

DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
August 22, 2024 – 4:00p.m.

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

1. **PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel (by phone), Treasurer Mark Beisecker, Commissioner Arlen Griffey, and Commissioner Eric Nolan.

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:02p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Griffey, 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 Griffey to approve the minutes for the Regular Meeting held on August 8, 2024. Motion carried unanimously. (Attachment A).

5. **Executive Director’s Report.**

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

5.1.A. Contracts for the Altitude Valve Project were reviewed and sent back to the engineer for revisions and will be executed upon legal approval. A pre-construction meeting was held on August 21, 2024. Material delivery is expected to take ten weeks upon ordering.

5.1.B. All piping has been installed, tested, and in operation for the Lift Station #17 Force Main Replacement Project. Remaining items include an asphalt patch and a receiving manhole liner, which will require a brief shutdown.

5.1.C. A stop work order for the Lift Station #26 Pump Improvements Project remains in effect. Materials for the project are expected to be on site in October.

5.1.D. 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. The City of Diamondhead held a pre-construction meeting on August 9, 2024 for the Kolo Court Bank Stabilization Project. A Notice to Proceed is expected to be issued on August 27, 2024.

- 5.1.E. The District has installed 2 new water and sewer connections and 33 sewer cleanouts, made 1 sewer service repair, responded to 2 water after-hours emergencies and 1 sewer after-hours emergency, and re-painted 28 fire hydrants since the last meeting.
- 5.1.F. The District is collecting data and moving forward with legal for the Water Tower #1 Warranty Claim paint issue.

The District has received a response from Structures of Diamondhead's engineer for The Preserve Phase 2 Subdivision. Revisions are being made to the proposed project.

The Diamondhead Lakes Phase 2 Project is on hold as developers redesign drawings.

The Auto Zone project has been cancelled for the current location.

Payment for reimbursement in the amount of \$9,343.00 owed to the District for the Makiki Drive Drainage Project was received this week.

6. Construction / Engineering Projects.

6.1. Tower #2 Altitude Valve Project.

6.1.A. None.

6.2. Lift Station 17 Force Main Replacement Project

6.2.A. None.

6.3. Lift Station 26 Pump Improvement Project.

6.3.A. None.

6.4. Miscellaneous Construction/Engineering Projects.

6.4.A. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve Digital Engineering (i) Invoice#1 in the amount of \$640.00 for the Sanctuary Plan Review; and (ii) Invoice#14 in the amount of \$6,190.00 for the GIS Integration Project, both for the period of June 30, 2024 through July 27, 2024. Motion carried unanimously. (Attachment B).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Griffey, second by Commissioner Nolan to approve payment of the Docket of Claims in the total amount of \$61,623.76, as attached hereto. Motion carried unanimously. (Attachment C).

7.1.B. Motion by Commissioner Nolan, second by Commissioner Beisecker to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$6,830.00, as attached hereto. Motion carried unanimously. (Attachment D).

7.1.C. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$6,175.28, as attached hereto. Motion carried unanimously. (Attachment E).

7.2. Motion by Commissioner Griffey, second by Commissioner Nolan to approve advertisement of the Fiscal Year 2024/2025 Budget and Rates Public Hearing being held on September 12, 2024 at 4:00, as attached hereto. Motion carried unanimously. (Attachment F).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve Capitol Resources letter of renewal for professional services at a monthly rate of \$5,000.00 for the period of October 1, 2024 through September 30, 2025, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment G).

9.2. 9.2.A. Motion by Commissioner Griffey, second by Commissioner Nolan to amend the agenda to add item 9.2. and to approve the agenda as amended. Motion carried unanimously.

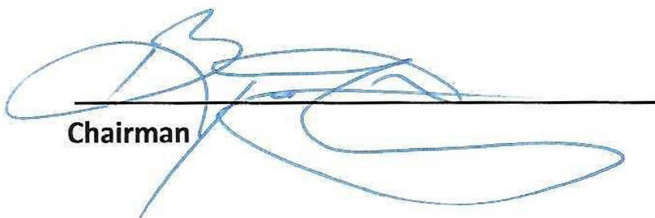
9.2.B. Motion by Commissioner Griffey, second by Commissioner Nolan to authorize the Executive Director at his discretion to plan and organize in the early fall of 2024 an informational briefing of District operations with federal, state regulatory, and pertinent elected officials. Motion carried unanimously.

10. Adjourn.

Motion by Commissioner Nolan, second by Commissioner Griffey to adjourn at 4:38p.m.

The next meeting of the Board of Commissioners is scheduled for September 12, 2024 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

9/12/24
Date