

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2393  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: April 18, 2023

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

Visitors: Allen Sims, DD7  
Toby Davis, DD7  
Garrett Boudoin, DD7  
Brady Girouard, DD7  
Kim Carroll, Texan Engineering (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 Vincent gave the invocation.

Minutes of Meeting No. 2392

The Minutes of Meeting No. 2392 was approved as read.

Consider Pay Request No. 9 to N & T Construction, Inc. for the New Administration Building Project

A recommendation letter to approve Pay Request No. 9 to N & T Construction, Inc. was received from Sigma Engineers for construction of the New Administration Building project in the amount of Five Hundred Forty-One Thousand Nine Hundred Thirty and 55/100 (\$541,930.55) Dollars. Mr. Allen Sims stated the tile installation and painting are complete. The electricity was turned on today. Door and window installations are

scheduled to be complete this week. The installation of the decorative metal and soffit is underway. The original plans included a 20-gallon water heater. Because the building will be used as a command center during storm events the water heater was changed to a 100-gallon water heater to enable employees to shower. A tankless water heater was considered but the cost to make the necessary changes for installation was significantly higher which made the 100-gallon water heater the more cost-efficient option. Weather permitting, the remaining concrete to set the footing for the covered parking area, awning, and ramp should be completed next week. The air handler for the air conditioner is scheduled to be delivered the second week of May. Project completion is expected three weeks after the receipt of the air handler. Commissioner Champagne moved to approve Pay Request No. 9 to N & T Construction, Inc. for Construction of the New Administration Building in the amount of Five Hundred Forty-One Thousand Nine Hundred Thirty and 55/100 (\$541,930.55) Dollars. Commissioner Gamble seconded the motion. The motion carried.

Consider Pay Request No. 7 to Rebel Contractors, Inc. for Improvements to Blocks Bayou Ditch, Phase 1

A recommendation letter to approve Pay Request No. 7 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 Twelve Thousand Seven Hundred Seventy-Eight and 46/100 (\$112,778.46) Dollars. Mr. Garrett Boudoin stated this payment is for installation of a 6" concrete liner. The Contractor has completed 67% of the work using 70% of the contract time. Expected completion is June 2023. Commissioner Moses moved to approve Pay Request No. 7 to Rebel Contractors, Inc. for improvements to Blocks Bayou Ditch Phase 1 in the amount of One Hundred Twelve

Thousand Seven Hundred Seventy-Eight and 46/100 (\$112,778.46) Dollars.

Commissioner Vincent 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. Mr. Kelley stated that the District received the last part of the Senate Bill 1 funds from the Gulf Coast Protection District in the amount \$1.38 million for WIK and utility relocations. The money will be sent to the USACE to be put towards the District's 35% cost share. Commissioner Vincent asked if Motiva and the District has had any further discussions regarding the relocation of their pipe rack. Mr. Kelley stated that there has not been any further discussion on the matter.

Manager's Miscellaneous Reports

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

While discussing line items, Commissioner Gamble asked why the line item for the Alligator Bayou Pump Station will go over budget. Mr. Kelley stated these large diesel engines are not very fuel efficient and each of the 4 engines burn in excess of 100 gallons of fuel per hour. Along with the rain events we've had this fiscal year the cost of fuel and oil will push this line item over budget. It's difficult to know how much over budget we will be on this line item this fiscal year because we're only 7 months into the year. Next fiscal year the pump station budget will likely need to be adjusted to better facilitate the costs associated with operation. The District does have contracts for emergency fuel supply for major storm events. These contractors include one local fuel supply company and a

larger regional company that provides large fuel transport trucks. However, the District is under budget overall.

Permits

Diamond Green Diesel LLC – Proposed to construct a 10” pipeline on existing refinery overhead pipe rack structure crossing HFPL STA. 838+50. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit, with a permit fee of \$550.00 and no bond required.

Commissioner Vincent moved to approve Mr. Boudoin’s recommendation. Commissioner Champagne seconded the motion. The motion carried.

Diamond Green Diesel LLC – Proposed to construct a 10” pipeline on existing refinery overhead pipe rack structure crossing HFPL STA. 858+50. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit, with a permit fee of \$550.00 and no bond required.

Commissioner Vincent moved to approve Mr. Boudoin’s recommendation. Commissioner Champagne 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. 22062 – 4 Horn Industrial  
\$799.20 – Concrete Saw Rental – New Administration Building Project

Ck. No. 22063 – Buna Electric Motor Service  
\$116.00 – Motor Storage for Unit 2 for PS 10

Ck. No. 22064 – Dannenbaum Engineering  
\$175.46 – Sabine Pass to Galveston Bay Project

Ck. No. 22065 – Deep South Crane

\$21,786.19 – Crane & Operator for PS 3 Discharge Rehab

Ck. No. 22066 – Duck’s Dragline Service, Inc.

\$3,780.00 – LS250X3 Trackhoe Rental – New Administration Building Project

Ck. No. 22067 – FILMR, LLC

\$96.00 – Social Media Posts

Ck. No. 22068 – FMW, P.C.

\$2,300.00 – March 2023 Accounting Services

Ck. No. 22069 – HERC Rentals

\$3,005.85 – Dump Truck Rental 3/6 - 4/3/23

Ck. No. 22070 – KT Trucking & Cattle Co.

\$1,125.00 – Transport Truck Rental

Ck. No. 22071 – LJA Engineering, Inc.

\$1,344.46 – Stormwater Management/Data Collection System

Ck. No. 22072 – LJA Environmental Services, LLC

\$1,175.00 – Groves Detention HMGP Project

Ck. No. 22073 – N & T Construction, Inc.

\$514,930.55 – New Administration Building Project

Ck. No. 22074 – National Networks

\$3,775.20 – Monthly Computer Services for May 2023

Ck. No. 22075 – Richard Beaumont

\$130.00 – Health Insurance Payment

Ck. No. 22076 – Sprint Waste Services, LP

\$2,727.56 – Rollbox, Holding Tank, Portable Toilet Rentals for Multiple Pump Stations and New Administration Building Project

Ck. No. 22077 – Thorpe Plant Services

\$7,489.34 – Scaffolding for Pump Stations 15 & 18

Ck. No. 22078 – W-Industries of Texas, LLC

\$1,562.50 – Update Data Collection System

Ck. No. 22079 – Waukesha-Pearce Industries

\$5,115.00 – Rental of Bomag Soil Compactor Levee Repair

Ck. No. 22080 – United of Omaha  
\$1,174.59 – Health Insurance Payment

Ck. No. 22081 – LJA Environmental Services, LLC  
\$2,375.00 – Sabine Pass to Galveston Bay Project

Maintenance Note Fund

Ck. No. 1076 – Rebel Contractors  
\$112,778.46 – Improvements to Blocks Bayou Project

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

Commissioner Moses asked for update regarding the change request on the seasonal mowing contract. Commissioner Champagne stated that a motion was made to approve the price per acre increase with the possibility of bidding the contract on a yearly basis in the future due to the increasing cost of fuel and supplies. Mr. Kelley stated that the increase amounts to approximately \$7 per acre.

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

At 2:25 p.m., Commissioner Moses moved that the meeting be adjourned. Commissioner Champagne seconded the motion. The motion carried.

  
Richard Beaumont, Chairman

  
Matthew Vincent, Assistant Secretary