

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**Agenda for August 25, 2022 Regular Meeting**

4:00 p.m. at Diamondhead City Hall – Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

**1. Call to order.**

**Pledge of Allegiance.**

**Roll Call - Board Members:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Treasurer Ben Taylor, Commissioner Mark Beisecker, and Commissioner Louis Ertel.

**2. Approve Agenda.**

**3. Public Comments.**

**4. Minutes.**

**4.1.** Motion to approve the minutes for the Regular Meeting held on August 11, 2022.

**5. General Manager’s Report.**

**6. Construction / Engineering Projects.**

**6.1. Sanitary Sewer Model Project.**

**6.1.A.** Presentation of the Sanitary Sewer Model by Mark Seymour with Seymour Engineering.

**6.2. Sewer Basin Improvements-Phase I & II (#13, #16, #17) Project.**

**6.2.A.** None.

**6.3. Water Main Improvements-Phase I (Southeast-Hilo).**

**6.3.A.** None.

**6.4. Water System Rehab-Phase I Project (New Water Tower).**

**6.4.A.** Motion to approve CB&I Storage Tank Pay App #5 in the amount of \$549,104.75 for the time period of May 20, 2022 through July 23, 2022, leaving a remaining balance of \$2,582,234.30 on this contract.

**6.4.B.** Motion to approve Digital Engineering Invoice# 728-1312-15 in the amount of \$3,500.00 for the time period of July 3, 2022 through July 30, 2022, leaving a remaining balance of \$63,400.00 on this contract.

**6.5. Water System Rehab-Phase II Project.**

**6.5.A.** Motion to approve Digital Engineering Invoice# 728-1313-13 in the amount of \$5,000.00 for the time period of July 3, 2022 through July 30, 2022, leaving a remaining balance of \$294,000.00 on this contract.

**6.6. Water System Rehab-Phase III Project.**

**6.6.A.** None.

**6.7. Water Tower #1 Exterior Painting Project.**

**6.7.A.** Motion to approve Digital Engineering Invoice# 728-1310-54 in the amount of \$1,290.00 for the time period of July 3, 2022 through July 30, 2022, leaving a remaining balance of \$16,080.00 on this contract.

**6.8. Miscellaneous Engineering Projects.**

**6.8.A.** Motion to approve Digital Engineering Invoice# 728-1310-55 in the amount of \$320.00 for Taco Bell Plan Review, leaving a remaining balance of \$ 26,783.75 on the Master Services Agreement.

**7. Financial.**

**7.1. Docket of Claims & Financial Reports.**

**7.1.A.** Motion to approve the Docket of Claims.

**7.1.B.** Unapproved Docket of Claims.

**7.2.** Motion to approve the 2022 Rate Study as presented by Dr. Alan Barefield on August 11, 2022 with an effective date of October 1, 2022, as attached hereto, and with a caveat that an annual rate study will be performed.

**7.3.** Motion to approve the 2022/2023 Financial Budget and 5-Year CIP Plan as presented in detail on August 11, 2022, as attached hereto, and authorizing the advertisement thereof.

**7.4.** Motion to approve the revised Diamondhead Water & Sewer District Rate & Fee Schedule, with the change in Rates in accordance with the 2022 Rate Study, as attached hereto, with an effective date of October 1, 2022.

**7.5.** Motion to approve the purchase and implementation of Incode Secure Signature Module at a one-time cost of \$1,350.00 and an annual cost of \$275.00, and to authorize the General Manager to proceed with the administration of check processing procedural changes.

**8. Old Business.**

**8.1.** None.

**9. New Business/Discussion Items.**

**9.1.** None.

**10. Motion to Adjourn.**

The next meeting of the Board of Commissioners is scheduled for September 8, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.