

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES**

April 14, 2022 – 4:00pm (CST)

City Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT BOARD MEMBERS:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Treasurer Ben Taylor, Commissioner Mark Beisecker, and Commissioner Louis Ertel.

ABSENT: None.

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 Griffith, second by Commissioner Ertel to amend the agenda to add: (i) item 9.4 to discuss first draft of preamble to grant application; and (ii) item 9.5. Closed Session to discuss the need for Executive Session regarding potential litigation regarding a claim for damages at 67166 Diamondhead Drive East. Motion carried unanimously as amended.

3. **Public Comments.** None.

4. **Minutes.**

Motion by Commissioner Taylor, second by Commissioner Griffith to approve the minutes for the Regular Meeting held on March 24, 2022. Motion carried unanimously. (Attachment A).

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

5.1. Update of Projects & Recent Events.

5.1.A. The Southeast Water Main Replacement Project is approximately 87% complete. The contractor is finalizing the open cut section on Lanai Street. The remaining items include a pressure test at Hilo Way/Maui Street intersection to complete paving work, 2 tie-ins, chlorination, and 1 fire hydrant installation.

5.1.B. The District has received the foundation drawings for the Elevated Water Tank Project. The drawings are currently under review. Piles for the tank foundation are expected to be delivered no later than the first week of May provided the materials are delivered as scheduled. The water line installations are expected to begin the week of April 18, 2022.

5.1.C. The contract for the Water System Improvements Phase II Project has been reviewed by legal and ready for signature.

5.1.D. On April 14, 2022, the Water System Improvements Phase III Project pre-construction meeting was held.

5.1.E. The Sanitary Sewer System Hydraulic Model Project is scheduled to be completed in early May. Model calibration deliverables are nearing completion.

5.1.F. On April 14, 2022, the Sewer Improvements Phase I&II Basins 13,16,17 Project pre-construction meeting was held.

5.1.G. Two abandonment of easement requests are on the agenda tonight. Both abandonment of easements are of no use either now or in the future to the District. Both are recommended for approval.

5.1.H. The District has installed 2 new residential water & sewer connections, 16 new sewer cleanouts, set 19 cleanout castings, and performed 6 water service repairs, 3 sewer service backups, and 5 sewer manhole repairs since the last Board Meeting.

5.1.I. The City of Diamondhead has yet to submit revised drawings of the proposed concrete storm water boxes on East Aloha Drive in proximity of the existing water mains to the District for review and approval. Failure to submit said drawings constitutes a violation of District Ordinances.

5.1.J. The variable frequency drive for Well#1 is expected to be delivered by April 18, 2022. Upon delivery, the contractor will schedule completion of the startup procedures for the new pump.

5.1.K. The temporary emergency pipe supports and culvert installed by the District at the Kolo Court drainage ditch are holding; however, the latest storms have exposed areas of concern. The temporary measures are an attempt to prevent sewer main damage from eroding ditch bank collapse while waiting for the City of Diamondhead to develop a drainage plan for the area.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Taylor, second by Commissioner Griffith to approve Seymour Engineering Invoice# 8411 in the amount of \$5,265.00 for the time period of February 26, 2022 through March 24, 2022, leaving a remaining balance of \$31,740.00 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 Beisecker to approve CB&I Storage Tank Solutions Invoice# 252494-02 in the amount of \$64,315.00 for the time period of February 26, 2022 through March 25, 2022, leaving a remaining balance of \$3,456,572.50 on this contract. Motion carried unanimously. (Attachment C).

6.2.B. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1312-11 in the amount of \$3,500.00 for the time period of February 27, 2022 through April 2, 2022, leaving a remaining balance of \$77,400.00 on this contract. Motion carried unanimously. (Attachment D).

6.3. Water System Rehab-Phase II Project.

6.3.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1313-09 in the amount of \$6,750.00 for the time period of February 27, 2022 through April 2, 2022, leaving a remaining balance of \$307,500.00 on this contract. Motion carried unanimously. (Attachment E).

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Taylor, second by Commissioner Ertel to spread upon the minutes the executed contract with DNA Underground approved by the Board on March 24, 2022. Motion carried unanimously. (Attachment F).

6.4.B. Motion by Commissioner Griffith, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8413 in the amount of \$29,000.00 for the time period of January 21, 2022 through March 14, 2022, leaving a remaining balance of \$346,000.00 on this contract. Motion carried unanimously. (Attachment G).

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

6.5.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to spread upon the minutes the executed contract with Suncoast Infrastructure approved by the Board on March 10, 2022. Motion carried unanimously. (Attachment H).

6.5.B. Motion by Commissioner Griffith, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8412 in the amount of \$46,000.00 for the time period of February 26, 2022 through March 25, 2022, leaving a remaining balance of \$794,200.00 on this contract. Motion carried unanimously. (Attachment I).

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 \$220,145.89. Motion carried unanimously. (Attachment J).

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

7.1.C. Treasurer's Report – 3/31/2022. (Attachment L).

7.1.D. Revenue & Expense Report – 3/31/2022. (Attachment M).

8. Old Business.

8.1. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the City of Diamondhead Resolution 2022-014 requesting the donation of a 1,915 square foot section of Lot 7, Block 2, Diamondhead Subdivision Phase 3, Unit 1, Hancock County, MS from the Diamondhead Water and Sewer District to the City of Diamondhead for right-of-way construction. Motion carried unanimously. (Attachment N).

9. New Business/Discussion Items.

9.1. Motion by Commissioner Griffith, second by Commissioner Taylor to approve the abandonment of utilities easement for construction on property located on Lilinoe Way,

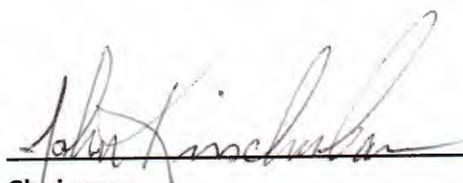
Phase 1, Unit 4, Block 3, between Lots 8 & 9 per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment O).

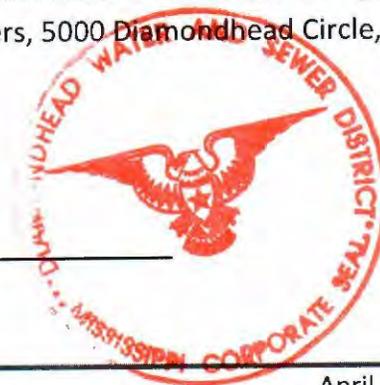
- 9.2. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve the abandonment of utilities easement for construction on property located at 87120 Highpoint Drive, Phase 1, across rear of Lot 1, Beaux Vue Phase I and between that Lot 1 and Lot A of The Preserve, excluding the 5' easement on East Side of Lot where rear easement crosses, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment P).
- 9.3. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve request from Milda Baker for water & sewer credit in the amount of \$486.52 due to leak at #7 Quail Creek, which falls outside of existing Board Policy #D-004. Motion carried unanimously. (Attachment Q).
- 9.4. Commissioner Griffith provided a draft review of the 1st draft of the preamble to any ARPA grant applications. After discussion, revisions will be made prior to submittal of any grant applications.
- 9.5. Motion by Commissioner Griffith, second by Commissioner Ertel to go into Closed Session to discuss the need for Executive Session for purposes of discussing potential litigation regarding a claim for damages at 67166 Diamondhead Drive East. Motion carried unanimously.
- Motion by Commissioner Griffith, second by Commissioner Beisecker to go into Executive Session to discuss potential litigation matter regarding a claim for damages at 67166 Diamondhead Drive East. Motion carried unanimously.
- Motion by Commissioner Ertel, second by Commissioner Griffith to come out of Executive Session and go back into Regular Session. Motion carried unanimously.

No action taken.

10. Motion by Commissioner Griffith, second by Commissioner Beisecker to adjourn at 5:40pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for April 28, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



4-28-22
Date