

DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
May 19, 2016 – 6:00 p.m. (Central Time)
Held at City Hall, Diamondhead, MS 39525

PRESENT: Chairman Mr. Scott Thomas, ~~Vice-Chairman Mayor Thomas Schafer~~, Secretary/Treasurer Mr. Tink L'Ecuyer, Commissioner Mr. David Malley, and Commissioner Mr. Dick Nolan.

ABSENT: Vice-Chairman Mayor Thomas Schafer

ALSO PRESENT: Interim General Manager Nancy Depreo with Seymour Engineering, and Project Director, John Cumberland.

The presence of a quorum was noted and the meeting was called to order at 6:00 p.m., noting also that the public was duly notified in compliance with the District's open meeting policy.

4. Approve Agenda

4.1 Motion by Commissioner Malley, seconded by Commissioner L'Ecuyer to move Item 11.1 under New Business/Discussion Item after 4. Approve Agenda, and approve the agenda as amended. Motion carried unanimously.

5. Public Comments - None

6. Interim GM's Report - WWTP project on schedule. Control building slab has been poured. Piles should be complete by the end of the month. Well#1 flushing underway. Substantial completion should be on 5/30/16 and final completion by end of June. Lift Stations project advertisement for professional services by 5/30/16. It will first go through our legal review then MEMA for approval before we advertise. Inter-local agreement with City of Diamondhead is with the Attorney General's office then will go to the Secretary of State. Incode auto-mated system being researched and looking into once we upgrade our Incode version to utilize the capability of phone messages informing customers three days prior to being cutoff, rather than office personnel calling manually. Also within 24 hours, another automated message will be sent informing them they will be disconnected within the next 24 hours. We will also be utilizing this automation for boil order notifications. GM will report number of monthly cutoffs to board.

7. Minutes

7.1 Motion by Commissioner Malley, seconded by Commissioner L'Ecuyer to approve the Minutes for Regular Meeting held on May 12, 2016. Motion carried unanimously. (Attachment A)

8. Construction Projects

- A. **WWTP Construction Project** - update in GM's report
- B. **Water Well 1** - update in GM's report
- C. **Lift Station Repair and Mitigation** PW8429, PW11280 and PW11247- update in GM's report

9. Financial Motions:

9.1. Motion by Commissioner L'Ecuyer, seconded by Commissioner Thomas to approve the Docket of Claims. Motion carried unanimously. (Attachment B)

10. Old Business:

11. New Business / Discussion Item

11.1 Motion by Commissioner Malley, seconded by Commissioner L'Ecuyer to approve the Fee Agreement with Boyce Holleman & Associates, 1720 23rd Avenue/Boyce Holleman Blvd., Gulfport, Mississippi 39501 for legal services. Motion carried unanimously. (Attachment C)

11.2 Motion by Commissioner L'Ecuyer, seconded by Commissioner Malley to approve proposal from Necaise & Company, PLLC, Certified Public Accounting Firm, for assistance with the 2016-2017 Fiscal Budget. Motion carried unanimously. (Attachment D)

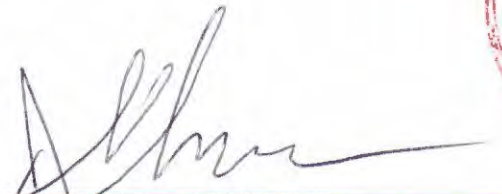
11.3 Motion by Commissioner L'Ecuyer, seconded by Commissioner Malley to rescind "closing the Office, June 8, 2016" as made in Motion 11.4 at the regular scheduled Board meeting on May 12, 2016. Motion carried unanimously. (Attachment E)

12. Executive Session - None

13. Next meeting:

The office will be closed Monday, May 30, 2016 in observance of Memorial Day. The next meeting of the Board of Commissioners is scheduled for June 9, 2016 at 6:00PM at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

14. Adjournment @ 6:40pm. Motion by Commissioner L'Ecuyer, seconded by Commissioner Malley. Motion carried unanimously.



Chairman



June 9, 2016
Date