

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR BOARD MEETING MINUTES  
November 17, 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 (by phone), and Commissioner Mark Beisecker (by phone).

**ABSENT:** Commissioner Arlen Griffey.

The presence of a quorum was noted, and the meeting was called to order at 4:03pm. The public was duly notified in compliance with the District’s open meeting policy.

2. **Approve Agenda.**

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

3. **Public Comments.**

Amanda Acker Armstrong, resident at 11524 Haleiwa Place, addressed the Board to request the name “Diamondhead” be placed on the Golf Club Drive (North/South) directions of the existing tower during current repainting project.

4. **Minutes.**

**4.1. Motion by Commissioner Beisecker, second by Commissioner Taylor to approve the minutes for the Regular Meeting held on October 27, 2022. Motion carried unanimously. (Attachment A).**

5. **General Manager’s Report.**

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

- 5.1.A. The lower ball has been raised and is being welded in place for the Elevated Water Tank Project. Raising of the upper ball sections and roof are scheduled to be complete in December 2022.
- 5.1.B. Boring on Koloa Street is scheduled to be complete on November 21, 2022 for the Water System Improvement Phase II Project. Boring on Pahoia Court will begin the week of November 21, 2022. The line tie-ins on Bayou Drive are scheduled to start in December.
- 5.1.C. The final top coat of paint is 90%-95% complete for the Water Tower #1 Exterior Painting Project. The template for the logo has been set and marked on both sides of the tank and the contractor began painting the logos on November 16, 2022.
- 5.1.D. The Water System Improvement Phase III Project is approximately 20% complete: Direct bury is 90% complete and directional drilling is complete. Work is expected to resume after Thanksgiving.

- 5.1.E. CCTV of the sewer lateral service lines is approximately 35% complete for the Sewer Improvements Basins 13, 16, & 17 Project. Manhole linings are complete. The contractor will be replacing force mains concurrently with gravity sewer lines to the Diamondhead Drive East intersection.
- 5.1.F. After review of the abandonment of easement request on the property located on Akikai Drive, Phase 1, Unit 2, Block 10, between Lots 11 & 12. 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.G. The District has performed 4 water service repairs, 1 after hours leak investigation, 2 sewer service backups, 1 sewer line repair, 2 manhole castings/covers have been replaced, and 5 installed new residential water/sewer connections since the last 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 since the drawings were sent from Pickering Engineering on August 4, 2022.
- 5.1.I. A meeting was held on November 17, 2022 with Pickering Engineering, contractors, and the City Manager to discuss water & sewer infrastructure impacts and planning of water main interruption for relocation of pipeline.

6. Construction / Engineering Projects.

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

6.1.A. None.

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

6.2.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1312-18 in the amount of \$6,712.50 for the time period of October 2, 2022 through October 29, 2022, leaving a remaining balance of \$49,687.50 on this contract. Motion carried unanimously. (Attachment B).

6.2.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve CB&I Storage Tank Solutions Invoice#252494-08 in the amount of \$555,604.15 for the time period of October 3, 2022 through October 29, 2022, leaving a remaining balance of \$1,017,435.65 on this contract. Motion carried unanimously. (Attachment C).

6.3. Water System Rehab-Phase II Project.

6.3.A. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1313-16 in the amount of \$25,500.00 for the time period of October 2, 2022 through October 29, 2022, leaving a remaining balance of \$217,500.00 on this contract. Motion carried unanimously. (Attachment D).

6.3.B. Motion by Commissioner Taylor, second by Commissioner Ertel to approve C.B. Developers Pay App#4 in the amount of \$141,618.85 for the time period of October 1, 2022 through November 2, 2022, leaving a remaining balance of \$1,586,164.81 on this contract. Motion carried unanimously. (Attachment E).

6.4. Water System Rehab-Phase III Project.

6.4.A. None.

6.5. Water Tower #1 Exterior Painting Project.

6.5.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1310-58 in the amount of \$4,875.00 for the time period of October 2, 2022 through October 29, 2022, leaving a remaining balance of \$6,388.50 on this contract. Motion carried unanimously. (Attachment F).

6.5.B. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve Tank Pro Pay App#1 in the amount of \$190,289.77 for the time period of September 19, 2022 through October 31, 2022, leaving a remaining balance of \$74,129.23 on this contract. Motion carried unanimously. (Attachment G).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Ertel, second by Commissioner Taylor to approve payment of the Docket of Claims in the total amount of \$204,695.96, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.B. Motion by Commissioner Taylor, second by Commissioner Ertel to acknowledge payment of the Unapproved Docket of Claims as identified in Section 6., for the total amount of \$924,600.27, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.C. Treasurers Report – 10/31/2022. (Attachment J).

7.1.D. Revenue & Expense Report – 10/31/2022. (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 \$413.73, as attached hereto. Motion carried unanimously. (Attachment L).

7.1.F. Motion by Commissioner Taylor, second by Commissioner Griffith to approve payment of the Customer Deposit Refund Register to be determined upon bill calculation on November 22, 2022. Aye: Taylor, Beisecker, and Griffith. Nay: Ertel. Motion carried. (Attachment M).



8. Old Business.

8.1. None.

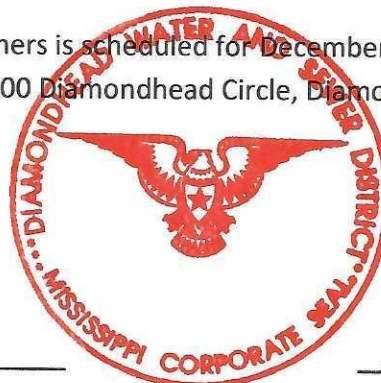
9. New Business/Discussion Items.

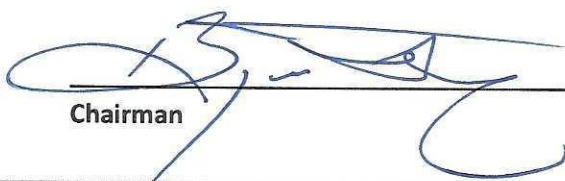
- 9.1. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve the Board Meeting dates for the 2023 Calendar Year, as attached hereto. Motion carried unanimously as amended. (Attachment N).
- 9.2. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve the 2023 District Holidays in accordance with the Governor of MS proclamations in conformity to state regulation Miss. Code § 3-3-7, as attached hereto. Motion carried unanimously. (Attachment O).
- 9.3. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve request for sewer credit in the amount of \$101.18 to Debra Lewis for watering of new sod placement at 6424 Iona Street, which falls outside of existing Policy D-011 guidelines. Motion carried unanimously. (Attachment P).
- 9.4. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the abandonment of utilities easement for construction on property located on Akikai Drive, Phase 1, Unit 2, Block 10, between Lots 11 & 12, 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 Taylor, second by Commissioner Beisecker to acknowledge for discussion purposes a request for credit in the amount of \$188.88 to Michael Koptyra for toilet leak repair at 9748 Limu Way, which falls outside of existing Policy D-004 guidelines. Motion failed due to lack of action. (Attachment R).

10. Adjournment.

Motion by Commissioner Taylor, second by Commissioner Beisecker to adjourn at 5:27pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for December 15, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



  
Chairman

12/15/22  
Date