

**DIAMONDHEAD WATER AND SEWER DISTRICT**  
**Agenda for April 11, 2019 Regular Meeting**

6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead MS 39525

**1. Call to order.**

**Board Members:** Chairman David Boan, Vice-Chairman John Kirschenbaum, Secretary/Treasurer Kenny Edmonds, Commissioner Robert Redd, and Commissioner Ben Taylor.

**2. Approve Agenda.**

**3. Minutes.**

**3.1.** Motion to approve the Minutes for the Regular Meeting held on March 28, 2019.

**4. General Manager's Report**

**5. Public Comments.**

**6. Construction / Engineering Projects.**

**6.1. Water Meter Replacement Project.**

**6.1. A.** Motion to authorize the lowest and best bidder, Hudson Contracting, to proceed with the AMI Water Meter Replacement Project in the amount of \$1,781,286.00 as recommended by the project engineer, Digital Engineering, and to authorize the Chairman to execute contract for same.

**6.1.B.** Motion to approve Digital Engineering invoice #728-1310-09 in the amount of \$3,715.00 for the time period of March 3, 2019 through March 30, 2019, leaving a remaining balance of \$101,435.00 for this project.

**6.2. Lift Station #13 Force Main Project.**

**6.2.A.** Motion to approve Seymour Engineering invoice #6985 in the amount of \$14,267.00 for the time period of February 21, 2019 through March 22, 2019, leaving a remaining balance of \$52,000 for this project.

**7. Financial.**

**7.1. Docket of Claims.**

**7.1.A.** Motion to approve the Docket of Claims in the amount of \$124,998.70.

**7.1.B.** Treasurer's Report – 3/31/2019

**7.1.C.** Revenue & Expense – 3/31/2019

**7.1.D.** Unapproved Docket of Claims

## **8. New Business / Discussion Items.**

- 8.1.** Motion to approve revised Personnel Policy #P-2019-002, Employment Introductory Period, as attached hereto.
- 8.2.** Motion to approve revised Personnel Policy #P-2019-004, Travel & Expense Reimbursement, as attached hereto.
- 8.3.** Motion to approve revised Personnel Policy #P-2019-005, Personnel Records, as attached hereto.
- 8.4.** Motion to approve the abandonment of utility easement due to new residential construction located at 8717 & 8719 Diamondhead Drive West, Phase I, Lot 8 & 9 per the Diamondhead Water & Sewer District Water Use Ordinance, Page 10, Section 9.8.1.

## **9. Adjournment.**

The next meeting of the Board of Commissioners is scheduled for **April 25, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.