

DIAMONDHEAD WATER AND SEWER DISTRICT
Agenda for March 12, 2026 Regular Meeting

4:00 p.m. at Diamondhead Water & Sewer District Conference Room, 4425 Park Ten Dr., Diamondhead, MS

1. Call to order.

Pledge of Allegiance.

Roll Call - Board Members: Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Treasurer Mark Beisecker, Commissioner Arlen Griffey, and Commissioner Eric Nolan.

2. Approve Agenda.

3. Public Comments.

4. Minutes.

4.1. Motion to approve the minutes for the Regular Meeting held on February 12, 2026.

5. Executive Director.

5.1. Executive Director's Report.

5.2. Motion to authorize Seymour Engineering to open all bids received for the Sewer Improvements Phase 3 Project.

6. Construction / Engineering Projects.

6.1. Tower #1 Repaint Project.

None.

6.2. Water System Rehabilitation Ph.4 Project.

6.2.A. Motion to approve Digital Engineering Invoice#13 in the amount of \$21,500.00 for the period of December 28, 2025 through January 31, 2026, leaving a remaining balance of \$147,100.00 on this contract.

6.2.B. Motion to approve C.B. Developers Pay App#2 in the amount of \$122,067.21 for the period of January 17, 2026 through February 20, 2026, leaving a remaining balance of \$674,613.19 on this contract.

6.3. Lift Station #3 Force Main Project.

6.3.A. Motion to approve Seymour Engineering Invoice#9704 in the amount of \$8,354.00 for the period of February 1, 2026 through February 28, 2026, leaving a remaining balance of \$16,708.00 on this contract.

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

6.4.A. Motion to acknowledge receipt of and to take all bids under advisement, and to authorize Seymour Engineering to review and return a recommendation to the Board of Commissioners.

6.4.B. Motion to approve Seymour Engineering Invoice#9703 in the amount of \$15,000.00 for the period of October 1, 2025 through February 28, 2026, leaving a remaining balance of \$110,398.00 on this contract.

6.5. Miscellaneous Construction/Engineering Projects.

6.5.A. Motion to approve Covington Civil and Environmental Master Services Agreement to commence upon Board approval, and to authorize the Chairman to execute same.

6.5.B. Motion to spread upon the minutes the executed Digital Engineering and the executed Seymour Engineering Master Service Agreements, both approved by the Board on February 12, 2026.

6.5.C. Motion to approve Digital Engineering Invoice#32 for the GIS Integration and Maintenance Project, in the amount of \$1,536.25 for the period of December 28, 2025 through January 31, 2026, leaving a remaining balance of \$15,805.00 on this contract.

6.5.D. Motion to approve Seymour Engineering Invoice#9702 for the Lift Station #17 Improvements, in the amount of \$3,500.00 for the period of July 21, 2024 through February 28, 2026, leaving a remaining balance of \$10,500.00 on this contract.

6.5.E. Motion to approve Seymour Engineering Invoice#9705 for the Lift Station #26 Repair, in the amount of \$1,936.00 for the period of February 16, 2026 through February 28, 2026, leaving a remaining balance of \$484.00 on this contract.

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 _____.

7.1.B. Motion to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of _____.

7.1.C. Motion to approve payment of the Customer Deposit Refund Register in the total amount of _____.

7.1.D. Treasurer's Report – 2/28/2026.

7.1.E. Revenue & Expense Report – 2/28/2026.

8. Old Business.

8.1. Motion to spread upon the minutes the executed Property & Casualty Insurance renewal binder, as approved by the Board on February 12, 2026.

8.2. Motion to amend the District Rate & Fee Schedule to include a maximum ordinance violation fine of \$5,000.00.

8.3. Motion to adjust current balance of ordinance violation fees on account at 1088 Haena Court in accordance with the Rate & Fee Schedule; and to authorize legal counsel to file judgement claim against said property in the amount of \$5,000.00.

9. New Business/Discussion Items.

9.1. Motion to approve amended District Policy#D-2026-008, Policies and Procedures for Fees and Reproduction of Documents.

9.2. Motion to approve amended District Policy#D-2026-002, Sewer Backups.

9.3. Motion to approve amended District Policy#D-2026-012, Debt Collection.

9.4. Motion to approve amended District Policy#D-2026-010, Policies and Procedures for the Board of Commissioners.

9.5. Motion to approve amended District Policy#D-2026-013, Open Meetings Policy.

9.6. Motion to approve amended District Policy#D-2026-007, Social Security Numbers Needed to Provide Services.

9.7. Motion to approve amended District Policy#D-2026-005, Commissioners' Attendance at Board Meetings.

9.8. Motion to approve the removal of: (1)District Policy#S-006, FMLA is a federal law; (2)Policy# D-003, Collection of Non-Operating Revenue already included under Policy#D-012; and (3)Policy for Unclaimed Property, which is included under the laws of the State Treasury of MS.

9.9. Motion to approve the emergency Lift Station#26 piping improvements performed by SCI in the amount of \$34,317.41, in accordance with the State of MS Purchase Law §31-7-1(f), Page 14-15, Section K.

9.10. Motion to approve the abandonment of utilities easement for property located on Kahana Street, Phase 2, Unit 7, Block 4, between Lots 27 and 28, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1.

10. Motion to Adjourn.

The next meeting of the Board of Commissioners is scheduled for April 9, 2026 at 4:00 p.m. at Diamondhead Water & Sewer District Conference Room, 4425 Park Ten Drive, Diamondhead, MS.