

DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
February 9, 2023 – 4:00p.m. (CST)

4:00 p.m. at 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, Commissioner Mark Beisecker (by phone), and Commissioner Arlen Griffey.

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:04p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Approve Agenda.**

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

3. **Public Comments.**

None.

4. **Minutes.**

4.1. *Motion by Commissioner Griffey, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on January 26, 2023. Motion carried unanimously. (Attachment A).*

5. **General Manager’s Report.**

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

5.1.A. CB&I , contractor for the Elevated Water Tower#2 Project, mobilized the first week of February and began sandblasting the interior of the new tower. On February 6, 2023 while meeting with the contractor at Taco Bell, I noticed strong winds began to blow blasting materials onto neighboring properties; therefore, immediately went to the site and made the decision to stop the sandblasting operations. The contractor instead returned to perform interior tower work until able to produce a plan for exterior blasting. An emergency online meeting with engineers and contractors was held on February 7, 2023. A plan was developed to work on exterior blasting only when wind direction would not blow material to nearby properties. Weather permitting, blasting work is scheduled to be complete by February 13, 2023. An estimated quote was obtained by engineers to paint the word “Diamondhead” on the new tower in script on the east and west sides of approximately \$101,000.00. This includes prepping, sanding the site, painting, and touching up areas from rigging on the topcoat of \$70,000.00, and design, engineering, construction administration, and inspections, of \$31,000.00. Due to the estimated costs, the District would be required by Mississippi State Procurement Laws to undergo the bidding process. The Board may consider revisiting going out for bids to perform this additional project as we communicate with other entities regarding the costs involved.

5.1.B. CB Developers have been working between Kahala Drive and Bayou Drive for the last two weeks on the Water System Improvement Phase II Project. As of this week, the contractor has installed 4 hot taps, and all coupons were turned over to the District. A second crew has been working on Ala Moana and Koloa Street installing service taps. I expressed concern regarding the service lines being left uncapped which the contractor addressed promptly. New piping along Bayou Drive passed an initial pressure test on February 3, 2023. This week CB Developers are scheduled to install hot taps on Kahala Drive along with prepping the line to be flushed and tested. Site 20, Bayou Drive, is to be pressure tested again the week of February 13th. After hearing rumors of work on Bayou Drive blocking residents' ability to exit the area due to Makiki Drive closure, District management visited the site and observed one lane closure while hot tapping was being performed. This was a temporary closure of one lane and did not prevent residents from exiting the Bayou Drive area. It should be noted that no one contacted the District office regarding blocked traffic on Bayou Drive. The entire site was cleaned nicely from Diamondhead Drive West to Haleiwa Place at the end of Bayou Drive prior to the weekend.

5.1.C. There is currently no one onsite for the Water Tower #1 Exterior Painting Project. On Friday, Digital Engineering flew a drone to take photographs of the paint repairs to be reviewed. Drone photographs are currently being reviewed and any necessary repairs will be relayed to Tank Pro, as soon as possible. Their rigs are still on site and all site-work is pending completion.

5.1.D. The Water System Improvement Phase III Project is approximately 55% complete. All of the 8" line is complete, and crews are currently working to install the remaining 6" line on Loa Court. All of the 6" line is projected to be completed by the end of February. The contractor will then begin installing hydrants and tying in services.

5.1.E. The contractor for the Sewer Improvements Basin 13, 16, & 17 Project is currently working to complete a replacement section at Koloa Court. DNA Underground has an ongoing replacement section at Hanalei Circle. The bypass is complete and pressure tested. The contractor has approximately 300 feet of gravity line left, which is scheduled to be complete within the next two weeks. The Pokai Street replacement has been completed. Efforts have been made to clean up Hanalei Circle construction and will be ongoing with plans to complete this portion and repave the street in approximately 2-3 weeks. The contractor is meeting with the paving company next week to develop a plan.

5.1.F. The District has performed 2 after hours water leak investigations, 3 sewer service backups, and have 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. Diamondhead Water & Sewer District normally only provides oversight of work involving water main or sanitary sewer main piping for The City of Diamondhead Makiki Drainage Project. However, District management made the decision to get directly involved when the sewer main was over excavated and was in danger of collapse. The latest District involvement was due to the recent water main shutdown work to install valves for the crossover. When it became apparent that work would not be completed by a reasonable time and water service to that area would have remained interrupted into the late evening hours, District management made the decision to take over the installation of the second valve, flush the lines, and restore water service to all the residents before 5:00p.m. The Board suggested the appropriate documentation be prepared to provide this information to any contractor performing work in the Diamondhead Water & Sewer District service boundaries so that they are made aware of the required service interruption guidelines made by the District.

5.1.I. The contractor for the Taco Bell Project is relocating an existing fire hydrant and 8-inch water main which was determined it was necessary to lower the water main due to the removal of excessive dirt from the site. The Diamondhead Water & Sewer District is providing oversight of this operation to ensure District specifications are met.

5.1.J. The proposed City of Diamondhead Commercial Area Transformation Project consists of reconstructing Park Ten Drive, connecting Park Ten to Noma Circle, and a connector to Leisure Time Drive which will be like the recent Aloha Drive Project. Parallel parking and golf cart parking are included along both sides of the street, as well as sidewalks. The engineer is proposing a wider street than Aloha Drive with rollover curbing due to the large construction vehicles that frequent Park Ten Drive. The proposed Diamondhead Water & Sewer District parking will be changed to angled parking in front of the building and the current access of the circle driveway, where the drop box is currently located, will no longer be accessible. District engineers are reviewing the proposed changes to existing water and sewer utilities and the new installation of water and sewer infrastructure west of Diamondhead Water & Sewer District property to Noma Circle. There is considerable concern regarding the base and durability of the proposed street due to daily use by heavy crane equipment and tractor trailers entering the District's wastewater treatment facility on Park Ten Drive, as well as regular tractor trailer deliveries to the roofing company located on the north side of Park Ten Drive. District management will meet with the city engineer next week to further discuss the submitted drawings.

5.1.K. In addition to the above projects, the District is managing infrastructure for: (1) MDOT Roundabout Project. (2) CONEXON, Coast Connect Fiber Project for Coast Electric – Crews have proposed cable around the northeast side of Diamondhead Circle from Diamondhead Drive East and South across the circle to the Property Owners Association Building, and a second location in the commercial area. (3) AT&T – Crews are installing fiber optic cable throughout the Diamondhead Lakes subdivision. (4) Sparklight – They will be installing fiber optic cable throughout the Diamondhead Lakes subdivision. (5) C-Spire – Harts Construction – MDOT Roundabout and relocation of cable. (6) Coast Electric – They are installing underground from Veterans Drive west along Aloha Drive to the Taco Bell site.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8665 in the amount of \$21,050.00 for the time period of December 17, 2022 through January 20, 2023, leaving a remaining balance of \$407,750.00 on this contract. Motion carried unanimously. (Attachment B).

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

6.2.A. None.

6.3. Water System Rehab-Phase II Project.

6.3.A. None.

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve Seymour Engineering Invoice# 8666 in the amount of \$46,000.00 for the time period of December 23, 2022 through January 20, 2023, leaving a remaining balance of \$204,500.00 on this contract. Motion carried unanimously. (Attachment C).

6.5. Water Tower #1 Exterior Painting Project.

6.5.A. None.

6.6. Miscellaneous Construction/Engineering Projects.

6.6.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve the Seymour Engineering Master Services Agreement, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment D).

6.6.B. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the Digital Engineering Master Services Agreement, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment E).

6.6.C. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the CE Group engineering Master Services Agreement, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment F).

6.6.D. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the Covington Engineering Master Services Agreement, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment G).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve payment of the Docket of Claims in the total amount of \$185,931.96, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.B. Motion by Commissioner Griffey, second by Commissioner Ertel to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$67,050.00, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.C. Treasurers Report – 1/31/2023. (Attachment J).

7.1.D. Revenue & Expense Report – 1/31/2023. (Attachment K).

7.1.E. Motion by Commissioner Ertel, second by Commissioner Griffey to approve payment of the Customer Deposit Refund Register in the total amount of \$675.00, as attached hereto. Motion carried unanimously. (Attachment L).

7.1.F. Motion by Commissioner Ertel, second by Commissioner Griffey to approve the renewal of Hancock Whitney Depository for a period of two (2) years as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment M).

8. Old Business.

8.1. Motion by Commissioner Griffey, second by Commissioner Ertel to spread upon the minutes the executed Cintas Agreement that was approved by the Board on January 26, 2023. Motion carried unanimously. (Attachment N).

9. New Business/Discussion Items.

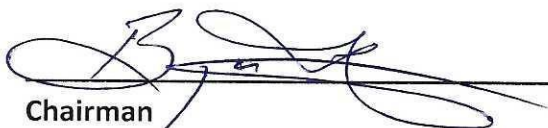
9.1. Motion by Commissioner Griffey, second by Commissioner Ertel to approve a request for credit made by Dale James in the amount of \$1,000.00 for a leak at 6658 Ahekolo Court, which stays within the approved Board Policy #D-2023-004 amount. Motion carried unanimously. (Attachment O).

10. Motion to Adjourn.

Motion by Commissioner Ertel, second by Commissioner Griffey to adjourn at 5:02p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for February 23, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

2/23/23
Date