



Mayor Depreo
Councilmember L'Ecuyer At-Large
Councilmember Finley Ward 1
Councilmember Moran Ward 2
Councilmember Morgan Ward 3
Councilmember Clark Ward 4

MINUTES
REGULAR MEETING OF THE CITY COUNCIL
Tuesday, May 18, 2021
6:00 PM CST
Council Chambers, City Hall

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

Invocation - Councilmember L'Ecuyer.

Pledge of Allegiance

Roll Call

PRESENT

Mayor Nancy Depreo

Councilmember-At-Large Lindsay L'Ecuyer

Ward 1 Shane Finley

Ward 2 Alan Moran

Ward 3 Jamie Morgan

Ward 4 Charles Clark

Confirm or Adjust Agenda Order

Motion made by Ward 4 Clark, Seconded by Ward 3 Morgan to amend the agenda moving consent agenda Item 8 2021-150 to the action agenda and approve the agenda as amended.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Presentation Agenda.

Council Comments.

1. City Hall will be closed Monday, May 31, 2021 in observance of Memorial Day.
2. The next Regular Meeting of the City Council will be held June 1, 2021 at 6 p.m. in Council Chambers at City Hall located at 5000 Diamondhead Circle.
3. "Coffee with a Cop" will be held June 18, 2021 at 8:00 a.m. in the City Hall Activity Center.
4. Proclamation - May, 2021 - Motorcycle Awareness Month in City of Diamondhead
5. Eley Guild Hardy Architects: Daniel Hamburg presentation on City Hall Chapel Renovations/New Building Department.
6. American Rescue Plan Act - Catherine Konkell, Controller - City of Diamondhead
7. Diamondhead Water & Sewer District - Drainage Ditch Pipeline Crossing
8. Update on City Projects - Mayor Nancy Depreo

City Manager's Report.

1. Comprehensive Plan – The draft of the new comprehensive plan has been available for several weeks online on the Envision Diamondhead 2040 Website for residents to review. Public comments are now being received from residents before the final version goes to the P&Z commission in June and then to council for final approval.
2. Pre-Arranged Contracts – I am asking for authorization to advertise for RFPs to secure the pre-arranged contracts for debris removal monitoring services and debris removal contractor services. This will allow the city to have all three pre-arranged contracts in place prior to a storm. Rostan has prepared our RFP documents for the city.
3. GRPC Grant - I am requesting authorization to submit a grant application to GRPC for a MPO Technical Report and Study. This is a planning grant that will be used to fund the Diamondhead Wayfinding, Navigation and Implementation Master Plan with Orion Planning and Design. This is one of the recommendations that is coming from our Comprehensive Plan. The grant funds 80%, or \$58,800, of the project and the city will fund 20%, or \$14,700.
4. Donation of Land – Elliott Homes has offered to donate 3 parcels to the city for permanent greenspace and drainage use.
5. Chapel Renovation – The city hired Eley, Guild & Hardy Architects to develop plans to renovate the chapel building. We just listened to this presentation. I am asking the council to approve the plans and allow the firm to continue developing the construction documents to move this project toward construction. This area is needed. Our building department is working in tight quarters and we are trying to hire a development coordinator (or planning and zoning person which was approved by council several months ago). We need the space to put this new employee. This will also allow us to put the public works director and public works clerk in this same work space since they often need to work together on developments in the city.
6. Phase 3 Paving Project – I am asking the council to accept the recommendation of our engineer and to award the paving contract to Warren Paving. This project will pave 3.5 miles of roads in the city for \$439K. The city has already completed phases 1 and 2 of the paving project for a total of 11 miles of streets at a cost of \$1.4 million. The administration continues to work the 5-year paving plan that came from the roadway maintenance and improvement plan that we completed in June 2018. I plan to recommend another \$500K for FY22 paving projects.
7. Grant Agreement for GCRF (MDA) – This is the agreement we received from MDA for our GCRF grant of \$1.5 million for the Commercial District Transformation Project (Town Center). This was the first-year grant awarded in 2020. The city also received an additional \$2 million grant this year for this same project.
8. AGJ Agreement – Our contract with AGJ is renewing. This firm provides IT services for the city and does a great job. The administration has been very happy with their work performance and recommends approval for another 4-year term.
9. Compensation for Poll Workers – The council needs to approve the compensation for poll workers for the election in June. The rates are set by statute. This item is on the agenda for consideration.

10. Alkii Way Drainage Project – I am asking the council to accept the recommendation of the engineer to accept the low bid for the channel stabilization project.
11. Request by property owner to build bulkheads, boat storage, piers or dredge in canals – This motion is requesting authorization to give the building official authority to send a letter of support to DMR on behalf of the City of Diamondhead for the property owner to include with his DMR permit. A letter of support from the property owner is required by DMR. Once the DMR permit is approved, the property owner would use that permit to apply for a building permit with the city. This change is needed since the city now owns the canals.
12. City Hall Parking Lot – I am asking for approval to advertise for bids for the city hall parking lot improvements to make it ADA assessable for the safety of residents. We need to get this work completed before Cruisin the Coast on October 1. We have funds budgeted for this project.
13. FEMA Project Worksheet for Dredging Canals – I am asking council to accept the recommendation of Rostan Solutions to not pursue FEMA funding for the dredging of canals on the southside. They feel this is a up hill battle for the city to prove the damage was caused by Hurricane Zeta after comparing the reports. I sent the council more detailed information from Rostan on this recommendation.
14. Iona Street Drainage Project and Kolo Court Drainage Project – These are channel stabilization projects. The last storm caused more drainage problems from erosion in this area. Pickering Engineering will review the area and provide a recommendation for options to improve the ditches.
15. Rotary Sign – the Rotary Club of Central Hancock County has requested to install two signs in the city. One would be on private property by the Hancock Bank and the other by the City sign and flag on Kapalama. This type of sign is not addressed in our current ordinance, so council approval is needed. The administration is supportive of this request since it is common to see Rotary signs at the entrance of cities.
16. Frequently Asked Questions for Referendum – The FAQ for the referendum are published on the city website. There is a page set up just for the topic of consolidation of public services. All of the documents and reports from the last 10 years are available for public viewing as well as the FAQ.
17. Petition from Residents – At the last meeting, I received a petition from residents asking for testing on the ground to be done near the north rec pool. I have engaged Covington Engineer and Environmental to assist me with this. I forwarded the firm all of the emails I have received from a resident so the firm knows what to test the ground for.

Roof on Guard Shack Building on Gex Drive – It has taken several months to get quotes to replace the roof on the guard shack located on Gex Drive. I received 5 quotes to replace the damaged roof from Hurricane Zeta. The low quote is \$6,400 and the high quote was \$16,800. This building is insured for \$32,000 and our property deductible is \$53,700. This is a 2% named storm deductible for total schedule of property we insure. Because it is insured, this is not eligible for a FEMA project worksheet. I asked Orion Planning and Design their opinion of the building as they have been hired by the city to design the “gateway project” which includes this space. Their comment was “they do not see a need for this structure as part of the arrival sequence. They were wondering if it could be relocated to another location in the city. Either way, they don’t see a need and recommend its removal.” However, there are many residents who feel this is an important structure in the city. The city administration needs direction from the council on how you would like me to proceed. Repair the roof for

\$6,400; remove the structure completely, or relocate the structure? I am happy to proceed as directed by the council.

Public Comments on Agenda Items.- None

Policy Agenda.

Minutes:

1. Motion to Approve May 4, 2021 Regular Meeting Minutes.

Motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to approve the May 4, 2021 Minutes.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Ordinances:

2. Tabled Item: **2021-145:** Motion to adopt Resolution 2021-0125 thereby approving the Security and Reimbursement Agreement between Marshall Land Holdings, LLC for the Diamondhead Medical Center Project.

Motion made by Councilmember-At-Large L'Ecuyer, Seconded by Ward 3 Morgan to remove from the table Agenda Item 2021-145.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Motion made by Councilmember-At-Large L'Ecuyer, Seconded by Ward 3 Morgan to adopt Resolution 2021-0125 thereby approving the Security and Reimbursement Agreement between Marshall Land Holdings, LLC for the Diamondhead Medical Center Project.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Resolutions:

3. **2021-161:** Motion to adopt Resolution 2021-026 thereby abandoning the 5' utility/drainage easement between Lots 24 and 25 Diamondhead Phase 2, Unit 11, Block 6 in order to construct a house on the two lots. The parcel number is 068J-1-41-2343.000; the physical street address is 848 Kaleki Court. (Elliott Homes)

Motion made by Ward 4 Clark, Seconded by Ward 3 Morgan to adopt Resolution 2021-026 thereby abandoning the 5' utility/drainage easement between Lots 24 and 25 Diamondhead Phase 2, Unit 11, Block 6 in order to construct a house on the two lots. The parcel number is 068J-1-41-2343.000; the physical street address is 848 Kaleki Court. (Elliott Homes)

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

- 4. 2021-165:** Motion to adopt Resolution 2021-027 authorizing the submittal of grant application to the Gulf Regional Planning Commission for MPO Technical Report and Study funding in the amount of \$58,800, committing local match funding in the amount of \$14,700 for a total project cost of \$73,500 for the development of Diamondhead Wayfinding, Navigation and Implementation Masterplan and for other related purposes.

Motion made by Ward 1 Finley, Seconded by Ward 2 Moran to adopt Resolution 2021-027 authorizing the submittal of grant application to the Gulf Regional Planning Commission for MPO Technical Report and Study funding in the amount of \$58,800, committing local match funding in the amount of \$14,700 for a total project cost of \$73,500 for the development of Diamondhead Wayfinding, Navigation and Implementation Masterplan and for other related purposes

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

- 5. 2021-166:** Motion to adopt Resolution 2021-028 thereby accepting by donation Lot 2, Block 4, Unit 7, Phase 2, Lot 1, Block 4, Unit 7, Phase 2 and Lot 13, Block 2, Unit 11, Phase 2 and for other related purposes.

Motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to adopt Resolution 2021-028 thereby accepting by donation Lot 2, Block 4, Unit 7, Phase 2, Lot 1, Block 4, Unit 7, Phase 2 and Lot 13, Block 2, Unit 11, Phase 2 and for other related purposes.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Consent Agenda:

Motion made by Council At-large L'Ecuyer seconded by Ward 2 Moran rescind approval of the agenda, remove agenda item 2021-147 from the Consent Agenda and to approve the agenda as so amended.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Motion made by Ward 3 Morgan, Seconded by Ward 2 Moran to approve the following agenda items by consent:

- 7. 2021-149:** Motion to authorize (2) revisions to the Employee Handbook regarding Weapons in the Workplace and Compensatory Time/Overtime effective upon Council approval.
- 9. 2021-152:** Motion to authorize the City of Diamondhead to advertise for Request For Proposal for Debris Removal Monitoring Services.
- 10. 2021-153:** Motion to authorize the City of Diamondhead to advertise for Request For Proposals from Debris Removal Contractor.
- 11. 2021-154:** Motion to approve payments to Digital Engineering in the amount of \$860.50 for professional services for developer and spec review and in the amount of \$1,164.00 for GIS maintenance.

12. **2021-155:** Motion to reappoint City Manager Reso to the Gulf Regional Planning Commission Board of Commissioners for a 3-year term.
13. **2021-156:** Motion to approve the Mississippi Development Authority Gulf Coast Restoration Fund grant agreement and statement of assurances for the Commercial District Transformation Project.
14. **2021-157:** Motion to approve RCA by Mayor Depreo to have the City form a steering committee for a senior center.
15. **2021-158:** Motion to approve the Customer Care Agreement with AGJ Systems for 4-years for IT services for the amount of \$2,082 per month and to authorize the City Manager to execute the agreement.
16. **2021-159:** Motion to establish compensation for election worker training 25 total at \$25.00 each, 12 Poll Managers/Workers \$125, 4 Poll Managers at \$145.00 each, 4 Poll Managers \$135.00 each, Resolution Board at \$125.00 per day for 2 days, 3 Election Commissioners for 10 days at \$85.00 per day and City Clerk/Deputy City Clerk five (5) days at \$85.00 or compensatory time.
17. **2021-160:** Motion to accept donations in the amount of \$475.00 received from various donors to support the construction of the dog park.
18. **2021-162:** Motion to authorize support letter and partnership commitment for MS Urban Forest Council Tideland Grant for Mississippi Gulf Coast Arboretum Project.
19. **2021-163:** Motion to accept bids submitted and award the low bid received from ERC, Inc. for the base of \$342,905 for the Channel Stabilization Project at Alkii Way (NRCS Grant).
20. **2021-167:** Motion to acknowledge property owner right to request approval to dredge and/or construct bulkhead, covered boat storage and/or lift or similar improvement on city-owned canals and further to authorize the Building Official to grant approval and issue documentation necessary for such activities to satisfy DMR permitting requirements.
21. **2021-168:** Motion to advertise for Request for Proposals for City Hall Parking Lot Improvements.
22. **2021-169:** Motion to concur with the recommendation Rostan Solution, Disaster Consultant Firm, to withdraw the FEMA project worksheet for canal dredging.
23. **2021-170:** Motion to declare emergency expenditures pursuant to MS Code 21-35-19 for professional engineering services under the Master Service Agreement for Anchor Qea, LLC in the amount of \$16,000 for survey canals for Hurricane Zeta impact and Pickering Firm in the amount of \$42,600 for the Culvert Rehabilitation Project at Makiki Way.
24. **2021-171:** Motion to declare emergency expenditure pursuant to MS Code §21-35-19 due to drainage concerns resulting from the recent excessive rainfall and approve a Master Service Agreement Work Assignment with Pickering Firm in the amount of \$15,000 for Iona Street Drainage.
25. **2021-172:** Motion to declare emergency expenditure pursuant to MS Code §21-35-19 due to drainage concerns resulting from recent excessive rainfall and approve a Master Service Agreement Work Assignment with Pickering Firm in the amount \$17,000 for Kolo Court Drainage.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Action Agenda.

- 26. 2021-164:** Motion to allow a Rotary Club (miscellaneous) sign on the Hancock Bank property on West Aloha Drive and on city-owned property (flag pole and welcome site) on Kapalama.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large L'Ecuyer allow a Rotary Club (miscellaneous) sign on the Hancock Bank property on West Aloha Drive and on city-owned property (flag pole and welcome site) on Kapalama.

Voting Yea: Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 3 Morgan, Ward 4 Clark
Voting Abstaining: Mayor Depreo, Ward 2 Moran

MOTION CARRIED

- 6. 2021-147:** Motion to accept plans as drawn for the chapel renovation/new building department in City Hall and authorize the City Manager to proceed with of the final plan/specification development.

Motion made by Councilmember-At-Large L'Ecuyer, Seconded by Ward 3 Morgan to accept plans as drawn for the chapel renovation/new building department in City Hall and authorize the City Manager to proceed with of the final plan/specification development.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

Voting Nay: Ward 1 Finley

MOTION CARRIED

- 8. 2021-150:** Motion to accept the low bid and award the contract to Warren Paving in the amount of \$439,578.20 for the Diamondhead Phase 3 Paving Project.

Motion made by Councilmember-At-Large L'Ecuyer, Seconded by Ward 3 Morgan to accept the low bid and award the contract to Warren Paving in the amount of \$439,578.20 for the Diamondhead Phase 3 Paving Project.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Routine Agenda.

Claims Payable

- 27.** Motion to approve the Docket of Claims (DKT158421 - DKT158456) in the amount of \$102,733.21.

Motion made by Councilmember-At-Large L'Ecuyer, Seconded by Ward 3 Morgan to approve the Docket of Claims (DKT158421 - DKT158456) in the amount of \$102,733.21.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

28. Motion to approve Payroll Payables APPKT01499 in the amount of \$45,270.56, PRCLAIM083 in the amount of \$30,508.15, PRCLAIM084 in the amount of \$2,720.31 and PRCLAIM085 in the amount of \$30,797.73.

Motion made by Ward 3 Morgan, Seconded by Ward 2 Moran to approve Payroll Payables APPKT01499 in the amount of \$45,270.56, PRCLAIM083 in the amount of \$30,508.15, PRCLAIM084 in the amount of \$2,720.31 and PRCLAIM085 in the amount of \$30,797.73.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Department Reports

- a. April 2021 Financials
- b. Police Dept. Report
- c. Building Dept. Report
- d. Privilege License Report
- e. Code Enforcement Report
- f. Solid Waste Report

Public Comments on Non-Agenda Items:

Ronnie Wentzell - possible sewer line leaks near Twin Lakes.

Steve Stovall - possible sewer line leaks near Twin Lakes

Andy Nicks – Favors PERS benefits for all municipal employees

Adjourn/Recess.

AT 7:39 p.m. motion made by Ward 3 Morgan, Seconded by Ward 4 Clark to adjourn.

Voting Yea: Mayor Depreo, Councilmember-At-Large L'Ecuyer, Ward 1 Finley, Ward 2 Moran, Ward 3 Morgan, Ward 4 Clark

MOTION CARRIED UNANIMOUSLY

Nancy Depreo
Mayor

Jeannie Klein
City Clerk