

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
April 13, 2023 – 4:00p.m.**

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, and Commissioner Arlen Griffey.

ABSENT: None.

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

2. Agenda.

Motion by Commissioner Ertel, second by Commissioner Beisecker 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 March 23, 2023. Motion carried unanimously. (Attachment A).

5. General Manager’s Report.

5.1. Update of Recent Events & Projects.

- 5.1.A.** The tank painting is complete for the Elevated Water Tank #2 Project. The contractor has completed the interior electrical work and is currently working on the exterior site electrical work. The SCADA antenna panel is scheduled to be delivered on April 18, 2023.
- 5.1.B.** CB Developers have continued to perform hot taps along Bayou Drive and Kahala Drive for the Water System Improvement Phase II Project. Upon final connection the new water lines will be put into service. Disinfection and testing of new water lines have been completed on Laa La Way, Lilinoe Place, Kahala Drive, and Bayou Drive. Site cleanup is scheduled for April 14, 2023.
- 5.1.C.** The subcontractor for the Water Tower #1 Exterior Painting Project was mobilized this week to perform site restoration. The work included repair to damaged sprinkler lines, installing sod and reinstalling wood posts.
- 5.1.D.** The Water System Improvement Phase III Project is approximately 75% complete. The 8” and 6” lines are complete, and hydrants are being installed. Work is scheduled to begin on Ewa Street, Ewa Place and Diamondhead Drive East over the next few weeks.

- 5.1.E. The Sewer Improvements Basin 13, 16, & 17 Project is approximately 45% complete. DNA Underground is working to replace the section of sewer main at Halawa Court and is scheduled to be complete by the end of the week, if the weather permits. The contractor put down 60 tons of asphalt on Hanalei Circle and surrounding areas last week. They are currently preparing for hydroseeding and sod, as weather permits. The remaining four sewer main replacement sections and lining are scheduled to begin in May.
- 5.1.F. The contractor is expecting delivery of the manhole next week for the Sewer Lift Station #9 Force Main Project. The project is scheduled to be completed by the end of April, weather permitting.
- 5.1.G. The abandonment of utility easement between lots 1332 & 1334 of Enos Street has been determined to be of no use or function to District operations now or in the future and is recommended for abandonment.
- 5.1.H. The District has performed 5 after-hour leak investigations, 4 water service repairs, 5 sewer service backups, 4 after-hour sewer backups, 1 sewer lateral repair, 11 sewer cleanouts were installed, 2 sewer manhole covers were raised, and 7 new residential water/sewer connections were installed since the last meeting.
- 5.1.I. 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.J. 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.K. The District, in addition to the above projects, are managing infrastructure for: (1) CONEXON, Coast Connect Fiber Project for Coast Electric, (3) AT&T – Upcoming projects under preliminary review., (4) Sparklight, and (5) C-Spire.
- 5.1.L. A Project Review Committee meeting was held on April 11, 2023 at City Hall. The City Manager, Building Inspector, Fire Chief, and POA General Manager were in attendance. Various projects were discussed. The City Manager has secured drawings from the City Engineer for replacement of the previously moved water main for the Makiki Drive Drainage Project. The requirements for residential fire sprinklers within Diamondhead Lakes and city-wide was also discussed.

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 Suncoast Pay App#10 in the amount of \$435,288.09 for the time period of February 1, 2023 through February 28, 2023, leaving a remaining balance of \$3,685,351.91 on this contract. Motion carried unanimously. (Attachment B).**

- 6.1.B. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8728 in the amount of \$21,050.00 for the time period of February 19, 2023 through March 31, 2023, leaving a remaining balance of \$344,600.00 on this contract. Motion carried unanimously. (Attachment C.)
- 6.1.C. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Suncoast Pay App#11 in the amount of \$333,783.61 for the time period of March 1, 2023 through March 31, 2023, leaving a remaining balance of \$3,351,568.30 on this contract. Motion carried unanimously. (Attachment D).
- 6.2. Water System Rehab-Phase I Project (New Water Tower).
- 6.2.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve Digital Engineering Invoice# 728-1312-23 in the amount of \$5,012.00 for the time period of February 26, 2023 through April 1, 2023, leaving a remaining balance of \$12,724.00 on this contract. Motion carried unanimously. (Attachment E).
- 6.3. Water System Rehab-Phase II Project.
- 6.3.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1313-21 in the amount of \$25,500.00 for the time period of February 26, 2023 through April 1, 2023, leaving a remaining balance of \$90,000.00 on this contract. Motion carried unanimously. (Attachment F).
- 6.4. Water System Rehab-Phase III Project.
- 6.4.A. Motion by Commissioner Griffey, second by Commissioner Ertel to approve DNA Underground Pay App #10 in the amount of \$268,995.15 for the time period of February 21, 2023 through March 20, 2023, leaving a remaining balance of \$803,692.94 on this contract. Motion carried unanimously. (Attachment G).
- 6.4.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8729 in the amount of \$23,000.00 for the time period of February 19, 2023 through March 30, 2023, leaving a remaining balance of \$121,000.00 on this contract. Motion carried unanimously. (Attachment H).
- 6.5. Water Tower #1 Exterior Painting Project.
- 6.5.A. None.
- 6.6. Miscellaneous Construction/Engineering Projects.
- 6.6.A. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve Seymour Engineering Invoice# 8730 in the amount of \$2,500.00 for the time period of February 28, 2023 through March 16, 2023, leaving a remaining balance of \$3,750.00 on Task Order 16, Lift Station #9 Upgrades Project. Motion carried unanimously. (Attachment I).
- 6.6.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8731 in the amount of \$4,200.00 for the time period of February 28, 2023 through March 31, 2023, completing Task Order #17, Gex Drive Commercial District Sanitary Sewer Analysis Project, and leaving a remaining balance of \$5,500.00 on the Master Services Agreement. Motion carried unanimously. (Attachment J).

- 6.6.C. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Digital Engineering Invoice# 23R00024.001-01 in the reimbursable amount of \$400.00 for the Mauna Kea Townhomes Plan Review. Motion carried unanimously. (Attachment K).
- 6.6.D. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 23R00024.002-01 in the reimbursable amount of \$2,560.00 for the Commercial District Phase 1 Plan Review. Motion carried unanimously. (Attachment L).
- 6.6.E. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve Digital Engineering Invoice# 23R00024.003-01 in the reimbursable amount of \$2,480.00 for the Casano Preserve Phase 1 Plan Review. Motion carried unanimously. (Attachment M).
- 6.6.F. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering Invoice# 23R00024.004-01 in the reimbursable amount of \$1,040.00 for the Alfonso Realty Fire Service Plan Review. Motion carried unanimously. (Attachment N).

7. Financial.

7.1. Docket of Claims & Financial Reports.

- 7.1.A. Motion by Commissioner Griffey, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$220,875.84, as attached hereto. Motion carried unanimously. (Attachment O).
- 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 \$1,125,808.85, as attached hereto. Motion carried unanimously. (Attachment P).
- 7.1.C. Motion by Commissioner Griffey, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$94.70, as attached hereto. Motion carried unanimously. (Attachment Q).
- 7.1.D. Treasurers Report – 3/31/2023. (Attachment R).
- 7.1.E. Revenue & Expense Report – 3/31/2023. (Attachment S).
- 7.1.F. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve a Request for Credit in the amount of \$40.00 for Mr. Emile Reimmuth, resident at 8313 Analii Street, as attached hereto. Motion carried unanimously. (Attachment T).

8. Old Business.

- 8.1. Motion by Commissioner Griffey, second by Commissioner Ertel to spread upon the minutes the executed Mississippi Department of Transportation Design Engineering Services Agreement that was approved by the Board of Commissioners on March 9, 2023. Motion carried unanimously. (Attachment U).

9. New Business/Discussion Items.

9.1. Motion by Commissioner Ertel, second by Commissioner Beiseker to approve the attendance of various District Operators and use of District vehicles, as determined by the General Manager, to the Coast Chlorinator 29th Annual Operator Training Workshop in Biloxi on April 27, 2023, at no cost to the District. Motion carried unanimously. (Attachment V).

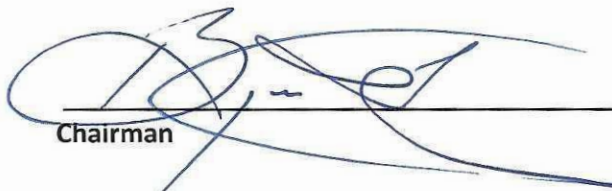
9.2. Motion by Commissioner Ertel, second by Commissioner Griffey to approve the abandonment of utilities easement for construction on property located between 1332 & 1334 Enos Street, for Phase 2, Unit 1, Block 10, between Lots 4 & 5, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment W).

10. Motion to Adjourn.

10.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to adjourn at 4:44p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for April 27, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

4/27/23
Date