

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

October 13, 2022 – 4:00pm (CST)

Diamondhead City Hall – Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT BOARD MEMBERS:** Chairman Bryon Griffith, Vice-Chairman Ben Taylor (arrived at 4:09pm), Treasurer Louis Ertel, Commissioner Mark Beisecker, and Commissioner Arlen Griffey.

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:02pm. The public was duly noted in compliance with the District’s open meeting policy.

2. **Approve Agenda.**

Motion by Commissioner Ertel, second by Commissioner Beisecker to add agenda item 9.4 to read, “Motion to add abandonment of utilities easements for construction on properties located between 3520 and 3516 Luakini Place.”, and to approve the agenda as amended. Motion carried unanimously as amended.

3. **Public Comments.**

None.

4. **Minutes.**

4.1. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on September 22, 2022. Motion carried unanimously. (Attachment A).

5. **General Manager’s Report.**

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

5.1.A. The Southeast Water Main Replacement Project is complete. There is a \$1,128.00 credit Change Order on the Agenda due to differences in open cut excavation versus directional drilling of the piping and adjustments to quantities.

5.1.B. The welders are currently fabricating panels on site for the Elevated Water Tank Project. The bell is standing, and they are continuing upward. Welding crews are on a rotating schedule.

5.1.C. CB Developers are finishing section #7 along Diamondhead Drive West, Diamondhead Drive East, and Golf Club Drive, for the Water System Improvement Phase II Project. The contractor will continue north on Golf Club Drive.

5.1.D. Containment is complete and blasting of the old paint surface has begun for the Water Tower #1 Exterior Painting Project. The containment curtain is lowered nightly when any winds are expected.

5.1.E. Construction began September 22, 2022 on the Water System Improvement Phase III Project. New water main piping and 3 new fire hydrants have been installed from Hilo Way and Hilo Street westward to Alawai Avenue.

5.1.F. Video inspection of sewer service line connections into mainline piping will begin in November for the Sewer Improvements Basin 13, 16, and 17 Project. Crews are replacing sewer piping at Hamakua Court and will continue with point repairs in various locations.

5.1.G. After review of the abandonment of easement request at 3516 Luakini Place, it was determined that this easement is of no use to the District at this time or in the future. Therefore, approval of Abandonment of Easement is recommended.

5.1.H. The District has performed 3 water service line repairs, 3 after hours water leak investigations, 1 sewer service backup, 2 sewer service line repairs, 1 force main repair at LS #10, replaced 3 fire hydrants, and installed 9 new residential connections, since the last 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 repair since the drawings were sent from Pickering Engineering on August 4, 2022.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Suncoast Infrastructure Invoice# S22052-03 in the amount of \$221,224.50 for the time period of July 1, 2022 through July 31, 2022, leaving a remaining balance of \$4,821,989.74 on this contract. Motion carried unanimously. (Attachment B).

6.1.B. Motion by Commissioner Beisecker, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8572 in the amount of \$12,800.00 for the time period of August 20, 2022 through September 29, 2022, leaving a remaining balance of \$516,900.00 on this contract. Motion carried unanimously. (Attachment C).

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

6.2.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve DNA Underground Change Order #1 in the credit amount of \$1,128.65, changing the contract amount from \$1,050,705.00 to \$1,049,576.35, completing this contract. Motion carried unanimously. (Attachment D).

6.2.B. Motion by Commissioner Taylor, second by Commissioner Ertel to approve DNA Underground Pay App# 12 in the amount of \$104,957.63 for the time period of July 21, 2022 through September 30, 2022, completing this contract under budget by \$1,128.65. Motion carried unanimously. (Attachment E).

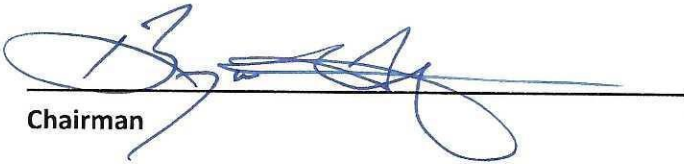
6.2.C. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8571 in the amount of \$15,945.00 for the time period of May 1, 2022 through September 9, 2022, completing this contract. Motion carried unanimously. (Attachment F).

- 6.3. Water System Rehab-Phase I Project (New Water Tower).
6.3.A. None.
- 6.4. Water System Rehab-Phase II Project.
6.4.A. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve CB Developers Pay App#3 in the amount of \$330,816.85 for the time period of August 13, 2022 through September 30, 2022, leaving a remaining balance of \$1,727,783.66 on this contract. Motion carried unanimously. (Attachment G).
- 6.5. Water System Rehab-Phase III 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 Beisecker to approve payment of the Docket of Claims in the total amount of \$212,543.89, as attached hereto. Motion carried unanimously. (Attachment H).
- 7.1.B. Motion by Commissioner Taylor, second by Commissioner Ertel to approve payment of the Unapproved Docket of Claims in the total amount of \$685,743.98, as attached hereto. Motion carried unanimously. (Attachment I).
- 7.1.C. Treasurers Report – 9/30/2022. (Attachment J).
- 7.1.D. Revenue & Expense Report – 9/30/2022. (Attachment K).
- 7.1.E. Motion by Commissioner Taylor, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$337.20, as attached hereto. Motion carried unanimously. (Attachment L).
8. Old Business.
- 8.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to spread upon the minutes the ProComputers Agreement as approved by the Board on September 22, 2022. Motion carried unanimously. (Attachment M).
- 8.2. Motion by Commissioner Taylor, second by Commissioner Ertel to spread upon the minutes the Capitol Resources Agreement as approved by the Board on September 22, 2022. Motion carried unanimously. (Attachment N).
9. New Business/Discussion Items.
- 9.1. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve the Hancock Whitney Resolution authorizing Commissioner Arlen Griffey with bank signatory and to authorize execution of all District signatory forms. Motion carried unanimously. (Attachment O).

- 9.2. Motion by Commissioner Taylor, second by Commissioner Beisecker to ratify attendance of Jason Youngblood to the MS Rural Water Association Wastewater Training on October 5, 2022, in Moss Point, at no cost to the District. Motion carried unanimously. (Attachment P).
- 9.3. Motion by Commissioner Taylor, second by Commissioner Griffith to authorize the formation of the Capital Improvements Project Review Committee consisting of: Chairman Bryon Griffith, Commissioner Ertel, John Kirschenbaum, Joe Higginbotham, Toni Wilson, and David Carden. Motion carried unanimously.
- 9.4. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the abandonment of utilities easement for construction on property located between 3520 and 3516 Luakini Place, Phase 1, Unit 9, Block 1, between Lots 28 & 30, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment Q).
- 9.5. Motion by Commissioner Griffey, second by Commissioner Taylor authorizing the General Manager along with legal counsel to address the IRS Request regarding Diamondhead Retreat Investors, LLC and the DWSD Utility Study. Motion carried unanimously.
10. Adjournment.
Motion by Commissioner Griffey, second by Commissioner Taylor to adjourn at 5:16 p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for October 27, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

10/27/22
Date