

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
March 23, 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, 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 4:00p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Taylor, second by Commissioner Ertel to amend the agenda to remove Item 6.6.A. and approve the agenda, as amended. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Griffey, second by Commissioner Taylor to approve the minutes for the Regular Meeting held on March 9, 2023. Motion carried unanimously. (Attachment A).

5. **General Manager’s Report.**

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

5.1.A. Painting for the Elevated Water Tank #2 Project is nearing completion. The contractor installed the 12” waterline to the tank, the fire hydrant at the road, and has surveyed the land for the proposed fence. The electricians are scheduled to finalize work on the tank interior next week. The asphalt drive, along with the exterior building slab is scheduled to begin next week, weather permitting.

5.1.B. CB developers have been performing hot taps and tie-ins for the Water System Improvement Phase II Project which will continue on Moanalua Way. Hot taps and tie-ins are scheduled for Kalaepohuku Drive and Laa La Way this week. Pressure testing of a few lines are scheduled before chlorination continues.

5.1.C. Site work rehab is scheduled for the end of March for the Water Tower #1 Exterior Painting Project.

- 5.1.D.** The Water System Improvement Phase III Project is approximately 70% complete. The 8" lines are complete and the contractor is completing the installation of the remaining 6" line on Hilo Court. The contractor has completed 6" boring on Ewa Place, Koko Place, and Loa Court, and will be moving to Maui Court next. The contractor has begun installing hydrants, tying in services, and will begin pressure testing in the coming weeks.
- 5.1.E.** The Sewer Improvements Basin 13, 16, & 17 Project is approximately 40% complete. DNA Underground is working to complete the replacement section of sewer mainline along Diamondhead Drive East by the end of the week. On March 23, 2023, the contractor is scheduled to begin paving at Hanalei Circle and then move to Koloa Court and Pokai Way. The second replacement crew will be mobilizing to Ana Hulu Street. On March 27, 2023, work will begin at the intersection of Puako Court and Ana Hulu Street and proceed east along Ana Hulu Street to the intersection of Ala Moana Place. Ana Hulu Street will be closed to through traffic from 8:00a.m. to 5:00p.m. daily until the work is complete. This section of the project is scheduled to be complete in approximately one week. All residents within the affected area will be notified and accommodations made for their access and egress.
- 5.1.F.** A Notice to Proceed was scheduled for March 9, 2023 for the Sewer Lift Station #9 Force Main Project. The contractor has ordered material for the project and construction is scheduled to begin within 2-3 weeks.
- 5.1.G.** The District has performed 3 after hours leak investigations, 8 water service repairs, 1 after hours sewer service backup, 6 sewer cleanouts installed, and replaced 4 old fire hydrants 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.** The Diamondhead Water & Sewer District is providing oversight of work for the water main and sanitary sewer main piping for the City of Diamondhead's Makiki Drive Drainage Project.
- 5.1.J.** 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 – Installation is currently around the northeast side of Diamondhead., (3) AT&T, (4) Sparklight, (5) C-Spire, (6) Coast Electric, and (7) Lift Station #9. The District also has received revised drawings for the City of Diamondhead Commercial Area Transformation Project, and the drawings are under review.

5.1.K. A Project Review Meeting was held on March 14, 2023. In attendance were the City Manager, Public Works Director, Building Inspector, Fire Chief, Police Captain, and the Diamondhead Property Owner's Association President. These informal meetings are scheduled monthly on the second Tuesday to serve the needs of preliminary construction project design throughout the city. These are not public hearings and are intended to aid those invited prospective builders/developers, as department heads layout guidelines and regulations for preliminary construction drawings. Information is shared by all entities to prevent an overlap or interference with the other.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8697 in the amount of \$42,100.00 for the time period of January 21, 2023 through February 18, 2023, leaving a remaining balance of \$365,650.00 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. Motion by Commissioner Griffey, second by Commissioner Taylor to approve CB Developers Pay App#7 in the amount of \$141,023.87 for the time period of January 1, 2023 through January 31, 2023, leaving a remaining balance of \$1,224,694.53 on this contract. Motion carried unanimously. (Attachment C).

6.3.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve CB Developers Pay App#8 in the amount of \$209,383.65 for the time period of February 1, 2023 through February 28, 2023, leaving a remaining balance of \$1,015,310.88 on this contract. Motion carried unanimously. (Attachment D).

6.4. Water System Rehab-Phase III Project.

6.4.A. None.

6.5. Water Tower #1 Exterior Painting Project.

6.5.A. None.

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Taylor, second by Commissioner Griffey to approve payment of the Docket of Claims in the total amount of \$49,473.58, as attached hereto. Motion carried unanimously. (Attachment E).

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 \$392,507.52, as attached hereto. Motion carried unanimously. (Attachment F).

7.1.C. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$2,995.15, as attached hereto. Motion carried unanimously. (Attachment G).

7.1.D. Motion by Commissioner Griffey, second by Commissioner Taylor to approve the revised Diamondhead Water & Sewer District Rate & Fee Schedule, to add Connection Inspection Fee of \$75.00 and a Reinspection Fee of \$50.00, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.E. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve a Request for Credit in the amount of \$40.00 for Mrs. Janet Snemyr, resident at 842 Ieke Drive, as attached hereto. Motion carried unanimously. (Attachment I).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

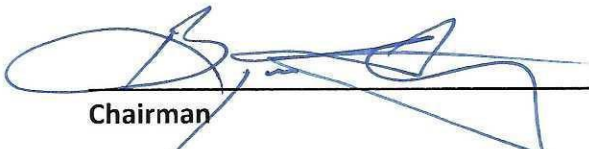
9.1. None.

10. Motion to Adjourn.

10.1 Motion by Commissioner Taylor, second by Commissioner Ertel to adjourn at 4:23p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for April 13, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

4/13/23
Date