

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
December 19, 2024 Regular Meeting – 4:00p.m.**

Diamondhead City Hall – Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS

1. **PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Treasurer Mark Beisecker, Commissioner Arlen Griffey, and Commissioner Eric Nolan (by phone).

ABSENT: None.

The presence of a quorum was noted, and the meeting was called to order at 4:04p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

Motion by Commissioner Griffey, second by Commissioner Beisecker to approve the agenda. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Ertel, second by Commissioner Nolan to approve the minutes for the Regular Meeting held on November 21, 2024. Motion carried unanimously. (Attachment A).

5. **Executive Director’s Report.**

5.1. **Update of Events and Projects.**

- 5.1.A. The contractor has installed the piping and altitude valve and has begun the disinfection process for the tower as part of the Altitude Valve Project. This process will continue until water samples are approved by the testing labs. Once completed, the landscaping will be restored.
- 5.1.B. The Lift Station #17 Force Main Replacement Project is complete. The District is awaiting As-built drawings from the contractor and close-out documents from Seymour Engineering.
- 5.1.C. The Stop Work Order for the Lift Station #26 Pump Improvement Project issued June 28, 2024 remains in effect. Equipment is in transit and expected to arrive at U.S. Customs within a couple of weeks. The projected completion of this project is 60 calendar days from that date.
- 5.1.D. Legal notice was sent to the original paint contractor for the Water Tower #1 paint issue.

5.1.E. The District has installed 3 sewer cleanouts, casted 12 sewer cleanouts, performed 5 water service repairs, 8 sewer service line repairs, 160 fire hydrant inspections, replaced 1 fire hydrant, responded to 5 water after-hours emergencies, and 1 after-hours sewer emergency, since the last meeting.

The final plan review is completed and approved for The Preserve Phase 2 Subdivision.

The engineer's review of Diamondhead Lakes Phase 2 for Meritage Homes is expected to be completed within the next couple of weeks.

Auto Zone is moving into the former Family Dollar building on East Aloha Drive. Auto Zone representatives have not reached out to Diamondhead Water & Sewer District to date.

Drawings are under review for Boozer's Brew, a coffee shop proposed at Veteran's Drive.

Drawings are under review for AT&T's proposed fiber installation along a portion of Diamondhead Drive West, Laa La Way, Op La Way and several connecting side streets.

Base paving for the main section of the City of Diamondhead's Commercial Area Transformation Phase 1 Project at Park Ten Drive began December 18, 2024.

Installation of drainage culverts and piping are underway for the City of Diamondhead's Ahuli Drive Drainage Project.

A meeting was held with Jon McCraw and Beau King from the City of Diamondhead, along with Ben Sellers of Machado Patano, to review the current project drawings and identify potential conflicts with the existing underground water and sewer utilities for the City of Diamondhead's Hilo Way Drainage Project.

The roundabout at Gex Drive is operational for the MDOT Roundabout Project. The southside roundabout appears to be nearly half completed. The east bound exit ramp into Diamondhead is closed.

The Diamondhead Water & Sewer District offices will be closed on December 24 and December 25, 2024 in observance of the Christmas holiday.

The next Regular Board Meeting is scheduled for January 9, 2025.

- 6.1. Construction / Engineering Projects.
Tower #2 Altitude Valve Project.
6.1.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve Digital Engineering Invoice# 8 in the amount of \$3,410.00 for the period of November 3, 2024, through November 30, 2024, leaving a remaining balance of \$4,000.00 on this contract. Motion carried unanimously. (Attachment B).
- 6.2. Water System Rehabilitation – Ph.4
6.2.A. Motion by Commissioner Ertel, second by Commissioner Nolan to spread upon the minutes the Digital Engineering Water System Rehab. Phase 4 Project agreement, which was approved by the Board on November 21, 2024. Motion carried unanimously. (Attachment C).
- 6.3. Lift Station 17 Force Main Replacement Project.
6.3.A. Motion by Commissioner Beisecker, second by Commissioner Griffey to approve DNA Underground Pay App#2 in the amount of \$22,482.00 for the period of August 10, 2024, through September 26, 2024, completing this project. Motion carried unanimously. (Attachment D).
- 6.4. Lift Station 26 Pump Improvement Project.
6.4.A. None.
- 6.5. Lift Station #3 Force Main Project.
6.5.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to spread upon the minutes the Seymour Engineering Lift Station #3 Force Main Project agreement, which was approved by the Board on November 21, 2024. Motion carried unanimously. (Attachment E).
- 6.6. Sewer Improvements Ph. 3 Project.
6.6.A. Motion by Commissioner Beisecker, second by Commissioner Griffey to spread upon the minutes the State of MS Department of Marine Resources MOU Agreement, which was approved by the Board on November 21, 2024. Motion carried unanimously. (Attachment F).
- 6.7. Miscellaneous Construction/Engineering Projects.
6.7.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve Seymour Engineering Invoice# 9264 in the amount of \$725.00 for the I-10 Waterline Location Task Order #23, completing this project for same. Motion carried unanimously. (Attachment G).

6.7.B. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Digital Engineering (1) Invoice#7 in the amount of \$780.00 for The Preserve Phase 2 Plan review; and (2) Invoice#18 in the amount of \$2,635.00 for the GIS Integration and Maintenance Project, both for the period of November 3, 2024, through November 30, 2024. Motion carried unanimously. (Attachment H).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Beisecker, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$284,556.49, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.B. Motion by Commissioner Ertel, second by Commissioner Griffey to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$30,032.00, as attached hereto. Motion carried unanimously. (Attachment J).

7.1.C. Motion by Commissioner Beisecker, second by Commissioner Nolan to approve payment of the Customer Deposit Refund Register in the total amount of \$456.15, as attached hereto. Motion carried unanimously. (Attachment K).

7.1.D. Treasurer's Report – 11/30/2024. (Attachment L).

7.1.E. Revenue & Expense Report – 11/30/2024. (Attachment M).

8. Old Business.

8.1. Motion by Commissioner Ertel, second by Commissioner Griffey to spread upon the minutes the Waste Pro Agreement, which was approved by the Board on November 21, 2024. Motion carried unanimously. (Attachment N).

8.2. Motion by Commissioner Beisecker, second by Commissioner Ertel to spread upon the minutes the Pafford EMS Lease Agreement, which was approved by the Board on September 26, 2024. Motion carried unanimously. (Attachment O).

9. New Business/Discussion Items.

9.1. Motion by Commissioner Ertel, second by Commissioner Nolan to declare the property as listed in Exhibit "A", to be surplus property having a fair market value of zero, and thus, pursuant to the authority granted by Miss. Code Ann. 17-25-25 (1972), as amended, in the best interest of the District to authorize the General Manager to dispose of said surplus property with no fair market value in a prudent and economically feasible manner. Motion carried unanimously. (Attachment P).

10. Adjourn.

Motion by Commissioner Griffey, second by Commissioner Ertel to adjourn at 4:31p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for January 9, 2025, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman

1/9/25
Date

