

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
September 26, 2024 – 4:00p.m.**

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

1. **PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Commissioner Arlen Griffey, and Commissioner Eric Nolan.

ABSENT: Treasurer Mark Beisecker.

The presence of a quorum was noted, and the meeting was called to order at 4:04p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Nolan, second by Commissioner Griffey to amend the agenda to add item 9.2. 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 Nolan to approve the minutes for the Regular Meeting held on September 12, 2024. Motion carried unanimously. (Attachment A).

5. **Executive Director’s Report.**

5.1. Update of Recent Events and Projects.

5.1.A. Notice to Proceed for the Altitude Valve Project was issued on October 3, 2024. All material deliveries are expected to be on schedule.

5.1.B. The contractor for the Lift Station #17 Force Main Replacement Project is working on completing the coating of the manhole structure on Diamondhead Drive East, as required. The project is expected to be completed within a couple of days.

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 City of Diamondhead’s Kolo Court Bank Stabilization Project is underway which should correct erosion issues at the site. Contractors replaced a portion of culvert piping across Bayou Drive downstream from the site at Kolo Court.

5.1.E. Revised drawings for The Preserve Phase 2 Subdivision are ongoing.

Preliminary drawings for the Diamondhead Lakes Phase 2 Subdivision were reviewed. A follow-up meeting with the engineer for official review is forthcoming.

Hurricane Helene is expected to be category 3 or greater to make landfall east of Panama City, Florida. There is no serious threat expected to our local area.

Cruisin' the Coast is October 6, 2024 – October 13, 2024. The Diamondhead Blessing of the Classics is scheduled for October 9th and the lineup starts at 1:30p.m. Entertainment will be by Vinyl Idol from 1:00p.m. to 4:00p.m. with the Beau King Band performing from 4:00p.m. to 7:00p.m. at Town Green located in front of City Hall.

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 Griffey, second by Commissioner Ertel to approve Digital Engineering Invoices: (i) #15 in the amount of \$1,040.00 for GIS Integration, (ii) #5 in the amount of \$975.00 for Preserve Phase 2 Plan Review, (iii) #1 in the amount of \$455.00 for Auto Zone Plan Review, and (iv) #2 in the amount of \$390.00 for the final Sanctuary Sewer Redesign Plan Review, all for the time period of July 28, 2024 through August 31, 2024. Motion carried unanimously. (Attachment B).

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 \$64,332.50, as attached hereto. Motion carried unanimously. (Attachment C).

7.1.B. Motion by Commissioner Nolan, second by Commissioner Griffey to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6, in the total amount of \$2,860.00, as attached hereto. Motion carried unanimously. (Attachment D).

7.1.C. Motion Commissioner Ertel, second by Commissioner Nolan to approve payment of the Customer Deposit Refund Register in the total amount of \$5,585.90, as attached hereto. Motion carried unanimously. (Attachment E).

8. Old Business.

8.1. Motion by Commissioner Griffey, second by Commissioner Nolan to spread upon the minutes the executed Wright, Ward, Hatten, & Guel audit engagement letter, that was approved by the Board on September 12, 2024. Motion carried unanimously. (Attachment F).

8.2. Motion by Commissioner Nolan, second by Commissioner Ertel to declare that a local emergency no longer exist and further, to terminate the proclamation of a local emergency for Tropical Storm/Hurricane Francine that was declared by the Board of Commissioners on September 11, 2024. Motion carried unanimously.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Griffey, second by Commissioner Ertel to acknowledge and accept the City of Diamondhead Resolution 2024-038 dated September 17, 2024, thereby reappointing Bryon Griffith to the Diamondhead Water & Sewer District Board of Commissioners for a 5-year term expiring on September 28, 2029. Motion carried unanimously. (Attachment G).

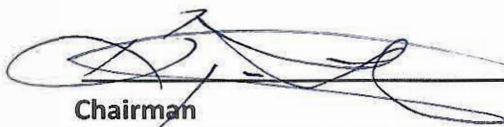
9.2. Motion by Commissioner Nolan, second by Commissioner Ertel to discuss a request for consideration to assist Pafford Ambulance Service with a staging area on District property. Motion carried unanimously.

Motion by Commissioner Ertel, second by Commissioner Griffey to adopt an order (I) declaring that (i) the trailer and surrounding parking located within the southeast corner of Tax Parcel No. 132H-1-03-005.002, commonly identified as 4425 Park Ten Drive, Diamondhead, Mississippi 39525, has no viable use to the Diamondhead Water and Sewer District and should be declared surplus; (ii) any sale of the property in a manner otherwise provided by law is not necessary or desirable for the financial welfare of the District; (iii) use of the property by Pafford EMS, Gulf Coast Region, to stage ambulance services in the City of Diamondhead and surrounding areas will promote and foster the development and improvement of the community as well as the civic, social, educational, cultural, moral, economic or industrial welfare thereof; and (II) authorizing a lease agreement with Pafford EMS, Gulf Coast Region, for said property in order to stage ambulance services in the City of Diamondhead and surrounding areas pursuant to Miss. Code Ann. . §19-7-3(3), (1972), as amended. Motion carried unanimously. (Attachment H).

10. Adjourn.

Motion by Commissioner Ertel, second by Commissioner Nolan to adjourn at 4:36p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for October 10, 2024 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



10/10/24
Date