

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**REGULAR MEETING MINUTES**  
**October 27, 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, 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 notified in compliance with the District's open meeting policy.

- 2. Approve Agenda.**

**Motion by Commissioner Griffey, second by Commissioner Ertel to approve the agenda. Motion carried unanimously.**

- 3. Public Comments.**

James Moody with Cadence Insurance presented the 2023 Employee Insurance Renewal.

- 4. Minutes.**

**4.1. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on October 13, 2022. Motion carried unanimously. (Attachment A).**

- 5. General Manager's Report.**

**5.1. Update of Recent Events & Projects.**

**5.1.A.** The larger hydraulic crane arrived Tuesday, October 25, 2022 for the Elevated Water Tank Project. Sections of the tower were lifted on October 26, 2022. The water line feed piping is installed. Lower sections of the bulb are scheduled to begin to be installed soon.

**5.1.B.** The contractor is finishing up Section #10, Ala Moana Street, for the Water System Improvement Phase II Project. Crews will be fusing pipe for Section #11, Koloa Street on Friday, October 28, 2022. The crew will be boring and pulling pipe on Section #11, Koloa Street, during the week of October 31, 2022.

**5.1.C.** The sandblasting paint removal process for the Water Tower #1 Exterior Painting Project was completed on October 21, 2022. Crews are scheduled to begin priming and painting on October 31, 2022.

**5.1.D.** The Water System Improvement Phase III Project is 15% complete. The contractor has completed open cut excavation along Hilo Way west to Alawai Avenue. The underground directional drilling crew are working on Hilo Place, Maui Court, and portions of Hilo Way. They will continue boring operations on Alawai Avenue and Diamondhead Drive East. Due to vibration, the boring crew caused a crack in the water main piping on Hilo Place. District staff responded immediately and isolated Hilo Place from surrounding water mains. Following this incident, Diamondhead Water & Sewer District management discovered that additional unapproved sub-contractors were working on the site. District management immediately instructed engineers to vacate these unapproved sub-contractors until the proper approval process was followed as required by the District.

**5.1.E.** CCTV of the mains is complete for the Sewer Improvements Basins 13, 16, & 17 Project. CCTV of lateral service lines began on October 24, 2022. The contractor is working to complete the replacement section at Hanalei Circle and will be replacing force main concurrently along with gravity sewer to the Diamondhead Drive East intersection. An incident involving a 3-inch secondary water main supplying water to Lift Station #17 on Hanalei Circle was pulled apart after being excavated. District management and staff responded immediately to control the surrounding water mains and isolate impact to only 11 residents. Service was restored as soon as possible.

**5.1.F.** The District has performed 2 water service line repairs, 1 after hour leak investigation, 1 sewer service backup, 2 sewer service line repairs, installed 5 new residential water/sewer connections, and replaced 3 fire hydrants since the last meeting.

**5.1.G.** 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 attempted 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 Griffey to approve Suncoast Infrastructure Invoice# S22052-04 in the amount of \$90,926.00 for the time period of August 1, 2022 through August 31, 2022, leaving a remaining balance of \$4,731,063.74 on this contract. Motion carried unanimously. (Attachment B).**

**6.1.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Suncoast Infrastructure Invoice# S22052-05 in the amount of \$83,488.83 for the time period of September 1, 2022 through September 30, 2022, leaving a remaining balance of \$4,647,574.91 on this contract. Motion carried unanimously. (Attachment C).**

- 6.2. Water System Rehab-Phase I Project (New Water Tower).
- 6.2.A. Motion by Commissioner Taylor, second by Commissioner Griffey to approve Digital Engineering Invoice# 728-1312-17 in the amount of \$3,500.00 for the time period of August 28, 2022 through October 1, 2022, leaving a remaining balance of \$56,400.00 on this contract. Motion carried unanimously. (Attachment D).
- 6.2.B. Motion by Commissioner Taylor, second by Commissioner Ertel to approve CB&I Storage Tank Solutions Pay App#252494-07 in the amount of \$872,670.00 for the time period of August 26, 2022 through October 1, 2022, leaving a remaining balance of \$1,573,039.80 on this contract. Motion carried unanimously. (Attachment E).
- 6.3. Water System Rehab-Phase II Project.
- 6.3.A. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1313-15 in the amount of \$25,500.00 for the time period of August 28, 2022 through October 1, 2022, leaving a remaining balance of \$243,000.00 on this contract. Motion carried unanimously. (Attachment F).
- 6.4. Water System Rehab-Phase III Project.
- 6.4.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve DNA Underground Pay App#3 in the amount of \$189,136.93 for the time period of July 21, 2022 through August 20, 2022, leaving a remaining balance of \$2,262,428.55 on this contract. Motion carried unanimously. (Attachment G).
- 6.4.B. Motion by Commissioner Taylor, second by Commissioner Griffey to approve DNA Underground Pay App#4 in the amount of \$78,583.32 for the time period of August 21, 2022 through September 20, 2022, leaving a remaining balance of \$2,183,845.23 on this contract. Motion carried unanimously. (Attachment H).
- 6.4.C. Motion by Commissioner Ertel, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8582 in the amount of \$23,000.00 for the time period of June 21, 2022 through September 30, 2022, leaving a remaining balance of \$265,000.00 on this contract. Motion carried unanimously. (Attachment I).
- 6.5. Water Tower #1 Exterior Painting Project.
- 6.5.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1310-57 in the amount of \$3,754.50 for the time period of August 28, 2022 through October 1, 2022, leaving a remaining balance of \$11,263.50 on this contract. Motion carried unanimously. (Attachment J).

7. Financial.

7.1. Docket of Claims & Financial Reports.

**7.1.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$188,252.68, as attached hereto. Motion carried unanimously. (Attachment K).**

**7.1.B. Motion by Commissioner Beisecker, second by Commissioner Griffey to acknowledge payment of the Unapproved Docket of Claims in the total amount of \$1,370,559.58, as attached hereto. Motion carried unanimously. (Attachment L).**

**7.1.C. Motion by Commissioner Taylor, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$12,061.51, as attached hereto. Motion carried unanimously. (Attachment M).**

**8. Old Business.**

**8.1. Motion by Commissioner Griffey, second by Commissioner Beisecker to spread upon the minutes the executed DNA Underground Change Order#1 for the Southeast Water Improvements Phase I (Hilo) Project that was approved by the Board on October 13, 2022. Motion carried unanimously. (Attachment N).**

**9. New Business/Discussion Items.**

**9.1. Motion by Commissioner Ertel, second by Commissioner Taylor to authorize the closing of District offices on November 25, 2022 in further observance of the Thanksgiving Holiday and on December 23, 2022 in further observance of the Christmas Holiday as proclaimed by the Governor on October 10, 2022, pursuant to Mississippi Code Ann. § 3-3-7. Motion carried unanimously. (Attachment O).**

**9.2. Motion by Commissioner Beisecker, second by Commissioner Ertel to reschedule the November 10, 2022 Board Meeting to November 17, 2022 and to cancel the November 24, 2022 scheduled meeting due to the Thanksgiving holiday. Motion carried unanimously.**

**9.3. Motion by Commissioner Griffey, second by Commissioner Taylor to reschedule the December 8, 2022 Board Meeting to December 15, 2022 and to cancel the December 22, 2022 scheduled meeting due to the Christmas Holiday. Motion carried unanimously.**

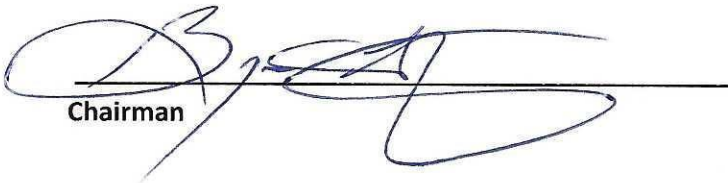
**9.4. Motion by Commissioner Griffey, second by Commissioner Taylor to approve the 2023 Employee Insurance Renewal as presented and recommended by Cadence Insurance, as attached hereto. Motion carried unanimously. (Attachment P).**

10. Adjournment.

Motion by Commissioner Taylor, second by Commissioner Griffey to adjourn at 5:19 p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for November 17, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



  
Chairman

11/17/22  
Date