

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
October 24, 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, Commissioner Arlen Griffey, and Commissioner Eric Nolan.

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:09p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Ertel, second by Commissioner Nolan to amend the agenda to add item number 6.4.B. and to approve the agenda as amended. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on October 10, 2024. Motion carried unanimously. (Attachment A).

5. **Executive Director’s Report.**

- 5.1. **Update of Events and Projects.**

5.1.A. Material delivery for the Altitude Valve Project is on schedule.

5.1.B. The contractor is working on the punch list for the Lift Station #17 Force Main Replacement Project.

5.1.C. A stop work order for the Lift Station #26 Pump Improvement Project remains in effect. Materials for the project are expected to be on site this month. The stop work order will be lifted upon confirmation of the arrival of all equipment.

5.1.D. The City of Diamondhead’s Kolo Court Bank Stabilization Project is complete. The ditch areas around the existing sewer piping have been reshaped and lined with riprap.

5.1.E. The District has installed 4 new water and sewer connections and 4 fire hydrants, casted 25 sewer cleanouts, performed 3 water service repairs and 66 hydrant inspections, replaced 3-8" water valves, and responded to 5 water after-hours emergencies and 2 sewer after-hours emergencies since the last meeting.

5.1.F. A meeting was held with Southern Corrosion for the Water Tower #1 Paint Issues. A representative climbed the tower and inspected the condition of the new paint. A full inspection report and recommendations are expected by October 30, 2024.

Revised drawings for The Preserve Phase 2 are under engineering review.

A meeting to discuss revised drawings with engineers for Diamondhead Lakes Phase 2 is forthcoming.

Sidewalk and elevation issues in front of the Diamondhead Water & Sewer District's Administration Office persist. Reconstruction of the sidewalk is scheduled to be completed on November 2, 2024. The project has been extended to December 2024.

The City of Diamondhead's Turnberry Drive Drainage Project is ongoing and a water service interruption was performed on October 23, 2024. Additional water main valves were installed by the District while contractors for the city lowered the existing water main on Turnberry Drive to accommodate the new 48" concrete storm drain piping.

The City of Diamondhead's Ahuli Drive drainage project is scheduled to begin after Turnberry Drive.

Gex Drive is closed from the 4-way intersection north to the POA Community Center and the west bound on-ramp to I-10 is closed for the MDOT Roundabout Project.

6. Construction / Engineering Projects.

6.1. Tower #2 Altitude Valve Project.

6.1.A. **Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Invoice#7 in the amount of \$1,500.00 for the period of September 1, 2024, through September 30, 2024, leaving a remaining balance of \$7,410.00 on this contract. Motion carried unanimously. (Attachment B).**

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 Ertel, second by Commissioner Nolan to approve Digital Engineering Invoice (i) in the amount of \$4,305.00 for the GIS Integration Project, and (ii) in the amount of \$390.00 for the Standard Specs & Plans Update Project, both for the period of September 1, 2024, through September 30, 2024. Motion carried unanimously. (Attachment C).

6.4.B. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve Digital Engineering Work Assignment 2023-07A Amendment in the amount of \$20,000.00 for ongoing annual maintenance of new data within the GIS Integration and Maintenance Project, which changes the not to exceed total from \$70,920.00 to \$90,920.00, and to authorize the Executive Director to execute same. Motion carried unanimously. (Attachment D).

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 \$152,102.12, as attached hereto. Motion carried unanimously. (Attachment E).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Beisecker to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$6,195.00, as attached hereto. Motion carried unanimously. (Attachment F).

7.1.C. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve payment of the Customer Deposit Refund Register in the total amount of \$3,260.84, as attached hereto. Motion carried unanimously. (Attachment G).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Ertel, second by Commissioner Nolan to approve the 2025 Board of Commissioner Meetings to be held once a month, occurring on the second Thursday of every month, as attached hereto, and to advertise public notice of same. Motion carried unanimously. (Attachment H).

9.2. Motion by Commissioner Griffey, second by Commissioner Beisecker to approve the 2025 District Holidays in accordance with the Governor of MS proclamations in conformity to state regulation Miss. Code § 3-3-7, as attached hereto. Motion carried unanimously. (Attachment I).

9.3. Motion by Commissioner Ertel, second by Commissioner Nolan to approve the emergency asphalt repairs on Diamondhead Drive East performed by Gibson Maintenance LLC in the amount of \$6,741.00 in accordance with the State of MS Purchase Law § 31-7-1(j), Page 14-15, Section K. Motion carried unanimously. (Attachment J).

9.4. Motion by Commissioner Ertel, second by Commissioner Beisecker to authorize the closing of District offices on Friday, November 29, 2024 in further observance of the Thanksgiving Holiday, and on Tuesday, December 24, 2024 in further observance of the Christmas Holiday, as proclaimed by the Governor on October 16, 2024, pursuant to Mississippi Code Ann. § 3-3-7. Motion carried unanimously. (Attachment K).

10. Adjourn.

Motion by Commissioner Griffey, second by Commissioner Beisecker to adjourn at 4:25p.m.

The next meeting of the Board of Commissioners is scheduled for November 21, 2024, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



Date

11/21/24