

DIAMONDHEAD WATER AND SEWER DISTRICT
AGENDA FOR OCTOBER 13, 2016 REGULAR MEETING

6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead MS 39525

1. **Call to order.**
2. **Board Members:** Vice-Chairman Thomas Schafer, Commissioner Dick Nolan, Commissioner David Malley and Secretary / Treasurer Tink L'Ecuyer, Jr. and Commissioner David Boan.
3. Also present: District Counsel, Tricia Tisdale, Boyce Holleman & Associates; GM, Nancy Depreo, Seymour Engineering; Comptroller, Toni Wilson and Director of Operations, Joe Higginbotham.
4. **Approve Agenda.**
5. **Public Comments.**
6. **GM's Report.**
7. **Minutes.**

7.1.A. Motion to amend the minutes to reflect a correction in Change Order No. 4 as presented and approved by the Board at the regularly scheduled Board meeting on September 22, 2016 due to a scrivener's error thereby resulting in the contract price of \$24,189,916.62 rather than \$24,183,708.92. ITEM 7.1.A.

7.1.B. Motion to approve the Minutes for Regular Meeting held on September 22, 2016. ITEM 7.1.B.

8. **Construction Projects.**

8.1. **WWTP Construction Project** - update in GM's report

8.1.A. Motion to approve Invoice No.11 from Volkert Inc. for special services in the amount of \$38,803.21 for time period August 20, 2016 to September 16, 2016. ITEM 8.1.A.

8.1.B. Motion to approve Invoice LHJ 16203 (12) from Linfield, Hunter & Junius, Inc. for Project Management Services in the amount of \$24,788.02 for period August 21, 2016 to September 24, 2016. ITEM 8.1.B.

8.1.C. Motion to approve Pay Request No.8 from Max Foote Construction Co. in the amount of \$2,221,637.15 for construction work completed from August 17, 2016 to September 20, 2016. ITEM 8.1.C.

8.1.D. Motion to approve Field Order No. 2 . ITEM 8.1.D.

8.2. **Lift Station Repair and Mitigation** PW8429, PW11280 and PW11247. Update in GM's report.

9. **Financial Motions.**

9.1. Motion to approve the Docket of Claims ITEM 9.1.
Unapproved Docket of Claims ITEM 9.1.A.
(Approved by Board Motions on this agenda)

Report by Secretary/ Treasurer - Mr. Tink L'Ecuyer, Jr.

- 9.2. Treasurer's Report 9/30/2016 ITEM 9.2.
9.3. Revenue & Expense Summary Report 9/30/2016 ITEM 9.3.

10. Old Business.

10.1 Motion to authorize General Manager to submit Inflow and Infiltration Projects to the Mississippi Department of Environmental Quality, Making Mississippi Whole, Restore Project Portal. ITEM 10.1.

11. New Business / Discussion Item.

11.1. Selection of Audit Committee for the Fiscal Year 2015-2016 Audit ITEM 11.1.

11.2. Motion to approve Treasury Services Authorization Resolution with Hancock Bank, a trade name of Whitney Bank and to appoint Comptroller, Toni Wilson and Billing Supervisor, Cheryl Ladner as the authorized officers for the Diamondhead Water and Sewer District. ITEM 11.2.

11.3. Motion to approve DWSD employees, Joe Higginbotham, Jarvis Bracknell and Heath Dubuisson to attend Duties and Responsibilities Training sponsored by Mississippi Department of Environmental Quality, October 26, 2016, St. Martin Community Center, 15008 Lemoyne Blvd., Biloxi, at no cost to the District. ITEM 11.3.

11.4. Motion to approve Blue Cross & Blue Shield of Mississippi (BCBSMS) Underwritten Group Tobacco-free Workplace Letter of Understanding and receive a Group three percent premium reduction from BCBSMS for being a tobacco-free workplace. ITEM 11.4.

11.5. Motion to approve quote for Generator Preventative Maintenance and Site Inspections. ITEM 11.5.

11.6. Motion to ratify DWSD employees, Jeromy Cuevas, David Carden, Totee Sharkey, Gabriel Garriqa, Joshua Wood and Gilbert Tosso to attendance at Tri-District Water Operator Training sponsored by Mississippi Rural Water Association, October 13, 2016, Forrest County Multi-Purpose Center, 962 Sullivan Drive, Hattiesburg, at no cost to the District. ITEM 11.6.

11.7. Discussion regarding participation in Feature story about the wastewater treatment plant in the Construction Equipment Guide (www.cegltd.com) ITEM 11.7.

12. Election of Officers.

13. Next meeting.

The next meeting of the Board of Commissioners is scheduled for October 27, 2016 at 6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

14. Adjournment.