$79.59 and further to approve a contract Waste Management at the current amount of \$57.50 for a 36-month period beginning December 1, 2016.

Councilmember Knobloch moved, seconded by Councilmember Woolbright, to rescind November 15, 2016 action whereby a contract was approved with Team Waste for City Hall dumpster services at a monthly rate of \$79.59 and further to approve a contract Waste Management at the current amount of \$57.50 for a 36-month period beginning December 1, 2016.

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

**MOTION CARRIED UNANIMOUSLY**

- c. **2017-057:** Motion to authorize the use of the City of Diamondhead for the Keep Diamondhead Beautification signage project on Kapalama.

Councilmember Depreo moved, seconded by Councilmember Knobloch to to authorize the use of the City of Diamondhead for the Keep Diamondhead Beautification signage project on Kapalama.

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

**MOTION CARRIED UNANIMOUSLY**

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- d. **2017-058:** Motion to hold a public meeting to discuss the Safe Routes to School Grant Project.

Councilmember Depreo moved, seconded by Councilmember Knobloch to hold a public meeting to discuss the Safe Routes to School Grant Project.

A roll call vote was taken as follows:

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

**MOTION CARRIED**

- e. **2017-033:** Motion to approve travel for Councilmembers and City Manager to travel to Jackson December 14 – 15, 2016 to attend meeting of the MS Gaming Commission.

Councilmember Knobloch moved, seconded by Councilmember Sislow, to approve travel for Councilmembers and the City Manager as follows:

1. MS Gaming Commission Meeting at such time the Jacobs casino application is on the commission's agenda
2. Mississippi Municipal League Winter Conference
3. Gulf Coast Legislative Reception

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

**MOTION CARRIED UNANIMOUSLY**

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**IV. Routine Agenda.**

1. Motion to approve the Docket of Claims (Claims DKT153062 – DKT153106).

Councilmember Rech moved, seconded by Councilmember Sislow, to approve Docket of Claims (Claims DKT153062– DKT153106).

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

**MOTION CARRIED UNANIMOUSLY**

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2. Motion to approve November 23, 2016 Payroll Payables, including benefits and taxes in the amount of \$52,712.71 and November 30, 2016 Payroll Payables, including benefits and taxes in the amount of \$3,513.15.

Councilmember Rech moved, seconded by Councilmember Sislow, to to approve November 23, 2016 Payroll Payables, including benefits and taxes in the amount of \$52,712.71 and November 30, 2016 Payroll Payables, including benefits and taxes in the amount of \$3,513.15.

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

**MOTION CARRIED UNANIMOUS**

City Manager Reed requested the record reflect Captain John Luther was invited but did not attend a meeting regarding the proposed text amendment to the Parking Ordinance (2012-013-Sections 14-220, 14-229, and 14-230 and that Captain Luther was sent the proposal via email.

**V. Public Comments on Non-Agenda Items -**

Henry Foreman – Expressed concern about the Happy Holidays signage at the entrance. He asked the sign be removed and replace with one that read “Merry Christmas”.

James Cespedes – Addressed the Council with regard to actions of Darrell Kinchen of the POA. He explained that he had received a permit from the City to renovate property at Ahekolo Circle and has been pleased with the City’s services. He expressed great concern with regard to the POA covenants and the treatment received from Kinchen. He asked the Council if there was anything that could be done to prevent further interaction with Kinchen.


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**VI. Adjourn/Recess**

At 7:31 p.m. CST and with no further business to come before the Council, Councilmember Depreo moved, seconded by Councilmember Woolbright, to adjourn.

Ayes: Depreo, Woolbright, Knobloch, Sislow, Rech 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