

**DIAMONDHEAD WATER AND SEWER DISTRICT**

**REGULAR MEETING MINUTES**

**July 28, 2022 – 4:00pm (CST)**

City Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

**1. PRESENT BOARD MEMBERS:** Chairman John Kirschenbaum, Vice-Chairman Bryon Griffith, Commissioner Ben Taylor, and Commissioner Louis Ertel.

**ABSENT:** Commissioner Mark Beisecker

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

**2. Approve Agenda.**

**Motion by Commissioner Taylor, second by Commissioner Ertel to amend agenda item 6.1.A. to read, “Motion to approve the best and lowest overall bid from Tank Pro, Inc. in the amount of \$264,419.00, which was received on July 14, 2022, following a review and recommendation by Digital Engineering, and to authorize the Chairman to execute Notice of Award and Contract for same, upon legal review.” Motion carried unanimously as amended.**

**3. Public Comments.** None.

**4. Minutes.**

**Motion by Commissioner Ertel, second by Commissioner Griffith to approve the minutes for the Regular Meeting held on July 14, 2022. Motion carried unanimously. (Attachment A).**

**5. General Manager’s Report.**

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

**5.1.A.** On July 27, 2022 final tie-in to the existing line at Pelican Cove was made for the Southeast Water Main Replacement Project. Substantial completion will be granted once all residents are tied into the new system. On July 26, 2022 while excavating the old water main piping at Hilo Street and Diamondhead Drive East, a contractor damaged the pipe which was still pressurized causing an excessive amount of water loss. DWSD staff promptly responded and the repairs were made.

**5.1.B.** Pile installation for the Elevated Water Tank Project has been completed. Pile cap forms are currently being set.

**5.1.C.** CB Developers have completed the installation of the new water main along portions of Kahala Drive for the Water System Improvement Phase II Project. The ends of pipe are capped and marked. Service taps and mainline valves will be installed next. New water main piping was pulled through along portions of Bayou Drive. CB Developers will be fusing pipe in preparation for the next bore on Bayou Drive.

**5.1.D.** Recommendations to award the bid have been made for the Water Tower #1 Exterior Painting Project and Digital Engineering is here tonight to present their recommendation to the board.

- 5.1.E. On June 14, 2022 a Notice to Proceed was issued for the Water System Improvement Project Phase III. Construction is scheduled to begin in August.
- 5.1.F. A draft version of the final report for the Sanitary Sewer System Hydraulic Model has been delivered to the District for initial review and questions. Seymour will be scheduling a presentation to the Board at a future meeting.
- 5.1.G. CCTV initial video investigations are approximately 55% complete for the Sewer Improvement Basins 13, 16, 17 Project.
- 5.1.H. The District has installed 2 new residential water/sewer connections, performed 3 water service repairs, 3 sewer service backups, and 1 sewer main repair since the last Board Meeting.
- 5.1.I. The temporary emergency pipe support and culvert installed by the District at the Kolo Court drainage ditch are holding steady. The temporary measures are an attempt to prevent further sewer main damage from an eroding ditch bank while waiting for the City of Diamondhead to develop a drainage plan for the area.

On Sunday, July 17, 2022 contractors working for the City of Diamondhead completed connections into the existing District system for the East Aloha Improvements Project. This involved a temporary shutdown of a small section on Kalani Drive and East Aloha Drive. District management and staff were onsite to operate isolation valves and monitor the work being performed. The businesses effected were notified with Shutdown Notices and Precautionary Boil Water Notices on Friday, July 15, 2022. All water samples passed the required testing and Boil Orders were lifted for those businesses on Tuesday, July 19, 2022.

## 6. Construction / Engineering Projects.

### 6.1. Water Tower #1 Exterior Painting Project.

**6.1.A. Motion by Commissioner Griffith, second by Commissioner Taylor, to approve the lowest and best overall bid from Tank Pro, Inc. in the amount of \$264,419.00 as recommended by Digital Engineering, and to authorize the Chairman to execute the Notice of Award and Contract for same, upon legal review. Motion carried unanimously. (Attachment B).**

Upon bid review, Digital Engineering determined Dixie Painting and Sandblasting did not submit the State Preference Law as required in the bid specifications; therefore, was found to not be the lowest and best bid for the project. A copy of Digital Engineering's recommendation letter is attached hereto. (Attachment C).

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

6.2.A. None.

- 6.3. Water System Rehab-Phase II Project.  
6.3.A. None.
- 6.4. Water System Rehab-Phase III Project.  
6.4.A. Motion by Commissioner Taylor, second by Commissioner Ertel to approve DNA Underground Pay App#1 in the amount of \$285,775.11 for the time period of June 14, 2022 through June 20, 2022, leaving a remaining balance of \$2,622,097.90 on this contract. Motion carried unanimously. (Attachment D).
- 6.5. Sewer Basin Improvements-Phase I & II (#13, #16, #17) Project.  
6.5.A. Motion by Commissioner Griffith, second by Commissioner Ertel to approve Suncoast Infrastructure Inv#S22052-02 in the amount of \$467,795.88 for the time period of June 1, 2022 through June 30, 2022 leaving a remaining balance of \$5,043,214.24 on this contract. Motion carried unanimously. (Attachment E).
- 6.6. Water Main Improvements-Phase I (Southeast Hilo).  
6.6.A. None.
7. Financial.
- 7.1. Docket of Claims & Financial Reports.  
7.1.A. Motion by Commissioner Taylor, second by Commissioner Griffith to approve the Docket of Claims in the amount of \$193,429.52. Motion carried unanimously. (Attachment F).  
7.1.B. Unapproved Docket of Claims. (Attachment G).  
  
7.1.C. Motion by Commissioner Griffith, second by Commissioner Taylor to approve the revised FY21/22 CIP Plan to move multiple capital project line item costs to next fiscal year based upon current project scheduled spending with no effect to the Operating Budget, as attached hereto. Motion carried unanimously. (Attachment H).
8. Old Business.  
8.1. None.
9. New Business/Discussion Items.
- 9.1. Motion by Commissioner Taylor, second by Commissioner Griffith to deny request for credit adjustment in the amount of \$40.00 for Mr. Robert Esher, 756 Pinehurst Court, which falls outside of any existing Board Policy. Motion carried unanimously. (Attachment I).
- 9.2. Motion by Commissioner Taylor, second by Commissioner Ertel to approve the emergency sewer repairs on Mamalu Place performed by DNA Underground, LLC in the amount of \$10,204.98 in accordance with the State of MS Purchase Law § 31-1(f), Page 14-15, Section K. Motion carried unanimously. (Attachment J).

10. Motion by Commissioner Griffith, second by Commissioner Ertel to adjourn at 4:32 pm. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for August 11, 2022, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



John Kirschner  
Chairman

8-11-22  
Date