

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**Agenda for January 12, 2023 Regular Meeting**

4:00 p.m. at Diamondhead City Hall – Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

**1. Call to order.**

**Pledge of Allegiance.**

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

**2. Approve Agenda.**

**3. Public Comments.**

**4. Minutes.**

**4.1.** Motion to approve the minutes for the Regular Meeting held on December 15, 2022.

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

**6. Construction / Engineering Projects.**

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

**6.1.A.** Motion to approve Seymour Engineering Invoice#8638 in the amount of \$42,100.00 for the time period of November 19, 2022 through December 16, 2022, leaving a remaining balance of \$428,800.00 on this contract.

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

**6.2.A.** Motion to approve CB&I Storage Tank Invoice#252494-09 in the amount of \$189,052.50 for the time period of October 31, 2022 through December 3, 2022, leaving a remaining balance of \$828,383.15 on this contract.

**6.3. Water System Rehab-Phase II Project.**

**6.3.A.** None.

**6.4. Water System Rehab-Phase III Project.**

**6.4.A.** Motion to approve Seymour Engineering Invoice# 8639 in the amount of \$14,500.00 for the time period of October 1, 2022 through December 22, 2022, leaving a remaining balance of \$250,500.00 on this contract.

**6.5. Water Tower #1 Exterior Painting Project.**

**6.5.A.** None.

**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 \_\_\_\_\_, as attached hereto.

**7.1.B.** Motion to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$ \_\_\_\_\_, as attached hereto.

**7.1.C.** Treasurers Report – 12/31/2022.

**7.1.D.** Revenue & Expense Report – 12/31/2022.

**7.1.E.** Motion to approve payment of the Customer Deposit Refund Register in the total amount of \$ \_\_\_\_\_, as attached hereto.

**8. Old Business.**

**8.1.** Motion to spread upon the minutes the executed Digital Engineering Work Assignment #2022-22, approved by the Board on December 15, 2022.

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

**9.1.** Motion to approve revised District Personnel Policy# P-2021-003, Weekend Duty & After Hour Callouts, as attached hereto.

**9.2.** Motion to approve revised District Policy# D-2023-004, Leak Forgiveness, as attached hereto.

**9.3.** Motion to approve Pitney Bowes postage meter equipment lease agreement for 5-year period in the amount of \$71.10 per month and to authorize the Chairman to execute same.

**10. Motion to Adjourn.**

The next meeting of the Board of Commissioners is scheduled for January 26, 2023 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.