

DIAMONDHEAD WATER AND SEWER DISTRICT
Agenda for May 9, 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 April 25, 2019.

4. General Manager's Report

5. Public Comments.

6. Construction / Engineering Projects.

6.1. Water Meter Replacement Project.

6.1.A. Motion to approve Digital Engineering invoice# 728-1310-10 for the time period of March 31, 2019 through April 27, 2019 in the amount of \$3,715.00 for the Water Meter Replacement Project leaving a balance remaining of \$97,720.00 for this project.

6.2. Engineering Plan Review Project.

6.2.A. Motion to approve Digital Engineering invoice# 728-1310-10 for the time period of March 31, 2019 through April 27, 2019 in the amount of \$160.00 for the Beaux Vue Plan Review, and in the amount of \$80.00 for the Elliott Homes Plan Review for a total amount of \$240.00, leaving a balance remaining on the Master Services Agreement of \$11,906.25.

6.3. Lift Station #13 Force Main Project.

6.3.A. Motion to authorize the lowest and best bidder, DNA Construction to proceed with the Lift Station #13 Force Main Project in the amount of \$354,203.00 as recommended by the Project Engineer Seymour Engineering, and to authorize the Chairman to execute contract for same.

6.4 SCADA Improvement Project

6.4.A. Motion to authorize Task Order #218-0518.01 with Compton Engineering under the current Master Service Agreement for total engineering fees not to exceed \$24,000.00 and to authorize Chairman to execute same.

6.5 Engineering Master Services Agreement

6.5.A. Motion to authorize Digital Engineering Master Services Agreement Amendment No.2 to extend the agreement for a period of one (1) year to expire on March 8, 2020 with no change in the contract amount and to authorize the Chairman to execute same.

7. Financial.

7.1. Docket of Claims.

7.1.A. Motion to approve the Docket of Claims in the amount of \$107,347.21.

7.1.B. Treasurer's Report – 4/30/2019

7.1.C. Revenue & Expense Report – 4/30/2019

7.1.D. Unapproved Docket

8. New Business / Discussion Items.

8.1. Motion to approve District Personnel Policy #P-2019-031, Use of Social Media, as attached hereto.

8.2. Motion to approve District Policy #D-2019-032, Inclement Weather Policy, as attached hereto.

8.3. Motion to approve District Personnel Policy #P-2019-033, Dress Code Policy, as attached hereto.

8.4. Motion to approve revised District Personnel Policy #P-2019-026, Use of District Time, as attached hereto.

8.5. Motion to approved District Personnel Policy #P-2019-025, District Computer & Network Systems, as attached hereto.

8.6. Motion to approve the attendance of John Cumberland, Joe Higginbotham, Kodie Koenenn, and Ryan Ralph at the Mississippi Rural Water Association's Summer Training in Biloxi on June 4, 5 and 6th, 2019 for a total cost of \$ 625.00.

9. Adjournment.

The next meeting of the Board of Commissioners is scheduled for **May 23, 2019** at 6:00 p.m. at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS.