

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR BOARD MEETING MINUTES  
May 25, 2023 – 4:00p.m.**

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

1. **PRESENT BOARD MEMBERS:** Vice-Chairman Ben Taylor (by phone), Treasurer Louis Ertel (chaired the meeting), Commissioner Mark Beisecker (by phone), and Commissioner Arlen Griffey.  
**ABSENT:** Chairman Bryon Griffith.

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 meeting policy.

2. **Agenda.**

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

3. **Public Comments.**

None.

4. **Minutes.**

**4.1. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on May 11, 2023. Motion carried unanimously. (Attachment A).**

5. **General Manager’s Report.**

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

- 5.1.A. Electricity has been turned on and improvements have been made to the overflow spillway area on the south side of the tank for the Elevated Water Tank #2 Project. Asphalt was laid down without compaction testing. Destructive compaction testing will be required. Filling and testing of the tank is scheduled for the week of May 29, 2023.
- 5.1.B. The contractor has continued the installation of hot taps, line stops and tie-ins for the Water System Improvement Phase II Project. A meeting was held on May 22, 2023 to discuss eliminating many of the line stop valve installations and perform traditional shutdowns to make tie-ins. The contractor is scheduled to install sod and seed on Bayou Drive and super chlorinate multiple lines that have passed testing. A monthly progress meeting was held on May 25, 2023.
- 5.1.C. Closeout documents are scheduled to be finalized and signed on May 26, 2023 for the Water Tower #1 Exterior Painting Project.
- 5.1.D. The Water System Improvement Phase III Project is approximately 82% complete. All HDD and open cut installations are complete. The 8” mains are 27% tested and active

and the 6" mains are 10% tested and active. Service connections are 30% complete and fire hydrants along Diamondhead Drive East are 95% complete. Crews are scheduled to install hot taps, tying into existing Phase I construction at Hilo Way and Maui Street, and test and flush the mains throughout the project.

- 5.1.E. The Sewer Improvements Basin 13, 16, & 17 Project is approximately 52% complete. The contractor has just completed the last point repair at Golf Club Drive and CIPP lining is scheduled to begin in June. The next mobilization of the paving crew will begin the week of May 30, 2023.
- 5.1.F. The abandonment of utility easement between lots 29 and 30 of 84141 Lola Drive 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.G. The District has performed 4 water service repairs, 4 sewer service backups, 4 after-hours sewer backups, 1 sewer lateral repairs, and 4 sewer cleanouts were installed 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. The City Manager sent 90% complete drawings for Kolo Court ditch improvements. Comments and questions were presented by the District regarding additional water dams to be utilized along the creek within this area in question.
- 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. Bottom to Top Construction reinstalled the water main which was previously removed. During this process, one of the 8" valves was inadvertently disturbed due to the construction and a shutdown was necessary to reestablish the valve further back on the existing line. Affected customers were notified and repairs were coordinated with the contractors.

## 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 Beisecker to approve Suncoast Infrastructure Pay App#12 in the amount of \$296,587.10 for the time period of April 1, 2023 through April 21, 2023, leaving a remaining balance of \$3,054,981.20 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 Taylor, second by Commissioner Griffey to approve Digital Engineering Invoice# 728-1312-24 in the amount of \$5,012.00 for the time period of April 2, 2023 through April 29, 2023, leaving a remaining balance of \$7,712.00 on this contract. Motion carried unanimously. (Attachment C).

- 6.3. Water System Rehab-Phase II Project.
- 6.3.A. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve Digital Engineering Invoice# 728-1313-22 in the amount of \$25,500.00 for the time period of April 2, 2023 through April 29, 2023, leaving a remaining balance of \$64,500.00 on this contract. Motion carried unanimously. (Attachment D).
- 6.4. Water System Rehab-Phase III Project.
- 6.4.A. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve DNA Underground Pay App#11 in the amount of \$72,246.65 for the time period of March 21, 2023 through April 21, 2023, leaving a remaining balance of \$731,446.29 on this contract. Motion carried unanimously. (Attachment E).
- 6.5. Water Tower #1 Exterior Painting Project.
- 6.5.A. None.
- 6.6. MDOT Roundabout Utility Relocation Project.
- 6.6.A. Motion by Commissioner Griffey, second by Commissioner Taylor to approve Digital Engineering Invoice# 728-1310.022.01 in the amount of \$5,000.00 for the time period of April 2, 2023 through April 29, 2023, leaving a remaining balance of \$88,937.18 on the Design Engineering contract. Motion carried unanimously. (Attachment F).
- 6.7. Miscellaneous Construction/Engineering Projects.
- 6.7.A. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve Digital Engineering Invoice# 23R00024.006-01 in the reimbursable amount of \$1,200.00 for the time period of April 2, 2023 through April 29, 2023 for the Noma Drive Improvements Ph.1 Plan Review. Motion carried unanimously. (Attachment G).
- 6.7.B. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve Digital Engineering Invoice# 23R00024.002-02 in the reimbursable amount of \$160.00 for the time period of April 2, 2023 through April 29, 2023 for the Commercial District Ph.1 Plan Review. Motion carried unanimously. (Attachment H).
- 6.7.C. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve Digital Engineering Invoice# 23R00024.004-02 in the reimbursable amount of \$320.00 for the time period of April 2, 2023 through April 29, 2023 for the Alfonso Realty Fire Service Plan Review. Motion carried unanimously. (Attachment I).
7. Financial.
- 7.1. Docket of Claims & Financial Reports.
- 7.1.A. Motion by Commissioner Griffey, second by Commissioner Taylor to approve payment of the Docket of Claims in the total amount of \$32,827.11, as attached hereto. Motion carried unanimously. (Attachment J).

**7.1.B. Motion by Commissioner Taylor, second by Commissioner Beisecker to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$406,025.75, as attached hereto. Motion carried unanimously. (Attachment K).**

**7.1.C. Motion by Commissioner Griffey, second by Commissioner Taylor to approve payment of the Customer Deposit Refund Register in the total amount of \$4,840.84, as attached hereto. Motion carried unanimously. (Attachment L).**

**8. Old Business.**

8.1. None.

**9. New Business/Discussion Items.**

**9.1. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve the abandonment of utilities easement for construction on property located at 84141 Lola Drive, Phase 2, Unit 11, Block 5, between Lots 30 & 31, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment M).**

**9.2. Motion by Commissioner Taylor, second by Commissioner Griffey to go into closed session at 4:19p.m. to discuss pending Duffy litigation. Motion carried unanimously.**

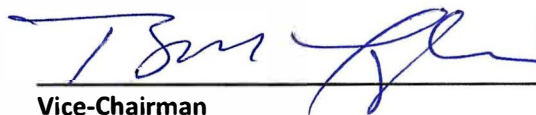
**Motion by Commissioner Taylor, second by Commissioner Griffey to come out of closed session and return to regular session at 4:38p.m. Motion carried unanimously.**

No action was taken.

**9.3. Motion by Commissioner Griffey, second by Commissioner Taylor to authorize Tim Holleman of Boyce Holleman & Associates to enter an Entry of Appearance in Hancock County Circuit Court. Motion carried unanimously. (Attachment N).**

**10. Motion by Commissioner Griffey, second by Commissioner Taylor to Adjourn at 4:39p.m. Motion carried unanimously.**

The next meeting of the Board of Commissioners is scheduled for June 8, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.

  
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Vice-Chairman



6-8-23  
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Date