

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR BOARD MEETING MINUTES  
August 24, 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 4:00p.m. The public was duly notified in compliance with the District’s meeting policy.

2. **Agenda.**

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

3. **Public Comments.** None.

4. **Minutes.**

**4.1. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on August 10, 2023. Motion carried unanimously. (Attachment A).**

**4.2. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve the minutes for the Special Meeting held on August 17, 2023. Motion carried unanimously. (Attachment B).**

5. **General Manager’s Report.**

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

5.1.A. CB&I has been on site working punch list items for the Elevated Water Tank #2 Project. Digital Engineering is working on a design plan for the installation of an altitude valve.

5.1.B. CB Developers have been painting hydrants and restoring lawns, including the lay down yards, for the Water System Improvement Phase II Project. A walk-through inspection to develop a punch list is forthcoming.

5.1.C. The Water System Improvement Phase III Project is approximately 91% complete. As of August 9, 2023, the contractor has completed the 6” hot taps for side street connections and is currently connecting new water main piping into existing mains at each intersection. The operation requires a planned shutdown for each connection. Six intersections are complete with eight remaining. In the coming weeks, crews will continue making connections at intersections, installing service connections, and continuing to test and flush new water mains throughout the project.

- 5.1.D. The Sewer Improvements Basin 13, 16, & 17 Project is approximately 64% complete. The contractors' work on sewer pipe re-lining is ongoing.
- 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. Some erosion has become evident and the section of piping on the north end of the ditch is somewhat exposed again. The riprap has been dislodged and moved downstream. The City and engineers are working on obtaining easements.
- 5.1.F. The City Manager, Jon McCraw, has advertised for bidding of City of Diamondhead Makiki Drive Drainage Project.
- 5.1.G. Preconstruction for the City of Diamondhead's Park Ten Drive Transformation Project will begin soon, which will affect our main office building.

## 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. None.
- 6.3. Water System Rehab-Phase II Project.
  - 6.3.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1313-25 in the amount of \$10,000.00 for the time period of July 2, 2023 through July 31, 2023, leaving a remaining balance of \$16,730.00 on this contract. Motion carried unanimously. (Attachment C).
- 6.4. Water System Rehab-Phase III Project.
  - 6.4.A. None.
- 6.5. MDOT Roundabout Utility Relocation Project.
  - 6.5.A. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1310.022-05 in the amount of \$16,660.00 for the time period of July 2, 2023 through July 29, 2023, leaving a remaining balance of \$18,886.80 on this contract. Motion carried unanimously. (Attachment D).
- 6.6. Miscellaneous Construction/Engineering Projects.
  - 6.6.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering (i) Invoice#23R00024.001-03 in the amount of \$480.00 for Mauna Kea Townhomes Plan Review, (ii) Invoice#23R00024.009-01 in the amount of \$3,958.75 for Grant Application Assistance; and (iii) Invoice#23R00024.007-03 in the amount of \$280.00 for GIS Integration Project. Motion carried unanimously. (Attachment E).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve payment of the Docket of Claims in the total amount of \$73,060.41, as attached hereto. Motion carried unanimously. (Attachment F).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$31,378.75, as attached hereto. Motion carried unanimously. (Attachment G).

7.1.C. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve payment of the Customer Deposit Refund Register in the total amount of \$5,923.80, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.D. Motion by Commissioner Ertel, second by Commissioner Griffey to approve advertisement of the Fiscal Year 2023/2024 Budget and Rates Public Hearing being held on September 14, 2023 at 4:00, as attached hereto. Motion carried unanimously. (Attachment I).

8. Old Business.

8.1. None.

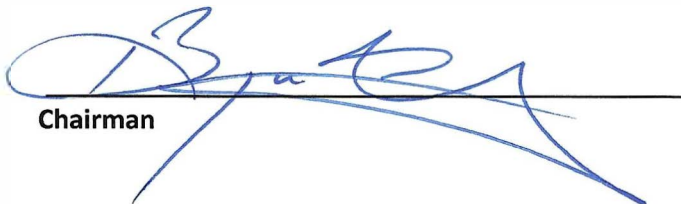
9. New Business/Discussion Items.

9.1. None.

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

The next meeting of the Board of Commissioners is scheduled for September 14, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



  
Chairman

9/14/23  
Date