

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
**June 8, 2023 – 4:00p.m.**

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

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

**ABSENT:** Chairman Bryon Griffith.

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 meeting policy.

2. **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 Ertel, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on May 25, 2023. Motion carried unanimously. (Attachment A).**

5. **General Manager’s Report.**

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

**5.1.A.** The crews are installing the concrete mow strip and fence for the Elevated Water Tower #2 Project. The painters arrived on site June 8, 2023 to disinfect and begin filling the tower. The contractor continues site cleanup.

**5.1.B.** The contractor for the Water System Improvement Phase II Project is working on various sites installing hot taps, cutting and capping, and tie-ins. The crews have begun to bring in the sod, and are scheduled to cut and cap along Koloa and Kahala. The road crew has begun preparing ahead of the asphalt sub-contractor.

**5.1.C.** The final pay app for the Water Tower #1 Exterior Painting Project is under review.

**5.1.D.** The Water System Improvement Phase III Project is approximately 83% complete. All HDD and open cut installations are complete. The 8” mains are 65% tested and active, and the 6” mains are 25% tested and active. Service connections are 30% complete and fire hydrants are 95% complete. Crews are scheduled to pave, install hot taps and tie into existing Phase I construction at Hilo Way and Maui Street. Paving is underway on Diamondhead Drive East.

- 5.1.E. The Sewer Improvements Basins 13, 16 & 17 Project is approximately 53% complete. The contractor has completed the last point repair and video of the completed replacement sections at Golf Club Drive. The paving crew is scheduled to begin paving on June 12, 2023.
- 5.1.F. The District has performed 5 after-hours water leak investigations, 4 water service repairs, 2 sewer service backups, 1 after-hours sewer investigation, 2 sewer lateral repairs, installed 6 sewer cleanouts and 2 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. Pickering Engineering has developed drawings for a construction project to address this drainage area and are approximately 90% complete.

**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 Seymour Engineering Invoice# 8773 in the amount of \$42,100.00 for the time period of April 30, 2023 through May 27, 2023, leaving a remaining balance of \$258,450.00 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 Griffey to approve CB&I Pay App#14 in the amount of \$58,305.00 for the time period of April 29, 2023 through May 26, 2023, leaving a remaining balance of \$147,491.90 on this contract. Motion carried unanimously. (Attachment C).
- 6.3. Water System Rehab-Phase II Project.
  - 6.3.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve C.B. Developers Pay App#10 in the amount of \$154,341.22 for the time period of April 1, 2023 through April 30, 2023, leaving a remaining balance of \$677,768.33 on this contract. Motion carried unanimously. (Attachment D).
- 6.4. Water System Rehab-Phase III Project.
  - 6.4.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Seymour Engineering Invoice# 8774 in the amount of \$23,000.00 for the time period of April 30, 2023 through May 27, 2023, leaving a remaining balance of \$75,000.00 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. None.

6.7. Lift Station #9 Force Main Upgrade Project.

**6.7.A. Motion by Commissioner Beisecker second by Commissioner Griffey to approve Seymour Engineering Invoice# 8775 in the amount of \$1,875.00 for the time period of March 17, 2023 through May 27, 2023, leaving a remaining balance of \$4,375.00 on this contract. Motion carried unanimously. (Attachment F).**

7. Financial.

7.1. Docket of Claims & Financial Reports.

**7.1.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve payment of the Docket of Claims in the total amount of \$195,979.06, as attached hereto. Motion carried unanimously. (Attachment G).**

**7.1.B. Motion by Commissioner Beisecker, second by Commissioner Griffey to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$279,621.22, as attached hereto. Motion carried unanimously. (Attachment H).**

**7.1.C. Motion by Commissioner Ertel, second by Commissioner Griffey to approve payment of the Customer Deposit Refund Register in the total amount of \$225.00, as attached hereto. Motion carried unanimously. (Attachment I).**

7.1.D. Treasurers Report – 5/31/2023. (Attachment J).

7.1.E. Revenue & Expense Report – 5/31/2023. (Attachment K).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. None.

10. **Motion by Commissioner Griffey, second by Commissioner Ertel to adjourn at 4:17p.m. Motion carried unanimously.**

The next meeting of the Board of Commissioners is scheduled for June 22, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.

  
Chairman



Date

6/22/23