

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**Agenda for June 22, 2023 Regular Meeting**

4:00 p.m. at Diamondhead City Hall – Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

**1. Call to order.**

**Pledge of Allegiance.**

**Roll Call - Board Members:** Chairman Bryon Griffith, Vice-Chairman Ben Taylor, Treasurer Louis Ertel, Commissioner Mark Beisecker, and Commissioner Arlen Griffey.

**2. Approve Agenda.**

**3. Public Comments.**

**4. Minutes.**

**4.1.** Motion to approve the minutes for the Regular Meeting held on June 8, 2023.

**5. General Manager's Report.**

**6. Construction / Engineering Projects.**

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

**6.1.A.** None.

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

**6.2.A.** Motion to approve Digital Engineering Invoice# 728-1312-25 in the amount of \$2,500.00 for the time period of April 30, 2023 through May 27, 2023, leaving a remaining balance of \$5,212.00 on this contract.

**6.3. Water System Rehab-Phase II Project.**

**6.3.A.** Motion approve Digital Engineering Invoice# 728-1313-23 in the amount of \$25,500.00 for the time period of April 30, 2023 through May 27, 2023, leaving a remaining balance of \$39,000.00 on this contract.

**6.3.B.** Motion to approve CB Developers Pay App#11 in the amount of \$108,129.67 for the time period of May 1, 2023 through May 31, 2023, leaving a remaining balance of \$569,638.66 on this contract.

**6.4. Water System Rehab-Phase III Project.**

**6.4.A.** None.

**6.5. Water Tower #1 Exterior Painting Project.**

**6.5.A.** Motion to approve Tank Pro Change Order#1 with an increase of eleven(11) days to the contract time, with no change to the contract amount, and to authorize the Chairman to execute same.

**6.5.B.** Motion to approve Tank Pro Final Pay App#3 in the amount of \$22,340.95, leaving a remaining balance of zero on this contract, and to authorize final project close-out, as recommended by Digital Engineering.

**6.6. MDOT Roundabout Utility Relocation Project.**

**6.6.A.** Motion to approve Digital Engineering Invoice# 728-1310.022-02 in the amount of \$21,662.38 for the time period of April 30, 2023 through May 27, 2023, leaving a remaining balance of \$67,274.80 on this contract.

**6.7. Miscellaneous Construction/Engineering Projects.**

**6.7.A.** Motion to approve Digital Engineering Invoice#23R00024.006-02 in the amount of \$320.00 for the Noma Drive Improvements Phase I Plan Review.

**6.7.B.** Motion to approve Digital Engineering Invoice# 23R00024.001-02 in the amount of \$720.00 for the Mauna Kea Townhomes Plan Review.

**6.7.C.** Motion to approve Digital Engineering Invoice# 23R00024.007-01 in the amount of \$1,940.00, for the time period of April 30, 2023 through May 27, 2023 on the GIS Integration & Maintenance Project.

**7. Financial.**

**7.1. Docket of Claims & Financial Reports.**

**7.1.A.** Motion to approve payment of the Docket of Claims in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.B.** Motion to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.C.** Motion to approve payment of the Customer Deposit Refund Register in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.D.** Motion to authorize formation of Fiscal Year 2023/2024 Budget Committee consisting of Treasurer Louis Ertel, Vice-Chairman Ben Taylor, General Manager David Carden, Comptroller Toni Wilson, and Operations/Maintenance Manager Joe Higginbotham.

**8. Old Business.**

**8.1.** None.

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

**9.1.** Motion to authorize the General Manager to issue Task Orders for Digital Engineering and Seymour Engineering to submit requests for grant assistance.

**10. Motion to Adjourn.**

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