

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2395  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 4749 Twin City Highway, Suite 300  
Port Arthur, Texas

Date: May 16, 2023

Present: Commissioners  
Richard Beaumont  
Lester Champagne  
Matthew Vincent  
James Gamble, Sr.  
Phil Kelley, General Manager  
Glenn Steele, Attorney for District

Absent: Albert Moses, Jr.

Visitors: Allen Sims, DD7  
Toby Davis, DD7  
Dean Depew, DD7  
Garrett Boudoin, DD7  
Brady Girouard, DD7  
Dawn Pilcher, Tidewater Professional Services, LLC

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 Vincent gave the invocation.

Minutes of Meeting No. 2394

The Minutes of Meeting No. 2394 was approved as read.

Consider Pay Request No. 10 to N & T Construction, Inc. for the New Administration Building Project

A recommendation letter to approve Pay Request No. 10 to N & T Construction, Inc. was received from Sigma Engineers for construction of the New Administration Building project in the amount of Five Hundred Fifty Thousand Eight Hundred Sixty and 91/100 (\$550,860.91) Dollars. Mr. Allen Sims stated that the remaining section of

concrete is being poured and lighting, switches, and ceiling tiles are being installed. Commissioner Champagne moved to approve Pay Request No. 10 to N & T Construction, Inc. for Construction of the New Administration Building in the amount of Five Hundred Fifty Thousand Eight Hundred Sixty and 91/100 (\$550,860.91) Dollars. Commissioner Vincent seconded the motion. The motion carried.

Consider Pay Request No. 8 to Rebel Contractors, Inc. for Improvements to Blocks Bayou Ditch, Phase 1

A recommendation letter to approve Pay Request No. 8 to Rebel Contractors, Inc. was received from Texan Engineering and Consulting, LLC for improvements to Blocks Bayou Ditch Phase 1 in the amount of One Hundred Eighteen Thousand Two Hundred Seventy-Seven and 90/100 (\$118,277.90) Dollars. Mr. Garrett Boudoin stated this payment is for channel excavation and installation of a 6" concrete liner. All that remains is the construction and pouring of two concrete sections and sod for this phase of the project to be complete. The contractor has completed 75% of the work using 78% of the contract time. Commissioner Vincent moved to approve Pay Request No. 8 to Rebel Contractors, Inc. for improvements to Blocks Bayou Ditch Phase 1 in the amount of One Hundred Eighteen Thousand Two Hundred Seventy-Seven and 90/100 (\$118,277.90) Dollars. Commissioner Champagne seconded the motion. The motion carried.

Consider Engineering Contract with Tidewater Professional Services, LLC

Mr. Kelley submitted a contract for engineering and consulting services with Tidewater Professional Services, LLC for consideration. Tidewater Professional Services, LLC will be used on an as needed basis. The contract has been approved by the district's attorney. Mr. Kelley and Mr. Sims both recommend the District retain the services of Tidewater Professional Services, LLC. Commissioner Champagne moved to

approve the District enter into a contract with Tidewater Professional Services and authorize the General Manager to execute the contract on behalf of the District. Commissioner Vincent seconded the motion. The motion carried.

Consider Approval to Attend 2023 TWCA Summer Conference

Mr. Kelley stated that the 2023 Texas Water Conservation Summer Conference will be held in The Woodlands, Texas - June 14 – 16, 2023. Commissioner Champagne moved that the Commissioners and staff be authorized to attend. Commissioner Gamble seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Brady Girouard stated that design, work-in-kind, and relocation efforts continue on all contracts. No substantial changes since the last commissioner's meeting.

Commissioner Champagne asked what work was being performed in the area of Contract 2. Mr. Girouard stated that it is environmental work, work-in-kind, related to the Sabine to Galveston Bay Project. Union Pacific Railroad is also replacing rail trestles in the area.

Manager Reports

Mr. Phil Kelley presented the financial statements prepared by FMW, P.C. for the period ending April 30, 2023, and gave a collateral securities report as of April 30, 2023.

Commissioner Champagne asked the status of pump and engine repairs. Mr. Dean Depew stated that all the repairs have been completed with the exception of one of the small electric pumps at PS #10.

Executive Session – Pursuant to Section 551.071 of the Texas Government Code, Regarding Potential Litigation; and Pursuant to Section 551.072 of the Texas Government Code, Regarding Property Acquisitions

At 2:13 pm the Commissioners entered an Executive Session regarding potential litigation and property acquisitions.

At 2:52 p.m., the meeting returned to regular session.

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

No action was taken.

Checks & Purchase Orders  
Maintenance Fund

Ck. No. 22211 – 4 Horn Industrial  
\$2,180.49 – Manlift Rental, PS #5 Exhaust Replacement

Ck. No. 22212 – FILMR, LLC  
\$108.00 – Social Media Posts

Ck. No. 22213 – FMW, P.C.  
\$2,300.00 – April & Year End Accounting Services

Ck. No. 22214 – Function 4, LLC  
\$285.35 – Copier Lease/Copy Charges

Ck. No. 22215 – GP Evans Contractors  
\$25,301.66 – Levee Mowing

Ck. No. 22216 – Herc Rentals  
\$3,005.85 – Dump Truck Rental – 4/3 – 5/1/23

Ck. No. 22217 – Hoist & Crane Service Group, Inc.  
\$2,685.00 – Annual Overhead Crane Inspections

Ck. No. 22218 – LJA Engineering, Inc.  
\$14,225.46 – Stormwater Management, Data Collection & Rodair Gully Detention HMGP

Ck. No. 22219 – M & S Unlimited Services, LLC  
\$450.00 – Transport Truck Rental 5/1/23

Ck. No. 22220 – Mid County Land Company LTD  
\$1,855.00 – Dump Truck Rental (2) Levee Repair

Ck. No. 22221 – Mustang Cat

\$4,563.95 – Upgrade Control Module PS 16 Annex

Ck. No. 22222 – N & T Construction Co., Inc.

\$550,860.91 – New Administration Building Project

Ck. No. 22223 – Ritter Forest Products Nederland

\$2,940.00 – Mat Rental, PS #3 Discharge Pipe Rehab Project

Ck. No. 22224 – Ron Lewis & Associates

\$3,500.00 – Legislative Consulting Fees

Ck. No. 22225 – Soutex Surveyors, Inc

\$570.90 – Concrete Layout Survey New Administration Building Project

Ck. No. 22226 – Sprint Waste Services, LP

\$3,998.92 – Rollboxes, Holding Tanks & Portable Toilets – Multiple PS's & New Administration Building Project

Ck. No. 22227 – Tidal Basin Government Consulting

\$7,837.50 – A-3-A & Rodair Gully Detention HMGP Projects

Ck. No. 22228 – Wastewater Specialties, LLC

\$2,499.49 – Vacuum Truck Rental – PS #14

Ck. No. 22229 – X-S Electronics

\$910.00 – Annual Maintenance – UPS System – Control Center

Ck. No. 22230 – LJA Environmental Services, LLC

\$7,064.38 – Groves Detention HMGP Project

Ck. No. 22231 – LJA Environmental Services, LLC

\$36,478.82 – Sabine Pass to Galveston Bay Project

Ck. No. 22232 – Duck's Dragline Service, Inc.

\$9,990.00 – PC 130 Trackhoe – El Vista West Lateral & LS 250X3 Trackhoe – PS #3 Discharge Concrete Repair

Ck. No. 22233 – Nerbert Frelow

\$2,280.00 – Transport Truck PS #3 Discharge Pipe Rehab

Ck. No. 22234 – National Networks

\$39775.20 – June 2023 Computer Service

Ck. No. 22235 – Johnny's Towing & Recovery  
\$375.00 – Backhoe Transport Fee

General Land Office Fund

Ck. No. 5041 – Union Pacific Railroad Company  
\$9,028.35 – Sabine Pass to Galveston Bay Project, PAV02

Maintenance Note Fund

Ck. No. 1077 – Rebel Contractors  
\$118,277.90 – Blocks Bayou Improvements, Phase 1

Commissioner Champagne moved that the checks from the Maintenance, General Land Office and Maintenance Note Funds be approved for payment. Commissioner Vincent seconded the motion. The motion carried.

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

At 2:53 p.m., Commissioner Champagne moved that the meeting be adjourned. Commissioner Gamble seconded the motion. The motion carried.

  
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Richard Beaumont, Chairman

  
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Matthew Vincent, Assistant Secretary