

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES**

January 13, 2022 – 4:00pm

City of Diamondhead Council Chambers, 5000 Diamondhead Circle

1. **Present Board Members:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Treasurer Ben Taylor, Commissioner Mark Beisecker, and Commissioner Louis Ertel.

Absent: None.

The presence of a quorum was noted and the meeting was called to order at 4:01pm. The public was duly notified in compliance with the District's open meeting policy.

2. **Approve Agenda.**

Motion by Commissioner Griffith, second by Commissioner Taylor to approve the agenda. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to approve the minutes for the Regular Meeting held on December 16, 2021. Motion carried unanimously. (Attachment A).

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

5.1. **Update of Projects & Recent Events.**

5.1.A. The District had one confirmed case of COVID-19 recently and that person has returned to work and doing well. Safety protocols remain in effect for all departments.

5.1.B. The main line horizontal directional drilling on Hilo Way for the Southeast Water Main Replacement Project has been completed. The contractor is moving to Lanai Street and Maui Circle to continue directional drilling in that area, with only three remaining drills. Approximately 1,100' of 6" pipe remains to be installed. The contractor has begun installing the direct bury pipe.

5.1.C. The preconstruction meeting for the Elevated Water Storage Tank Project was held January 13, 2022 between CB&I, Digital Engineering, and District Management.

5.1.D. Digital Engineering will be submitting pre-final plans for the Water System Improvement Project Phase I & II on January 20, 2022. Final details and specifications are being completed.

5.1.E. Engineers have finalized flow data retrieval from seven lift stations. The data is being input into the Sanitary Sewer System Hydraulic Model to perform simulations to adapt the model to accurately represent the data received.

5.1.F. Design drawings for the Sewer Improvements Phase I & II (Basins 13,16,17) Project are complete and a recommendation to authorize the engineer to advertise for bids is on the agenda.

5.1.G. The District has installed 1 new water & sewer connection, 22 new sewer cleanouts, set 15 sewer cleanout covers & castings, replaced 4 sewer manhole castings in Basin 26 area, and have performed 5 water service repairs, and 2 sewer service backups since the last Board Meeting.

5.1.H. Due to a pump failure at Well#1 and the emergency services required, the District hired a contractor which specializes in large commercial well pump repairs with heavy crane equipment to pull the pump from the well and assess the damages. Severe wear was observed, quotes were obtained, and service was procured to replace the pump and components as urgently as possible.

5.1.I. The temporary pipe supports placed by the District on Kolo Court in an attempt to prevent sewer main damages from an eroding ditch bank collapse is holding steady.

6. Construction / Engineering Projects.

6.1. Water Main Improvements-Phase I (Southeast-Hilo).

6.1.A. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve DNA Underground Pay App#4 in the amount of \$87,363.00 for the time period of November 21, 2021 through December 20, 2021, leaving a remaining balance of \$728,967.60 on this contract. Motion carried unanimously. (Attachment B).

6.1.B. Motion by Commissioner Griffith, second by Commissioner Ertel to approve Seymour Engineering Invoice# 8340 in the amount of \$10,605.00 for the time period of November 30, 2021 through December 22, 2021, leaving a remaining balance of \$47,535.00 on this contract. Motion carried unanimously. (Attachment C).

6.2. Water System Rehab-Phase I Project (New Water Tower).

6.2.A. Motion by Commissioner Taylor, second by Commissioner Griffith to spread upon the minutes the CB&I Tank Solutions executed contract that was approved by the Board on November 18, 2021. Motion carried unanimously. (Attachment D).

6.3. Water System Rehab-Phase II Project.

6.3.A. Motion by Commissioner Ertel, second by Commissioner Griffith to approve Digital Engineering Invoice# 728-1313-06 in the amount of \$46,970.00 for the time period of November 28, 2021 through January 1, 2022, leaving a remaining balance of \$382,970.00 on this contract. Motion carried unanimously. (Attachment E).

6.4. Water System Rehab-Phase III Project.

6.4.A. Motion by Commissioner Taylor, second by Commissioner Griffith to approve Seymour Engineering Invoice# 8342 in the amount of \$65,000.00 for the time period of November 25, 2021 through December 17, 2021, leaving a remaining balance of \$404,000.00 on this contract. Motion carried unanimously. (Attachment F).

6.5. Sewer Basin Improvements-Phase I & II (#16, #17, #13) Project.

6.5.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve revised FY21/22 Budget, 5-Year Capital Improvement Plan with no changes to the Operating Budget, to move capital spending from various projects to others, as attached hereto. Motion carried unanimously. (Attachment G).

6.5.B. Motion by Commissioner Griffith, second by Commissioner Taylor to approve Seymour Engineering agreement for Sewer Basin Improvements Phase I & II Project in the amount of \$945,000.00, and to authorize the Chairman to execute same. Motion carried unanimously. (Attachment H).

6.5.C. Motion by Commissioner Ertel, second by Commissioner Griffith to authorize Seymour Engineering to advertise for bids for the Sewer Basin Improvements Phase I & II Project. Motion carried unanimously. (Attachment I).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Taylor, second by Commissioner Beisecker to approve the Docket of Claims in the amount of \$234,790.36. Motion carried unanimously. (Attachment J).

7.1.B. Unapproved Docket of Claims. (Attachment K).

7.1.C. Treasurer's Report – 12/31/2021. (Attachment L).

7.1.D. Revenue & Expense Report – 12/31/2021. (Attachment M).

8. Old Business.

8.1. None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Beisecker, second by Commissioner Griffith to discuss Sewer Request for Credit in the amount of \$45.02 for Joseph Schopfer and Betty Perry at 7534 Crooked Stick Drive due to pressure washing, which falls outside of the current Board Policy #D-2021-011. Motion failed unanimously. (Attachment N).

9.2. Motion by Commissioner Taylor, second by Commissioner Ertel to approve Sewer Request for Credit in the amount of \$92.52 for Brad & Carrie McAdon at 790 Hapuna Place due to new sod and water leak, which falls outside of the current Board Policy #D-2021-011. Motion carried unanimously. (Attachment O).

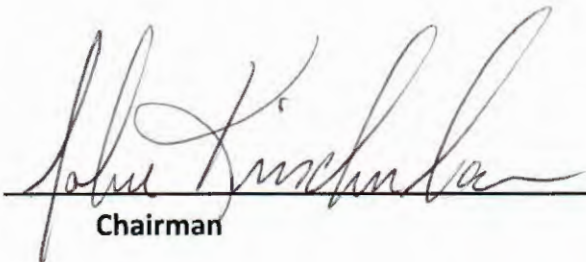
Note: Commissioner Taylor exited the meeting at 4:48pm.

9.3. Motion by Commissioner Griffith, second by Commissioner Ertel to approve the emergency Well#1 Pump damage assessment performed by Thompson Brothers Drilling in the amount of \$9,995.00, in accordance with the State of MS Purchase Law §31-7-1(f), Page 14-15, Section K. Motion carried unanimously. (Attachment P).

10. Motion by Commissioner Griffith, second by Commissioner Ertel to adjourn at 4:50pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for January 27, 2022 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

1-27-22
Date