

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

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

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

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 Griffith to approve the agenda. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. 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 June 22, 2023. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment A).

5. **General Manager’s Report.**

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

5.1.A. The contractor for the Elevated Water Tank #2 Project is working on punch list items. The fence installation, along with minor gate repairs, are being completed.

5.1.B. CB Developers continue to make hot taps, cut and cap lines, and tie-in for the Water System Improvement Phase II Project. The contractor is preparing a shutdown of the existing water main to tie-in and cut and cap along Moanalua Way. A fire hydrant installation on Golf Club Drive, and areas of sod placement are being completed.

5.1.C. The Water System Improvement Phase III Project is approximately 86% complete. All HDD and open cut installations are complete. The 8” mains are 100% tested and active, and the 6” mains are 75% tested and active. Service connections are 55% complete and fire hydrants are 98% complete. Crews continue to install hot taps, and to test and flush the mains throughout the project.

5.1.D. The Sewer Improvements Basins 13, 16, & 17 Project is approximately 57% complete. DNA continues the underground work along Diamondhead Drive East, laying sod and performing repairs where needed.

5.1.E. 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, however, some erosion has become evident due to recent storms and the section of piping on the north end of the ditch is beginning to be exposed again. The riprap has been dislodged and moved downstream. There have been no updates on the proposed project to correct the erosion to the drainage area.

5.1.F. Proposed drawings for the City of Diamondhead Makiki Drive Drainage Project were received on July 13, 2023 and are under review.

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 Griffith to approve Suncoast Infrastructure Pay App#13 in the amount of \$233,456.42 for the time period of May 1, 2023 through May 31, 2023, leaving a remaining balance of \$2,821,524.78 on this contract. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment B).

6.1.B. Motion by Commissioner Beisecker, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8796 in the amount of \$42,100.00 for the time period of May 28, 2023 through June 24, 2023, leaving a remaining balance of \$216,350.00 on this contract. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment C).

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

6.2.A. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve substantial completion for the Elevated Storage Tank Project as of June 19, 2023, and to authorize the Chairman to execute same. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment D).

6.3. Water System Rehab-Phase II Project.

6.3.A. None.

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Beisecker, second by Commissioner Griffith to approve DNA Underground Pay App#12 in the amount of \$86,085.66 for the time period of April 22, 2023 through May 20, 2023, leaving a remaining balance of \$645,360.63 on this contract. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment E).

6.4.B. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve DNA Underground Pay App#13 in the amount of \$75,139.26 for the time period of May 21, 2023 through June 30, 2023, leaving a remaining balance of \$570,221.37 on this contract. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment F).

6.4.C. Motion by Commissioner Griffith, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8797 in the amount of \$23,000.00 for the time period of May 28, 2023 through June 24, 2023, leaving a remaining balance of \$52,000.00 on this contract. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment G).

6.5. Water Tower #1 Exterior Painting Project.

6.5.A. Motion by Commissioner Griffith, second by Commissioner Taylor to spread upon the minutes the executed Tank Pro Change Order#1, approved by the Board on June 22, 2023. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment H).

6.6. MDOT Roundabout Utility Relocation Project.

6.6.A. None.

6.7. Lift Station #9 Improvement Project.

6.7.A. Motion by Commissioner Griffey, second by Commissioner Taylor to approve Seymour Engineering Invoice# 8798 in the amount of \$1,875.00 for the time period of May 28, 2023 through June 24, 2023, leaving a remaining balance of \$2,500.00 on this project. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment I).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Griffith, second by Commissioner Beisecker to approve payment of the Docket of Claims in the total amount of \$209,334.48, as attached hereto. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment J).

7.1.B. Motion by Commissioner Taylor, second by Commissioner Griffith to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$461,656.34, as attached hereto. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. 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 \$822.16, as attached hereto. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment L).

7.1.D. Treasurers Report – 6/30/2023. (Attachment M).

7.1.E. Revenue & Expense Report – 6/30/2023. (Attachment N).

7.1.F. Motion by Commissioner Griffey, second by Commissioner Griffith to approve the revised Fiscal Year 2022/2023 Budget to increase the Net Surplus by \$15,769, as amended and attached hereto. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously. (Attachment O).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. The General Manager provided written notification to the City of Diamondhead regarding the location of their proposed Dog Park and Fishing Pier construction project being built over a District sewer main and a sewer manhole structure.

10. Motion to Adjourn.

Motion by Commissioner Griffey, second by Commissioner Griffith to adjourn at 4:42p.m. Aye: Griffith, Taylor, Ertel, Beisecker, Griffey; Nay: None. Motion carried unanimously.

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




Chairman

7/27/23
Date