

DIAMONDHEAD WATER AND SEWER DISTRICT

REGULAR MEETING MINUTES

June 09, 2022 – 4:00pm (CST)

City Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT BOARD MEMBERS:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Commissioner Mark Beisecker (phone), and Commissioner Louis Ertel.

ABSENT: Treasurer Ben Taylor.

The presence of a quorum was noted, and the meeting was called to order at 4:02 p.m. 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 approve the agenda. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

Motion by Commissioner Ertel, second by Commissioner Griffith to approve the minutes for the Regular Meeting held on May 26, 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 98% complete. All lines and services are installed. Chlorination of all lines are complete and bacterial samples delivered for testing. Residents will be connected once samples have passed testing.

5.1.B. The crane sections have been delivered and are being assembled for the Elevated Water Tank Project. On June 10, 2022, pilings for the pile load test are scheduled to be delivered. ECS will be onsite to mark piles, set up load testing and monitor pile installation.

5.1.C. The Notice to Proceed for the Water System Improvement Project Phase II was issued on June 1, 2022. The contractor has started mobilizing materials at the contractor’s laydown yard.

5.1.D. Advertising has begun and a pre-bid meeting is scheduled for June 22, 2022, at 10:00 a.m. for the Water Tower #1 Exterior Painting II Project. Bids are due on July 13, 2022, at 4:00 p.m. and the bid opening is scheduled to take place at the July 14, 2022 Board Meeting.

5.1.E. The Water System Improvement Project Phase III is scheduled to begin in August.

- 5.1.F. The Sanitary Sewer System Hydraulic Model is complete and has been mapped. Recommendations for Lift Stations 4, 6, 8, 9, 13, 17, and 26 are complete. Lift station 3 is being investigated further before a final report is issued.
- 5.1.G. On May 23, 2022, a Notice to Proceed was issued for the Sewer Improvement Basins 13, 16, 17 Project. Materials are arriving and stored on the being contractor's laydown yard.
- 5.1.H. The District has installed 2 new sewer cleanouts, set 7 cleanout castings, performed 1 water service repair, 2 sewer service backups, 3 sewer manhole repairs, and re-painted 27 fire hydrants since the last Board Meeting.
- 5.1.I. Construction drawings were provided by City Manager, Mike Reso, and the City's engineer, for the East Aloha Improvements Project. Drawings were reviewed and revisions recommended in order for the proposed project to be in compliance with DWSD specifications.
- 5.1.J. The temporary emergency pipe support and culvert installed by the District at the Kolo Court drainage ditch are holding. The temporary measures are an attempt to prevent further sewer main damage from an eroding ditch bank while waiting for the City of Diamondhead to develop a drainage plan for the area.
- 5.1.K. On June 8, 2022, a water main was shut down on Diamondhead Drive East due to City contractors replacing concrete storm drain culverts. The existing water main piping was lowered in order to install the new concrete drainpipe. Precautionary Boil Water Notices were issued to the effected 15 residents. District management oversaw the repairs and water service was restored on or around 5pm. Lines were flushed, and samples taken by District water operators.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel, to approve DNA Pay App#8 in the amount of \$106,049.48 for the time period of March 21, 2022 through April 20, 2022, leaving a remaining balance of \$317,871.23 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 CB&I Storage Tank Solutions Pay App#4 in the amount of \$119,629.70 for the period of April 30, 2022 through May 19, 2022, leaving a remaining balance of \$3,131,339.05 on this contract. Motion carried unanimously. (Attachment C).

6.2.B. Motion by Commissioner Griffith, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1312-13 in the amount of \$3,500.00 for the time period of May 1, 2022 through May 28, 2022, leaving a remaining balance of \$70,400.00 on this contract. Motion carried unanimously. (Attachment D).

- 6.3. Water System Rehab-Phase II Project.
 - 6.3.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1313-11 in the amount of \$2,500.00 for the time period of May 1, 2022 through May 28, 2022, leaving a remaining balance of \$304,000.000 on this contract. Motion carried unanimously. (Attachment E).
- 6.4. Water System Rehab-Phase III Project.
 - 6.4.A. None.
- 6.5. Sewer Basin Improvements-Phase I & II (#13, #16, #17) Project.
 - 6.5.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8463 in the amount of \$84,400.00 for the time period of April 15, 2022 through May 27, 2022, leaving a remaining balance of \$686,800.00 on this contract. Motion carried unanimously. (Attachment F).
- 6.6. Water Tower #1 Exterior Painting Project.
 - 6.6.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1310-52 in the amount of \$13,760.00 for the time period of May 1, 2022 through May 28, 2022, leaving a remaining balance of \$18,660.00 on this contract. Motion carried unanimously. (Attachment G).
- 7. Financial.
 - 7.1. Docket of Claims & Financial Reports.
 - 7.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve the Docket of Claims in the amount of \$200,287.94. Motion carried unanimously. (Attachment H).
 - 7.1.B. Unapproved Docket of Claims. (Attachment I).
 - 7.1.C. Treasurer's Report - 5/31/2022. (Attachment J).
 - 7.1.D. Revenue & Expense Report – 5/31/2022. (Attachment K).
- 8. Old Business.
 - 8.1. None.
- 9. New Business/Discussion Items.
 - 9.1. 9.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve a District "Town Hall" meeting on July 14, 2022, at 5:30 p.m. at Diamondhead City Hall with notice of said Town Hall being published in local publications, District website, and Facebook pages.

- 9.2. 9.2.A. Motion by Commissioner Griffith, seconded by Commissioner Ertel to enter into closed session to discuss the need for executive session to consider a personnel matter regarding the administrative staff. After discussion, Commissioner Griffith, seconded by Commissioner Ertel enter into Executive Session at 4:35 p.m. to discuss a personnel matter regarding the administrative staff. Motion carried unanimously.

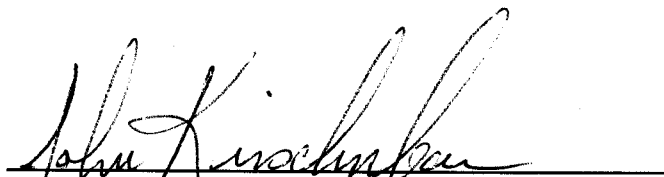
Motion by Commissioner Griffith, second by Commissioner Ertel to exit Executive Session and return to Regular Session. Motion carried unanimously.

No action taken.

10. Motion by Commissioner Griffith, second by Commissioner Ertel to adjourn at 5:04pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for June 23, 2022, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

6-23-22
Date