

**DIAMONDHEAD WATER AND SEWER DISTRICT  
Agenda for February 23, 2023 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 Bryon Griffith, Vice-Chairman Ben Taylor, Treasurer Louis Ertel, Commissioner Mark Beisecker, and Commissioner Arlen Griffey.

**2. Approve Agenda.**

**3. Public Comments.**

Presentation of the Property & Casualty Insurance Renewal Proposal by Todd Dalton with Cadence Insurance.

Presentation of the Fiscal Year Ending September 30, 2022 Financial Audit Report by Sande Hentges with Wright Ward Hatten & Guel.

**4. Minutes.**

**4.1.** Motion to approve the minutes for the Regular Meeting held on February 9, 2023.

**5. General Manager's Report.**

**6. Construction / Engineering Projects.**

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

**6.1.A.** None.

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

**6.2.A.** Motion to approve Digital Engineering Invoice# 728-1312-21 in the amount of \$5,012.00 for the time period of January 1, 2023 through January 28, 2023, leaving a remaining balance of \$22,748.00 on this contract.

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

**6.3.A.** Motion to approve Digital Engineering Invoice# 728-1313-19 in the amount of \$25,500.00 for the time period of January 1, 2023 through January 28, 2023, leaving a remaining balance of \$141,000.00 on this contract.

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

**6.4.A.** None.

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

**6.5.A.** Motion to approve Digital Engineering Invoice# 728-1310-61 in the amount of \$759.00 for the time period of January 1, 2023 through January 28, 2023, completing this contract with a zero balance.

**6.6. Miscellaneous Construction/Engineering Projects.**

**6.6.A.** None.

**7. Financial.**

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

**7.1.A.** Motion to approve payment of the Docket of Claims in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.B.** Motion to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.C.** Motion to approve payment of the Customer Deposit Refund Register in the total amount of \_\_\_\_\_, as attached hereto.

**7.1.D.** Motion to approve the Fiscal Year Ending September 30, 2022 Financial Audit Report as presented.

**7.1.E.** Motion to amend the Fiscal Year 2022/2023 Budget to increase Property Insurance Expense by \$11,000.00, decreasing the net budget surplus by same.

**8. Old Business.**

**8.1.** Motion to spread upon the minutes the Covington Environmental Engineering Master Services Agreement that was approved by the Board on February 9, 2023.

**8.2.** Motion to spread upon the minutes the Seymour Engineering Master Services Agreement that was approved by the Board on February 9, 2023.

**8.3.** Motion to spread upon the minutes the Digital Engineering Master Services Agreement that was approved by the Board on February 9, 2023.

**8.4.** Motion to spread upon the minutes the CE Group Engineering Master Services Agreement that was approved by the Board on February 9, 2023.

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

**9.1.** Motion to approve the Property & Casualty Insurance Policy renewal for the period of March 1, 2023 through March 1, 2024, as presented and recommended by Cadence Insurance, and to authorize the Chairman to execute renewal documents, as required.

- 9.2. Motion to acknowledge the current state of materials shortage and authorize the General Manager to purchase as determined is required for the District to maintain services, in accordance with the State of MS Purchasing Law, as attached hereto.
- 9.3. Motion to declare the property as listed in Exhibit "A", to be surplus property having a fair market value of zero, and thus, pursuant to the authority granted by Miss. Code Ann. 17-25-25 (1972), as amended, in the best interest of the District to authorize the General Manager to dispose of said surplus property with no fair market value in a prudent and economically feasible manner.

**10. Motion to Adjourn.**

The next meeting of the Board of Commissioners is scheduled for March 9, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.