

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING
April 25, 2024 – 4:00p.m.**

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

1. **PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Treasurer Mark Beisecker (by phone at 4:15p.m.), Commissioner Arlen Griffey, and Commissioner Eric Nolan.

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:08p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Ertel, second by Commissioner Griffey to approve the agenda. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Griffey, second by Commissioner Nolan to approve the minutes for the Regular Meeting held on April 11, 2024. Motion carried unanimously. (Attachment A).

5. **General Manager’s Report.**

5.1. **Recent Events and Projects.**

5.1.A. The Elevated Water Tank Project is closed out.

The scope of work for the Elevated Water Tank Altitude Valve Project is being redesigned. New drawings will be issued and finalized next week. A request for board approval to re-advertise the project will be presented in the May 9, 2024 Regular Board Meeting.

5.1.B. The Water System Improvement Phase II Project is closed out.

5.1.C. The Water System Improvement Phase III Project is 100% complete and the last pay app is under review. The project is expected to close out at the next Regular Board Meeting.

5.1.D. The Sewer Improvements Basin 13, 16, & 17 is approximately 98% complete. The punch list is 85% complete. The engineer and the District will conduct another inspection upon completion of the punch list.

The Lift Station #17 Force Main Replacement Project has been recommended by the engineer for award.

The Lift Station #26 Pump Improvement Project has been recommended by the engineer for award.

5.1.E. 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. There are small signs of continued erosion upstream of the new sewer piping and manhole structures, but no significant changes. Jon McCraw, city manager; Andrew Levins, city engineer; and District Management toured the site and discussed further design options.

5.1.G. The MDOT Roundabout Utility Relocation Project is closed out.

5.1.H. The District has installed 3 new water and sewer connections, and 17 sewer cleanout castings, performed 3 water service line repairs, 2 sewer lateral repairs, 2 sewer backups, and responded to 3 after-hours water emergencies since the last meeting.

The Diamondhead Fire District mapping software was integrated into the new District GIS system.

As requested by the Board of Commissioners, an official letter was sent to Jon McCraw, City Manager requesting reimbursement from the City of Diamondhead for the January 2023 Makiki Drive Drainage Project damages.

6. Construction / Engineering Projects.

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

6.1.A. None.

6.2. Tower #2 Altitude Valve Project.

6.2.A. None.

6.3. Water System Rehab. Phase II Project.

6.3.A. *Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Invoice# 728-1313-29 in the amount of \$10,000.00 for the period of February 25, 2024 through March 30, 2024, closing this project. Motion carried unanimously. (Attachment B).*

6.4. Water System Rehab. Phase III Project.

6.4.A. *Motion by Commissioner Ertel, second by Commissioner Nolan to spread upon the minutes the executed DNA Change Order No. 1, which was approved by the Board on April 11, 2024. Motion carried unanimously. (Attachment C).*

6.5. MDOT Roundabout Utility Relocation Project.

6.5.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering FINAL Invoice# 728-1310.022-12 in the amount of \$2,891.74 for the period of February 25, 2024 through March 30, 2024, closing this project. Motion carried unanimously. (Attachment D).

6.6. Lift Station 17 Force Main Replacement Project.

6.6.A. Motion by Commissioner Griffey, second by Commissioner Nolan to award the Lift Station 17 Force Main Replacement Project to the lowest and best bid from DNA Underground in the amount of \$198,365.00, as recommended by Seymour Engineering, and to authorize the General Manager to execute the Notice of Award. Motion carried unanimously. (Attachment E).

6.7. Lift Station 26 Pump Improvement Project.

6.7.A. Motion by Commissioner Ertel, second by Commissioner Nolan to reject the Lift Station 26 Pump Improvement Project bid received on April 11, 2024 from Moran Hauling in the amount of \$81,794.25 due to: (i)the material price being left out of the bid, (ii)their request to disregard their submitted bid as it is not valid; and (iii)as recommended by Seymour Engineering is in the best interest of the District. Motion carried unanimously. (Attachment F).

6.7.B. Motion by Commissioner Griffey, second by Commissioner Nolan to award the Lift Station 26 Pump Improvement Project to the lowest and best bid from Hemphill Construction in the amount of \$210,540.00, as recommended by Seymour Engineering, and to authorize the General Manager to execute the Notice of Award. Motion carried unanimously. (Attachment G).

6.8. Miscellaneous Construction/Engineering Projects

6.8.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Digital Engineering GIS Integration Project Invoice# 23R00024.007-10 in the amount of \$9,322.50 for the period of February 25, 2024 through March 30, 2024, leaving a remaining balance of \$38,780.00 on this contract. Motion carried unanimously. (Attachment H).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$27,716.07, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Griffey to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$22,214.24, as attached hereto. Motion carried unanimously. (Attachment J).

7.1.C. Motion by Commissioner Nolan, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$5,910.92, as attached hereto. Motion carried unanimously. (Attachment K).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

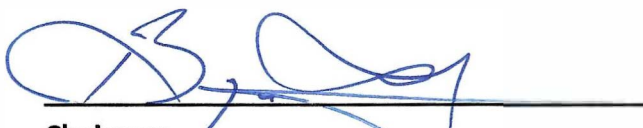
9.1. Motion by Commissioner Ertel, second by Commissioner Nolan to approve the attendance of Dana DuBois and Carolyn Munns to the MSRWA Office Professional Training in Biloxi on May 28, 2024, at no cost to the District. Motion carried unanimously. (Attachment L).

10. Adjourn.

Motion by Commissioner Griffey, second by Commissioner Ertel to adjourn at 4:23p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for May 9, 2024 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

5/9/24
Date