

**DIAMONDHEAD WATER AND SEWER DISTRICT  
REGULAR MEETING MINUTES  
March 22, 2018 – 6:00 p.m. (Central Time)  
City Hall, Diamondhead, MS 39525**

**PRESENT:** 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 6:01 p.m. The public was duly notified in compliance with the District’s open meeting policy.

**2. Agenda.**

**2.1. Motion by Commissioner Kirschenbaum, second by Commissioner Redd to approve the agenda. Motion carried unanimously.**

**3. Minutes.**

**3.1. Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to approve the Minutes for the Regular Meeting held on March 8, 2018. Motion carried with Commissioner Edmonds abstaining. (Attachment A).**

**4. General Manager’s Report.**

**4.1. Update of Recent Events.**

**4.1.A.** A water main break occurred at Hanalei Place and Diamondhead Drive East on March 11, 2018. DWSD’s Maintenance and Operations Departments were called to the scene to quickly make the necessary repairs. Precautionary boil water notices were issued door to door and on the DWSD website. The precautionary boil order was lifted within forty-eight (48) hours.

**4.1.B.** Piping of the existing water main was rearranged to allow for the construction of a new building at the southeastern corner of the Aloha Drive Shopping Center on March 9, 2018. An inserta valve was installed into the live water main in order to avoid shutting down a large portion of the commercial area. In addition, a new fire hydrant was installed.

## **4.2. Miscellaneous Items of Discussion.**

**4.2.A.** Drawings for the Glen Eagle Phase II Development were delivered to the DWSD by the City of Diamondhead on March 2, 2018. The development is projected to include 100 homes with requisite streets, drainage, and water and sewer infrastructure which includes one(1) lift station.

The DWSD's Chairman and General Manager attended a meeting on March 5, 2018 with the builder, engineer, POA, Police Department, and City of Diamondhead to discuss issues relating to the project.

The DWSD is currently reviewing the project drawings. The builder presented a new set of drawings to the DWSD on March 20, 2018 which changed the scope of work to 112 homes.

**5. Public Comments.** None.

## **6. Construction / Engineering Projects.**

**6.1. WWTP Construction Project.** Update in the GM's report.

**6.2. Lift Station Repair and Mitigation** PW8429, PW11280 and PW11247.

**6.2.A.** Bruce Newton with Digital Engineering provided an update on the Lift Station projects. Lift Stations 7 and 26 have been completed and are operational. Lift Stations 1, 27, and 30 are under construction and are expected to be online in mid-April. Lift Stations 5, 10, 13, and 22 are proceeding as scheduled. In addition, Mr. Newton provided the following responses to questions posed by the DWSD Board of Commissioners and Staff:

(1) Approximately forty percent (40%) of the Project's construction schedule has elapsed; however, approximately fifty percent (50%) of the construction has been completed.

(2) The Contractor is comfortable with the construction schedule. It is expected that construction will be completed on or before September 1, 2018.

(3) An inspector is on site throughout the construction.

(4) Wet well liners at all lift stations are being installed as prescribed within the contract specifications.

(5) The contractor was allowed to develop its own construction schedule.

(6) Lift Station 5 was moved to the rear of the construction schedule due to inclement weather.

(7) The cost of equipment used by the contractor was included in the bid price. The DWSD is not paying rental fees for any equipment being used by the contractor.

**6.2.B. Motion by Commissioner Edmonds, second by Commissioner Redd to approve Magnolia Construction Pay Request#5 in the amount of \$278,506.08 for the period of January 9, 2018 to February 9, 2018. Motion carried unanimously. (Attachment B).**

**6.2.C. Motion by Commissioner Kirschenbaum, second by Commissioner Taylor to approve Digital Engineering Invoice#728-1464-18 in the amount of \$13,827.00 for the period of February 11, 2018 to March 10, 2018. Motion carried unanimously. (Attachment C).**

**6.3. Utility Service Study.**

**6.3.A.** Jack Cleveland, Chief of Staff for State Senator Philip Moran, addressed the Board regarding possible GOMESA funding for District infrastructure.

**6.3.B. Motion by Commissioner Edmonds, second by Commissioner Taylor to approve Linfield Hunter & Junius Pay Request #S23490G in the amount of \$15,500.00 for the period through February 24, 2018. Motion carried unanimously. (Attachment D).**

**6.3.C.** Discussion of Linfield Hunter & Junius 95% Utility Service Study Report. No action taken.

**7. Financial.**

**7.1. Motion by Commissioner Taylor, second by Commissioner Kirschenbaum to approve the Docket of Claims in the amount of \$ 33,512.78. Motion carried unanimously. (Attachment E).**

**7.1.A.** Unapproved Docket of Claims. (Attachment F).

**8. Old Business.**

**8.1. Motion by Commissioner Redd, second by Commissioner Edmonds to spread upon the minutes, the executed copy of Master Engineering Services Agreement with Digital Engineering. Motion carried unanimously. (Attachment G).**

**9. New Business / Discussion Items.**

None.

**10. Adjournment @ 6:39pm. Motion by Commissioner Kirschenbaum, second by Commissioner Taylor. Motion carried unanimously.**

The next meeting of the Board of Commissioners is scheduled for April 12, 2018 at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.

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Chairman

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Date