

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

September 22, 2022 – 4:00pm (CST)

City Hall – 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 4:04 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 Beisecker to approve the agenda. Motion carried unanimously.

3. **Public Comments.**

3.1. Cindy Lamb of Pickering Engineering addressed the Board of Commissioners regarding potential funding assistance towards drainage ditch issues and requested the Board consider providing a memorandum of understanding to the Army Corp of Engineers in collaboration with the City of Diamondhead to split a 25% grant match program.

3.2. Bruce Newton of Digital Engineering addressed the Board of Commissioners to express appreciation to Commissioner John Kirshenbaum for all of his work with them during his term on the Diamondhead Water & Sewer District Board.

3.3. Mark Seymour of Seymour Engineering addressed the Board of Commissioners to express appreciation to Commissioner John Kirschenbaum for all his work with them during his term on the Diamondhead Water & Sewer District Board.

4. **Minutes.**

4.1. **Motion by Commissioner Taylor, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on September 8, 2022. Motion carried unanimously. (Attachment A).**

5. **General Manager’s Report.**

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

5.1.A. The contractor is working on final punch list items for the Southeast Water Main Replacement Project. The project will be completed by the October 13, 2022 Regular Board Meeting.

5.1.B. Welders have mobilized and tank steel material is arriving daily for the Elevated Water Tank Project. As of Wednesday, September 21, 2022, the base is going up and being welded together. The project is on schedule. Steel erection is scheduled to be complete by the end of the week of December 16, 2022.

5.1.C. The contractor is currently working on Section #3, Haleiwa, and fusing pipe ahead of installation for the Water System Improvement Phase II Project. All pipe for Section #2, Bayou Drive, has been installed. After Section #3 is complete, the contractor has a small Section #4 across Diamondhead Drive before moving to Section #5 at Lilinoe Way.

5.1.D. Equipment began arriving on Saturday, September 17, 2022 for the Water Tower #1 Exterior Painting Project. A Notice to Proceed was issued for September 19, 2022. Crews arrived in preparation for containment to begin sand blasting the tower. Containment will take approximately 12 days to complete.

5.1.E. MS 811 Locate requests have been called in for the Water System Improvement Phase III Project. Underground boring crews are preparing to begin installation of 8-inch water lines along Hilo Way (west), Alawai Avenue, and Diamondhead Drive East, up to the back circle.

5.1.F. CCTV of the lateral service lines will begin in October 2022 for the Sewer Improvements Basins 13, 16, and 17 Project. The contractor is currently working to complete higher priority point repairs and will continue as weather permits.

5.1.G. The District has completed 4 water service repairs, 3 after hours leak investigations, 1 sewer service backup, 1 sewer line repair, 1 sewer main repair, 1 water main repair, and 1 new fire hydrant was installed, since the last regular board meeting.

5.1.H. 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. There was a meeting held on Tuesday, September 13, 2022 with the Army Corp of Engineers, Mayor of Diamondhead, City Manager, two Hancock County Supervisors, representatives of Pickering Engineering and others, for an onsite review of drainage issues. At least one of the sites visited involved water and sewer pipelines which cross a severely eroded and widened ditch at the dead end of Anela Drive and Kome Drive.

Cruisin the Coast in Diamondhead is scheduled for Wednesday, October 5, 2022. Construction crews have been advised to minimize exposure along the "main loop" from Gex Drive, Diamondhead Drive North, Diamondhead Drive West, and Diamondhead Drive East back to the entrance. The Water Tower Painting Project crews will suspend work for that day.

CONEXON, a subsidiary of Coast Electric Fiber, is preparing to install optic lines throughout the city.

AT&T has presented a fiber install project consisting of over 13,000 linear feet of fiber cable along portions of Golf Club Drive, Fairway Drive, and all the Glen Eagle subdivision. A second project of over 30,000 linear feet of fiber installation is expected to begin in March or April of 2023.

These fiber projects in conjunction with all other construction projects of the City of Diamondhead and DWSD, etc. will create an overwhelming amount of MS 811 utility locate requests which will result in a large amount of paint marking in yards, ditches, and easements.

6. Construction / Engineering Projects.

6.1. Sanitary Sewer Model Project.

6.1.A. Motion by Commissioner Griffith, second by Commissioner Taylor to approve Seymour Engineering Invoice #8548 in the amount of \$27,000.00, completing this contract within budget with a zero balance. Motion carried unanimously. (Attachment B).

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

6.2.A. None.

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

6.3.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve DNA Underground Pay App#11 in the amount of \$98,620.74 for the time period of June 21, 2022 through July 20, 2022, leaving a remaining balance of \$106,086.29 on this contract. Motion carried unanimously. (Attachment C).

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

6.4.A. Motion by Commissioner Taylor, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1312-16 in the amount of \$3,500.00 for the time period of July 31, 2022 through August 27, 2022, leaving a remaining balance of \$59,900.00 on this contract. Motion carried unanimously. (Attachment D).

6.5. Water System Rehab-Phase II Project.

6.5.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1313-14 in the amount of \$25,500.00 for the time period of July 31, 2022 through August 27, 2022, leaving a remaining balance of \$268,500.00 on this contract. Motion carried unanimously. (Attachment E).

6.6. Water System Rehab-Phase III Project.

6.6.A. Motion by Commissioner Griffith, second by Commissioner Taylor to approve DNA Underground Pay App#2 in the amount of \$170,532.41 for the time period of June 21, 2022 through July 20, 2022, leaving a remaining balance of \$2,451,565.49 on this contract. Motion carried unanimously. (Attachment F).

6.7. Water Tower #1 Exterior Painting Project.

6.7.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1310-56 in the amount of \$1,062.00 for the time period of July 31, 2022 through August 27, 2022, leaving a remaining balance of \$15,018.00 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 Taylor to approve the Docket of Claims in the amount of \$69,393.00. Motion carried unanimously. (Attachment H).

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

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Griffith, second by Commissioner Beisecker to approve the renewal agreement with Pro Computers for IT Support Services for a period of 1-year effective October 1, 2022 at a monthly rate of \$1,255.00, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment J).

9.2. Motion by Commissioner Griffith, second by Commissioner Ertel to acknowledge City of Diamondhead Resolution 2022-066 dated August 2, 2022, thereby appointing Arlen Griffey to the Diamondhead Water & Sewer District Board of Commission for a 5-year term effective September 29, 2022 through September 28, 2027. Motion carried unanimously. (Attachment K).

9.3. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve the renewal agreement with Capitol Resources for a period of 1-year effective October 1, 2022 at a monthly rate of \$4,000.00, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment L).

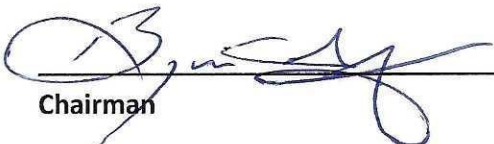
9.4. Motion by Commissioner Beisecker, second by Commissioner Kirschenbaum to approve the Diamondhead Water & Sewer District Board of Commission Officers for the period of October 1, 2022 through September 30, 2023 as follows: Chairman Bryon Griffith, Vice-Chairman Ben Taylor, and Treasurer Louis Ertel. Motion carried unanimously.

9.5. Presentation by GM of an appreciation plaque and gavel to Chairman John Kirschenbaum for his years of hard work and dedication to the District.

10. Adjournment.

Motion by Commissioner Griffith, second by Commissioner Beisecker to adjourn at 5:12 p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for October 13, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



10/13/22
Date