

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2399
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: July 18, 2023

Present: Commissioners
Richard Beaumont
Matthew Vincent
Albert Moses, Jr.
James Gamble, Sr.
Lester Champagne (Via Zoom)
Phil Kelley, General Manager
Glenn Steele, Attorney for the District

Visitors: Toby Davis, DD7
Kirby Johnson, DD7
Garrett Boudoin, DD7
Brian McZeal, DD7
Terry Wade, DD7
Barron Cook, DD7
Dean Depew, DD7
Brady Girouard, DD7
Kim Carroll, Texan Engineering & Consulting, LLC (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 Moses gave the invocation.

Minutes of Meeting No. 2398

The Minutes of Meeting No. 2398 was approved as read.

Mr. Phil Kelley welcomed everyone to the District's new office. The project began in 2015; however, due to the levee failure and Hurricane Harvey, the project was delayed. In 2021 the District was able to continue with the project. The new office is a great multipurpose facility. Mr. Barron Cook used the floor plan to estimate the number of cots that will fit in the facility for use during storms. Mr. Brian McZeal was present on site daily

and oversaw the construction. Mr. McZeal's crew poured all the concrete for the building. Mr. Kelley thanked the board for allowing the District to build the new office and all who were involved.

Consider Pay Request No. 9 to Rebel Contractors, Inc. for Improvements to Blocks Bayou Ditch, Phase 1

A recommendation letter to approve Pay Request No. 9 to Rebel Contractors, Inc. was received from Texan Engineering and Consulting, LLC for improvements to Blocks Bayou Ditch Phase 1 in the amount of Three Hundred Forty-Two Thousand Ninety-One and 65/100 (\$342,091.65) Dollars. Mr. Garrett Boudoin stated this payment is for demobilization of equipment, constructing the site's haul road, channel excavation, installation of 6" concrete liner, removal of old structures, constructing a headwall and wingwall, installing Curlex erosion control matting and seeding, placing structural rock backfill, completing dressing the downstream outfall area, and completion of the stormwater permit compliance. The contractor has completed 96% of the work using 99% of the contract time. Mr. Boudoin explained that the original contract called for structural rock. During the project the contractor began using the demolished concrete from the old liner which they processed onsite, which is a better product. A change order will be submitted to reflect the changes which will reduce the project cost by approximately forty to fifty thousand dollars under the original contract amount prior to submission of the final pay request. Commissioner Moses moved to approve Pay Request No. 9 to Rebel Contractors, Inc. for improvements to Blocks Bayou Ditch Phase 1 in the amount of Three Hundred Forty-Two Thousand Ninety-One and 65/100 (\$342,091.65) Dollars. 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. There have been no substantial changes since the last commissioners' meeting. To date, there is no resolution to the HTRW issues. Mr. Kelley stated that the project is on hold until USACE makes a presentation and a white paper to Headquarters in Washington, D.C. regarding the HTRW issues and Headquarters makes a decision. The current focus is on Contract 3 that replaces the steel I-wall which runs through Valero. Mr. Allen Sims stated that USACE is contemplating requiring correspondence from TCEQ to approve the Contract 3 construction plan. If Headquarters agrees, then a meeting will need to be set up with TCEQ in Austin to present the construction plan for their review. Mr. Kelley assured the Board that the District has property appraisals on the Valero and Kansas City Southern properties but has made it clear that the District will not move forward with property acquisitions until the HTRW issues have been resolved.

Manager Reports

Mr. Toby Davis stated that the District has three Hazard Mitigation Grant Program (HMGP) projects under Harvey and one under Imelda. The HMGP Imelda Rodair Gully detention pond project may change slightly as it is related to the property OCI recently purchased. The District may have to work with the detention that OCI will have at their facility. The HMGP Harvey A-3-A detention pond located off Hogaboom should be at 95% plan completion in a couple weeks. The phase one deliverables are due in December. Once plans are received, they will be submitted to TDEM for approval. Once approved, the District will be able to proceed to phase two which is construction. The Crane Bayou bids were opened on the District's disaster relief project last week.

Jefferson County will consider the bids next week and will likely award the bids the following week. There were some informalities with the bids which Jefferson County will need to address. Mr. Kelley stated that this is the Community Development Block Grant funds that were issued to the District by Jefferson County. The allocated one million dollars in grant funds enable the District to add larger stand-by generators to be installed at the Crane Bayou Pump Station. The District is responsible for the project cost over the million dollars grant and will have to budget for it accordingly. Mr. Davis stated that the District's grant administrator, Melinda Smith with Traylor & Associates, Inc. is preparing a revised application for the CDBG mitigation projects which should be submitted this week. Additional funds were received from HMGP for the Shreveport Pump Station which will allow the District to divert some of the CDBG funds to be used for other projects.

Mr. Dean Depew stated that two new motors have been installed at pump station 19. Unit six has been run under a load but still needs to be run under load in the presence of Cummins for EPA purposes. Unit five has been run, but the District has not had enough rain to run under a load. The four engines that were ordered should be delivered at the end of September. These engines will complete the engine replacement at pump station 19 and remaining engines will be installed at pump station 15.

Mr. Kelley stated that the District's attorney Glenn Steele has sent the agreement on the Taft School Property to the Port Neches Independent School District's attorney and is awaiting a response.

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

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. 22594 – Advanced Staffing, Inc.
\$15,198.39 – Summer Help Labor

Ck. No. 22595 – Armor Shred
\$203.85 – Shredding Service for 3 Totes

Ck. No. 22596 – DISA, Inc.
\$25.00 – Employee Medical / Drug Screen

Ck. No. 22597 – Duck’s Dragline Services
\$5,740.00 – LS250X4 Trackhoe Rental 7/3 – 7/12/23

Ck. No. 22598 – FMW, P.C.
\$2,300.00 – Accounting Services for June 2023

Ck. No. 22599 – GP Evans Contractors
\$27,212.22 – Seasonal Mowing Services

Ck. No. 22600 – Herc Rentals
\$3,158.81 – Dump Truck Rental 6/23 – 7/11/23

Ck. No. 22601 – Kansas City Southern
\$125.00 – Annual Drainage Pipe Rental

Ck. No. 22602 – LJA Engineering, Inc.
1,845.41 – Stormwater Management Plan (2) & Data Collection System

Ck. No. 22603 – LJA Environmental Services, LLC
\$1,175.00 – Groves Detention HMGP Project

Ck. No. 22604 – Nerbert Frelow
\$3,960.00 – Dump Truck Rental – Oak West Project Rodair Gully

Ck. No. 22605 – R.C. Services
\$249.00 – Core Drill & 20 Amp Extension Cord Rental

Ck. No. 22606 – Sigma Engineers, Inc.
\$5,460.00 – New Administration Building Project

Ck. No. 22607 – Southeast Texas Riders, LLC
\$3,139.25 – Moving Services 7/12 – 7/14/23

Ck. No. 22608 – Sprint Waste Services
\$2,600.29 – Rollbox – Holding Tank – Portable Toilet Rental – Multiple Pump Stations

Ck. No. 22609 – Thorpe Plant Services, Inc.
\$24,376.33 – Erect & Dismantle Scaffolds – PS 7 Pump Inspections

Ck. No. 22610 – TWCA Risk Management Fund
\$15.00 – MVR Billing 22/23

Ck. No. 22611 – Mutual of Omaha Companies
\$1,196.08 – Health Insurance Payment

Ck. No. 22612 – United States Treasury
\$669.60 – 2nd Quarter 2023 Federal Excise Tax Payment

Ck. No. 22613 – Waukesha-Pearce Industries, Inc.
\$10,880.00 – Bomag Compactor & Komatsu Dozer Rental 6/16 – 7/19/23

Ck. No. 22614 – Weisinger Incorporated
\$15,228.00 – Alligator Bayou Upgrade

General Land Office (GLO) Fund

Ck. No. 5042 – LJA Environmental Services
\$46,928.67 – Sabine Pass to Galveston Bay Project

Ck. No. 5043 – Texan Engineering
\$346.50 – Sabine Pass to Galveston Bay Project

Debt Service Fund

Ck. No. 2026 – Computershare Trust Company N.A.
\$750.00 – Administration Charges – Maintenance Notes

Maintenance Note Fund

Ck. No. 1078 – Rebel Contractors, Inc.
\$342,091.65 – Improvements to Blocks Bayou Phase 1

Commissioner Vincent moved that the checks from the Maintenance, GLO, Debt Service and Maintenance Note Funds be approved for payment. Commissioner Gamble seconded the motion. The motion carried.

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

At 2:22 p.m., Commissioner Moses moved that the meeting be adjourned. Commissioner Vincent seconded the motion. The motion carried.


Richard Beaumont, Chairman


Albert Moses, Jr. Secretary