

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
January 10, 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 6:04pm. The public was duly notified in compliance with the District's open meeting policy.

2. Approve Agenda.

Motion by Commissioner Boan to amend the agenda to change Section 10 to Executive Session and to add Section 11 Adjournment. Motion by Commissioner Kirschenbaum, second by Commissioner Redd. Motion carried unanimously.

3. Minutes.

3.1. Motion by Commissioner Edmonds, second by Commissioner Kirschenbaum to approve the Minutes for the Regular Meeting held on December 27, 2018. Motion carried unanimously. (Attachment A).

4. General Manager's Report.

4.1. Update of Recent Events.

4.1.A. On January 4, 2019, there was a water main break on Diamondhead Drive East between two Alkii Way intersections. Repairs were immediately made and a precautionary boil water notice was issued. The boil water notice was lifted on January 8, 2019.

4.1.B. On December 28, 2018 approximately thirty(30) locate tickets were received from Delta Drilling on behalf of C-Spire. A pre-construction meeting was held between DWSD staff and Delta Drilling before any underground utility work commenced. This is Phase I of 11 phases for fiber utility planned to be installed by C-Spire within the District's service area.

4.1.C. Item 7.1 on the agenda is a Motion to approve a 14-day time extension to Task Order 1 issued to Seymour Engineering for the design phase of the Lift Station #13 Force Main Project due to the installation of the fiber optic lines in the immediate area of this project. Said change is a no cost change order.

4.1.D. Smoke testing of the sewer mains is ongoing.

5. Public Comments. None.

6. 2017/2018 Fiscal Year Audit

Presentation of 2017/2018 Audit Report by Chris Taylor with Wright, Ward, Hatten, & Guel.

7. Construction / Engineering Projects.

7.1. Lift Station 13 – Force Main Project

Motion by Commissioner Edmonds, second by Commissioner Taylor to approve a 14-day time extension, with no additional costs, to Seymour Engineering Task Order # 1 due to new additional underground utilities being installed by C Spire within the project area. Motion carried unanimously.

8. Financial.

8.1. Docket of Claims.

8.1.A. Motion by Commissioner Edmonds, second by Commissioner Kirchenbaum to approve the Docket of Claims in the amount of \$89,293.07. Motion carried unanimously. (Attachment B).

8.1.B. Treasurer's Report – 12/31/2018 (Attachment C).

8.1.C. Revenue & Expense Report – 12/31/2018 (Attachment D).

8.1.D. Unapproved Docket of Claims (Attachment E).

9. New Business / Discussion Items.

9.1. Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to approve District Policy # P-2019-003 as attached hereto. Motion carried unanimously. (Attachment F).

9.2. Motion by Commissioner Boan, second by Commissioner Kirschenbaum to approve an Invoice from Purcell Co., Inc. in the amount of \$30,000.00 pursuant to section 1.b. of the Second Amendment to the original Agreement for the purchase/exchange of the old Waste Water Treatment site. Motion carried unanimously. (Attachment G).

10. Executive Session.

Motion by Commissioner Taylor, second by Commissioner Boan to enter into closed session at 6:48pm to discuss the need for executive session to discuss potential litigation regarding an employment claim. Motion carried unanimously.

Motion by Commissioner Boan, second by Commissioner Kirschenbaum to exit closed session at 6:49pm. Motion carried unanimously.

Motion by Commissioner Boan, second by Commissioner Kirschenbaum to enter into executive session at 6:50pm to discuss potential litigation regarding an employment claim. Motion carried unanimously.

Motion by Commissioner Taylor, second by Commissioner Redd to exit executive session at 7:30pm. Motion carried unanimously.

No action taken in Executive Session.

10.1. Motion by Commissioner Kirschenbaum to declare the official position of the Diamondhead Water and Sewer District Board of Commissioners to be that the Board has no opposition to any employee running for public office provided job performance is in no way effected. Motion by Commissioner Edmonds, second by Commissioner Taylor. AYE: Kirschenbaum, Edmonds, Redd, Taylor, & Boan. NAY: None. Motion carried unanimously.

11. Adjournment at 7:34pm. Motion by Commissioner Kirschenbaum, second by Commissioner Edmonds. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for **January 24, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.




Chairman

1/24/2019
Date