

DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
February 10, 2022 – 4:00PM
Diamondhead City Hall Council Chambers

1. **Present Board Members:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Treasurer Ben Taylor, and Commissioner Louis Ertel.

Absent: Commissioner Mark Beisecker.

The presence of a quorum was noted and the meeting was called to order at 4:00pm. The public was duly notified in compliance with the District's open meeting policy.

2. **Approve Agenda.**

Motion by Commissioner Taylor, second by Commissioner Ertel to approve the agenda. Motion carried unanimously.

3. **Public Comments.**

Todd Dalton with BXS Insurance provided an update of the Property & Casualty Policy renewal status.

4. **Minutes.**

4.1. Motion by Commissioner Ertel, second by Commissioner Taylor to approve the minutes for the Regular Meeting held on January 27, 2022. Motion carried unanimously. (Attachment A).

5. **General Manager's Report.**

5.1. **Update of Recent Events & Projects.**

5.1.A. COVID-19 safety protocol remains in effect.

5.1.B. Contractor for the Southeast Water Main Replacement Project continues work while awaiting delivery of the fire hydrants from the manufacturer.

5.1.C. The building permit, preconstruction video, and soil borings have been performed on the Elevated Water Tank Project. Site clearing is scheduled the week of February 14, 2022.

5.1.D. The Water System Rehab Phase II & III Project bids will be accepted until 2:00pm on March 10, 2022. Bids received will be opened during the Regular Board Meeting on March 10, 2022 at 4:00pm.

5.1.E. The Sanitary Sewer Hydraulic Model Project engineers received collected data from Control Systems Inc. on February 7, 2022. Lift Station drawdown procedures are scheduled for February 11, 2022 which is expected to confirm accuracy with the input of actual capacities into the model for calibration.

5.1.F. The Sewer Improvements Project Basin 13,16,17 is out for bid. Bids will be accepted until 2:00pm on February 24, 2022. Bids received will be opened during the Regular Board Meeting on February 24, 2022 at 4:00pm.

5.1.G. The District has installed 7 new residential connections, 1 new sewer cleanout, performed 2 water service repairs, and 1 sewer service backup since the last Board Meeting.

5.1.H. The District repaired a 16" water main on Diamondhead Drive West located in the median across from Elliott Homes Deer Crossing subdivision where trucks were driven over a mainline operating valve which resulted in a broken 16' x 6" tap saddle. Charges will be billed to Elliott Homes.

5.1.I. As previously discussed at the last meeting, Well#1 emergency work was performed. Upon initial start-up of the new pump, the existing Variable Frequency Drive (VFD) failed to launch. Repair quotes for the VFD have been obtained with an estimated 6 week delivery.

5.1.J. The temporary pipe supports placed by the District on Kolo Court in an attempt to prevent sewer main damages from an eroding ditch bank collapse is holding steady.

6. Construction / Engineering Projects.

6.1. Water Main Improvements-Phase I (Southeast-Hilo).

6.1.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve DNA Underground Pay App #5 in the amount of \$81,857.70 for the time period of December 21, 2021 through January 20, 2022, leaving a remaining balance of \$647,109.90 on this contract. Motion carried unanimously. (Attachment B).

6.2. Water System Rehab-Phase I Project (New Water Tower).

6.2.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1312-09 in the amount of \$3,400.00 for the time period of January 2, 2022 through January 29, 2022, leaving a remaining balance of \$84,300.00 on this contract. Motion carried unanimously. (Attachment C).

6.3. Water System Rehab-Phase II Project.

6.3.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1313-07 in the amount of \$61,970.00 for the time period of January 2, 2022 through January 29, 2022, leaving a remaining balance of \$321,000.00 on this contract. Motion carried unanimously. (Attachment D).

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve Seymour Engineering Invoice#8364 in the amount of \$29,000.00 for the time period of December 18, 2021 through January 20, 2022, leaving a remaining balance of \$375,000.00 on this contract. Motion carried unanimously. (Attachment E).

6.5. Sewer Basin Improvements-Phase I & II (#13,#16,#17) Project.

6.5.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8363 in the amount of \$52,400.00 for the time period of January 13, 2022 through February 1, 2022, leaving a remaining balance of \$892,600.00 on this contract. Motion carried unanimously. (Attachment F).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the Docket of Claims in the amount of \$211,858.79. Motion carried unanimously. (Attachment G).

7.1.B. Unapproved Docket of Claims. (Attachment H).

7.1.C. Treasurer's Report – 1/31/2022. (Attachment I).

7.1.D. Revenue & Expense Report – 1/31/2022. (Attachment J).

7.2. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Hancock Whitney contract terms letter extending Depository Agreement through January 31, 2023, as attached hereto. Motion carried unanimously. (Attachment K).

8. Old Business.

8.1. Motion by Commissioner Taylor, second by Commissioner Ertel to spread upon the minutes the executed Master Service Agreements for Compton Engineering, Covington Engineers, Digital Engineering, and Seymour Engineering, that were approved by the Board on January 27, 2022. Motion carried unanimously. (Attachment L).

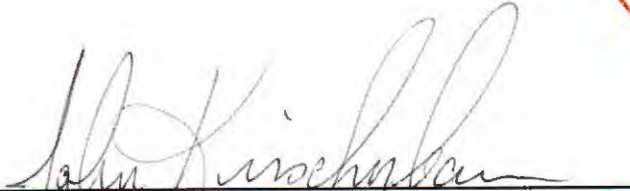
9. New Business/Discussion Items.

9.1. None.

10. Motion by Commissioner Taylor, second by Commissioner Ertel to adjourn at 4:36pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for February 22, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

2-10-22
Date