

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
February 22, 2018 – 6:00 p.m. (Central Time)
City Hall, Diamondhead, MS 39525**

PRESENT: 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 6:00 p.m. The public was duly notified in compliance with the District's open meeting policy.

2. Approve Agenda. Motion by Commissioner Kirschenbaum, second by Commissioner Edmonds to approve the agenda. Motion carried unanimously.

3. Minutes.

3.1. Motion by Commissioner Redd, second by Commissioner Taylor to approve the Minutes for the Regular Meeting held on February 8, 2018. AYE: Redd, Taylor, Boan, & Kirschenbaum. ABSTAINED: Edmonds. Motion carried. (Attachment A).

4. General Manager's Report.

4.1. Update of Recent Events.

4.1.A. MRWA Board member training was held on February 20, 2018. Commissioners Kirschenbaum, Edmonds, Redd, and Taylor attended.

4.1.B. MRWA Water Operator training was held on February 21, 2018.

4.1.C. A final copy of the Utility Service Study report should be received from Linfield Hunter & Junius in the near future. The project has been completed.

4.2. WWTP Construction Project.

4.2.A. Invoice number 27 from Volkert has been received and is under review.

4.2.B. Max Foote Construction is coordinating repairs on the 2" sump pump discharge line.

4.3. Lift Station Repair & Mitigation.

4.3.A. Scada equipment was installed at the WWTP Control Building. Upgrades were completed and the system is operating properly.

4.3.B. An update of the project will be provided by Bruce Newton with Digital Engineering under Item 6.2.

5. Public Comments.

None.

6. Construction / Engineering Projects.

6.1. WWTP Construction Project. Update in the GM's report.

6.2. Lift Station Repair and Mitigation PW8429, PW11280 and PW11247.

6.2.A. Bruce Newton of Digital Engineering provided a project update. Lift Station 7 is now online and Lift Stations 1 and 26 should be online in the next few weeks. The contractor is expected to mobilize within the next two weeks to both Lift Station 27 and 30. The project is ahead of schedule.

6.3. Utility Service Study.

Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to approve Linfield, Hunter, & Junius Invoice# S23489G in the amount of \$18,600.00 for the time period of December 31, 2017 to January 27, 2018. Motion carried unanimously. (Attachment B).

7. Financial Motions.

7.1. Motion by Commissioner Edmonds, second by Commissioner Redd to approve the Docket of Claims in the amount of \$ 26,335.72. Motion carried unanimously. (Attachment C).

7.1.A. Unapproved Docket of Claims.

8. Old Business.

None

9. New Business / Discussion Item.

9.1. Motion by Commissioner Boan, second by Commissioner Kirschenbaum to approve Policy#D-2018-017 for Use of District Credit Card to be used for emergency purchases only where District accounts aren't in existence. AYE: Boan, Kirschenbaum, Redd, Edmonds, and Taylor. Motion carried unanimously. (Attachment D).

10. Adjournment @ 6:23pm. Motion by Commissioner Taylor, second by Commissioner Redd. Motion carried unanimously.

Chairman

Date