

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR BOARD MEETING MINUTES
August 28, 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, Treasurer Mark Beisecker (by phone), Commissioner Arlen Griffey (by phone), and Commissioner Eric Nolan.

The presence of a quorum was noted, and the meeting was called to order at 4:03p.m. The public was duly notified in compliance with the District's open meeting policy.

2. **Agenda.**

Motion by Commissioner Nolan, second by Commissioner Ertel to approve the agenda. Motion carried unanimously.

3. **Public Comments.** None.

4. **Minutes.**

4.1. Motion by Commissioner Griffey, second by Commissioner Ertel to approve the minutes for the Regular Meeting held on August 14, 2025. Motion carried unanimously. (Attachment A).

5. **Executive Director's Report.**

- 5.1. **Updates of Events and Projects.**

5.1.A. The final project drawing review for the Water Main Replacement Phase 4 Project was August 28, 2025, and is scheduled to advertise for bids in early September.

5.1.B. Seymour Engineering will make bid award recommendations for the Lift Station #3 Force Main Replacement Project during this meeting.

5.1.C. The Basin #3 Sewer Improvements Project final drawings are pending District approval.

5.1.D. Bids for the Water Tower #1 Repaint Project are under Digital Engineering and District review.

5.1.E. The Mississippi Department of Health officials have requested to attend the Board Meeting on September 11, 2025 regarding the fluoride discontinuation.

5.1.F. The District has installed 3 new water and sewer connections, 4 sewer cleanouts, 6 sewer cleanout castings; performed 3 water service line repairs, 6 sewer service investigations, 2 sewer pump station rehabs with sub pumps; responded to 1 sewer after hours emergency; and painted 46 hydrants, since the last meeting.

The Water System Hydraulics Modeling updates are in progress.

The Preserve Phase 2 Subdivision is under construction.

The Diamondhead Lakes Phase 2 Project received final approval from the District.

The Mauna Kea Townhomes Project is under construction.

Construction for The City of Diamondhead Coon Branch Project is underway in the area of Kahana Street, Koloa Street, and Ana Hulu Street.

On August 27, 2025, the District found JLB Contractors, LLC to have connected a hose, a water meter, and an untested backflow preventer to a fire hydrant located at Kaiki Drive and Kalipekona Way. A JLB employee admittedly used the hydrant to fill a 1,000-gallon water tank without District approval or communication. A police report was filed and an onsite JLB Contractors' employee was interviewed. JLB Contractors' Project Manager, Jeff Taylor, apologized for the actions of the employee and stated his intent to educate all the staff on this matter. JLB Contractors will be charged for water consumption; however, no other action is recommended at this time.

Secretary/Treasurer, Mark Beisecker's commission expires on September 28, 2025. Mr. Beisecker has requested reappointment to the Board by Councilman, Austin Clark, during the September 16, 2025 City Council Meeting.

The District office will be closed on September 1, 2025, in observance of Labor Day.

6. Construction / Engineering Projects.

6.1. Tower #1 Repaint Project.

6.1.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve Digital Engineering Inv#4 in the amount of \$1,250.00 for the period of June 29, 2025 through August 2, 2025, leaving a remaining balance of \$13,250.00 on this contract. Motion carried unanimously. (Attachment B).

6.2. Water System Rehabilitation Ph.4 Project.

6.2.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Inv#8 in the amount of \$6,870.00 for the period of June 29, 2025 through August 2, 2025, leaving a remaining balance of \$191,250.00 on this contract. Motion carried unanimously. (Attachment C).

6.3. Water Model Update Project.

6.3.A. Motion by Commissioner Ertel, second by Commissioner Griffey to approve Digital Engineering Inv#1 in the amount of \$12,961.50 for the period of June 29, 2025 through August 2, 2025, leaving a remaining balance of \$43,099.50 on this contract. Motion carried unanimously. (Attachment D).

6.4. Lift Station #3 Force Main Project.

6.4.A. Motion by Commissioner Ertel, second by Commissioner Beisecker to award the Lift Station #3 Force Main Replacement Project to Bottom 2 Top Construction in the amount of \$515,199.76, as the lowest and best bid recommended by Seymour Engineering and to authorize the Chairman to execute the contract, upon legal approval. Motion carried unanimously. (Attachment E).

6.5. Sewer Improvements Ph. 3 Project (GOMESA).

6.5.A. None.

6.6. Miscellaneous Construction/Engineering Projects.

6.6.A. Motion by Commissioner Nolan, second by Commissioner Ertel to approve Digital Engineering Invoices (a)#4 in the amount of \$1,303.80 for Grant Application Assistance, (b)#6 in the amount of \$1,695.00 for Standard Specs and Plans Update, and (c)#26 in the amount of \$4,883.75 for the GIS Integration and Maintenance, all for the period of June 29, 2025 through August 2, 2025. Motion carried unanimously. (Attachment F).

7. Financial.

7.1. Docket of Claims & Financial Reports.

7.1.A. Motion by Commissioner Ertel, second by Commissioner Nolan to approve payment of the Docket of Claims in the total amount of \$139,605.85, as attached hereto. Motion carried unanimously. (Attachment G).

7.1.B. Motion by Commissioner Nolan, second by Commissioner Ertel to acknowledge payment of the Unapproved Docket of Claims as detailed in Section 6., in the total amount of \$28,964.05, as attached hereto. Motion carried unanimously. (Attachment H).

7.1.C. Motion by Commissioner Nolan, second by Commissioner Ertel to approve payment of the Customer Deposit Refund Register in the total amount of \$5,625.27, as attached hereto. Motion carried unanimously. (Attachment I).

7.1.D. Motion by Commissioner Ertel, second by Commissioner Nolan to approve advertisement of the Fiscal Year 2025/2026 Budget and Rates Public Hearing being held on September 11, 2025 at 4:00, as attached hereto. Motion carried unanimously. (Attachment J).

8. Old Business.

8.1. Motion by Commissioner Ertel, second by Commissioner Beisecker to spread upon the minutes the executed MS Department of Health Community Water Fluoridation Discontinuation Attestation Statement, that was approved by the Board on August 14, 2025. Motion carried unanimously. (Attachment K).

9. New Business/Discussion Items.

9.1. None.

10. Adjourn.

Motion by Commissioner Ertel, second by Commissioner Nolan to adjourn at 4:19p.m. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for September 11, 2025 at 4:00 p.m. at Diamondhead City Hall Council Chambers, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

9/11/25
Date