

**DIAMONDHEAD WATER AND SEWER DISTRICT**

**AGENDA FOR FEBRUARY 25, 2016 REGULAR MEETING**

6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead MS 39525

1. **Call to order**
2. **Board Members:** Chairman Mr. Scott Thomas, Vice-Chairman Mayor Thomas Schafer, Commissioner Mr. Dick Nolan, Commissioner Mr. David Malley and Secretary / Treasurer Mr. Tink L'Ecuyer, Jr.
3. **Also present:** District Counsel, Jim Simpson; Interim GM, Nancy Depreo, Seymour Engineering; Comptroller, Toni Wilson; Director of Operations, Joe Higginbotham; Project Director, John Cumberland and Utility Superintendent, David Carden.
4. **Approve Agenda**
5. **Public Comments**  
Mr. Billy Horne, Wellington Associates Insurance Service
6. **Interim GM's Report**
7. **Minutes**  
7.1 Motion to approve the Minutes for Regular Meeting held on February 11, 2016. ITEM 7.1
8. **Construction Projects**
  - A. **WWTP Construction Project** - - update in GM's report  
  
8A.1 Motion to approve Invoice No.3 from Volkert Inc. for special services in the amount of \$53,040.00 for time period December 18, 2015 to January 22, 2016 ITEM 8A.1
  - B. **Property adjacent to District's office** - update in GM's report
  - C. **Water Well 1** - update in GM's report
  - D. **Lift Station Repair and Mitigation** PW8429, PW11280 and PW11247- update in GM's report
9. **Financial Motions:**
  - 9.1. Motion to approve the Docket of Claims ITEM 9.1
  - 9.2 Unapproved Docket of Claims ITEM 9.2  
(approved by Board Motions)
10. **Old Business**
11. **New Business / Discussion Item**  
  
11.1 Motion to Renew Insurance as presented by Mr. Billy Horne, Wellington Associates for time period March 1, 2016 – March 1, 2017 in the amount of \$86,336.95. ITEM 11.1

11.2 Motion to approve Mississippi Rural Water Association Board Member Management Training Fees in the amount of \$225.00 for training on March 15, 2016 at Blaize Community Center, Bay St. Louis or at a different location and date scheduled by Mississippi Rural Water Association for Vice-Chairman Mayor Thomas Schafer, Commissioner Mr. Dick Nolan, Commissioner Mr. David Malley and Secretary / Treasurer Mr. Tink L'Ecuyer, Jr. ITEM 11.2

11.3 Motion to approve 2015 Fiscal Year Audit prepared by Wright, Ward, Hatten & Guel, PLLC ITEM 11.3

11.4 Motion to remove and rescind Policy #D-006, Commissioner's Invited Guest to Board Meetings as District Policy. ITEM 11.4

11.5 Motion to remove and rescind Policy #D-009, Code of Ethics as District Policy. ITEM 11.5

11.6 Motion to authorize Interim General Manager to coordinate with the City of Diamondhead on approval for the District to provide and install a payment drop box at City Hall for the District's water and sewer customer's use.

11.7 Motion to adopt a RESOLUTION TO AUTHORIZE AND DIRECT THE DISTRICT TO PETITION THE MISSISSIPPI PUBLIC SERVICE COMMISSION FOR AN AMENDMENT TO ITS CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY TO EXPAND ITS SERVICE AREA , AND FOR OTHER PURPOSES ITEM 11.7

11.8 Motion to amend DWSD 2015-2016 Budget as it was approved on August 13, 2015 as follows: ITEM 11.8

Live Oak Drive budgeted amount of \$85,101 reduce to \$22,801 and transfer \$62,300 to CCTV Equipment.

Equipment Shed Improvements budgeted amount of \$25,000 reduce to \$7,300 and transfer \$17,700 to CCTV Equipment.

CCTV Equipment budgeted amount of \$80,000

11.9 Motion to direct Legal Counsel to coordinate with City of Diamondhead Legal Counsel to draft an Interlocal Agreement for services of mutual benefit.

11.10 Motion to direct the Interim General Manger to issue a Request for Qualifications for Professional Legal Services for the District .

11.11 Motion to approve closing the District's office at 2:00PM, February 23, 2016 due to Severe Weather Threats and keeping essential field crews on hand until 4:30PM. ITEM 11.11

11.12 Motion to appoint Commissioner \_\_\_\_\_ as spokesperson for the District.

## **12. Executive Session**

### **13. Next meeting:**

The next meeting of the Board of Commissioners is scheduled for March 10, 2016 at 6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

## **14. Adjournment**