

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2416
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Hwy 73
Port Arthur, Texas

Date: April 2, 2024

Present: Commissioners
Richard Beaumont
James Gamble, Sr.
Lester Champagne
Matthew Vincent
Phil Kelley, General Manager

Absent: Albert Moses, Jr.

Visitors: Allen Sims, DD7
Toby Davis, DD7
Dean Depew, DD7
Brady Girouard, DD7
Garrett Boudoin, DD7
Kirby Johnson, DD7
Barron Cook, DD7
Prince Evans, GP Evans Contractors, LLC
Scott Hilgemeier, Duck's Dragline
Josh Rodriguez, Stellar Bank
Tim Kreitzer, Stellar Bank
Kim Carroll, Texan Engineering & Associates (Via Zoom)

The meeting was called to order at 2:00 p.m. by Chairman Beaumont after ascertaining that the Notice of Meeting had been posted in accordance with the law. Commissioner Champagne gave the invocation.

Minutes of Meeting No. 2415

The Minutes of Meeting No. 2415 was approved as read.

Open Bids and Consider Award of Bid for Emergency Disaster Assistance Recovery Services

Bids were opened and read as follows for Emergency Disaster Assistance Recovery Services:

Bidder	Cover letter	Cost Proposal	References
Brystar	Yes	Yes	Yes
Tidal Basin	Yes	Yes	Yes
DRC Emergency Services	Yes	Yes	Yes
Aftermath Disaster Recovery Services	Yes	Yes	Yes

Mr. Allen Sims stated that this contract is for goods and services that may be needed during a storm event. Due to the diverse list of items and services to be bid, the contracts will likely be awarded to different entities.

Commissioner Vincent moved to table the bids submitted for study and review by staff and award the bid for Emergency Disaster Assistance Recovery Services at the next board meeting. Commissioner Gamble seconded the motion. The motion carried.

Open Bids and Consider Award of Bid for Emergency Stand-By Fuel Supply

Mr. Phil Kelley stated that no bids were received for the Emergency Stand-By Fuel. The District will re-advertise for bids.

Consider Award for Bids for Calendar Year 2024 Equipment Provision Services

Mr. Phil Kelley stated that the proposals for the 2024 Equipment Provision Services were opened at the board meeting held on March 19, 2024. Mr. Kirby Johnson stated that the responding companies were Duck’s Dragline Service, Frelow Trucking, Lawco, LLC, Ramtex Industrial LLC, and Vortech. Vortech’s bid was deemed incomplete as it did not contain a bid proposal. No contractor bid on all the equipment listed in the bid

requests. Therefore, a recommendation letter was submitted by Kirby Johnson, P.E. to award the bids to multiple contractors subject to their proposals. Mr. Johnson recommended that Duck's Dragline Service, Inc., Frelow Trucking, Lawco, LLC, and RAMTEX Industrial, LLC be awarded the bids in their respective categories. Commissioner Champagne moved to approve awarding the bid for the 2024 Equipment Provision Services to Duck's Dragline Service, Inc., Frelow Trucking, Lawco, LLC, and RAMTEX Industrial, LLC respectively as recommended by staff. Commissioner Gamble seconded the motion. The motion carried.

Consider Award for Bids for Calendar Year 2024 Seasonal Mowing Services

Mr. Phil Kelley stated that the proposals for the 2024 Seasonal Mowing Services were opened at the board meeting held on March 19, 2024. Mr. Kirby Johnson stated that the responding companies were Duck's Dragline Service, GP Evans Contractors, LLC, Southern Style Services, LLC, and Yellowstone Landscape. The bid prices are for a single round of mowing of the levee and area ditches, consisting of approximately 1,155 acres. The mowing season requires four to five rounds. Mr. Johnson stated that GP Evans Contracting, LLC was the lowest bidder at \$44,424.75 per round. However, upon further review, the bidder did not meet the minimum equipment requirements specified in the bid documents. The bidder only possesses four of the five tractors/mowers required by the bid documents.

Yellowstone Landscape was the next lowest bid at \$51,975.00 per round. The bidder did meet all the minimum equipment requirements specified in the bid documents.

Staff deferred to the Board of Commissioners the decision of to whom to award the CY2024 Seasonal Mowing Services contract.

Commissioner Vincent moved to award the bid for Calendar Year 2024 Seasonal Mowing Services to GP Evans Contractors, LLC based on his low bid of \$44,424.75. Commissioner Gamble seconded the motion. The motion carried.

Consider Proposal for Bank/Depository Services

Mr. Phil Kelley introduced Tim Kreitzer and Josh Rodriguez with Stellar Bank. Mr. Kreitzer stated that the Community Bank and Allegiance Bank merger was completed on February 21, 2023, creating Stellar Bank. Stellar has a team that deals strictly with government entities. Mr. Rodriguez made a presentation that compared the District's current interest rates on various accounts to what Stellar Bank is offering. The presentation compared what the District earned in interest at 1.08% in January 2024 with its current financial institution to what the District could have earned had the funds been with Stellar Bank. Based on Stellar Bank's current interest rate of 3.5% for checking and 4.5% for the capital funds accounts using January's average balance/activity provided, the District would have earned an additional \$292,357.48 in interest for the month, which amounts to an increase of \$219,589.18 more than the interest earned in January with the District's current financial institution. Stellar Bank would waive banking fees. The District would receive a \$2,500.00 transition credit to allow for initial fiduciary supplies needed. Stellar Bank offers an online banking platform for desktop or mobile use and onsite training for the applications. Collateral is monitored daily. Stellar Bank also offers online ACH, online wires, positive pay, ACH positive pay, and remote deposit service. Mr. Kreitzer stated that Stellar Bank would utilize the Intrafi Investment Account for the capital funds account. This technology would break down the \$52 million into \$250,000 increments which would be completely insured by FDIC eliminating the need for collateral

security. Mr. Sims stated that he contacted Jefferson County Drainage District No. 6, Jefferson County Drainage District No. 3, and the Southeast Texas Regional Planning Commission to check references. All were very happy with the services provided by Stellar Bank. Commissioner Champagne moved to approve Resolution No. 512 designating Stellar Bank as the District's Depository and authorizing the General Manager to execute on behalf of the District any and all necessary depository or account agreements with said bank. Commissioner Vincent seconded the motion. The motion carried. A copy of Resolution No. 512 is attached hereto and made a part of these minutes.

Sabine Pass to Galveston Bay Project Summary

Mr. Allen Sims stated there is no significant construction progress to report and the weekly update meetings on miscellaneous projects continue. The February progress report was submitted to the GLO. A meeting is set with TxDOT and the City of Port Arthur next week to address issues on the Hwy 365 project. The goal is to construct the projects so that they do not hinder each other. Commissioner Champagne asked if the interpretation of the definition of wetlands by the USACE has been updated. Mr. Sims stated that the federal government has not made a final interpretation of the new law. Mr. Kelley stated that the decision will affect the Groves Detention and Halbouty Detention projects.

Manager Reports

Mr. Kelley stated that there are no manager reports at this time.

Permits

Linde, Inc. proposed (1) a 20-inch Hydrogen Pipeline Crossing County Jail Outfall. The permit fee is \$550.00, and no bond is required. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. Commissioner Gamble moved to approve the permit requested by Linde, Inc. as recommended by Mr. Boudoin. Commissioner Vincent seconded the motion. The motion carried.

Linde, Inc. proposed (1) a 20-inch Nitrogen Pipeline Crossing County Jail Outfall. The permit fee is \$550.00, and no bond is required. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. Commissioner Gamble moved to approve the permit requested by Linde, Inc. as recommended by Mr. Boudoin. Commissioner Vincent seconded the motion. The motion carried.

Linde, Inc. proposed (1) a 12-inch HDPE Wastewater Pipeline Crossing County Jail Outfall. The permit fee is \$550.00, and no bond is required. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. Commissioner Gamble moved to approve the permit requested by Linde, Inc. as recommended by Mr. Boudoin. Commissioner Vincent seconded the motion. The motion carried.

Executive Session - Consider and Take Action, if any, on Items Discussed in Executive Session

No executive session was held.

Checks & Purchase Orders

Maintenance Fund

Ck. No. 23953 – Airgas USA. LLC
\$62.76 – Monthly Cylinder Rental

Ck. No. 23954 – Allen Sims
\$3,869.90 – Travel Reimbursement – TWCA Conference & NWC Summit

Ck. No. 23955 – De Corp.

\$3,217.59 – Groves Detention HMGP & Sabine Pass to Galveston Bay Project

Ck. No. 23956 – Electrical Specialties, Inc.

\$45.00 – Monthly Alarm System Monitoring Services

Ck. No. 23957 – Groves Equipment Rental Co., Inc.

\$10,900.00 – Equipment Rental 2/7 – 4/16/24

Ck. No. 23958 – James Gamble, Sr.

\$270.00 – Health Insurance Payment

Ck. No. 23959 – M & S Unlimited Services, LLC

\$450.00 – Transport Fee 15 Ton Picker

Ck. No. 23960 – Mazzanti & Associates LLC

\$4,489.06 – Legislative Consulting Fees

Ck. No. 23961 – Port Arthur News

\$658.08 – Advertising – Bid Request for Emergency Stand-By Fuel Supply

Ck. No. 23962 – Ray Russo

\$9,234.17 – Legislative Consulting Fees

Ck. No. 23963 – Richards, Rodriguez & Skeith, LLP

\$3,818.50 – Star Lake Ditch Remediation

Ck. No. 23964 – Ritter Forest Products Nederland

\$735.00 – Mat Rental – Hebert Tract - Sabine Pass to Galveston Bay Project

Ck. No. 23965 – Ron Lewis & Associates

\$3,500.00 – Legislative Consulting Fees

Ck. No. 23966 – Sam & Tash Services, Inc.

\$1,569.62 – Janitorial Services for Administration Building

Ck. No. 23967 – Sunbelt Rentals

\$854.60 – Scissor Lift Rental – Fab Shop Engine Room

Ck. No. 23968 – Texan Engineering & Consulting, LLC

\$8,815.00 – General Engineering & Blocks Bayou Phase 2

Ck. No. 23969 – Texas Social Security Program Employees Retirement System of TX

\$35.00 – Annual Administrative Fee

Ck. No. 23970 – Toby Davis

\$4,026.42 – Travel Reimbursement – TWCA Conference & NWC Summit

Ck. No. 23971 – W-Industries

\$25,509.50 – Alligator Bayou Upgrade & Update Data Operation System

Ck. No. 23972 – Waukesha-Pearce Industries, Inc.

\$5,553.00 – Komatsu Excavator Rental – Hebert Tract – Sabine Pass to Galveston Bay Project

Ck. No. 23973 – Wells Fargo

\$1,573.46 – Travel / Meeting Expenses, Computer, Stand-By Fuel, Levee Maintenance

Ck. No. 23975 – Dan Delich Consulting

\$2,790.32 – Legislative Consulting Fees

GLO Fund

Ck. No. 5063 – Port Arthur Newsmedia, LLC

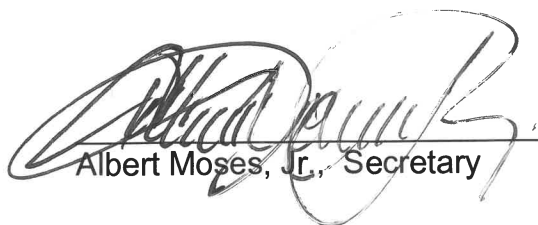
\$472.04 – Bid Advertisement for Sanitary Sewer Line - Sabine Pass to Galveston Bay Project

Commissioner Vincent moved that the checks from the Maintenance Fund, and GLO Fund accounts be approved for payment. Commissioner Champagne seconded the motion. The motion carried.

Chairman Beaumont asked if there was any other business to come before the Board. There was none.

At 2:54 p.m., Commissioner Gamble moved that the meeting be adjourned. Commissioner Vincent seconded the motion. The motion carried.


Richard Beaumont, Chairman


Albert Moses, Jr., Secretary

Given under my hand this 2nd day of April 2024.



Secretary

JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7