

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**Agenda for March 11, 2021 Regular Meeting**

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

**1. Call to order.**

**Pledge of Allegiance.**

**Roll Call - Board Members:** Chairman John Kirschenbaum, Vice-Chairman David Boan, Secretary/Treasurer Ben Taylor, Commissioner Cindy Lamb, and Commissioner Bryon Griffith.

**2. Approve Agenda.**

**3. Public Comments.**

**4. Minutes.**

**4.1.** Motion to approve the Minutes for the Special Meeting held on February 18, 2021.

**5. General Manager's Report.**

**6. Construction / Engineering Projects.**

**6.1. Lift Station 17B Project.**

**6.1.A.** Motion to approve the Substantial Completion Certificate as of January 29, 2021 for the Lift Station #17B Project, and to authorize the Chairman to execute same.

**6.2. Sanitary Sewer Model Project.**

**6.2.A.** Motion to approve Seymour Engineering Work Order #7 under the Master Services Agreement, for the Sanitary Sewer Model Project in the amount of \$230,000.00 and to authorize the General Manager to execute same.

**6.3. Water Tower Project.**

**6.3.A.** Motion to approve Seymour Engineering Invoice# 7979 in the amount of \$700.00 for the Boundary Survey of the proposed water tower site, leaving a zero balance on this work order under the Water Main Improvements CIP Project.

**6.4. Water Facilities Plan Project.**

**6.4.A.** Motion to approve Digital Engineering Invoice# 728-1310-45 in the amount of \$2,196.00 for the time period of January 31, 2021 through February 27, 2021, leaving a remaining balance of \$1,000.00 on the Water Facilities Plan project.

**7. Financial.**

**7.1. Docket of Claims & Financial Reports.**

**7.1.A.** Motion to approve the Docket of Claims.

**7.1.B.** Unapproved Docket of Claims.

- 7.1.C. Treasurer's Report – 2/28/2021
- 7.1.D. Revenue & Expense Report – 2/28/2021

- 7.2. Motion to approve revised Capital Improvement Projects 5-year Plan, as attached hereto.
- 7.3. Bond update by Jim Young with Young Law & Associates and Lindsey Rea with Raymond James.
- 7.4. Motion to adopt Resolution of the Board of Commissioners of the Diamondhead Water & Sewer District retaining legal counsel and a municipal advisor to assist with a proposed bond issue and other matters, and to authorize the Chairman to execute same. CALL VOTE.
- 7.5. Motion to adopt Resolution of the Board of Commissioners of the Diamondhead Water & Sewer District providing for the intent of the issuance of revenue bonds in a principal amount not to exceed \$12,500,000.00; providing for the public notice thereof; and enacting other provisions relating thereto, and to authorize the Chairman to execute same. CALL VOTE.
- 7.6. Motion to adopt Resolution of the Board of Commissioners of the Diamondhead Water & Sewer District authorizing a dissemination agent to assist the District in complying with its continuing disclosure obligations, and to authorize the Chairman to execute same. CALL VOTE.

**8. Old Business.**

- 8.1. Motion to spread upon the minutes the executed Master Service Agreements with Digital Engineering, Seymour Engineering, Compton Engineering, & Covington Engineering, as approved at the February 11, 2021 Board Meeting.

**9. New Business/Discussion Items.**

- 9.1. Motion to acknowledge the receipt and review of fourteen (14) Requests for Proposals for the Document Imaging and iCloud Services Project and in the best interest of the District; the administration recommends the project be awarded to DocuFree, and to authorize the Chairman to execute said contract.
- 9.2. Motion to acknowledge the receipt of the Notification of Closure of FEMA Disaster #1604-DR-MS (Hurricane Katrina) as of February 10, 2021 and to authorize the official closure of all Project Worksheets for said disaster, pursuant to FEMA 44 CFR § 206.206.
- 9.3. Motion to authorize and approve Diamondhead Water & Sewer District Board of Commissioners Order denying the claim of Mark and Susan Duffy for damages resulting from the flooding of wastewater into their residence located at 6526 Mauna Loa Drive, pursuant to the exemption provided in Miss.Code Ann. §11-46-9 (1972), as amended. CALL VOTE.

**10. Motion to Adjourn.**

The next meeting of the Board of Commissioners is scheduled for April 8, 2021 at 4:00 p.m. at Diamondhead Water & Sewer District, 4425 Park Ten Dr., Diamondhead, MS.