

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
August 10, 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.

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 Griffey, second by Commissioner Ertel to amend the agenda to add agenda item number 9.2. to New Business/Discussion Items, and to approve the agenda as amended. 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 July 27, 2023. Motion carried unanimously. (Attachment A).

- 5. General Manager's Report.**

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

5.1.A. Contractors are currently working on the Elevated Water Tank #2 Project punch list.

5.1.B. CB Developers have installed approximately 1200 square feet of asphalt patches and have begun painting new fire hydrants for the Water System Improvement Phase II Project. The contractor continues to lay sod and dress up the areas. They are also dressing up the staging area and laydown yard adjacent to the administration building.

5.1.C. The Water System Improvement Phase III Project is approximately 90% complete. All horizontal directional drilling and open cut installations are complete. The new 8" water mains are 100% tested and active, and the 6" water mains are 85% tested and active. Service connections are 70% complete and fire hydrant installations are 98% complete. Contractors have completed all the 6" hot taps for the side street connections as of August 9, 2023. In the coming weeks crews will be installing service connections and continuing to test and flush mains throughout the project.

- 5.1.D. The Sewer Improvements Basins 13, 16, & 17 Project is approximately 60% complete. DNA Underground has completed all the underground work except for about 1500 feet of force main along Diamondhead Drive East. Suncoast Infrastructure has begun sewer pipe lining and completed 4600 linear feet to date. BLD is the sewer lateral lining contractor lining the sewer service piping from the tap/connection of the sewer main to the property lines and is expected to mobilize in early September.
- 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 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. The City and engineers are working on obtaining easements.
- 5.1.F. The City Engineer, Ben Benvenuti and City Manager, Jon McCraw are reviewing drawings for the City of Diamondhead's Makiki Drive Drainage Project.

6. Construction / Engineering Projects.

- 6.1. Sewer Improvements-Phase I & II (Basins #13, #16, #17) Project.
- 6.1.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8820 in the amount of \$44,050.00 for the time period of June 25, 2023 through July 22, 2023, leaving a remaining balance of \$172,300.00 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 Beisecker to spread upon the minutes the executed CB&I Storage Tank Solutions Certificate of Substantial Completion, approved by the Board on July 13, 2023. Motion carried unanimously. (Attachment C).
- 6.2.B. Motion by Commissioner Griffey, second by Commissioner Ertel to approve CB&I Storage Tank Solutions Pay App#15 in the amount of \$48,927.45 for the time period of May 27, 2023 through July 21, 2023, leaving a remaining balance of \$98,564.45 on this contract. Motion carried unanimously. (Attachment D).
- 6.3. Water System Rehab-Phase II Project.
- 6.3.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve CB Developers Pay App#12 in the amount of \$114,163.65 for the time period of June 1, 2023 through June 30, 2023, leaving a remaining balance of \$455,475.01 on this contract. Motion carried unanimously. (Attachment E).

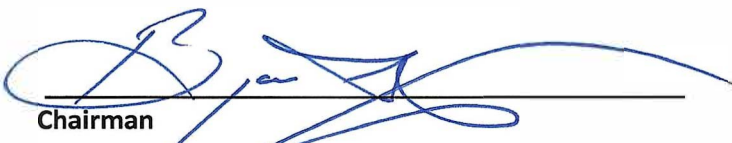
- 6.4. Water System Rehab-Phase III Project.
 - 6.4.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve DNA Pay App #14 in the amount of \$110,109.35 for the time period of July 1, 2023 through July 31, 2023, leaving a remaining balance of \$460,112.02 on this contract. Motion carried unanimously. (Attachment F).
- 6.5. MDOT Roundabout Utility Relocation Project.
 - 6.5.A. Motion by Commissioner Griffey, second by Commissioner Ertel to authorize Digital Engineering to advertise for bids for the MDOT Roundabout Utility Relocation Project with a bid deadline of September 28, 2023 at 2:00pm, as attached hereto. Motion carried unanimously. (Attachment G).
- 6.6. Miscellaneous Construction/Engineering Projects.
 - 6.6.A. None.
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 \$211,861.99, as attached hereto. Motion carried unanimously. (Attachment H).
 - 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 \$317,250.45, as attached hereto. Motion carried unanimously. (Attachment I).
 - 7.1.C. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve payment of the Customer Deposit Refund Register in the total amount of \$225.00, as attached hereto. Motion carried unanimously. (Attachment J).
 - 7.1.D. Treasurers Report – 7/31/2023. (Attachment K).
 - 7.1.E. Revenue & Expense Report – 7/31/2023. (Attachment L).
 - 7.1.F. Presentation of Fiscal Year 2023/2024 Draft Budget by the Comptroller, Toni Wilson. (Attachment M).
8. Old Business.
 - 8.1. None.
9. New Business/Discussion Items.
 - 9.1. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Resolution authorizing applications for the ARPA Rural Water Associations Infrastructure Grant Program, designating General Manager, David Carden as the authorized representative, and execution of required application documents. Motion carried unanimously. (Attachment N).

9.2. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the emergency sewer lateral improvements at 7518 Augusta Way performed by DNA Underground in the amount of \$8,029.00, in accordance with the State of MS Purchase Law §31-7-1(f), Page 15-16, Section J. Motion carried unanimously. (Attachment O).

10. Motion by Commissioner Griffey, second by Commissioner Ertel to Adjourn at 5:05p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for August 24, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

8/24/23
Date