

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR BOARD MEETING MINUTES  
July 10, 2025 Regular Meeting – 4:00p.m.**

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

1. **PRESENT:** Chairman Bryon Griffith, Vice-Chairman Louis Ertel, Commissioner Arlen Griffey, and Commissioner Eric Nolan.

**ABSENT:** Treasurer Mark Beisecker.

The presence of a quorum was noted, and the meeting was called to order at 4:00p.m. The public was duly notified in compliance with the District’s open meeting policy.

2. **Agenda.**

**Motion by Commissioner Nolan, second by Commissioner Griffey to amend the agenda to add Items 9.2, 9.3, and 9.4, and to approve the agenda as amended. Motion carried unanimously.**

3. **Public Comments.** None.

4. **Minutes.**

**4.1. Motion by Commissioner Nolan, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on June 12, 2025. Motion carried unanimously. (Attachment A).**

5. **Executive Director’s Report.**

- 5.1. Update of Events of Projects.**

**5.1.A.** Final drawings for the Water Main Replacement Phase 4 Project are complete. Advertising for bid will begin upon the approval of the final drawing.

**5.1.B.** The Lift Station #3 Force Main Replacement Project has advertised for bid with bid opening scheduled for August 14, 2025.

**5.1.C.** Drawings for the Basin #3 Sewer Improvements Project are under review by the District and should be ready to advertise for bid in the next week or so.

**5.1.D.** The request for the abandonment of utilities easement at 3 Whispering Branch, has been determined to be of no use or function to District operations now or in the future and is recommended for abandonment.

The request for the abandonment of utilities easement at Kalipekona Way, between lots 83 and 84, and Lots 86 and 87 have been determined to be of no use or function to District operations now or in the future and is recommended for abandonment. The request for abandonment of easement between lots 84 and 85 is denied due to the existing underground 10” sanitary sewer main.

5.1.E. The Water Tower #1 Repaint Project has advertised for bids with bid opening scheduled for August 14, 2025.

5.1.F. The District is awaiting a meeting with MSDH officials for the fluoride discontinuation.

5.1.G. The District has installed 6 new water and sewer connections, 8 sewer cleanouts, 11 cleanout castings, and 1 bypass piping at Lift Station #18, performed 3 water service line repairs, 2 sewer lateral repairs, and 1 sewer service line backup, responded to 8 water after-hours emergencies and 3 sewer after-hours emergencies, completed 3 segments of sewer mainline video inspections, replaced 2 fire hydrants, and painted 3 fire hydrants, since the last meeting.

There is a motion on the agenda to proceed with updating the water system hydraulic model.

The Preserve Phase 2 Subdivision is under construction.

Final drawings for the Diamondhead Lakes Phase 2 Project were received and issues were resolved. Final approval is expected next week.

The Mauna Kea Townhomes Project is under construction.

The City of Diamondhead's Coon Branch Drainage Project commenced on June 16, 2025. Weather delays are ongoing.

Paving has begun on Bayou Drive for the City of Diamondhead's Paving Project as posted on the City's website and Facebook pages.

The east bound ramp exiting Diamondhead is open.

The next Regular Board Meeting is scheduled for August 14, 2025.

## 6. Construction / Engineering Projects.

### 6.1. Tower #2 Altitude Valve Project.

6.1.A. **Motion by Commissioner Ertel, second by Commissioner Griffey to spread upon the minutes the executed DNA Underground Close-out Change Order No.1 that was approved by the Board on June 12, 2025. Motion carried unanimously. (Attachment B).**

6.1.B. **Motion by Commissioner Ertel, second by Commissioner Nolan to approve Digital Engineering final invoice #10 in the amount of \$795.00 for the period of May 4, 2025 through May 31, 2025, which closes the engineering contract under budget by \$1,430.00. Motion carried unanimously. (Attachment C).**

- 6.2. Water System Rehabilitation Ph.4 Project.
- 6.2.A. Motion by Commissioner Nolan, second by Commissioner Ertel to authorize the Executive Director to proceed with the bid process for the Water System Rehabilitation Phase 4 Project, upon final drawings approval. Motion carried unanimously.
- 6.2.B. Motion by Commissioner Griffey, second by Commissioner Nolan to approve Digital Engineering Invoice# 6 in the amount of \$20,310.00 for the period of May 4, 2025 through May 31, 2025, leaving a remaining balance of \$99,720.00 on this contract. Motion carried unanimously. (Attachment D).
- 6.3. Tower #1 Repaint Project.
- 6.3.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Digital Engineering Invoice# 2 in the amount of \$3,000.00 for the period of May 4, 2025 through May 31, 2025, leaving a remaining balance of \$16,500.00 on this contract. Motion carried unanimously. (Attachment E).
- 6.4. Water Model Update Project.
- 6.4.A. Motion by Commissioner Nolan, second by Commissioner Ertel to spread upon the minutes the Digital Engineering WA#2023-018 for the Water Model Update Project, which was approved by the Board on June 12, 2025. Motion carried unanimously. (Attachment F).
- 6.5. Sewer Improvements Ph. 3 Project (GOMESA).
- 6.5.A. Motion by Commissioner Griffey, second by Commissioner Nolan to authorize the Executive Director to proceed with the bid process for the Sewer Improvements Phase 3 Project, upon final drawings approval. Motion carried unanimously.
- 6.5.B. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Seymour Engineering Invoice# 9476 in the amount of \$62,905.50 for the period of May 25, 2025 through June 30, 2025, leaving a remaining balance of \$132,387.50 on this contract. Motion carried unanimously. (Attachment G).
- 6.6. Lift Station #3 Force Main Project.
- 6.6.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Seymour Engineering Invoice# 9465 in the amount of \$8,398.00 for the period of May 25, 2025 through June 21, 2025, leaving a remaining balance of \$49,270.00 on this contract. Motion carried unanimously. (Attachment H).
- 6.7. Miscellaneous Construction/Engineering Projects.
- 6.7.A. Motion by Commissioner Griffey, second by Commissioner Ertel to approve Digital Engineering Invoice# 24 in the amount of \$2,460.00 for the GIS Integration & Maintenance Project for the period of May 4, 2025 through May 31, 2025, leaving a remaining balance of \$11,085.00 on this contract. Motion carried unanimously. (Attachment I).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve payment of the Docket of Claims in the total amount of \$352,052.63, as attached hereto. Motion carried unanimously. (Attachment J).

7.1.B. Motion by Commissioner Ertel, Commissioner Nolan to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$97,868.50, as attached hereto. Motion carried unanimously. (Attachment K).

7.1.C. Motion by Commissioner Griffey, second by Commissioner Nolan to approve payment of the Customer Deposit Refund Register in the total amount of \$6,090.56, as attached hereto. Motion carried unanimously. (Attachment L).

7.1.D. Treasurer's Report – 06/30/2025. (Attachment M).

7.1.E. Revenue & Expense Report – 06/30/2025. (Attachment N).

8. Old Business.

None.

9. New Business/Discussion Items.

9.1. Motion by Commissioner Nolan, second by Commissioner Ertel to approve the abandonment of utilities easement for property located at 3 Whispering Branch, Phase 2, Block 10, Lot 3, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously. (Attachment O).

9.2. Motion by Commissioner Griffey, second by Commissioner Nolan to approve the abandonment of easement property located on Kalipekona Way, Phase 2, Unit 10, Block 3, specifically between Lots 83/84, between Lots 85/86, and between Lots 86/87, per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. (Attachment P).

9.3. Motion by Commissioner Nolan, second by Commissioner Ertel to hold an additional Board Meeting on August 28, 2025 at 4:00p.m. in order to accommodate appropriate time for Budget and Rate Study schedules, Board review, and public notice of same. Motion carried unanimously.

9.4. Motion by Commissioner Griffith, second by Commissioner Griffey to discuss that Diamondhead Water and Sewer District is properly set up with the State of Mississippi to move forward discontinuing fluoride, as approved by the Board on February 13, 2024. No action taken.

10. Adjourn.

*Motion by Commissioner Ertel, second by Commissioner Griffey to adjourn at 4:55p.m. Motion carried unanimously.*

The next meeting of the Board of Commissioners is scheduled for August 14, 2025, at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.



  
Chairman

8/14/25  
Date

July 10, 2025 Regular Meeting