

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2397
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: June 20, 2023

Present: Commissioners
Lester Champagne Phil Kelley, General Manager
Matthew Vincent
Albert Moses, Jr.
James Gamble, Sr.

Absent: Richard Beaumont

Visitors: Allen Sims, DD7
Toby Davis, DD7
Barron Cook, DD7
Dean Depew, DD7
Brady Girouard, DD7

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

Commissioner Vincent gave the invocation.

Minutes of Meeting No. 2396

The Minutes of Meeting No. 2396 was approved as read.

Consider Pay Request No. 11 to N & T Construction, Inc. for the New Administration Building Project

A recommendation letter to approve Pay Request No. 11 to N & T Construction, Inc. was received from Sigma Engineers for construction of the New Administration Building project in the amount of Seven Hundred Five Thousand Three Hundred Seventy-Six and 14/100 (\$705,376.14) Dollars. Mr. Allen Sims stated that the remaining concrete is being poured and lighting, air conditioning, the commissioners' table, and ceiling tiles

are being installed. Commissioner Vincent moved to approve Pay Request No. 11 to N & T Construction, Inc. for Construction of the New Administration Building in the amount of Seven Hundred Five Thousand Three Hundred Seventy-Six and 14/100 (\$705,376.14) Dollars. Commissioner Gamble seconded the motion. The motion carried.

Consider Canceling / Rescheduling the July 4th Commissioner Meeting Due to Holiday

Mr. Kelley stated that the upcoming board meeting falls on the July 4th holiday and asked whether the board preferred to cancel or reschedule the meeting. Mr. Kelley stated that he would like to reschedule the meeting to July 5th to allow the District to pay expenses due to vendors. Commissioner Gamble moved to reschedule the meeting to July 5, 2023. Commissioner Moses 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 commissioners' meeting. Mr. Allen Sims stated the U.S. Army Corps of Engineers has put together two presentations which will be used to request approval from the Corps headquarters to allow construction on Contract 3 to proceed. The first presentation put together by the Regional Planning and Environmental Center includes various maps and a request for a variance to the regulations to allow construction. Our Program Manager, Toniette Addison, put together a more detailed presentation. The District's environmental consultants have two pages of comments pertaining to both presentations and are trying to consolidate them into a single presentation to be used.

Manager Reports

Mr. Phil Kelley presented the financial statements prepared by FMW, P.C. for the period ending May 31, 2023, and gave a collateral securities report as of May 31, 2023.

Mr. Dean Depew stated that the new motor that was installed at Pump Station No. 19 needs to be proved under a load. While the weather is dry, the pump station crew plans to begin installation of the next engine at Pump Station No. 19.

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. 22445 – Advanced Staffing, Inc.
\$5,657.60 – Summer Help Labor

Ck. No. 22446– Bobcat of Beaumont
\$98.40 – 12” Bucket Rental – A-6 Crossing Repair

Ck. No. 22447 – Duck’s Dragline Service, Inc.
\$7,200.00 – PC 130 Trackhoe Rental – PNG High School

Ck. No. 22448 – FMW, P.C.
\$2,300.00 – Accounting Services

Ck. No. 22449 – Holes, Inc.
\$1,500.00 – Core Drilling at P.S. #19, Diesel Engine Replacement

Ck. No. 22450 – LJA Environmental Services, LLC
\$11,195.00 – Groves Detention HMGP Project

Ck. No. 22451 – N & T Construction Co., Inc.
\$705,376.14 – Progress Pay Request 11, New Administration Building Project

Ck. No. 22452 – National Networks
\$3,775.20 – Monthly Computer Services for July 2023

Ck. No. 22453 – Nerbert Frelow
3,960.00 – Dump Truck Rental 06/05 – 06/15/2023

Ck. No. 22454 – Plumbing Specialties LLC
\$547.15 – Waterline Repair - Warehouse Restroom

Ck. No. 22455 – Ritter Forest Products Nederland
\$1,470.00 – Mat Rental – P.S. #3 Discharge Pipe Rehab

Ck. No. 22456 – Sprint Waste Services, LP
\$3,976.91 – Rollbox & Holding Tank Rental – Multiple Pump Stations

Ck. No. 22457 – Tidal Basin Government Consulting, Inc.
\$1,815.00 – A-3-A – Detention HMGP Project

Ck. No. 22458 – TWCA Risk Management Fund
\$7.50 – MVR Billing 22-23

Ck. No. 22459 – Mutual of Omaha Companies
\$2,148.12 – Health Insurance Payments

Ck. No. 22460 – Waukesha-Pearce Industries, Inc.
\$14,732.00 – Equipment Rental – Levee Repair

Ck. No. 22461 – Groves Equipment Rental Co., Inc.
\$4,466.00 – 20 Ton Carry Deck Crane Rental – Diesel Engine Replacement

Ck. No. 22462 – Advanced Staffing, Inc.
\$8,976.00 – Summer Help Labor

Ck. No. 22463 – GP Evans Contractors
\$5,639.63 – Seasonal Mowing Contract

Ck. No. 22464 – S.H. Absolute Construction, LLC
\$5,545.00 – Admin Site – Fence / Gate at Main Entrance

Ck. No. 22465 – Kansas City Southern
\$125.00 – Annual Drainage Pipe Rent


Commissioner Moses moved that the checks from the Maintenance Fund be approved for payment. Commissioner Vincent seconded the motion. The motion carried.

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

At 2:15 p.m., Commissioner Vincent moved that the meeting be adjourned.
Commissioner Gamble seconded the motion. The motion carried.



Lester Champagne, Vice Chairman



Albert Moses, Jr., Secretary