

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
September 8, 2022 – 4:00pm (CST)**

- 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 4:01 p.m. 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.**

Board acknowledges Public Hearing regarding proposed FY 22/23 Budget and increase of Rates & Fees as published for public comment. None present and no requests submitted for public comments.

- 4. Minutes**

4.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on August 25, 2022. Motion carried unanimously. (Attachment A).

- 5. General Manager's Report.**

- 5.1. Update on Projects & Recent Events.**

5.1.A. On August 30, 2022, the final walk-through was held for the Southeast Water Main Replacement Project. The last of the punch list items will be complete this week.

5.1.B. Tank crews are scheduled to arrive September 14, 2022 for the Elevated Water Tank Project. Steel delivery is scheduled to arrive on September 15, 2022. Assembly is scheduled to take approximately 14 weeks.

5.1.C. The contractor for the Water System Improvement Phase II Project was on Site #2, Bayou Drive last week to fuse pipe and drill between Kolo Way working north to Bayou Place at the beginning of the week. The contractor has pulled and capped off the new 8" waterline from Kolo Way to Bayou Place and currently are direct drilling and pulling pipe on the corner of Bayou Drive and Bayou Place working north to Bayou Circle. A complaint about debris at 94171 Bayou Drive was addressed and debris was removed on September 6, 2022.

5.1.D. Contract documents were fully executed in the Water Tower #1 Exterior Painting Project. The Notice to Proceed date is pending from the contractor.

5.1.E. Weather has delayed the scheduled start date of August 29, 2022 for the Water System Improvement Project Phase III. The contractor is currently mobilizing and scheduled to begin boring water line the week of September 12, 2022.

5.1.F. The Board presentation for the Sanitary Sewer System Hydraulic Model was completed on August 25, 2022. Seymour Engineering is awaiting any follow-up questions from the board.

5.1.G. CCTV crews are 100% complete with the initial video investigation portion for the Sewer Improvements Basin 13, 16, and 17 Project. The pipe lining is scheduled to begin in mid-October. The contractor is working to complete higher priority point repairs and will continue as weather permits.

5.1.H. The District has performed 6 water service repairs, 1 sewer service backup, 1 sewer line repair, and installed one new fire hydrant since the last Board Meeting.

5.1.I. The temporary emergency pipe support and culvert installed by the District at the Kolo Court drainage ditch are holding steady and the culvert is working. The temporary measures are an attempt to prevent further sewer main damage from an eroding ditch bank collapse. There has been no response from the City on their plans for repairs since the drawings were sent from Pickering Engineering on August 4, 2022.

6. Construction / Engineering Projects.

6.1. Sanitary Sewer Model Project.

6.1.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Seymour Engineering Invoice# 8540 in the amount of \$11,500.00 for the time period of July 15, 2022 through August 29, 2022. Motion carried unanimously. (Attachment B).

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

6.2.A. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8539 in the amount of \$42,100.00 for the time period of July 22, 2022 through August 19, 2022 leaving a remaining balance of \$529,700.00 on this contract. Motion carried unanimously. (Attachment C).

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

6.3.A. None.

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

6.4.A. Motion by Commissioner Griffith, second by Commissioner Beisecker to approve CB&I Storage Tank Solutions Pay App#6 in the amount of \$136,524.50 for the time period of July 24, 2022 through August 25, 2022, leaving a remaining balance of \$2,445,709.80 on this contract. Motion carried unanimously. (Attachment D).

6.5. Water System Rehab-Phase II Project.

6.5.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve CB Developers Pay App#2 in the amount of \$304,001.27 for the time period of June 1, 2022 through August 12, 2022, leaving a remaining balance of \$2,058,600.51 on this contract. Motion carried unanimously. (Attachment E).

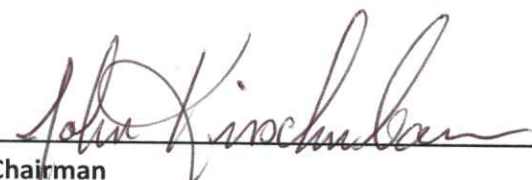
- 6.6. Water System Rehab-Phase III Project.
 - 6.6.A. None.
- 6.7. Water Tower #1 Exterior Painting Project.
 - 6.7.A. Motion by Commissioner Griffith, second by Commissioner Ertel to spread upon the minutes the executed Notice of Award and Contract for Tank Pro, approved by the Board on July 28, 2022. Motion carried unanimously. (Attachment F).
- 7. Financial.
 - 7.1. Docket of Claims & Financial Reports.
 - 7.1.A. Motion by Commissioner Griffith, second by Commissioner Taylor to approve the Docket of Claims in the amount of \$201,195.31. Motion carried unanimously. (Attachment G).
 - 7.1.B. Unapproved Docket of Claims. (Attachment H).
 - 7.1.C. Treasurer's Report – 8/31/22 (Attachment I).
 - 7.1.D. Revenue & Expense Report – 8/31/22 (Attachment J).
 - 7.2. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve the revised FY 21/22 Operating Budget reallocating expenditures, as attached hereto, with a zero net change to the total operating budget. Motion carried unanimously. (Attachment K).
 - 7.3. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the 2022 Rate Study as presented by Dr. Alan Barefield on August 11, 2022, as attached hereto, with a caveat that an annual Rate Study be performed. Motion carried unanimously. (Attachment L).
 - 7.4. Motion by Commissioner Griffith, second by Commissioner Taylor to approve the revised Diamondhead Water & Sewer District Rate & Fee Schedule with a (1) change to ¾" water connection from \$800.00 to \$1,040.00; (2) change Sewer Connection Fee from \$650.00 to \$500.00; and (3) change to After Hours Service Fee from \$60.00 to \$70.00, as attached hereto. Motion carried unanimously. (Attachment M).
 - 7.5. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the FY 2022/2023 Budget and 5-year CIP Plan as presented on August 11, 2022, as attached hereto. Motion carried unanimously. (Attachment N).
- 8. Old Business.
 - 8.1. None.
- 9. New Business/Discussion Items.
 - 9.1. None.

10. Adjournment.

Motion by Commissioner Taylor, second by Commissioner Griffith to adjourn at 4:31p.m. Motion carried unanimously.

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





Chairman

9-22-22
Date