

DIAMONDHEAD WATER AND SEWER DISTRICT

AGENDA FOR AUGUST 11, 2016 REGULAR MEETING

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

1. **Call to order**
2. **Board Members:** Chairman Mr. Scott Thomas, Vice-Chairman Mayor Thomas Schafer, Commissioner Mr. Dick Nolan, Commissioner Mr. David Malley and Secretary / Treasurer Mr. Tink L'Ecuyer, Jr.
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**
 - 5.1 Opening of REQUEST FOR PROPOSALS FOR AUDITING SERVICES
 - 5.2 Opening of REQUEST FOR PROPOSALS FOR INSURANCE BROKER
6. **GM's Report**
7. **Minutes**
 - 7.1 Motion to approve the Minutes for Regular Meeting held on July 28, 2016. ITEM 7.1
8. **Construction Projects**
 - A. **WWTP Construction Project** - update in GM's report
 - 8A.1 Motion to approve Invoice No.9 from Volkert Inc. for special services in the amount of \$87,274.56 for time period June 18, 2016 to July 22, 2016 ITEM 8A.1
 - 8A.2 Motion to approve Invoice LHJ 16096 (10) from Linfield, Hunter & Junius, Inc. for Project Management Services in the amount of \$25,815.00 for period June 26, 2016 to July 30, 2016 ITEM 8A.2
 - 8A.3 Motion to approve Pay Request No.6 from Max Foote Construction Co. in the amount of \$2,091,526.64 for construction work completed from June 21, 2016 to July 20, 2016 ITEM 8A.3
 - B. **Water Well 1** - update in GM's report
 - 8B.1 Motion to approve Change Order No.1, Final Close Out from Griner Drilling Service, Inc. in the amount of a deduct of \$500.00 reducing contract cost from \$328,517.59 to \$328,017.59, and a change in contract time of an additional 23 days due to weather delays and faulty flow meter. 2016. ITEM 8B.1
 - 8B.2 Motion to approve Final Completion ITEM 8B.2
 - 8B.3 Motion to approve Final Pay Request No. 5, from Griner Drilling Service, Inc. in the amount of \$16,400.88 dated August 1, 2016. ITEM 8B.3
 - C. **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 9.1A and ITEM 9.1B and ITEM 9.1C
Unapproved Docket of Claims ITEM 9.2A
Unapproved Docket of Claims ITEM 9.2B
(Approved by Board Motions on this agenda)

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

- 9.3 Treasurer's Report 7/31/2016 ITEM 9.3
9.4 Revenue & Expense Summary Report 7/31/2016 ITEM 9.4

10. Old Business:

- 10.1 Motion to approve the 2016-2017 Fiscal Year - Capital Improvements Projects ITEM 10.1
10.2 Motion to approve the Rate and Fee Schedule effective October 1, 2016 ITEM 10.2

11. New Business / Discussion Item:

11.1 Motion to approve RESOLUTION OF THE DIAMONDHEAD WATER AND SEWER DISTRICT REQUESTING ASSISTANCE FROM THE CITY OF DIAMONDHEAD WITH THE INSTALLATION OF A SEWER MANHOLE AND 8" SANITARY SEWER MAIN AT LIVE OAK DRIVE ITEM 11.1

11.2 Motion to approve Policies and Procedures for the Board of Commissioners of the Diamondhead Water and Sewer District ITEM 11.2

11.3 Motion to approve Policies and Procedures for Fees and Reproduction of Documents of the Diamondhead Water and Sewer District ITEM 11.3

11.4 Motion to approve request from Hancock Medical Center for late fee credits for the following facilities: Diamondhead Urgent Care \$80.00; Diamondhead Imaging Services \$150.00; Hancock Medical Center, Shepherds Square \$160.00; and Hancock Outpatient Rehab Service \$80.00. ITEM 11.4

11.5 Mutual Aid and Interlocal Agreement dated March 11, 2014 between the Hancock County Board of Supervisors and Diamondhead Water and Sewer District Discussion Item

11.6 Proposal and Cost Estimate for Wage & Benefits Survey submitted by Becton Management Solutions, LLC Discussion Item

12. Executive Session

13. Next meeting:

The next meeting of the Board of Commissioners is scheduled for August 25, 2016 at 6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

14. Adjournment