

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2357
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: October 5, 2021

Present: Commissioners
Richard Beaumont
Lester Champagne.
Albert Moses, Jr.
James Gamble, Sr.
Matthew Vincent
Phil Kelley, Manager
Pete Steele, Attorney

Absent: None

Visitors: Dean Depew, DD7
Brady Girouard, DD7
Garrett Boudoin, DD7
Kirby Johnson, DD7

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 Moses gave the invocation.

Minutes of Meeting No. 2356

The Minutes of Meeting No. 2356 was approved as read.

Consider Approval to Advertise for Request for Proposals for Grant Administration and Application Services Related to Hazard Mitigation Grant Program, Building Resilient Infrastructure and Communities Grant Program and/or Flood Mitigation Assistance Grant Program Grant Projects

Mr. Phil Kelley stated Allen Sims has been working on this matter and has found out Jefferson County Drainage District No. 6, Jefferson County and the City of Port Arthur all have one Grant Administrator that works on everything for them. The District

currently has two (2) Grant Administrators working on its grant projects but having a Grant Administrator as a consultant would not only allow grant administration on some of the District projects but would also allow going out and looking for grant monies that the District may be eligible to receive. This would be very helpful for the District, and Mr. Kelley feels it would be a very good idea for the District to be able to utilize this type of service. Commissioner Gamble questioned what the dollar amount would be for this service, and Mr. Kelley stated this would depend on how the Request for Proposal is put together and there would be a fixed price associated with the proposal. It is a negotiable item after the proposals are reviewed and scored. It may not be a hard dollar figure because the individual would be doing other work in seeking grant funds, but it would be based on a regular hourly rate. Typically, the individual who gets the grant administration contract knows how much money is being sought for the grant and what they propose is based on a percentage of the grant. There is an art to writing and applying for grants, and these individuals know all the particulars of meeting the criteria to be eligible. Commissioner Champagne moved to approve to advertise for Request for Proposals for Grant Administration and Application Services Related to Hazard Mitigation Grant Program, Building Resilient Infrastructure and Communities Grant Program and/or Flood Mitigation Assistance Grant Program Grant Projects. Commissioner Vincent seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project

Mr. Brady Girouard gave a brief update on the Sabine Pass to Galveston Bay Project Summary. Contract 1 is underway, with completion still anticipated by

December of this year. Geotechnical work and work-in-kind is being done on Contract 2. The survey work order has still not been initiated due to the right of entry issue with Union Pacific Railroad that the Corps is resolving. The engineering portion of the first bid package to secure the steel on the Valero East West Pipe Rack has been issued on Contract 3 which is a priority because it relates to the Valero's green diesel project. The Corps has produced 100% completion of engineering plans but there are still some issues to be worked out on the environmental front relative to acquiring real estate needed for the contract. Contract 3B has reach 100% of the engineering plans and right-of-way acquisition will begin soon. Contract 3A has reached 65% design and is approaching 95% completion. This is the most sizable relocate and the District is coordinating with Motiva, as well as other pipelines that will cross the levee. A Design Charrette was held by the Corps of Engineers on Contract 4, although the District was unable to participate due to Hurricane Nicholas. Mr. Girouard feels like topics of discussions will be revisited in the future.

Mr. Phil Kelley reminded the Board that the Corps of Engineers will be attending the City of Port Arthur's 9:30 a.m. council meeting next Tuesday morning to go over the levee improvement project and what sort of affects it will have on the City.

Manager's Miscellaneous Reports

Since the date of the last Commissioner's meeting, the following work has been done:

Control Center Operation and Pump Station Maintenance Report

- Station 16 Annex
Set thermostats on clutch oil cooling fans
Set timers on Farval greasers for pumps.
- Station 19
Rake B-fill hydraulic tank and unstick trolley. Back in Auto
- Station 16 Annex
Unit 1 Vent fan, tripping breaker and smoking. Removing storm straps and cover on roof to look for problem. Greased units, check amperage and RPMs. All fans working at this time.
- Station 18
Working with instrumentation on new engine hookups on units 1&2
- Station 20
Entergy fuse blown on transformers. Bad Transformer, Entergy working to replace.
- Station 16
Chain Drive Motor-troubleshoot to find bad motor, replace motor. Had to drain 75 gallons of hydraulic oil to change pump and motor and then refill reservoir. Back online.
- Station 10
Unit 4-replace battery.
- Station 1
Replace 400-watt wall pack light fixture on wall above rake A.
- Station 16 Annex
Hook up washer, dryer & stove at station.
- Station 1
Rake A-change out bad traverse motor.
Rake B-change out bad trolley wheel
- Station 19
Rake A-change out bad main gear on Hydraulic drum.

- Station 8
Unit 3-connect motor, check rotation, run flex conduit and pull wire for pump oiler.
Test run and place unit in Auto.
Sump Pump-Replacing old probe system for automatic operation with bubble tube system. Connecting and wiring pressure switches with air compressor and tubing for automatic operation of new Gorman Rupp pump.

Construction Notes - Alligator Bayou Pump Station Annex
September 13, 2021 – September 24, 2021

Monday, September 13:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Tuesday, September 14:

Alligator Project; Allco did not work on site today due to a rain out with Hurricane Nicholas' arrival.

DD7's crew pumped with (5) engines for Hurricane Nicholas.

Wednesday, September 15:

Alligator Project; Allco did not work on site today due to a rain out. Weather conditions held light rain with remnants of Hurricane Nicholas. The site conditions were wet and muddy.

DD7's crew pumped with (2) engines for Hurricane Nicholas' runoff.

Thursday, September 16:

Alligator Project; Allco worked on site today. Weather conditions were cloudy. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (5) operators/laborers reported.

Allco's crew is working on the cofferdam.

DD7's crew is pumping with (5) units to pump down the runoff.

Friday, September 17:

Alligator Project; Allco worked on site today. Weather conditions were partly cloudy. The site conditions were dry.

Allco's superintendent (2) on site (Terrell and Joe) with (5) operators/laborers reported.

Allco is working on the cofferdam, installing support beams to better support the trackhoe while they continue to dig dirt out of the cofferdam.

DD7's crew is pumping down with (2) engines, units #1 and 2.

Monday, September 20:

Alligator Project; Allco worked on site today. Weather conditions were partly cloudy to sunny. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (5) operators/laborers reported.

Allco's crew is working on the cofferdam, digging dirt out from the middle of the dam.

Tuesday, September 21:

Alligator Project; Allco worked on site today. Weather conditions were partly cloudy to sunny. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (6) operators/laborers reported.

Allco's crew is working on the cofferdam, digging dirt out from the middle and outside of the dam.

DD7's crew is changing the oil in the clutch bearings on units #1 and 2. On Unit #2, they found a broken key on the shaft drive coupling (the part that is outside of the coupling).

Wednesday, September 22:

Alligator Project; Allco worked on site today. Weather conditions were partly cloudy to sunny. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (6) operators/laborers reported.

Allco's crew is digging dirt around the cofferdam. Roger's crew is on site trying to fix the fuel leaks on unions on the return line in the fuel house. Scott showed the crew (3) more leaks on the fuel line running to generator #1 (1/2-inch pipe). The guys put Gasoila paste on a union on the fuel return line on the second floor that was leaking. They also resealed unit #1's generator 1/2-inch pipe thread.

DD7's crew is changing the oil in the clutch bearings on units #4 and 5.

Thursday, September 23:

Alligator Project; Allco worked on site today. Weather conditions were sunny. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (6) operators/laborers reported.

Allco is working with Diver Dan's crew to cut more sheet pile off under water.

Roger B. with Allco came out to look for leaks on what he fixed yesterday and to look at a 2-inch valve that he tried to fix but is still leaking. Roger is trying to come up with a solution to fix the valve.

Friday, September 24:

Alligator Project; Allco worked on site today. Weather conditions were sunny. The site conditions were dry.

Allco's superintendent (2) on site (Terrell, Joe) with (6) operators/laborers reported.

Allco is moving equipment and support beams backwards on the cofferdam and starting to dig more dirt out from inside of the cofferdam.

Mr. Dean Depew submitted some photographs of the last of the second set of engines being installed at Pump Station No. 8, which should be completed Thursday with the Cummins' representative coming on Friday to hook up the software. The four engines that have been ordered for Pump Station No. 19 should be delivered in January 2022. The two (2) pumps that were built by Cascade in California for Lakeview Pump Station are phenomenal and have made a big difference during the last two storms putting out about 62,000 gallons per minute. Two (2) additional engines are being built for Foley Pump Station and should be complete in December 2021. Mr. Depew will be putting together the contract documents for more engines for El Vista, Foley and Grannis Pump Stations.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 19048 - 4 Horn Industrial

\$4,146.26 – Rental of 2 Skid Loaders and a Backhoe 9/13-9/16/21

Ck. No. 19049 - Dan Delich Consulting

\$1,500.00 – Legislative Consulting Fees

Ck. No. 19050 – Dannenbaum Engineering Corp.

\$11,077.99 – Engineering Fees, Sabine Pass to Galveston Bay
Project and Groves Detention HMGP Project

Ck. No. 19051 – Duck’s Dragline Service, Inc.

\$25,460.00 – Rental LS250X3 Trackhoe and Cutter Head
9/1-9/10/21, LS250X4 Trackhoe 9/1-9/8/21, Transport
Truck for 12 Moves 9/24/21, LS250X3 Trackhoe 9/20/21,
Cutter Head 9/20/21, LS250X4 Trackhoe 9/9-9/30/21,
Mowing C-11 9/21-9/27/21 and Rental of Transport Truck,
and Mowing C-11 with Cutter Head 9/21-9/27/21

Ck. No. 19052 – FILMR, LLC

\$120.00 – 3 Social Media Posts

Ck. No. 19053 – Funchess, Mills, White & Co., P.C.

\$5,760.00 – Professional Services

Ck. No. 19054 - Function 4 LLC

\$201.68 – Rental Konmin Copier

Ck. No. 19055 - GP Evans Contractors

\$31,200.00 – Mowing Levee

Ck. No. 19056 – Groves Equipment Rental Co., Inc.

\$2,700.00 – Rental 15-Ton Crane, 9/17-10/16/21

Ck. No. 19057 – James Gamble Sr.

\$270.00 – Health Insurance Payment

Ck. No. 19058 - Jeffrey S. Ward & Associates, Inc.

\$5,833.33 – Groves and Halbouty Detention HMGP Projects

Ck. No. 19059 – Kirby Johnson

\$39.05 – Reimbursement for Training & Education

Ck. No. 19060 – KT Trucking & Cattle Co.

\$990.00 – Rental of Transport Truck for 3 Moves

Ck. No. 19061 – LJA Environmental Services, LLC

\$8,231.48 – Groves, Halbouty and A-3-A Detention HMGP Projects

Ck. No. 19062 – M&S Unlimited Services, LLC

\$275.00 – Rental of Transport Truck 9/21/21

Ck. No. 19063 – Mazzanti & Associates

\$2,500.00 – Legislative Consulting Fees

Ck. No. 19064 – National Networks
\$3,638.74 – Computer Services for October 2021

Ck. No. 19065 – Ray Russo
\$10,644.46 – Consulting Fees Sabine Pass to Galveston Bay Project

Ck. No. 19066 – Richard Beaumont
\$207.58 – Health Insurance Payment

Ck. No. 19067 – Sigma Engineers, Inc.
\$26,762.40 – New Office Building

Ck. No. 19068 - Texan Engineering & Consulting LLC
\$13,860.00 – HMGP Projects, Permits, General Engineering and
A3A Crossing

Ck. No. 19069 – Texas Water Conservation Association
\$4,020.00 – Membership Renewal through 9/30/22

Ck. No. 19070 - Tidal Basin Government Consulting, LLC
\$335.00 - A-3-A Detention HMGP Projects

Ck. No. 19071 – Waukesha-Pearce Industries, Inc.
\$16,201.00 – Rental Komatsu Excavator 9/2-9/30/21, Rental Komatsu
Motor Grader 9/1-9/29/21 and Rental Komatsu Excavator
9/22-9/23/21

Ck. No. 19072 – Wells Fargo Remittance System
\$55.29 – Meeting Expense

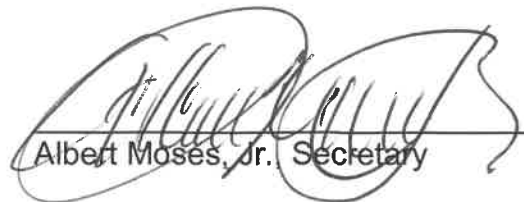
Ck. No. 19074 – Ron Lewis & Associates
\$3,500.00 – Consulting Fees


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

Mr. Kelley advised the Board that Flu Shots will be given on Friday, October 15, 2021, at 6:30 a.m.

Chairman Beaumont recognized a guest and asked if she had any questions to address to the Board. Garrett Boudoin asked Kathy Moore to unmute her microphone to be able to speak. Ms. Moore typed a question and asked how can you bid on the levee project? Mr. Kelley answered, if he is understanding the question correctly, the Corps of Engineers is doing all the design of the project and will go out for bids on each of the contracts. There will be a general contractor and whatever sub-contractors are needed. Mr. Kelley advised if this did not answer her question, she could call the office and speak to him or Brady Girouard in the Engineering Department. Mr. Brady Girouard stated she could get more information from the U.S. Army Corps of Engineers Galveston District's website. Ms. Moore then asked when will the contracts go out for bid, and Mr. Kelley responded all the contracts are due to go out for bids at different times. Contracts 3 and 3B will hopefully be awarded by May or June of next year if they are able to stay on schedule and he believes they will go out for bids in January or February but is unsure. Mr. Kelley again advised if she had any other questions to call the office and speak with him or Mr. Girouard.

At 2:19 p.m., Commissioner Champagne moved that the meeting be adjourned. Commissioner Moses seconded the motion. The motion carried.


Albert Moses, Jr. Secretary


Richard Beaumont, Chairman