

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
April 10, 2025 Regular Meeting – 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.

The presence of a quorum was noted, and the meeting was called to order at 4:00p.m. The public was duly notified in compliance with the District’s open meeting policy.

- 2. Agenda.**

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

- 3. Public Comments.**

Joey Priest addressed the Board of Commissioners in reference to a sewer backup on March 29, 2025 at 85563 Diamondhead Drive West.

- 4. Minutes.**

4.1. Motion by Commissioner Griffey, second by Commissioner Nolan to approve the minutes for the Regular Meeting held on March 13, 2025. Motion carried unanimously. (Attachment A).

- 5. Executive Director’s Report.**

- 5.1. Update of Events & Projects.**

5.1.A. The Altitude Valve Project is complete.

5.1.B. The Water Main Replacement Phase 4 Project is in the design phase. The preliminary designs have been reviewed, and the final drawing is forthcoming.

5.1.C. The Lift Station #26 Pump Improvements Project is complete.

5.1.D. The Lift Station #3 Force Main Replacement Project is in the design phase. The final drawing is expected by April 30, 2025.

5.1.E. The design phase for the Basin #3 Sewer Improvements Project is near completion. A drawing review meeting is scheduled for next week.

5.1.F. The design for the Water Tower #1 Repaint Project is complete. A follow-up review meeting is scheduled for April 14, 2025. Legal counsel is pursuing legal proceedings to seek reimbursement of all damages.

5.1.G. Next step in the discontinuation of fluoride is a meeting with MSDH. MSDH officials have stated they are not available to meet with the Board of Commissioners until June or July 2025.

5.1.H. The District has installed 12 new sewer cleanouts and 20 cleanout castings, performed 1 water main repair, 5 water service line repairs, and 1 sewer line repair, responded to 5 sewer service line backups, 5 after-hours water emergencies, 2 after-hours sewer emergencies, and painted 73 hydrants, since the last meeting.

The Preserve Phase 2 Subdivision Project was approved by Diamondhead Water & Sewer District on November 20, 2024.

The Diamondhead Lakes Phase 2 Project for Meritage Homes is under the builder's engineer review. Final approval pending receipt of revised drawings.

Auto Zone is moving into the former Family Dollar building on East Aloha Drive.

The contractor is preparing for a ribbon cutting for the City of Diamondhead's Commercial Area Transformation Phase 1 Project on April 11, 2025.

The City of Diamondhead's Drainage Project at Kome Drive is under construction. Plastic culvert piping was replaced with concrete piping and a water main adjustment was completed on April 8, 2025.

Bidding for the City of Diamondhead's Coon Branch Project is forthcoming.

A meeting with the District, City Manager, and Engineer to discuss the City of Diamondhead Paving Project is forthcoming.

The roundabout at Gex Drive is operational. The west bound exit ramp into Diamondhead has opened and the east bound ramp will soon close for roundabout construction by MDOT.

- 5.2.** Presentation of the FY 2023/2024 Financial Audit Report by Camille Keith with Wright, Ward, Hatten, & Guel PLLC.

6. Construction / Engineering Projects.

6.1. Tower #2 Altitude Valve Project.

6.1.A. None.

6.2. Water System Rehabilitation Ph.4 Project.

6.2.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Invoice# 3 in the amount of \$32,500.00 for the period of February 2, 2025 through March 1, 2025, leaving a remaining balance of \$267,500.00 on this contract. Motion carried unanimously. (Attachment B).

6.2.B. Motion by Commissioner Ertel, second by Commissioner Griffey to approve Digital Engineering Invoice# 4 in the amount of \$11,750.00 for the period of March 2, 2025 through March 29, 2025, leaving a remaining balance of \$255,750.00 on this contract. Motion carried unanimously. (Attachment C).

6.3. Tower #1 Repainting Project.

6.3.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Invoice# 1 in the amount of \$4,500.00 for the period of March 2, 2025 through March 29, 2025, leaving a remaining balance of \$19,500.00 on this contract. Motion carried unanimously. (Attachment D).

6.4. Sewer Improvements Ph. 3 Project (GOMESA).

6.4.A. None.

6.5. Lift Station #26 Pump Improvement Project.

6.5.A. Motion by Commissioner Griffey, second by Commissioner Nolan to approve Hemphill Construction Pay App#1 in the amount of \$189,486.00 for the period of August 25, 2024 through February 28, 2025, leaving a balance of \$21,054.00 on this contract. Motion carried unanimously. (Attachment E).

6.5.B. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Seymour Engineering Invoice# 9377 in the amount of \$685.00 for the period of March 1, 2025 through March 29, 2025, which completes this contract. Motion carried unanimously. (Attachment F).

6.5.C. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Hemphill Construction FINAL Closeout Pay App#2 in the retainage amount of \$21,054.00, which closes this project with a zero balance, as attached hereto. Motion carried unanimously. (Attachment G).

6.6. Lift Station #3 Force Main Project.

6.6.A. Motion by Commissioner Griffey, second by Commissioner Nolan to approve Seymour Engineering Invoice# 9378 in the amount of \$8,398.00 for the period of March 1, 2025 through March 29, 2025, leaving a remaining balance of \$91,260.00 on this contract. Motion carried unanimously. (Attachment H).

6.7. Miscellaneous Construction/Engineering Projects.

6.7.A. Motion by Commissioner Nolan, second by Commissioner Griffey to approve Digital Engineering Invoices: (a)#21 in the amount of \$3,201.25 for the GIS Integration Maintenance Project, (b)#4 in the amount of \$1,121.25 for the Standard Specs & Plans Update Project; and (c)#2 in the amount of \$2,193.75 for the Diamondhead Lakes Subdivision Ph.2 Redesign Plan review, all for the period of February 2, 2025 through March 1, 2025. Motion carried unanimously. (Attachment I).

6.7.B. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Digital Engineering Invoices: (a)#22 in the amount of \$690.00 for the GIS Integration Maintenance Project; and (b)#5 in the amount of \$585.00 for the Standard Specs & Plans Update Project, both for the period of March 2, 2025 through March 29, 2025. Motion carried unanimously. (Attachment J).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Nolan, second by Commissioner Griffey to approve payment of the Docket of Claims in the total amount of \$282,005.22, as attached hereto. Motion carried unanimously. (Attachment K).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Nolan to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$276,164.25, as attached hereto. Motion carried unanimously. (Attachment L).

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 \$3,271.16, as attached hereto. Motion carried unanimously. (Attachment M).

7.1.D. Treasurer's Report – 03/31/2025. (Attachment N).

7.1.E. Revenue & Expense Report – 03/31/2025. Attachment O).

7.1.F. Motion by Commissioner Griffey, second by Commissioner Ertel to acknowledge receipt of FY 2023/2024 Audit Report as presented, and to spread upon the minutes. Motion carried unanimously. (Attachment P).

7.1.G. Motion by Commissioner Nolan, second by Commissioner Ertel to authorize publication of the Fiscal Year 2023/2024 Audit Report Notice to Public, as attached hereto. Motion carried unanimously. (Attachment Q).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. None.

10. Adjourn.

Motion by Commissioner Griffey, second by Commissioner Nolan to adjourn at 4:30p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for May 8, 2025 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

5/8/25
Date