



MINUTES

REGULAR MEETING OF THE CITY COUNCIL

Tuesday, November 04, 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 - Councilmember Sheppard

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 Mayor Liese, Seconded by Councilmember-At-Large Maher to adjust the agenda as follows:

Add claims payable - 13a. Motion to approve Docket of Claims (DKT233291 and DKT233292) in the amount of \$313,638.89.

Table Action Item - 12. Motion to establish salary and enter into contract with R. Hayes Johnson, Jr. Esq., for 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

Presentation Agenda.

- a. The next Regular Meeting of the City Council will be held Tuesday, November 18, 2025 at 6:00 p.m. in the Council Chambers located at City Hall.
- b. The Diamondhead BBQ and Brews will be held Saturday, November 8, 2025 from 4:30 - 8:00 p.m. at City Hall. The Veterans Day Parade will begin at 4:30 p.m.
- c. Proclamation - Recognize 250 years of the United States Postal Service

City Manager's Report.

CITY MANAGER REPORT
November 04, 2025

1. Coon Branch – The project is 180 days with a current end date of December 13th. The contractor is back on schedule and will be completing the culvert installation this month.
2. Canal Dredging – The bids were opened and reviewed. The approval of the bid is on your agenda tonight. Once approved, we will submit to MDEQ for final review and acceptance.
3. Jourdan River Boardwalk – MDEQ has reviewed the plans and had additional comments for the engineers to update in the specifications. Also, an additional requirement was added. The engineers have modified the plans and MDEQ is reviewing them for approval.
4. Rotten Bayou Nature Trail – Public Works has started clearing the trail for the engineers to complete the surveying. Once we complete the survey, we will work on the lease from the Secretary of State and Purcell.
5. Dog Park – The project is out for bid. They are due on November 13th. Public Works will be completing the clearing the park area. CES has removed the debris from this area.
6. Hazard Mitigation Grant Program – The appraiser is completing the reports on the property acquisition project. As soon as I have the updated appraisals, I will submit them to MEMA.
7. Landscaping Project – The city had a follow up meeting with Keep Diamondhead Beautiful and their landscape architect to redefine the scope of the project. The city will work with Keep Diamondhead Beautiful to complete the architect's design.
8. Pelican Cove – Met with the engineer last week to finalize the design and timeline. The engineer will complete the updates and submit final plans next week.
9. Commercial District – I am requesting one additional piece of property tonight to finalize the roadway acquisition. The engineer is completing the final design and will be ready to advertise by January.
10. Bank Stabilization – **No Update this month.** The next step for this project will be to work on easement acquisition. Once complete, the engineers can finalize the design.
11. Fitness Park – **No Update this month.** Public Works will start the clearing of the property next to Ochsner Medical and the new multimodal trail. Once cleared, they will install the equipment provided by Ochsner.
12. MDOT Projects – **No Update this month.** The contractor installed the signage last week. Once the engineers update the drawings for the railing along the multimodal path, the contractor will be back out to install and complete the project.
13. Montjoy Creek – **No Update this month.** The MDMR is requiring an additional public notice comment period for adjacent property owners. This period will be 30 days for submission of comments.

Public Comments on Agenda Items. - Bill Atkinson - Food Pantry Box

Council Comments.

Policy Agenda.

Minutes:

1. Motion to approve October 21, 2025 Regular Meeting Minutes.

Motion made by Ward 3 Harwood, Seconded by Ward 2 Sheppard to approve October 21, 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. **PUBLIC HEARING 2025-266:** Motion to adopt Resolution 2025-055 to adjudicate that the property located at 9920 Honomu Court, 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. 067H-2-25-365.000 and the property owner is Roxanna L. Troia (Life Estate).

Mayor Liese opened the Public Hearing and called Roxanna L. Troia and anyone with an interest in the property three times. No one responded. Thereafter, City Attorney Cusick reminded the Council that the evidence showing the state of the property was included in their Agenda Packets. He advised that the notice had been provided to Ms. Troia pursuant to the statue and that the Resolution provided 14 days grace period prior to the city taking action. By adoption of the Resolution the Council was making findings in support of the determination that the property was a menace to the public health, safety, and welfare of the citizenry of Diamondhead.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to adopt Resolution 2025-055 to adjudicate that the property located at 9920 Honomu Court, 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. 067H-2-25-365.000 and the property owner is Roxanna L. Troia (Life Estate).

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

MOTION CARRIED UNANIMOUSLY

3. **2025-268:** Motion to adopt Resolution 2025-056 thereby authorizing the Mayor to enter into an agreement with the Municipal Intercept Company, LLC (MIC) to collect the city's debt between MIC and the City as authorized by the Local Government Debt Setoff Act, to designate the City Clerk to serve as the Debt Setoff Coordinator pursuant to and in accordance with the Agreement and for other related purposes.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to adopt Resolution 2025-056 thereby authorizing the Mayor to enter into an agreement with the Municipal Intercept Company,

LLC (MIC) to collect the city's debt between MIC and the City as authorized by the Local Government Debt Setoff Act, to designate the City Clerk to serve as the Debt Setoff Coordinator pursuant to and in accordance with the Agreement 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

4. **2025-273:** Motion to adopt Resolution 2025-057 thereby increasing the annual solid waste fee from \$186.00 (\$15.50 monthly) to \$210.00 (\$17.50 monthly) or 12.91% per household for residents within the incorporated area of Diamondhead beginning January 1, 2026 and for other related purposes.

Motion made by Ward 1 Finley, Seconded by Mayor Liese to adopt Resolution 2025-057 thereby increasing the annual solid waste fee from \$186.00 (\$15.50 monthly) to \$210.00 (\$17.50 monthly) or 12.91% per household for residents within the incorporated area of Diamondhead beginning January 1, 2026 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

Consent Agenda:

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve the following consent items:

5. **2025-262:** Motion to approve payments to Covington Civil & Environmental, LLC in the amount of \$2,845.00 for Diamondhead Paving 2025, in the amount of \$4,250.00 for Kome Dr and Fairway Dr Drainage Project, in the amount of \$795.00 for Site Development Plan, in the amount of \$3,135.00 for On Call Survey Services, in the amount of \$1,530.00 for Annual Unit Price Contract, in the amount of \$4,900.00 for East Aloha Phase II Sidewalks and in the amount of \$72,000.00 for Diamondhead Paving 2026.
6. **2025-263:** Motion to approve change order #4 in the amount of -\$16,230.34 which decreases the contract time by four (4) days and final pay application #8 in the amount of \$60,201.38 to JLB Contractors, LLC for the Kome Drive and Kalipekona Pond Drainage Project.
7. **2025-270:** Motion to enter into agreement with Metrix Solutions for the the purchase of one (1) License Plate Reader camera and data storage for five cameras in the amount tof \$3,850.00 annually and an additional one-time fee of \$2,200.00 to install four (1 new and 3 city-owned) cameras at the roundabout entrance.
8. **2025-271:** Motion to accept the low bid received from J.E. Talley Construction, Inc. in the amount of \$3,277,820.00 for the Canal Dredging Project and authorize the City Manager to execute the contract for same and to issue the notice to proceed as appropriate.

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

MOTION CARRIED UNANIMOUSLY

Action Agenda.

9. **2025-264:** Motion to authorize the creation and installation of an outdoor free food pantry box to be located on City Hall property. The purpose of this initiative is to help address local food insecurity by providing 24/7 access to non-perishable food items for residents in need. The pantry will operate on a “take what you need, leave what you can” model and be maintained in partnership with local volunteers and organizations. (Liese)

Motion made by Mayor Liese, Seconded by Ward 3 Harwood to authorize the creation and installation of an outdoor free food pantry box to be located on City Hall property. The purpose of this initiative is to help address local food insecurity by providing 24/7 access to non-perishable food items for residents in need. The pantry will operate on a “take what you need, leave what you can” model and be maintained in partnership with local volunteers and organizations.

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

MOTION CARRIED UNANIMOUSLY

10. **2025-267:** Motion to approve the Planning Commission recommendation to allow a covered patio addition within 11 feet of the rear yard property line. The address is 784 Maui Circle. Tax parcel number is 131A-0-01-064.000. The property is in a R-6 zoning district. The rear yard setback for an addition is 20'. The variance requested is 9'. The Case File Number is 202500630.

Motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to approve the Planning Commission recommendation to allow a covered patio addition within 11 feet of the rear yard property line. The address is 784 Maui Circle. Tax parcel number is 131A-0-01-064.000. The property is in a R-6 zoning district. The rear yard setback for an addition is 20'. The variance requested is 9'. The Case File Number is 202500630.

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

MOTION CARRIED UNANIMOUSLY

11. **2025-269:** Motion to approve Memorandum of Understanding Between The City of Diamondhead, Diamondhead Country Club & Property Owners' Association, Inc. and Purcell Co., Inc. regarding the donation and conveyance of certain DHPOA-owned amenities and properties to the City of Diamondhead.

Motion made by Ward 2 Sheppard, Seconded by Ward 3 Harwood to approve Memorandum of Understanding Between The City of Diamondhead, Diamondhead Country Club & Property Owners' Association, Inc. and Purcell Co., Inc. regarding the donation and conveyance of certain DHPOA-owned amenities and properties to the City of Diamondhead.

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

13. Motion to approve Docket of Claims (DKT233267 - DKT233290) in the amount of \$257,945.44.

Motion made by Ward 1 Finley, Seconded by Ward 2 Sheppard to approve Docket of Claims (DKT233267 - DKT233290) in the amount of \$257,945.44.

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

MOTION CARRIED UNANIMOUSLY

13a. Motion to approve Docket of Claims (DKT233291 and DKT233292) in the amount of \$313,638.89.

Motion made by Ward 4 Clark, Seconded by Councilmember-At-Large Maher to approve Docket of Claims (DKT233291 and DKT233292) in the amount of \$313,638.89.

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 2 Sheppard, Seconded by Ward 3 Harwood to approve the following department reports:

a. September 2025 Financials

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

Council Closing Comments

Executive Session

Motion made by Mayor Liese, Seconded by Ward 1 Finley to enter closed session to discuss the need for executive session.

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

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Liese, Seconded by Ward 1 Finley to enter executive session pursuant to MS Code 25-41-7(4)(g): transaction of business and discussion regarding the prospective purchase: sale, or leasing of lands of Jeffrey and Karen Pressman.

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

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Liese, Seconded by Ward 1 Finley to exit executive session.

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

MOTION CARRIED UNANIMOUSLY

Motion made by Mayor Liese, Seconded by Ward 2 Sheppard to exit closed session.

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

MOTION CARRIED UNANIMOUSLY

City Attorney Cusick announced that no official action of record was taken during executive session.

Motion made by Ward 1 Finley, Seconded by Ward 2 Sheppard to authorize City Manager to get an updated appraisal on a parcel of land owned by Jeffrey and Karen Pressman for possible right-of-way construction.

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

MOTION CARRIED UNANIMOUSLY

Adjourn/Recess.

At 6:44 p.m. with no further business to come before the council, motion made by Ward 4 Clark, Seconded by Ward 2 Sheppard to adjourn.

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

MOTION CARRIED UNANIMOUSLY

Anna Liese
Mayor

Jeannie Klein
City Clerk