

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
November 21, 2024 – 4:00p.m.**

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

- 1. PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel (by phone), Treasurer Mark Beisecker, and Commissioner Eric Nolan (by phone).

ABSENT: Commissioner Arlen Griffey.

The presence of a quorum was noted, and the meeting was called to order at 4:02p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. Agenda.

Motion by Commissioner Beisecker, second by Commissioner Ertel to amend the agenda to add item number 9.3. to New Business and to approve the agenda as amended. Motion carried unanimously.

- 3. Public Comments.** Lacie Racca addressed the Board of Commissioners regarding the inability to receive service at 1088 Haena Court.

4. Minutes.

4.1. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on October 24, 2024. Motion carried unanimously. (Attachment A).

5. Executive Director’s Report.

5.1. Update of Events and Projects.

5.1.A. The contractor has mobilized to begin prefabrication of fittings and pipe for the Altitude Valve Project. A Notice to Proceed was issued October 3, 2024 on this 90-day project.

5.1.B. The contractor is working on the punch list items for the Lift Station #17 Force Main Replacement Project which is scheduled to be completed by next week.

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 shipped from the manufacturer in Sweden on November 25, 2024 with an expected 4-week delivery. The stop work order will be lifted upon confirmation of the arrival of all equipment. The projected completion of this project is 60 calendar days from that date.

5.1.D. A full inspection report of the Tower #1 paint from Southern Corrosion Engineered Tank Care has been forwarded to Legal Counsel. Digital Engineering will begin a scope of work and design plan for bidding a repaint project on Tower #1.

5.1.E. The District has installed 5 new water/sewer connections and 5 fire hydrants, casted 2 sewer cleanouts, performed 2 water service line repairs, 2 sewer service line repairs, 202 hydrant inspections, and responded to 10 after-hour water emergencies, since the last meeting.

A final review is completed and approved for The Preserve Phase 2 Subdivision.

A meeting was held with Meritage Homes engineers to discuss revised drawings for the Diamondhead Lakes Phase 2 Subdivision. District engineers are working on an estimate to review plans.

Auto Zone is reportedly moving into the former Family Dollar building on East Aloha Drive. Auto Zone representatives have not reached out to Diamondhead Water & Sewer District to date.

The City of Diamondhead's Commercial Area Transformation Phase 1 Project has been granted a second extension by City Council. The project is expected to be completed in December 2024 with paving scheduled for December 17, 2024.

The work on the City of Diamondhead's Turnberry Drive Drainage Project is in the final stages of completion.

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

A meeting with the City of Diamondhead's engineers is scheduled for December 2, 2024 to discuss current Hilo Way project drawings and potential conflicts with existing underground water and sewer utilities.

The roundabout at Gex Drive is operational for the MDOT Roundabout Project. The west bound on-ramp to I-10 is closed but seems to be the focus.

The Diamondhead Water and Sewer District offices will be closed on November 28 and November 29, 2024 in observance of the Thanksgiving holiday.

The next Regular Board Meeting is scheduled for December 19, 2024.

5.2. Presentation of the 2025 Employee Insurance Renewal by James Moody with Cadence Insurance.

6. Construction / Engineering Projects.

6.1. Tower #2 Altitude Valve Project.

6.1.A. None.

- 6.2. Water System Rehabilitation – Ph.4
6.2.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve Digital Engineering Water System Rehab.Ph.4 contract in the amount of \$367,500.00, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment B).
- 6.3. Lift Station 17 Force Main Replacement Project.
6.3.A. None.
- 6.4. Lift Station 26 Pump Improvement Project.
6.4.A. None.
- 6.5. Lift Station #3 Force Main Project.
6.5.A. Motion by Commissioner Beisecker, second by Commissioner Nolan to approve Seymour Engineering Lift Station #3 Force Main Project agreement in the not to exceed amount of \$146,550.00, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment C).
- 6.6. Sewer Improvements Ph. 3 Project.
6.6.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve the State of MS Department of Marine Resources Memorandum of Understanding Agreement providing GOMESA funding in the amount of \$1,000,000.00 for the Sewer Improvements Phase 3 Project, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment D).
- 6.7. Miscellaneous Construction/Engineering Projects.
6.7.A. Motion by Commissioner Beisecker, second by Commissioner Nolan to spread upon the minutes the Digital Engineering WA#2023-07A Amendment for the GIS Integration Project, that was approved by the Board on October 24, 2024. Motion carried unanimously. (Attachment E).

6.7.B. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering (1) Invoice #6 in the amount of \$682.50 for The Preserve Phase 2 Plan Review; and (2) Invoice#17 in the amount of \$2,910.00 for the GIS Integration & Maintenance Project, both for the period of October 1, 2024, through November 2, 2024. Motion carried unanimously. (Attachment F).
7. Financial.
7.1. Docket of Claims & Financial Reports.
7.1.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$216,383.93, as attached hereto. Motion carried unanimously. (Attachment G).

7.1.B. Motion by Commissioner Beisecker, second by Commissioner Nolan to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$3,592.50, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.C. Motion by Commissioner Beisecker, second by Commissioner Nolan to approve payment of the Customer Deposit Refund Register in the total amount of \$4,241.48, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.D. Treasurer's Report – 10/31/2024. (Attachment J).

7.1.E. Revenue & Expense Report – 10/31/2024. (Attachment K).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Nolan, second by Commissioner Beisecker to approve the 2025 Employee Insurance renewal, as presented and recommended by James Moody with Cadence Insurance. Motion carried unanimously. (Attachment L).

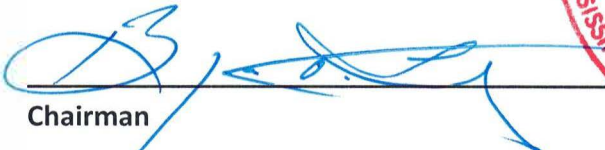
9.2. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve three (3) year agreement with Waste Pro to provide dumpster services at two District locations, as attached hereto, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment M).

9.3. Motion by Commissioner Nolan, second by Commissioner Ertel to authorize Legal Counsel to write a letter to Tank Pro demanding corrective action be taken by Tank Pro to correct the inferior paint job to Water Tower #1 within 60 days or the District will take action to call the performance bond posted by the Contractor on said job. Motion carried unanimously.

10. Adjourn.

Motion by Commissioner Beisecker, second by Commissioner Ertel to adjourn at 4:50p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for December 19, 2024, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



12/19/24
Date