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**MINUTES OF MEETING NO. 2312
COMMISSIONERS OF JEFFERSON COUNTY
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: December 3, 2019

Present: Commissioners
Richard Beaumont
Lester Champagne
Billy Joe Butler
James Gamble, Sr.
Albert Moses, Jr.

Phil Kelley, Manager
Pete Steele, Attorney

Absent: None

Visitors: Ronnie Hollier-DD7
Brian McZeal-DD7
Dean Depew-DD7
Brady Girouard-DD7
Garrett Boudoin, LJA Engineering
Chris Sallese, Dannebaum Engineering Corporation
Eric Adams, Port Neches
Earl Richard, Stillwater Estates, Nederland
Suzanne Williamson, Groves

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. 2311

The Minutes of Meeting No. 2311 were approved as read.

Consider General Services Contract for Engineering Services

A Letter of Agreement for Consulting Services with Dannebaum Engineering Corporation was presented for consideration. Mr. Phil Kelley introduced Chris Sallese of Dannenbaum Engineering Corporation ("Dannenbaum") and stated Mr. Sallese was formerly the Commander/Colonel for the Galveston District Corps of Engineers for a three-year period. Mr. Sallese is very well versed in Corps regulations and will be a good asset to the District as far as the levee project and potential dredging issues. In addition, Mr. Sallese led the study for the Gulf Coast Community Protection and Recovery District (GCCPRD"), which was formed and referenced by the same group that is forming a Local Government Corporation that Judge Branick is spearheading as part of the State Flood Plan legislation that was passed during the 86th Legislative Session. Judge Eckels, the Ex-County Judge of Harris County, is working with eight county judges to put this group together for flood mitigations, studies and grants.

Mr. Sallese addressed the Board and gave a brief overview of Dannenbaum and stated the corporation has been in business for 75 years as a heavy civil engineering business. They perform work with transportation, water and public water, and they have a small survey section and a large hydrology and hydraulics group. Mr. Sallese runs the Federal Programs Group and Dannebaum has contracts with the Corps of Engineers in Galveston, Fort Worth and the Little Rock District. Mr. Sallese also runs the Coastal Programs, and this is where he led the GCCPRD study with Judge Eckels. They also do the heavy infrastructure port work. Mr. Sallese is currently working on an environmental restoration dredging project for Brazoria County and is working with the

Corps of Engineers on permitting. Commissioner Champagne moved to approve the District entering into the Letter of Agreement for Consulting Services with Dannenbaum Engineering Corporation and authorized the Manager to execute the Letter of Agreement on behalf of the District. Commissioner Gamble seconded the motion. The motion carried.

Consider Progress Payment No. 68 to Allco, Inc. for Alligator Bayou Pump Station Annex Project

A recommendation letter was received from Allen Sims of LJA Engineering for Progress Payment No. 68 to Allco, Inc. in the total amount of Two Hundred Fifty-Seven Thousand Three Hundred Ninety-One and 48/100 (\$257,391.48) Dollars. Mr. Garrett Boudoin stated the invoice is for the work that was completed in October. The work includes setting the diesel fuel tanks and the concrete work around the fuel tanks for the fuel tank house storage, installation of the trash rakes and concrete for the sidewalk for the trash rakes, and electrical and miscellaneous piping. The Contractor is still working on pulling up the coffer dam. The Contractor has completed 98% of the work using 96% of the contract time. Commissioner Champagne moved to approve Pay Request No. 68 to Allco, Inc. in the amount of Two Hundred Fifty-Seven Thousand Three Hundred Ninety-One and 48/100 (\$257,391.48) Dollars. Commissioner Moses seconded the motion. The motion carried.

Set Holidays for 2020

Mr. Kelley stated the District normally follows the same holidays as Jefferson County and recommended that the days listed below be adopted as the Drainage District Holidays for 2020:

January 20, 2020 (Monday)	Martin Luther King, Jr. Day
February 17, 2020 (Monday)	President's Day
April 10, 2020 (Friday)	Good Friday
May 25, 2020 (Monday)	Memorial Day
July 3, 2020 (Friday)	Independence Day
September 7, 2020 (Monday)	Labor Day
November 11, 2020 (Wednesday)	Veteran's Day
November 26 & 27, 2020 (Thursday & Friday)	Thanksgiving
December 24 & 25, 2020 (Thursday & Friday)	Christmas
January 1, 2021 (Friday)	New Year's

Commissioner Moses moved to approve the proposed dates as the Drainage District's Holidays for 2020. Commissioner Butler seconded the motion. The motion carried.

Manager's Miscellaneous Reports

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

HFPL Maintenance/Herbicide Crew

Herbicide Application:

- Airport Viterbo & Airport Viterbo Lats. 1, 2 & 3, Lee Ditch, M.U.D. Ditch
- C12, B5, Barr Ditch & PS 16

- Main B-Hwy 365 to Twin City, B4 Lat., B4C, B6 and B7
- Port Arthur Area

Contractor:

- GP Evans Contractors, Mowing areas: Floodwall breach areas: 5 & 6
- Ducks Dragline Levee Repair at Sta. 1315+25-1316+00

Control Center Operation and Pump Station Maintenance Report

Station 1

Auto Rake A-found blown control transformer fuse, replace. Rake lost PLC automatic data. Run rake in manual only. Replace battery in PLC and attempt to download rake program to PLC. Ovivo tech at station to instruct procedure to download rake program to PLC. Rake back in Auto.

Station 17

repair security light above rakes.

Fab Shop

repairing lights in Shop. Bulbs, capacitors and ignitors.

Station 14 and seawall

Rain Event-running generator and manually pumping station 14 down, checking Stations 11 thru 15.

Station 7

power out, generator online, Entergy fuse out.

Station 19

add hydraulic oil to Rake B.

Station 15

relamping lights in station.

Station 7

Connect unit 1 generator to bytell board on same discrete to give a signal at control room. No space on board for both generators to be on separate signals.

Station 7

Unit 2, would not start, tighten airline going to starter solenoid. Back Online.

Station 19

Rake B-replace short hydraulic hose on gripper.

Station 18

clean out rain bucket.

Stations 1,15&19

Automatic trash rakes-download program on laptop computer and put program on homepage. Change out 3.5volt battery on PLC, s in rake controllers, reinstall program and test run rakes. Batteries hold program during power outages.

B-Diversion Gates

Rotork technician out to assist in getting gate from jammed position. Attempting to set limits but having problem with limit switch gears.

Lonestar Valve technician came and set limits. We had problems reengaging contacts when we had attempted setting limits and his experience knew how to overcome this.

B-Diversion Gate back in full operation.

Station 19

Sump Pump-replace wire lug on contractor, tighten all connections and return to Auto.

Construction Notes - Alligator Bayou Pump Station Annex

November 11, 2019 – November 22, 2019

Monday, November 11:

Alligator Project; Allco is working on site today, but there was no daily report generated due to the District being closed in observance of Veteran's day.

Tuesday, November 12:

Alligator Project; Allco is working on site today. Weather conditions were sunny and windy with cold temperatures. The site conditions were dry.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is pressure washing the floor and walls on the basement level. The crew is also patching the tie rod holes on the inside walls of the fuel house. The pile crew is welding on support plates to the sheet pile and welding the sheet pile together in order to drive the sheet pile in front of the crane, stabilizing the foundation under the crane.

Bonded Lightning Protection is on site (2) installing lightning rods on top of the parapet walls.

Electrical Specialties is on site (4) working on wiring and conduit.

Betco is on site (8) removing support scaffolding from under the North walkway.

Wednesday, November 13:

Alligator Project; Allco is working on site today. Weather conditions were sunny with cold temperatures. Site conditions are dry.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is patching the forming tie holes on the inside walls of the fuel tank house. The crew poured concrete for all the chain guide and motor drive walls for the trash rake system. A total of eighty yards of concrete was poured. The concrete pour started at 1 pm with an air temperature at 47 degrees and was finished at 4:30 pm. The pile crew is welding on support plates to the sheet pile and welding the sheet pile together to create thirty-foot sections. The pile crew plans to drive these larger sections in front of the crane to stabilize the crane's foundation.

Bonded Lightning Protection is on site (2) installing lightning rods on top of the fuel tank house.

Electrical Specialties is on site (4) working on wiring and conduit.

Shane with Electrical Specialties checked the temperature of the oil and metal on angle gears this morning and it was at 50 degrees, last night the air temperature dropped to 28 degrees.

Thursday, November 14:

Alligator Project; Allco is working on site today. Weather conditions were partly cloudy with a light mist most of the day. The site conditions were damp.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is continuing to patch the forming tie holes on the inside walls of the fuel tank house. The pile crew is cutting and removing about fifteen to twenty feet from the tops of the sheet pile next to the gravity flow gates.

Electrical Specialties is on site (4) working on wire and running conduit.

Friday, November 15:

Alligator Project; Allco is working on site today. Weather conditions were sunny and cold throughout the day. The site conditions were dry.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is removing the 2 by 4-foot braces from the chain guide forms and started installing the inside handrails for the North walkway. The crew started to drill holes to mount the engines' cat walks that DD7 delivered earlier in the day. The pile crew is moving the vibrator power pack and metal out of the way to shore up the inside of the cofferdam in order to support the weight of the crane.

Electrical Specialties is on site (3) working on wire and running conduit.

Monday, November 18:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is removing forms from the chain guide walls and patching the forming tie holes. The crew is also installing the cat walks around the main engines. The

pile crew is continuing to weld on support plates to the sheet pile and digging around the cofferdam, attempting to stabilize the ground inside of the cofferdam.

Electrical Specialties is on site (4) working on wiring and conduit.

Chapman is on site (3) working on the air line pipes.

Tuesday, November 19:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is patching the form tie holes on the chain guide walls. The crew is also installing the inside handrails on the North walkway. The pile crew is continuing to stabilize the dirt on the inside of the cofferdam. Five loads of crushed concrete were delivered to the station to help aide in stabilizing the cofferdam.

Electrical Specialties is on site (4) working on wiring and conduit.

Check values for the siphon breakers were delivered to the station from DD7's warehouse.

Wednesday, November 20:

Alligator Project; Allco is working on site today. Weather conditions were sunny. Site conditions are dry.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (16) operators/laborers reported.

Allco's crew is patching the forming tie holes and grinding the concrete edges on the trash rake's chain guide walls. The pile crew is continuing to work on the metal sheets to stabilize the cofferdam under the crane.

Perkins Roofing is on site (2) installing down spouts on the outside of the station.

Electrical Specialties is on site (4) working on wiring and conduit.

ICM is on site (1) changing out the heating coil strips in the central air unit.

Thursday, November 21:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is patching the forming tie holes on the fuel tank house walls and texture sprayed the trash rake's chain guide walls. The pile crew began driving sheet pile inside of the cofferdam to hold the dirt under the crane to help support its weight.

Electrical Specialties is on site (4) working on wire and running conduit.

Allen Sims and Ronnie Hollier gave a station tour to two visiting board members from the Port Arthur Chamber of Commerce.

Friday, November 22:

Alligator Project; Allco is working on site today. Weather conditions were cloudy with a cold front moving in later in the morning. The site conditions were muddy. Allco was rained out at 12:00 pm.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's pile crew is continuing to drive sheet pile inside the cofferdam. The pile crew broke a hose to the vibro machine and were rained out before the hose could be repaired.

Electrical Specialties is on site (4) working on wire and running conduit.

Betco is on site (8) removing support scaffolding from under the North walkway.

Mr. Phil Kelley reported that Chairman Beaumont signed the Project Partnership Agreement in connection to the Sabine Pass to Galveston Bay Project last Monday and Colonel Vail signed it last Friday on behalf of the Corps of Engineers. The Corps was in a hurry to get the document signed, but a formal signing can be set up later with the Galveston District if the District desires.

Mr. Kelley submitted a memo prepared by Judge Robert Eckels that explains what a Local Government Corporation ("LGC") is and how it works. Drainage districts are not allowed to be a sponsor, but they can serve on the Board of Directors. A member from Drainage District No. 7, Drainage District No. 6, Trinity Bay Conservation District and Chambers County Drainage District will serve on the Board. Judge Branick and the other counties are wanting to get this done as quickly as possible, and Mr. Kelley stated he will most likely serve as director or a member of the Board for the LGC unless the Board wants a member of the District's Board to serve. A resolution will be submitted to the District's Board for consideration and approval on this matter after the District's attorney has visited with Robert Eckels to get more information and can give the District's Board a recommendation.

Mr. Kelley stated that Ronnie Hollier spent a lot of time at the command post for the recent TPC facility explosion over the Thanksgiving weekend in his capacity as the District's Emergency Management Coordinator. Mr. Hollier's main involvement was to give guidance and answer questions as to where all the fire water was going in that the TPC facility drains into the District's system. Ultimately, all the fire water drained to the Star Lake Canal, which is the canal that is currently a Superfund Site. Mr. Hollier met with TPC representatives and gave them access to gates as needed and informed them of the drainage routes. TPC contractors put up booms from Rubber Plant Road (Hwy. 136) to the Neches River to contain any hazardous substances in the fire water.

Mr. Dean Depew reported that he has been in contact with Cummins Engine Division regarding the District's engine program. The engines will be in for the Crane Bayou and Delmar Pump Stations in January, but the gears will not be ready until March or April 2020. They will begin laying out a plan for inhouse installation of the engines while they are waiting on delivery. The new engines are all the same size as the old engines, but the new engines have reduction gears which will give the District a better advantage as to the tides and fuel economy. Mr. Depew is also working on a new engine package for four more engines. It is hoped that over the next 5-6 years all 2-cycle diesel engines will be replaced.

Mr. Ronnie Hollier reported that the Herbicide Crew is going throughout the District and checking all ditches, laterals and top of the levee to be sure nothing has been missed. He has advised the levee mowing contractor that November 30, 2019 will be the last day of the contract. There may be a couple more days needed to finish up

levee mowing, but the contractor should be mostly complete. Mr. Hollier and Brady Girouard are working on several levee repairs.

Mr. Brian McZeal stated the Ditch Maintenance Crew is continuing to cut back trees during the winter months and the Construction Crew is continuing to work on minor repairs throughout the District.

Mr. Brady Girouard gave an update on the Rodair Gully Study. The bathymetric data and LIDAR survey have been completed. Survey work is currently being performed on areas upstream from Highway 69 getting data on structures, etc. The data is being compiled to ultimately create the model for the hydraulic study. Once the hydraulic study is complete, run-off rates and hydraulics of the system will be known. All components of the survey have been completed and the data is being pulled together. It is anticipated the model will be complete in early January.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 15792 – Charles E. Reed & Associates, P.C.
\$4,000.00 – Preparation of Audit for Year Ending 9/30/19

Ck. No. 15793 - Dan Delich Consulting
\$1,779.52 – Legislative Consulting

Ck. No. 15794 – Ducks Dragline Service, Inc.
\$11,100.00 – Rental 240X2 Trackhoe 11/15-11/26/19 and
Rental 250X3 Trackhoe 11/18-11/26/19

Ck. No. 15795 – Filmr, LLC
\$120.00 – Social Media Posts

Ck. No. 15796 – Funchess, Mills, White & Co., P.C.
\$5,550.00 – Accounting Services

Ck. No. 15797 – GP Evans Contractors
\$12,048.00 – Levee Mowing

Ck. No. 15798 – Gulf Coast Insurance Agency
\$250.00 – Bonds Renewal

Ck. No. 15799 - James Gamble, Sr.
\$270.00 – Health Insurance Payment

Ck. No. 15800 – KT Trucking & Cattle Co.
\$10,408.80 – Moving Spoil Material from Borrow Pits

Ck. No. 15801 – Nerbert Frelow
\$480.00 – Dump Truck Rental 11/21/19

Ck. No. 15802 – Tolunay-Wong Engineers, Inc.
\$5,727.50 – Highway 73 Levee Repair

Ck. No. 15803 – Waukesha-Pearce Industries, Inc.
\$9,720.00 – Rental Dozer 11/12-12/10/19 and Rental
Soil Compactor 11/12-12/10/19

Ck. No. 15804 – Wells Fargo Remittance System
\$666.73 – Travel & Meeting Expense, Computer Supplies and
Office Supplies

Ck. No. 1065 – Allco, Ltd.
\$257,391.48 – Alligator Bayou Upgrade

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

Chairman Beaumont recognized visitors in attendance and asked if anyone would like to speak. Mr. Kelley stated he was hoping that some of the residents from Lakes of Nederland and Forest Central would be in attendance because they had been asking why the District has not gotten the Corps of Engineers involved yet for permitting on the Rodair Gully System and he has someone in attendance that can answer this


question. Earl Richard of Stillwater Estates in Nederland stated he had asked for a status from Brady Girouard a little while ago and Mr. Girouard mentioned about the concrete work off Highway 69. Mr. Richard stated last week there was no one working, but Mr. Girouard had said the contractor was having some issues. Mr. Kelley stated the contractor had issues with water coming in. The contractor has had to build coffer dams as they proceed to form and pour concrete and has had a hard time keeping the coffer dams in place. This is the last phase of the widening of Rodair Gully from Highway 69 to West Port Arthur Road. Mr. Girouard stated the contractor builds the coffer dam and coordinates with the dirt pit operations upstream of Stillwater Estates, trying to control the water coming into Rodair Gully. Mr. Richard stated the overgrowth from Highway 69 to where the contractor is pouring the concrete is bad and it scares the residents of Stillwater Estates. He stated someone has gone in and cleaned out some ditches from the youth prison down to Rodair Gully, and this will increase the water flow. Mr. Kelley stated the District's crew generally keeps Rodair Gully mowed on its routine route, but because of the work currently going on, the Ditch Maintenance Crew has probably not been in there. Mr. Richard said he is talking about the bottom of Rodair Gully where the water is running, and Mr. Kelley said over the years, the water has cut a path.

Mr. Kelley further stated that he knows when it comes to getting a permit from the Corps of Engineers to do dredging of the gully that he and Mr. Sallese were talking about a Corpus Christi project Mr. Sallese is working on and the permit process has been ongoing for four (4) years. Suzanne Williamson of Groves asked why it takes so long. Mr. Sallese answered there are a lot of environmental considerations that must be

addressed like the turtle habitat and other species in that area. Not only does the Corps of Engineers get involved, but you have other agencies like the Texas Parks and Wildlife Department and the General Land Office. They all provide comments on how they think the project should be put together, they all must agree and then you get a permit. Tropical Storm Harvey did have an impact on the permitting process on the Corpus project as to the wetlands that had to be acquired and this did cause a delay. Mr. Sallesse stated he and Mr. Kelley had talked about what some of the challenges on the potential dredging of Rodair Gully may be if the study shows it is needed, and one is what is going to be done with the dredged material. The Corps will want to know where the dredged material is going, so you will have to create a disposal site. If you don't have a disposal site, a new disposal site must be established, and the site will also have to be permitted. Every element builds on each other and causes review. Once the engineering gets done and the initial environmental issues are addressed, the application get sent to the Corps for review. The Corps then sends it out to the other agencies and await their comments back as to whether you have a complete application. Once you have a complete project application, the clock starts. It then goes out for public notice, and the normal individual permit takes anywhere from 12 to 18 months. The Corps' office in Galveston is processing permits from Louisiana to Corpus Christi and each Corps employee is usually managing 40-50 permits. Consequently, you will not receive one on one attention. The Corps is short handed because people with knowledge and experience generally do not want to work for the government because they can get paid more money working somewhere else. Mr.

Kelley stated there was talk that came out of the recently held workshop to go ahead and call the Corps, but the fact is the Corps does not want to hear from you until you get everything in place and a complete package to start the process. The District is in fact moving forward as fast as it can.

At 2:29 p.m., Commissioner Moses moved that the meeting be adjourned. Commissioner Champagne seconded the motion. The motion carried.


Billy Joe Butler, Secretary


Richard Beaumont, Chairman