

**DIAMONDHEAD WATER AND SEWER DISTRICT
REGULAR MEETING MINUTES
February 28, 2019 – 6:00pm (Central Time)
City Hall, Diamondhead, MS 39525**

1. Call to order.

Present Board Members: Chairman David Boan, Secretary/Treasurer Kenny Edmonds, Commissioner Robert Redd, and Commissioner Ben Taylor.

Absent: Vice-Chairman John Kirschenbaum.

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 Boan to amend agenda to add Item 8.4. to state, "Motion to approve the easement abandonment at the back of the property located at 7734 Manini Way due to the installation of a pool at Phase I, Unit 7, Block 1, Lot 4 per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1., second by Commissioner Taylor to approve the agenda as amended. 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 13, 2019. Motion carried unanimously. (Attachment A).

4. General Manager's Report.

4.1. Update of Recent Events.

4.1.A. On February 24, 2019, a water main break occurred on Koloa Street near Kalae Street intersection. Boil Water Notices were issued, repairs made, and service quickly. Site repair will be performed at a later date.

4.1.B. Advertisement for bids for the Water Meter Replacement Project has been placed.

4.1.C. Seymour Engineering is 100% complete with the Main Topographic Survey and 100% complete with the Design Drawings for the Lift Station #13 Force project. The project is on schedule. A progress meeting will be held on February 26, 2019.

4.1.D. Video inspection and smoke testing of the Basin 17 sanitary sewer collection system is complete. Large quantities of data have been collected for review and future analysis.

The Sewer Collection System Review Committee has developed conceptual plans for various potential solutions to the sewer issues in Basin 17. The District is researching any possible grant assistance for this project. The I&I Supervisor has tentatively scheduled a presentation of the Basin 17 data to the Board at the March 14, 2019 meeting.

The District owns and operates the water distribution system, 4 water well facilities, one water tower facility, the sanitary sewer collection system, 35 sewer lift stations, and a wastewater treatment plant facility within the boundaries of Diamondhead. The District has certified water and wastewater operators on staff who maintain these systems daily. MSDEQ and DMR regulate the sewer system and MSDOH regulates the water system. Reports relating to sewer overflows from heavy rain inundation or a system malfunction are filed with MDEQ immediately as required by law. Questions regarding these issues should be directed to the General Manager.

4.1.E. The District has been working on telephone improvements for the Administrative Office. The current AT&T contract expires in April 2019. At that time, the District plans to initiate a new phone system. The new plan is more user friendly, more cost effective, and requires no contract.

5. Public Comments. None.

6. Construction / Engineering Projects.

6.1. Water Meter Replacements Project.

6.1.A. Motion by Commissioner Taylor, second by Commissioner Redd to spread upon the minutes the Digital Engineering Work Assignment No. 2019-03B for the Water Meter Replacements Construction Project. Motion carried unanimously. (Attachment B).

6.1.B. Motion by Commissioner Edmonds, second by Commissioner Taylor to spread upon the minutes the advertisement of the Water Meter Replacements Construction Project. Motion carried unanimously. (Attachment C).

6.2. Miscellaneous Engineering/Construction Projects.

6.2.A. Motion by Commissioner Redd, second by Commissioner Taylor to spread upon the minutes the one-year contract with Gulf States Engineering to

provide preventative maintenance inspections on all DWSD submersible Flygt pumps and systems. Motion carried unanimously. (Attachment D).

7. Financial

7.1. Docket of Claims.

7.1.A. Motion by Commissioner Edmonds, second by Commissioner Taylor to approve the Docket of Claims in the amount of \$40,883.55. Motion carried unanimously. (Attachment E).

8. New Business / Discussion Items.

8.1. Motion by Commissioner Edmonds, second by Commissioner Taylor to approve revised District Personnel Policy #P-2019-017 - Use of District Logo, as attached hereto. Motion carried unanimously. (Attachment F).

8.2. Motion by Commissioner Redd, second by Commissioner Taylor to approve revised District Statute Policy #S-2019-003 – Voting, as attached hereto. Motion carried unanimously. (Attachment G).

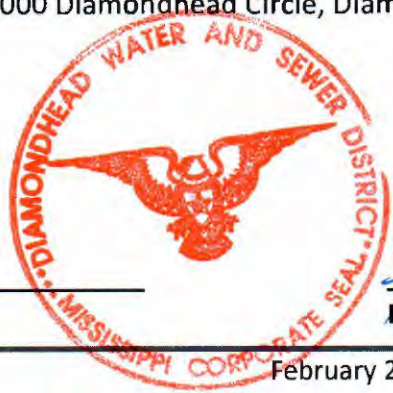
8.3. Motion by Commissioner Taylor, second by Commissioner Edmonds to approve revised District Statute Policy #S-2019-004 – Jury Duty, as attached hereto. Motion carried unanimously. (Attachment H).

8.4. Motion by Commissioner Taylor, second by Commissioner Edmonds to approve the abandonment of an utilities easement due to the installation of a pool at the back of the property located at 7734 Manini Way, Phase I, Unit 7, Block 1, Lot 4 per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1. Motion carried unanimously.

9. Adjournment @ 6:26pm. Motion by Commissioner Taylor, second by Commissioner Edmonds. Motion carried unanimously.

The next meeting of the Board of Commissioners is scheduled for **March 14, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.


Chairman



3/14/2019
Date