

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
January 11, 2024 – 4:00p.m.**

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

1. **PRESENT BOARD MEMBERS:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Treasurer Mark Beisecker, and Commissioner Eric Nolan.

ABSENT: Commissioner Arlen Griffey.

The presence of a quorum was noted, and the meeting was called to order at 4:01p.m. The public was duly notified in compliance with the District’s meeting policy.

2. **Agenda.**

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

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Nolan, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on December 14, 2023. Motion carried unanimously. (Attachment A).

5. **General Manager’s Report.**

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

5.1.A. The punch list is complete for the Elevated Water Tank #2 Project. The grounding braids have been installed and the light fixtures have been replaced. Engineers are preparing closeout documents.

District input is being incorporated into project drawings for the Tower #2 Altitude Valve. Engineers are preparing for advertising to bid.

5.1.B. As-built and closeout documents for the Water System Improvement Phase II Project have been requested from the contractor. The District is holding retainage until items are delivered.

5.1.C. The Water System Improvement Phase III Project is complete as of December 1, 2023. The contractor is currently working on the final pay application and closeout documents are expected to be completed by the next Regular Board Meeting.

5.1.D. The Sewer Improvement Basins 13, 16, and 17 Project is 90% complete. Suncoast has completed 21,500 linear feet of main line to date and the lateral lining contractor has completed 240 services to date. The main line CIPP is expected to be complete by next week. The lateral lining crew is expected to be complete by mid to late January.

- 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 damage from an eroding ditch bank collapse. Recent rain has had no effect on this site.
- 5.1.F. U Construction began working on the MDOT Roundabout Project on January 8, 2024. Saw cutting of the existing concrete is complete. Excavation of the existing sewer main and core drilling the existing manhole in preparation for new sewer piping was performed on January 10, 2024. Preparations for shortening and capping the existing water main in front of Burger King were made on January 10, 2024; however, it was discovered the water main work at that location was not needed and the scheduled shutdown was not necessary.
- 5.1.G. The District has installed 2 new water/sewer services, 10 sewer cleanouts, 5 new fire hydrants, performed 2 sewer lateral repairs, 3 sewer mainline point repairs, 9 sewer backups, 1 water service line repair, 1 water main repair, and 6 after-hour emergency responses since the last meeting.
- 5.1.H. The National Pollutant Discharge Elimination System for the Wastewater Treatment Plant was renewed on December 4, 2023 and will expire on February 28, 2028. Results from special discharge testing for copper levels have proven the elements to be non-existent for the past five years. Therefore, application for removal of these test requirements was approved by MDEQ for the new permit. The removal of said testing will result in thousands of dollars in savings to the District.

6. Construction / Engineering Projects.

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

6.1.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Suncoast Infrastructure Pay App#18 in the amount of \$303,210.00 for the time period of November 9, 2023 through November 30, 2023, leaving a remaining balance of \$1,087,503.21 on this contract. Motion carried unanimously. (Attachment B).

6.1.B. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve Seymour Engineering Invoice#8964 in the amount of \$42,100.00 for the time period of August 20, 2023 through December 23, 2023, leaving a remaining balance of \$88,100.00 on this contract. Motion carried unanimously. (Attachment C).

6.1.C. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Suncoast Infrastructure Pay App#19 in the amount of \$359,040.00 for the time period of December 1, 2023 through December 31, 2023, leaving a remaining balance of \$728,463.21 on this contract. Motion carried unanimously. (Attachment D).

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. None.

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Seymour Engineering Invoice#8965 in the amount of \$26,000.00 for the time period of October 1, 2023 through December 23, 2023, to complete this contract with a zero balance. Motion carried unanimously. (Attachment E).

6.4.B. Motion by Commissioner Beisecker, second by Commissioner Nolan to approve DNA Underground Pay App#18 in the amount of \$29,016.32 for the time period of November 1, 2023 through November 30, 2023, leaving a remaining balance of \$212,046.23 on this contract. Motion carried unanimously. (Attachment F).

6.5. MDOT Roundabout Utility Relocation Project.

6.5.A. Motion by Commissioner Nolan, second by Commissioner Ertel to spread upon the minutes the executed LJ Construction Notice to Proceed that was approved by the Board on December 14, 2023. Motion carried unanimously. (Attachment G).

6.6. Miscellaneous Construction/Engineering Projects.

6.6.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Seymour Engineering Invoice#8966 in the amount of \$1,860.00 to complete Lift Station#9 Hydraulic Analysis Task Order#20, leaving a zero balance. Motion carried unanimously. (Attachment H).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve payment of the Docket of Claims in the total amount of \$189,763.29, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.B. Motion by Commissioner Beisecker, second by Commissioner Ertel to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$761,226.32 as attached hereto. Motion carried unanimously. (Attachment J).

7.1.C. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve payment of the Customer Deposit Refund Register in the total amount of \$5,327.03, as attached hereto. Motion carried unanimously. (Attachment K).

7.1.D. Treasurers Report – 12/31/2023. (Attachment L).

7.1.E. Revenue & Expense Report – 12/31/2023. (Attachment M).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. None.

10. Adjourn.

Motion by Commissioner Ertel, second by Commissioner Nolan to adjourn at 4:18p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for January 25, 2024 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.





Chairman

1/25/24
Date