

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR MEETING MINUTES  
June 23, 2022 – 4:00pm (CST)**

City Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT BOARD MEMBERS:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Commissioner Ben Taylor (phone), Commissioner Mark Beisecker (phone), and Commissioner Louis Ertel.  
**ABSENT:** None.  
The presence of a quorum was noted, and the meeting was called to order at 4:05 p.m. The public was duly notified in compliance with the District’s open meeting policy.
2. **Approve Agenda.**  
**Motion by Commissioner Ertel, second by Commissioner Griffith to approve the agenda. Motion carried unanimously.**
3. **Public Comments.** None.
4. **Minutes.**  
**Motion by Commissioner Griffith, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on June 9, 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 99% complete. Disinfection of all lines are complete and bacteriological sampling tests have passed. Water services are being connected to the new system. Substantial completion is scheduled for June 30, 2022.
    - 5.1.B. A malfunction on the pile hammer for the Elevated Water Tank Project resulted in a new unit being delivered to the site on June 22, 2022. Pile driving was scheduled to resume on June 23, 2022. Approximately 25 piles remain to be installed.
    - 5.1.C. Material is being delivered and stored on site for the Water System Improvement Project Phase II.
    - 5.1.D. A pre-bid meeting for the Water Tower #1 Exterior Painting Project was held on June 22, 2022. Contractors attended and questions were answered by John Stein, Digital Engineering and Diamondhead Water & Sewer District management.
    - 5.1.E. A Notice to Proceed was issued for the Water System Improvement Project Phase III on June 14, 2022. Construction is scheduled to begin in August.

- 5.1.F. Recommendations for the final lift station data for the Sanitary Sewer System Hydraulic Model have been completed after necessary pump curves and other data was provided by the District. A final report is being completed and a draft will be made available to the District next week.
- 5.1.G. Pre-construction video inspection and cleaning for the Sewer Improvement Basins 13, 16, 17 Project is approximately 25% complete. CCTV crews identified two crushed clay pipe sewer mains during pre-construction televising of the sewer mains located at the intersection of Hamakua St. and Kaimu St., and on Ana Hulu St., east of Golf Club Dr. These breaks were caused by fiber optic lines being bored through the sewer pipe after DWSD video inspection crews had televised the pipes during the planning of this project. A utility contractor was called in to perform these emergency repairs on June 21, 2022 due to depths exceeding 8 feet and the need for heavier equipment.
- 5.1.H. The District has installed 2 new sewer cleanouts, set 7 cleanout castings, performed 6 water service repairs, 1 sewer service backup, and re-painted 51 fire hydrants since the last Board Meeting.
- 5.1.I. District maintenance personnel are working on painting the administrative office trailers and will be working on the old file room inside the main administration building to make better use of that space.
- 5.1.J. Contractors working for the City of Diamondhead have completed relocation of a section of water main piping for the East Aloha Improvements Project. The District provided a new hydrant which was previously planned for replacement in that location. Pressurizing/testing of the new piping is underway and will be followed by disinfection procedures.
- 5.1.K. The temporary emergency pipe support and culvert installed by the District at the Kolo Court drainage ditch are holding, and the culvert is working. 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.

**6. Construction / Engineering Projects.**

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

**6.1.A. Motion by Commissioner Ertel, second by Commissioner Griffith, to approve DNA Pay App#9 in the amount of \$78,241.50 for the time period of April 21, 2022 through May 20, 2022, leaving a remaining balance of \$239,629.73 on this contract. Motion carried unanimously. (Attachment B).**

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

**6.2.A. None.**

- 6.3. Water System Rehab-Phase II Project.
  - 6.3.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve CB Developers Pay App#1 in the amount of \$393,767.59 for the time period of May 1, 2022 through May 31, 2022, leaving a remaining balance of \$2,362,601.78 on this contract. Motion carried unanimously. (Attachment C).
- 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. None.
- 6.6. Water Tower #1 Exterior Painting Project.
  - 6.6.A. None.
- 7. Financial.
  - 7.1. Docket of Claims & Financial Reports.
    - 7.1.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve the Docket of Claims in the amount of \$100,377.99. Motion carried unanimously. (Attachment D).
    - 7.1.B. Unapproved Docket of Claims. (Attachment E).
- 8. Old Business.
  - 8.1. 8.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel to discuss details of the District Town Hall Meeting scheduled for July 14, 2022 at 5:30pm. Motion carried unanimously.
- 9. New Business/Discussion Items.
  - 9.1. 9.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve revised District Policy # P-2021-001, Paid Time Off, as attached hereto. Motion carried unanimously. (Attachment F).
  - 9.2. 9.2.A. Motion by Commissioner Griffith, second by Commissioner Ertel to create a sub-committee to work together to understand and create the ARPA funding project applications when available. The sub-committee is to consist of Vice-Chairman Bryon Griffith, Commissioner Louis Ertel, General Manager David Carden, and Comptroller Toni Wilson. Motion carried unanimously.

10. Executive Session.

10.1.A. Motion by Commissioner Griffith, second by Commissioner Ertel to go into closed session to discuss reason for Executive Session. Motion carried unanimously.

Motion by Commissioner Griffith, second by Commissioner Ertel to go into Executive Session at 4:50pm to discuss potential litigation at 67166 Diamondhead Drive East. Motion carried unanimously.

Motion by Commissioner Kirschenbaum, second by Commissioner Griffith to come out of Executive Session and go back into Regular Session at 5:16 pm. Motion carried unanimously.

No action taken.

10.1.B. Mr. Giacone addressed the Board offering to settle for \$20,000.00 and will release all liability of the District.

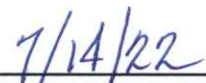
10.1.C. Motion by Commissioner Ertel, second by Commissioner Griffith to amend the agenda and advise council to proceed after legal review and if the Condition of Release of Liability that carries with the sale of the home at 67166 Diamondhead Drive East. Motion carried unanimously.

11. Motion by Commissioner Ertel, second by Commissioner Griffith to adjourn at 5:25pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for July 14, 2022, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



  
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Chairman

  
\_\_\_\_\_  
Date