



**MINUTES**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**Tuesday, July 01, 2025**  
**6:00 PM CST**  
Council Chambers, City Hall

**Call to Order.**

At 6:00 p.m. Mayor Liese called the meeting to order.

Invocation - Mayor Liese

Pledge of Allegiance

Roll Call

PRESENT

Mayor Anna Liese

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley

Ward 2 Ricky Sheppard

Ward 3 Jessie Harwood

Ward 4 Austin Clark

Confirm or Adjust Agenda Order

Motion made by Ward 1 Finley, Seconded by Councilmember-At-Large Maher to confirm the agenda.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Presentation Agenda.**

- a. The next Regular Meeting of the City Council will be held Tuesday, July 15, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. The annual 4th of July Fireworks event will be held on Thursday, July 3rd from 7:00 p.m. to 10:30 p.m. at the Harbor Circle.
- c. City Hall will be closed Friday, July 4, 2025 in observance of Independence Day.
- d. Proclamation- 100th Anniversary of the Rotary Club of Bay St Louis

City Manager's Report.

**CITY MANAGER REPORT**  
July 01, 2025

1. Ieke Drive – I have met with the engineer at the site to observe the area. There are currently no concerns regarding the undermining of the roadway. This area has been put on the public works list to address the riprap in the area and the current ditch work.

2. Kome Drive & Kalipekona Pond – The project is for 157 days with a current end date of July 17<sup>th</sup>. A walkthrough was conducted, and a punch list was created. The Kalipekona Pond dredging is progressing, and the contractor expects to get the majority of the work completed in the next two weeks. A change order for weather delays will be on the next agenda.
3. MDOT Projects – The final ramp is complete and open. The contractor is working on the final roundabout. Access to the ramp is limited based on work being done in the area, so please drive with extreme caution. The bridge expansion is progressing as well. Please drive carefully in the construction area as debris, lane shifts and delays are expected.
4. Dog Park – The engineers have provided a plan to reroute the major ditch to drain out to the East and outside the fenced area. Public Works will continue clearing the land and will work to start clearing the area to reroute the ditch as designed.
5. Paving 2025 – The project started last week. Project is 90 days with a current end date of September 21<sup>st</sup>. The contractor has started with base repair on Bayou Drive. A complete schedule can be found on the city's website.
6. Coon Branch – The project has been delayed starting due to contractor workforce. The project is 180 days with a current end date of December 13<sup>th</sup>. Once work begins, the contractor will work from East to West.
7. Canal Dredging – The request to advertise for bid is on tonight's agenda. The advertisement will not run until the final approval is given by MDEQ for this reason, the actual bid dates may vary.
8. Jourdan River Boardwalk – I met with the engineer on this project and decided on the lighting portion of the plans. These have been submitted to MDEQ for review. Once approved, bid documents will be prepared.
9. Montjoy Creek – **No update on this meeting.** The engineer has sent the revised plans to MS DMR/USACE with the sediment trap updates.
10. HMGP – Hazard Mitigation Grant Program. **No update on this meeting.**
  - a. The generator project has been approved by FEMA. It is on tonight's agenda for your approval along with permission to advertise. The state is currently requesting a Period of Performance extension to add time to the disaster declaration to allow enough time for the city to complete the project.
  - b. Rostan is contacting the residents to start the process of property acquisition. All expenses will be a passthrough for the city.
11. Bank Stabilization – **No update on this meeting.** The engineers are finalizing the analysis on the Phase 1 design. Phase one will cover the area from Diamondhead Drive North to Kalipekona Pond. The rear ditch will require additional easement for access.
12. Rotten Bayou Nature Trail – **No update on this meeting.** The engineer has redesigned this project into five phases. The funding is already secured for phase 1. The engineer is working on the phase 1 design.
13. Pelican Cove Drainage Project – **No update on this meeting.** The engineer has additional surveying to complete and will finalize the drawing for this project.

Public Comments on Agenda Items - None

Council Comments.

## **Policy Agenda.**

### **Minutes:**

1. Motion to approve June 17, 2025 Regular Meeting Minutes.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to approve June 17, 2025 Regular Meeting Minutes.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

### **Resolutions:**

2. **2025-137:** Motion to adopt Resolution 2025-023 thereby appointing a Mayor Pro Tem for Diamondhead City Council.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 2 Sheppard to adopt Resolution 2025-023 thereby appointing Shane Finley Mayor Pro Tem for Diamondhead City Council.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

3. **2025-138:** Motion to adopt Resolution 2025-024 thereby reappointing Jon McCraw to the position of City Manager.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 3 Harwood to adopt Resolution 2025-024 thereby reappointing Jon McCraw to the position of City Manager.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

4. **2025-139:** Motion to adopt Resolution 2025-025 thereby reappointing Jeannie Klein to the position of City Clerk.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to adopt Resolution 2025-025 thereby reappointing Jeannie Klein to the position of City Clerk.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

5. **2025-140:** Motion to adopt Resolution 2025-026 thereby reappointing Tammy Garber to the position of Deputy City Clerk.

Motion made by Ward 3 Harwood, Seconded by Ward 2 Sheppard to adopt Resolution 2025-026 thereby reappointing Tammy Garber to the position of Deputy City Clerk.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

6. **2025-141:** Motion to adopt Resolution 2025-027 thereby reappointing Lisa McSwain to the position of Municipal Court Clerk.

Motion made by Councilmember-At-Large Maher, Seconded by Ward 2 Sheppard to adopt Resolution 2025-027 thereby reappointing Lisa McSwain to the position of Municipal Court Clerk.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

7. **2025-142:** Motion to adopt Resolution 2025-028 thereby reappointing Robert Hayes Johnson to serve as Municipal Court Judge.

Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to adopt Resolution 2025-028 thereby reappointing Robert Hayes Johnson to serve as Municipal Court Judge.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

8. **2025-143:** Motion to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor and for other related purposes.

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor and for other related purposes.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

9. **2025-144:** Motion to adopt Resolution 2025-030 thereby reaffirming FY25 compensation for all employment position within the City.

Motion made by Ward 2 Sheppard, Seconded by Ward 1 Finley to adopt Resolution 2025-029 thereby engaging and hiring Cusick and Williams Law Firm in the capacity to serve as City Attorney and City Prosecutor and for other related purposes.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

10. **PUBLIC HEARING - 2025-153:** Motion to adopt Resolution 2025-031 to adjudicate that the property located at 6514 Koula Drive, Diamondhead, Mississippi is in a state of uncleanness and a menace to the public health, safety and welfare of the citizenry, that the City Clerk is hereby authorized to advertise for bids, obtain quotes or utilize city resources to bring property into

compliance with city ordinances and for other related purposes. The Parcel No. 067N-2-35-159.000 and the property owner is Anne T. Pitre.

**PUBLIC HEARING-** Mayor Liese opened the Public Hearing in the matter of property located a 6514 Koula Drive (Parcel No. 067N-2-35-159.000) and called on three (3) occasions the property owner Anne Pitre with no response.

**PUBLIC HEARING WAS CLOSED**

Motion made by Ward 1 Finley, Seconded by Ward 3 Harwood to adopt Resolution 2025-031 to adjudicate that the property located at 6514 Koula Drive, Diamondhead, Mississippi is in a state of uncleanliness and a menace to the public health, safety and welfare of the citizenry, that the City Clerk is hereby authorized to advertise for bids, obtain quotes or utilize city resources to bring property into compliance with city ordinances and for other related purposes. The Parcel No. 067N-2-35-159.000 and the property owner is Anne T. Pitre.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

11. **2025-155:** Motion to adopt Resolution 2025-032 thereby authorizing signatories for all City of Diamondhead depository accounts.

Motion made by Ward 2 Sheppard, Seconded by Mayor Liese to adopt Resolution 2025-032 thereby authorizing signatories for all City of Diamondhead depository accounts.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Consent Agenda:**

Motion made by Ward 1 Finley, Seconded by Ward 2 Sheppard to approve the following consent items:

12. **2025-136:** Motion to accept donation in the amount of \$100.00 from Cusick and Williams, PLLC for the City Council Reception.
13. **2025-145:** Motion to accept FY26 Budget Calendar.
14. **2025-146:** Motion to approve all existing contracts and to authorize City Manager to extend any contract expiring prior to September 30, 2025 as necessary.
15. **2025-147:** Motion to approve Pay App 5 in the amount of \$50,508.65, change order 2 in the amount of -\$35,412.00 and final Pay App 6 in the amount of \$36,797.35 to Gill Crane & Doze Services, Inc. for the Noma Drive Waterfront Improvements Project.
16. **2025.148:** Motion to approve payment to Chiniche Engineering & Surveying in the amount of \$14,138.75 for Coon Branch Drainage, in the amount of \$4,472.50 for Drainage Pond Remediation, in the amount of \$8,229.00 for Jourdan River Boardwalk, in the amount of \$7,029.60 for Canal Dredging Project and in the amount of \$12,798.50 for Noma Drive Dredging.
17. **2025-149:** Motion to approve final pay app 3 retainage in the amount of \$17,550.00, to JE Borries, Inc., change order 1 in the amount of -\$6,000.00 and close out documents for the Noma Drive Dredging Project.

18. **2025-150:** Motion to approve Pay Application 4 in the amount of \$161,475.00 to JLB Contractors, LLC., for the Kome Drive and Kalipekona Pond Drainage Project.
19. **2025-151:** Motion to advertise for rebids for Canal Dredging Project.
20. **2025-152:** Motion to approve payment to Covington Civil & Environmental, LLC in the amount of \$19,750.00 for Commercial District - Phase III Project.
21. **2025-154:** Motion to approve Change Order No. 1 to the contract with Gulf Pride Paving, LLC. in the net amount of \$63,566.00 for a total contract amount of \$773,943.50 for Diamondhead Paving Project 2025.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Routine Agenda.**

**Claims Payable**

22. Motion to approve Docket of Claims (DKT232913 - DKT232947) in the amount of \$856,203.61.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve Docket of Claims (DKT232913 - DKT232947) in the amount of \$856,203.61.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

23. Motion to approve Payroll Payables DKT232822 in the amount of \$90.72, DKT232795 in the amount of \$90.72, DKT232902-DKT232911 in the amount of \$46,108.67, PRCLAIM000238 in the amount of \$28,715.10, PRCLAIM000239 in the amount of \$31,922.88 and PRCLAIM000240 in the amount of \$3,058.37.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve Payroll Payables DKT232822 in the amount of \$90.72, DKT232795 in the amount of \$90.72, DKT232902-DKT232911 in the amount of \$46,108.67, PRCLAIM000238 in the amount of \$28,715.10, PRCLAIM000239 in the amount of \$31,922.88 and PRCLAIM000240 in the amount of \$3,058.37.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Department Reports**

Motion made by Ward 4 Clark, Seconded by Mayor Liese to approve the following department reports.

- a. April 2025 Financial Report
- b. May 2025 Financial Report

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

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

**FY25 Year End Projections -**

**City Manager, Jon McCraw provided the council with an overview of the FY25 Year-end projections.**

**Council Closing Comments**

**Adjourn/Recess.**

At 6:30 p.m. with no further action to come before the council, motion made by Mayor Liese, Seconded by Ward 4 Clark to recess until July 15, 2025 at 5:00 p.m.

Voting Yea: Mayor Liese, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Sheppard, Ward 3 Harwood, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

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Anna Liese  
Mayor

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Jeannie Klein  
City Clerk