

DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
May 12, 2022 – 4:00pm (CST)

City Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT BOARD MEMBERS:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith (by phone), Treasurer Ben Taylor (by phone at 4:08pm), Commissioner Mark Beisecker, and Commissioner Louis Ertel.
The presence of a quorum was noted and the meeting was called to order at 4:05pm. The public was duly notified in compliance with the District's open meeting policy.
2. **Approve Agenda.**
Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the agenda. Motion carried unanimously.
3. **Public Comments.** None.
4. **Minutes.** None.
5. **General Manager's Report.** Given by Joe Higginbotham.
 - 5.1. **Update of Projects & Recent Events.**
 - 5.1.A. The Southeast Water Main Replacement Project is approximately 92% complete. Crews have continued with installations. Testing procedures are scheduled to begin May 12, 2022.
 - 5.1.B. The 12" water main installation is complete and connected for the Elevated Water Tank Project. Piling installations are scheduled to begin in June. Submittals are being reviewed.
 - 5.1.C. On May 11, 2022, the Water System Improvement Phase II Project pre-construction meeting was held. A Notice to Proceed was issued for June 1, 2022. Submittals are being reviewed.
 - 5.1.D. On April 14, 2022, the Water System Improvements Phase III Project pre-construction meeting was held. All project submittals have been reviewed and construction is scheduled to begin in August, 2022.
 - 5.1.E. The Sanitary Sewer System Hydraulic Model Project is scheduled to be completed in late May. Model calibration and design storm results have been reviewed.
 - 5.1.F. On April 14, 2022, the Sewer Improvements Phase I & II Basins 13, 16, and 17 Project pre-construction meeting was held and a Notice to Proceed was issued for May 23, 2022. The project will begin with District crews recording all sewer lines within each drainage basin. Delivered materials are being stored in the contractor laydown area.

- 6.5 6.5.A Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice #8440 in the amount of \$23,000.00 for the time period of March 26, 2022 through April 14, 2022, leaving a remaining balance of &771,200.00 on this contract. Motion carried unanimously. (Attachment G).
- 6.6 Miscellaneous Engineering Projects.
- 6.6.A. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve Digital Engineering Invoice #728-1310-51 in the amount of \$960.00 for the Taco Bell Plan Review under the Master Services Agreement, leaving a remaining balance of \$25,983.75 on this contract. Motion carried unanimously. (Attachment H).
7. Financial.
- 7.1. Docket of Claims & Financial Reports.
- 7.1.A. Motion by Commissioner Taylor, second by Commissioner Griffith to approve the Docket of Claims in the amount of \$108,192.51. Motion carried unanimously. (Attachment I).
- 7.1.B. Unapproved Docket of Claims. (Attachment J).
- 7.1.C. Treasurer's Report – 4/30/2022. (Attachment K).
- 7.1.D. Revenue & Expense Report – 4/30/2022. (Attachment L).
8. New Business/Discussion Items.
- 8.1. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve the attendance of Joe Higginbotham and Jarvis Bracknell to the 2022 MS Rural Water Association Annual Management & Technical Conference in Biloxi on May 31, 2022 through June 3, 2022 at a cost of \$500.00 to the District. Motion carried unanimously. (Attachment M).
10. Motion by Commissioner Ertel, second by Commissioner Griffith to adjourn at 4:24pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for May 26, 2022, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



5/26/22
Date