

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
March 28, 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 6:00pm. The public was duly notified in compliance with the District's open meeting policy.

2. Approve Agenda.

Motion by Commissioner Kirschenbaum, second by Commissioner Taylor to approve the agenda. Motion carried unanimously.

3. Minutes.

3.1. Motion by Commissioner Redd, second by Commissioner Edmonds to approve the Minutes for the Regular Meeting held on March 14, 2019. Motion carried unanimously. (Attachment A).

3.2. Motion by Commissioner Kirschenbaum, second by Commissioner Boan to approve the revised Minutes for the Regular Meeting held on February 28, 2019. Motion carried unanimously. (Attachment B).

4. General Manager's Report.

4.1. Update of Recent Events.

4.1.A. Telecommunication installations in Diamondhead have expanded to include three different fiber projects.

4.1.B. Advertisement for bid on the AMI water meter replacement project has been posted, bids received will be open later in the agenda. Digital Engineers will make copies of the original bids and distribute a copy to each Commissioner and the General Manager. Digital Engineering will review all bids, evaluate same and make an award recommendation to the District. A final decision regarding the award of the contract will be made by the District based upon the recommendation of Digital Engineering and its' independent evaluation of the submitted bids. The party awarded the project will be notified once a final decision of award is made.

4.1.C. The Lift Station #13 Force Main Project has been advertised for bid. Sealed bids will be opened during the April 25, 2019 Board Meeting.

4.1.D. The District has investigated reports regarding alleged overflows at the Basin #17 sewer manhole #17-66 on Diamondhead Drive East and found no evidence of any sewer overflow on or around March 2 - 3, 2019.

4.1.E. Coast Chlorinator Company will host its 27th Annual Water & Wastewater Operator Training on April 11, 2019 at the St. Martin Community Center. This training will provide District employees training opportunities with the necessary CEU hours to meet licensing requirements.

5. Public Comments. None.

6. Construction / Engineering Projects.

6.1. Water Meter Replacement Project.

6.1.A. Motion by Commissioner Taylor, second by Commissioner Redd to acknowledge receipt of and to take under advisement Water Meter Replacement Project bids from the following bidders: (1) Vanguard Utility Service, (2)RTS Water Solutions, (3)Core & Main, (4)Hudson Contracting, (5)DNA Underground LLC, and (6)Lubin Enterprises. Motion carried unanimously. (Attachment C).

6.2. Lift Station #13 Force Main Project.

6.2.A. Motion by Commissioner Kirschenbaum, second by Commissioner Edmonds to spread upon the minutes the advertisement for bids for the Lift Station #13 Force Main Project as approved on March 14, 2019. Motion carried unanimously. (Attachment D).

7. Financial.

7.1. Docket of Claims.

7.1.A. Motion by Commissioner Edmonds, second by Commissioner Boan to approve the Docket of Claims in the amount of \$42,537.79. Motion carried unanimously. (Attachment E).

8. New Business / Discussion Items.

8.1. Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to approve revised District Personnel Policy #P-2019-012, Bereavement Leave, as attached hereto. Motion carried unanimously. (Attachment F).

8.2. Motion by Commissioner Kirschenbaum, second by Commissioner Redd to approve revised District Personnel Policy #P-2019-013, Employment of Relatives, as attached hereto. Motion carried unanimously. (Attachment G).

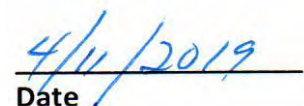
8.3. Motion by Commissioner Taylor, second by Commissioner Edmonds to authorize the attendance of Jason Youngblood, Jarvis Bracknell, Justin Cuevas, Russell Necaise, Kirk Edmonson, Jeromy Cuevas, John Cumberland and David Carden to the Coast Chlorinator 27th Annual Training Workshop on April 11, 2019 at St. Martin Community Center with no cost to the District. Motion carried unanimously. (Attachment H).

9. Adjournment @ 6:23pm. Motion by Commissioner Taylor, second by Commissioner Edmonds. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for **April 11, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman


Date