

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
January 26, 2023 – 4:00p.m. (CST)**

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

1. **PRESENT BOARD MEMBERS:** Chairman Bryon Griffith, Vice-Chairman Ben Taylor (by phone), Treasurer Louis Ertel, and Commissioner Mark Beisecker. Legal Council was present by phone.

ABSENT: Commissioner Arlen Griffey.

The presence of a quorum was noted, and the meeting was called to order at 4:08p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Motion by Commissioner Beisecker, second by Commissioner Ertel to approve the agenda. Motion carried unanimously.**
3. **Public Comments.** None.
4. **Minutes.**
- 4.1. **Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on January 12, 2023. Motion carried unanimously. (Attachment A).**
5. **General Manager’s Report.**

5.1. Update of Recent Events & Projects.

5.1.A. An Elevated Water Tank project progress meeting was held January 24, 2023. CB&I painters are scheduled to mobilize on January 24, 2023 and is expected to take approximately 5-6 weeks to complete. The primer is a special zinc coating which dries within 15 feet of the sprayer. The paint will be roll-on to prevent any overspray. Interior paint is a special coating specifically designed for water tanks.

5.1.B. CB Developers contractors working on the Water System Improvement Phase II Project began the installation of main and service tie-ins on Kahala. On January 19th crews returned to Bayou Drive to install the tie-ins for the 10” lines and are scheduled to install the 10” main tie-ins on Bayou Drive during the week of January 30, 2023. During the project progress meeting on January 25, 2023, moving an existing hydrant to another location was discussed and these changes will be noted and documented in the as-built drawings.

5.1.C. On January 19, 2023, painters and an inspector for the Water Tower I Exterior Painting Project arrived, reporting the locations to be repaired. Painters have begun the process of repairing the identified areas.

5.1.D. The Water System Improvement Phase III Project is approximately 50% complete. The 8" water line installation is complete. Contractors are currently working to install the remaining 6" line on Lanai Court and Koko Street. Ewa Court, Laie Court, and Lanai Court, are streets that have been completed with approximately 25% of the 6" line has been installed. DNA Underground also has a crew currently located on Hilo Place, tying hydrants and services. On January 25, 2023 the directional drilling subcontractor damaged the existing water main on Koko Street at Koko Place. The underground directional drill unexpectedly impacted an unusually large mass of concrete which had been overpoured around a tee fitting when the original piping was installed decades ago. District management and crews were on the scene within minutes and the contractor began repairs immediately. The water main was temporarily shut down and repairs were complete that afternoon. District water operators flushed lines and obtained water samples for testing.

5.1.E. Video inspection is complete for the Sewer Improvements Basins 13, 16, & 17 Project. The contractor is currently working to complete a replacement section of sewer piping at Pokai Street which is projected to be completed the week of January 30, 2023. DNA Underground is also working on a replacement section at Hanalei Circle. The bypass piping and the force main from Lift Station #17 to Diamondhead Drive East is complete and pressure tested. The contractor has approximately 600 feet of gravity sewer line remaining to install on Hanalei Circle.

5.1.F. The District has performed 1 water service line repair, 3 after hours leak investigations, 2 water main repairs, 3 sewer service backups, 1 sewer service line repair, 2 sewer after hours calls, and installed 7 new residential water/sewer connections, 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 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.H. On Wednesday, January 25, 2023, a planned water main shutdown on Makiki Drive was performed to allow contractors to install two 8" gate valves onto the exiting water main, one on either side of the drainage ditch area, for the City of Diamondhead/Pickering Engineering Makiki Drive Drainage Project. This allowed the contractor to remove the middle section and perform storm drain work as needed while all customers still had water and prevented a need for additional shutdowns. It is our intent to have both Precautionary Boil Water Notices lifted before the weekend.

5.1.I. The District, in addition to the above projects, are managing infrastructure for: (1) MDOT Roundabout Project (2) CONEXON, Coast Connect Fiber Project for Coast Electric – A new contractor, R. Spencer Construction, is working on Fairway Villas and Glen Eagle. (3) AT&T – Crews are performing various projects in Glen Eagle and Golf Club Drive for future communications. (4) Sparklight – They will be installing fiber optic cable throughout the Diamondhead Lakes subdivision soon. (5) C-Spire – Harts Construction – MDOT Roundabout and relocation of cable were done.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Suncoast Infrastructure Pay App#8 in the amount of \$24,588.94 for the time period of December 1, 2022 through December 30, 2022, leaving a remaining balance of \$4,240,820.73 on this contract. Motion carried unanimously. (Attachment B).

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

6.2.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1312-20 in the amount of \$6,712.50 for the time period of November 27, 2022 through December 31, 2022, leaving a remaining balance of \$27,760.00 on this contract. Motion carried unanimously. (Attachment C).

6.2.B. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve CB&I Storage Tank Solutions Pay App#10 in the amount of \$109,395.00 for the time period of December 4, 2022 through December 31, 2022, leaving a remaining balance of \$718,988.15 on this contract. Motion carried unanimously. (Attachment D).

6.3. Water System Rehab-Phase II Project.

6.3.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1313-18 in the amount of \$25,500.00 for the time period of November 27, 2022 through December 31, 2022, leaving a remaining balance of \$166,500.00 on this contract. Motion carried unanimously. (Attachment E).

6.3.B. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve CB Developers Pay App#5 in the amount of \$108,952.81 for the time period of November 3, 2022 through November 30, 2022, leaving a remaining balance of \$1,477,212.00 on this contract. Motion carried unanimously. (Attachment F).

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve DNA Underground Pay App#7 in the amount of \$259,472.00 for the time period of November 21, 2022 through December 20, 2022, leaving a remaining balance of \$1,605,789.76 on this contract. Motion carried unanimously. (Attachment G).

6.5. Water Tower #1 Exterior Painting Project.

6.5.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1310-60 in the amount of \$750.00 for the time period of November 27, 2022 through December 31, 2022, leaving a remaining balance of \$759.00 on this contract. Motion carried unanimously. (Attachment H).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$20,119.51, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6, in the total amount of \$535,371.25, as attached hereto. Motion carried unanimously. (Attachment J).

7.1.C. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve payment of the Customer Deposit Refund Register in the total amount of \$2,070.74, as attached hereto. Motion carried unanimously. (Attachment K).

7.1.D. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve revised DWSD Rate & Fee Schedule, changing Turn On/Off Service Fee from \$25.00 to \$35.00, the After Hours Service Call from \$70.00 to \$90.00, the Camera Inspection from \$150.00 to \$180.00, and the Water Connection Fee from \$1,040.00 to \$1,078.00 in order to cover current cost to the District, as attached hereto. Motion carried unanimously. (Attachment L).

8. Old Business.

8.1. Motion by Commissioner Beisecker, second by Commissioner Ertel to spread upon the minutes the executed Pitney Bowes Agreement that was approved by the Board on January 12, 2023. Motion carried unanimously. (Attachment M).

9. New Business/Discussion Items.

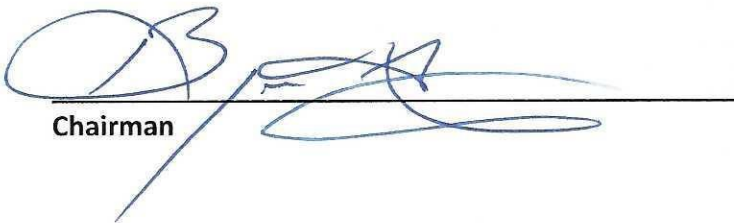
9.1. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve the emergency sewer repairs on Makiki Drive performed by DNA Underground LLC in the amount of \$9,343.00 in accordance with the State of MS Purchase Law § 31-7-1(f), Page 14-15, Section K. Motion carried unanimously. (Attachment N).

9.2. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Cintas Uniform Service Agreement for a period of three (3) years as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment O).

10. Motion to Adjourn.

10.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to adjourn at 4:34p.m.
Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for February 9, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman

2/9/23
Date