

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**REGULAR MEETING MINUTES**  
**April 25, 2019 – 6:00pm (Central Time)**  
City Hall, Diamondhead, MS 39525

**1. Call to order.**

**Present Board Members:** Chairman David Boan, Vice-Chairman John Kirschenbaum, Secretary/Treasurer Kenny Edmonds, Commissioner Robert Redd, and Commissioner Ben Taylor.

**Absent:** None.

The presence of a quorum was noted and the meeting was called to order at 6:05pm. The public was duly notified in compliance with the District's open meeting policy.

**2. Approve Agenda.**

**Motion by Commissioner Boan to amend the agenda (1) change Item 6.2.A. to state "Motion to acknowledge receipt of bids for the Lift Station #13 Force Main Project form the following bidders: F&F Construction, DNA Underground, Magnolia Construction, Advanced Construction, Jay Bearden Construction, and JLB Contractors."**  
**(2)Add Item 6.2.B. to state "Motion to acknowledge Seymour Engineering Representative, Reed Bryant, state the name of the bidder and license number and then proceed with opening compliant bids and announcing bid price of each thereof."**  
**(3)Add Item 6.2.C to state "Motion to take bids for the Lift Station #13 Force Main Project under advisement." Motion by Commissioner Kirschenbaum, second by Commissioner Edmonds to approve the agenda as amended. Motion carried unanimously.**

**3. Minutes.**

**3.1. Motion by Commissioner Taylor, second by Commissioner Redd to approve the Minutes for the Regular Meeting held on April 11, 2019. Motion carried unanimously. (Attachment A).**

**4. General Manager's Report.**

**4.1. Update of Recent Events.**

**4.1.A.** The FCC has approved C-Spire's request to give Diamondhead access to Mississippi TV Stations instead of making New Orleans the primary market for live streaming TV service. Fiber Utility locates are ongoing.

**4.1.B.** Items 6.1.A. and 6.1.B on the agenda are to remove the tabled Item 6.1.A from the last Board Meeting followed by a motion to approve the bid award for the AMI Water Meter Replacement Project to Hudson Contracting.

**4.1.C.** The District received a letter from MDEQ approving the Lift Station #13 Force Main Project and sealed bids will be opened during tonight's meeting. Reed Bryant with Seymour Engineering is present to perform the bid opening.

4.1.D. Engineered drawings are being developed by Seymour Engineering for the design of a mini sewer pump station to be installed within Basin #17 at Sewer Manhole #17-66 on Diamondhead Drive East.

4.1.E. Item 8.4. on the agenda is a Motion to ratify the closing of the District at 3:30pm on April 18, 2019 due to inclement weather.

5. Public Comments. None.

6. Construction / Engineering Projects.

6.1. Water Meter Replacement Project.

**6.1.A. Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to remove Motion 6.1.A. Award of the AMI Water Meter Replacement Project from being tabled at the April 11, 2019 Board Meeting. Motion carried unanimously. (Attachment B).**

**6.1.B. Motion by Commissioner Kirschenbaum, second by Commissioner Taylor to authorize the lowest and best bidder, Hudson Contracting, to proceed with the AMI Water Meter Replacement Project in the amount of \$1,781,286.00 as recommended by the Project Engineer Digital Engineering, and to authorize the Chairman to execute contract for same. AYE: Taylor, Kirschenbaum, Edmonds, & Boan. NAY: None. ABSTAIN: Redd. Motion carried. (Attachment C).**

6.2. Lift Station #13 Force Main Project.

**6.2.A. Motion by Commissioner Kirschenbaum, second by Commissioner Redd to acknowledge the receipt of the bids for the Lift Station #13 Force Main Project from the following bidders: F&F Construction, DNA Underground, Magnolia Construction, Advanced Construction, Jay Bearden Construction, and JLB Contractors. Motion carried unanimously.**

**6.2.B. Motion by Commissioner Edmonds, second by Commissioner Kirschenbaum to acknowledge Seymour Engineering representative, Reed Bryant, to state the name of the bidder and license number and then proceed with opening compliant bids and announcing bid price of each thereof. Motion carried unanimously. (Attachment D).**

Reed Bryant with Seymour Engineering addressed the Board regarding bids for the Lift Station #13 Force Main Project. Bids were received from: (i)JLB Contractors, (ii)Jay Bearden Construction, (iii)Advanced Construction, (iv)Magnolia Construction, (v)DNA Underground, and (vi)F&F Construction.

**6.2.C. Motion by Commissioner Kirschenbaum, second by Commissioner Boan to take bids for the Lift Station #13 Force Main Project under advisement. Motion carried unanimously.**

**7. Financial.**

**7.1. Docket of Claims.**

**7.1.A. Motion by Commissioner Taylor, second by Commissioner Edmonds to approve the Docket of Claims in the amount of \$51,265.15. Motion carried unanimously. (Attachment E).**

**8. New Business / Discussion Items.**

**8.1. Motion by Commissioner Taylor, second by Commissioner Edmonds to approve revised District Policy #P-2019-007, Safety & Reporting, as attached hereto. Motion carried unanimously. (Attachment F).**

**8.2. Motion by Commissioner Kirschenbaum, second by Commissioner Redd to approve revised District Policy #P-2019-006, Unexcused Leave, as attached hereto. Motion carried unanimously. (Attachment G).**

**8.3. Motion by Commissioner Redd, second by Commissioner Taylor to approve revised District Policy #P-2019-014, Separation/Termination of Employment, as attached hereto. Motion carried unanimously. (Attachment H).**

**8.4. Motion by Commissioner Edmonds, second by Commissioner Kirschenbaum to ratify the District closure at 3:30pm on Thursday, April 18, 2019 due to inclement weather conditions. Motion carried unanimously.**

**9. Adjournment @ 6:36pm. Motion by Commissioner Taylor, second by Commissioner Edmonds. Motion carried unanimously.**

The next meeting of the Board of Commissioners is scheduled for **May 9, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

  
Chairman



5/9/2019  
Date