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**MINUTES OF VIDEOCONFERENCE MEETING NO. 2329  
COMMISSIONERS OF JEFFERSON COUNTY  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: August 4, 2020

Present: Commissioners  
Richard Beaumont  
Billy Joe Butler  
Albert Moses, Jr.  
Phil Kelley, Manager  
Pete Steele, Attorney

Absent: Lester Champagne  
James Gamble, Sr.

Visitors: Tomeka Channel, DD7  
Brady Girouard, DD7  
Allen Sims, LJA Engineering  
Cody Croley, LJA Engineering

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. 2328

The Minutes of Meeting No. 2328 was approved as read.

Consider Second Amended Order of Election

Mrs. Diane Smith, the District's Election Clerk, stated Governor Abbott had issued another proclamation suspending Section 85.001(a) of the Texas Election Code to expand the early voting period for the November 3, 2020 elections. Pursuant to the Governor's proclamation, the early voting period for any election authorized to occur on November 3, 2020 will begin on Tuesday, October 13, 2020 and last through Friday,

October 30, 2020. Second Amended Orders of Election in both English and Spanish were submitted to the Board for consideration changing the early voting period to begin on Tuesday, October 13, 2020 instead of Monday, October 19, 2020. Commissioner Moses moved to approve the Second Amended Orders of Election. Commissioner Butler seconded the motion. The Chairman voted aye. The motion carried.

Consider Progress Payment No. 10 to MK Constructors for Improvements to Rodair Gully, Phase V

A recommendation letter was received from Cody Croley of LJA Engineering for Progress Payment No. 10 to MK Constructors for Improvements to Rodair Gully, Phase V, in the amount of One Hundred Thirty-Four Thousand Two Hundred Nineteen and 33/100 (\$134,219.33) Dollars. Mr. Croley stated the contractor has recently tied into the north side of the TXDOT right-of-way and is now working on the south side. The work inside the ditch will be finished tomorrow, and the contractor will be ready for a final walk through inspection within one to two weeks. The project is approximately 96% complete as of July 31, 2020. The contractor has asked if they can leave the limestone that was brought in for a road along Rodair Lateral 5. Mr. Brady Girouard stated he would prefer the limestone to stay. Mr. Croley submitted photos reflecting the progress of the work for review. The amount of work constructed has been verified and the pay request has been reviewed. Commissioner Moses moved to approve Progress Payment No. 10 to MK Constructors in the amount of One Hundred Thirty-Four Thousand Two Hundred Nineteen and 33/100 (\$134,219.33) Dollars. Commissioner Butler seconded the motion. The Chairman voted aye. The motion carried.

Consider Change Order No. 9 for Alligator Bayou Pump Station Annex Project

A recommendation letter was received from Mr. Allen Sims of LJA Engineering, Inc. for Change Order No. 9 for Alligator Bayou Pump Station Annex Project. The change order is for two different items the contractor is requesting. The first one is for addition of electrical controls for the lube oil temperature in the right-angle gears. Once the equipment was received, there is a statement on the angle gear that the temperature needs to remain above 75 degrees. Heaters were put in the oil, circulating pumps were put in the heat exchanger to keep the temperature above 75 degrees, and control modules were added inside the box for sensing the temperature and turning on the heaters. The total cost for the lube oil temperature controls for six (6) angle gears is Fifty-Four Thousand Six Hundred Thirty-Five and No/100 (\$54,635.00) Dollars. The second item is for additional lighting required throughout the project to enhance work site safety. Once the project neared completion, it became evident that lights are needed over the trash rake area and throughout the stairway for safety. The total cost for the adding additional lighting and running the electrical is Fifty-Three Thousand Nine Hundred Seventy-Nine and No/100 (\$53,979.00) Dollars. Change Order No. 9 will increase the contract cost in the amount of One Hundred Eight Thousand Six Hundred Fourteen and No/100 (\$108,614.00) Dollars. Commissioner Moses moved to approve Change Order No. 9 for Alligator Bayou Pump Station Annex Project for an increase of One Hundred Eight Thousand Six Hundred Fourteen and No/100 (\$108,614.00) Dollars to the contract. Commissioner Butler seconded the motion. The Chairman voted aye. The motion carried.

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

- Matak cleaning at 8902
- Joe checking stations and running engines
- Darren cleaning at 8902
- Lupo checking engines for service
  
- Matak changing fuel valves on unit 3 at 8906
- Joe checking stations and cleaning
- Darren cleaning up at 8915
- Lupo helping at 8906
  
- Manned 8908
- Joe manned 8907
- Darren manned 8910
- Lupo manned 8903
  
- Thad working on 8902
- Martin checking stations and cleaning
- Ceasar checking engines for service
  
- Matak cleaned at 8908
- Joe made an oil list for hurricane
- Darren cleaned and stocked stations
- Lupo service unit 1 at 8920
  
- King filling papers out on compressors
- Martin checking stations
- Ceasar service engines
  
- Matak service engines
- Joe check stations and cleaning
- Darren washing trucks and cleaning stations
- Lupo servicing engines

- King service engine at 8908
- Martin checking and cleaning stations
- Ceasar service engine at 8919
  
- Matak service unit 2 at 8908
- Joe running fuel
- Darren cleaning at 8913, and checking stations
- Lupo service engines at 8919

Ditch Maintenance:

- Routine crossing runs have been done throughout the District, including Beauxart Gardens, Central Gardens, Nederland and Port Neches.
- Cleaned trucks and equipment.
- Cut and cleaned ditches, trees and guardrails throughout the District.
- Cut Pump Stations 7, 8, 9, 10, 11, 12, 13 and 14.
- Cleaned and maintained Pump Stations 8901, 8902, 8905 and 8919.
- Crews addressed several complaints throughout the District.
- Tractor Crew resumed its weekly mowing route throughout the District.

Rental Equipment:

- None

Construction Crew:

- Crew cleaned Pump Stations 7, 8, 10, 11, 15 and 16 along the seawall after each rain event.
- Made routine trash pickup at warehouse, emptied all trash dumpsters and trash bins.
- Cleaned and maintained equipment and trucks.
- Continued making repairs to concrete and earthen ditches throughout the District.

Rental Equipment:

1-LS250X3 Track hoe, Ducks Dragline Service

District Equipment:

4-5 Yard Dump Trucks  
Backhoe, Gradall

Construction Notes - Alligator Bayou Pump Station Annex  
July 13, 2020 – July 24, 2020

Monday, July 13:

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

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (13) operators/laborers reported.

Allco's crew is working on installing (1) trash rake bar link for intake bay #1 that was left out when the chain was sent to the job. The crew is also installing the generators' exhaust pipe supports inside of the station and installing the cover plates inside and outside where the exhaust pipes pass through the wall. The pile crew is working on driving sheet pile on the North intake slope, 15' sheets for the bottom run and 25' foot sheets for the middle run. The crew is also removing the steel beams and tie rods from inside of the cofferdam and digging dirt out from the cofferdam.

Two engineers with LJA came out to check measurements for the length of the angle gear oil heater.

DD7's Scott Snyder ordered (10) 55-gallon drums of Phillips 66 15W40 engine oil for the Caterpillars.

Tuesday, July 14:

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

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (13) operators/laborers reported.

Allco's crew is cleaning up all metal and wood material from the North side of the road to direct the rainwater to runoff down the 3 to 1 dirt slope instead of flowing into the intake bay. The crew is also painting the siphon break discharge pipes. It was noted that the paint color is 'Signal Blue'. The dirt crew is continuing to dig dirt out from inside of the cofferdam.

Allco's Tommy Harrison and Billy Patterson came out to the job site and met with Mike Nunez about what needs to be done to finish the job and how long it will take.

Wednesday, July 15:

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

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (13) operators/laborers reported.

Allco's crew is continuing to paint the siphon breaker discharge pipes. The crew installed (3) of the painted pipes on units #4, 5, and 6. The dirt crew is digging dirt out of the intake bay for the North slope. The crew is also continuing to dig dirt out from inside of the cofferdam.

DD7 received (22) 55-gallon drums of Cat ELC 50/50 coolant for the Caterpillar engines.

Thursday, July 16:

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

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (13) operators/laborers reported.

Allco's crew installed (3) siphon breaker vent pipes on units #1, 2, and 3. The crew is also painting the inside of the office walls around the windows. The dirt crew is digging dirt out of the intake bay along the North slope. The dirt crew is also digging dirt out from the inside of the cofferdam and from the Taylor Bayou side.

DD7 received (10) 55-gallon drums of Phillips 66 15W40 motor oil for the Caterpillar engines.

Friday, July 17:

Alligator Project; Allco worked on site today. Weather conditions were partly cloudy with rain on and off throughout the day. The site conditions were muddy.

Allco superintendents (1) on site Mike Nunez (1) with (5) operators/laborers reported.

Allco's crew is working on installing the exhaust pipe from the diesel air compressor to the outside of the building. The dirt and pile crews rained out. It was noted that the 160-ton crane is out of service again.

Monday, July 20:

Alligator Project; Allco worked on site today. Weather conditions were cloudy. 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 installing expansion foam material in the building expansion joint. The crew is also working on installing the exhaust pipe for the diesel air compressor. The pile crew is driving sheet pile at the toe of the intake bay's North slope. The dirt crew was able to start digging dirt out from the cofferdam after lunch.

A Bado mechanic came out to the station and repaired the 160-ton crane.

Tuesday, July 21:

Alligator Project; Allco was not site today due to a rain out. All crews rained out at 7:30 AM.

Wednesday, July 22:

Alligator Project; Allco worked on site today. Weather conditions were cloudy with light rain showers. The site conditions were muddy.

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (16) operators/laborers reported.

Allco's crew is cleaning up inside the station and around the job site. The crew started running the waste oil pipe from the floor drains down to the tank on the basement level. The crew is also removing the cofferdam's lower support beams.

Thursday, July 23:

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

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (16) operators/laborers reported.

Allco's crew is working on the waste oil drainpipes. Allco is working on stopping pipe leakage that is coming through the walls and out at the cold joint at the bottom of walls where it meets the floor in the fuel return room and waste oil tank room. The crew is also removing the inside and outside cofferdam steel beam supports.

Allco had the 110-ton Kobelco crane mobilized back to the job site and set up to replace the 160-ton crane.

Friday, July 24:

Alligator Project; Allco worked on site today. Weather conditions were cloudy with rain on and off throughout the day. The site conditions were muddy.

Allco superintendents (3) on site Mike Nunez (1), Richie (1), and Terrell (1) with (16) operators/laborers reported.

Allco's crew is working on running the waste oil pipes to the waste tanks. The crew is also cutting out the cracks on the basement walls and filling the cuts with hydraulic cement to stop water leaking through the walls in the fuel return room and waste oil tank room. The crew is also working on the cofferdam.

There was a meeting held at DD7's office with Phil Kelley, Allen Sims, Scott Snyder, Tommy Harrison, Billy Patterson, Mike Nunez, and Justin Shane (ESI) in attendance. The meeting was mainly about the clutch parts for units #1 and 2. The duration of time that it is going to take to get the electrical systems up to run the engines was also discussed.



Mr. Phil Kelley stated the District's supervisor reports were included in the meeting packets. Dean Depew included photos of a suction bowl rebuild at Pump Station No. 17 in his report. Piping was replaced on the cooling system, and the pump is currently back in service.

Mr. Kelley submitted photos of the first diesel engine of the four (4) that was purchased this year. Fabrication of the engine mount and skid has been completed in-house and has been sent out to be blasted and coated. This engine will be installed to replace the old Detroit engine at Delmar Pump Station No. 10. Once installation of this engine is complete, the engine replacement at Crane Bayou Pump Station No. 7 will begin.

Mr. Kelley stated appraisals are up in the District this year, and if the tax rate is left the same as it is this fiscal year, it would mean an increase in tax revenue. Mr. Kelley is prepared to recommend to the Board, and he thinks the consensus has already been established, to not raise taxes going into next year. Based on the District's current financials and the goal to increase the fund balance to help pay for the Sabine Pass to Galveston Bay Project if the State does not follow through, the District's financial position is currently very good. The tax rate will be recalculated, and it will be lowered to the effective rate to bring in as much revenue for the coming year as it did last year. Mr. Kelley is hoping to be able to adopt a tax rate at the next meeting so the District can proceed to advertise for a public hearing on the proposed tax rate.

Ronnie Hollier is working on the preliminary budget for FY 20-21. It looks like the State of Texas may be in some dire straits after this year, but the District has already

started working with the Governor's office and some of the Senators and Representatives on trying to get more money appropriated for the Sabine Pass to Galveston Bay Project. If the State fails to come through, the goal for the District is building a fund balance to pay its own way. Over a period of the next three to five years, the District should have a substantial fund balance. The District will continue to do improvement projects next year under the same maintenance and operation budget. Mr. Kelley will likely include a cost of living adjustment to some of the employees, which can be discussed at some other point if the Board so desires.

Mr. Allen Sims of LJA Engineering gave a brief update report on the Alligator Bayou Pump Station Annex Project. Mr. Sims stated they have had several meetings with the contractor regarding working toward getting the project to an end. Allco delivered a punch list of items needed, and the District has addressed almost every item. Allco estimates four (4) to (6) weeks until the engines can be ran and tested, and the only problem with this time frame is the clutch air packs for engines one (1) and (2) that have been ordered for an upgrade have a delivery time of six (6) to eight (8) weeks. Mr. Kelley still thinks the engines can be ran and tested. Employees will be trained on the Process Logic Control unit, as well as the general maintenance and operation of the new annex. Scott Snyder has been the District's representative on the job throughout the project, and he will be the District's primary operator of the pump station once it is complete. The steel sheet pile coffer dam removal is going slow, but there is currently enough taken out on the discharge side to be able to test the engines and pumping equipment.

Mr. Allen Sims gave an update on the Rodair Gully Study and stated he had a meeting with his team early last week. The as-built conditions are complete. The team has modeled the old 100-year storm which is approximately 12-13 inches of rain in 24 hours, the new Atlas 14 rainfall which is approximately 18 inches of rain in 24 hours and Harvey which is approximately 40+ inches of rain. In the old 100-year storm, there is still some areas of flooding in some of the open land area; in the Atlas 14 rainfall, there is a little more areas of flooding getting into streets and neighborhoods; and in Harvey, there was significant flooding. The team is now working on modeling proposed improvements such as enlarging ditches, putting in a detention pond or ponds, building a pump station, putting in a detention pond in one area and a pump station in another, putting in a pump station and a making an outfall larger and also diverting water from Rodair Gully near the LNVA canal to the Neches River. The modeling does include the existing Rodair Pump Station in worse case scenario. The team will look at all scenarios and decide what will work best.

Checks & Purchase Orders  
Maintenance Fund

Ck. No. 16852 – Dan Delich Consulting  
\$1,800.00 – Legislative Consulting Fees

Ck. No. 16853 – Deep South Crane & Rigging Co.  
\$2,587.50 – Rental of Crane and Operator 7/20/20

Ck. No. 16854 - Duck's Dragline Service, Inc.  
\$15,510.00 – Rental LS250X4 Trackhoe 7/17-7/30/20, Cutter Head  
7/17-7/30/20 and LS250X3 Trackhoe 7/17-7/30/20

Ck. No. 16855 - Filmr, LLC  
\$180.00 – Social Media Post

Ck. No. 16856 - Function 4 LLC  
\$188.99 – Rental Konmin Copier 7/15-8/14/20

Ck. No. 16857 - GP Evans Contractors  
\$15,867.20 – Mowing Levee

Ck. No. 16858 – Groves Equipment Rental Co., Inc.  
\$2,700.00 – Rental 15 Ton Crane, 7/17–8/16/20

Ck. No. 16859 – Inland Environment, Ltd.  
\$24,630.00 – Removal and Disposal of Asbestos

Ck. No. 16860 - James Gamble, Sr.  
\$270.00 – Health Insurance Payment

Ck. No. 16861 – Johnny's Towing & Recovery  
\$300.00 – Rental of Transport Truck

Ck. No. 16862 - KT Trucking & Cattle Co.  
\$650.00 – Rental of Transport Truck for 2 Moves

Ck. No. 16863 – Mazzanti & Associates LLC  
\$2,500.00 – Legislative Consulting Fees

Ck. No. 16864 - MK Constructors  
\$134,219.33 – Rodair Gully Improvements, Phase V

Ck. No. 16865 – Ray Russo  
\$1,150.00 – Legislative Consulting Fees

Ck. No. 16866 – Sage Industrial, Inc.  
\$6,861.50 – Rental of 84" Roller 6/16-7/14/20 and  
Rental of 84" Roller 7/14-7/16/20

Ck. No. 16867 – Sprint Waste Services, LP  
\$4,056.12 – Removal of Waste from Pump Stations (6) for June 2020

Ck. No. 16868 – Texan Engineering & Consulting, LLC  
\$14,040.00 – Engineering Fees

Ck. No. 16869 – Tolunay-Wong Engineers, Inc.  
\$61,158.50 – Port Arthur Floodwall

Ck. No. 16870 - Tower Medical Center of Nederland  
\$869.00 – Temperature Checks for Employees


Ck. No. 16871 – United Rentals  
\$4,940.72 – Rental of Scissor Lift (2) 6/3-7/1/20 & 7/1-7/29/20  
and Rental of Dozer 6/15-6/29/20

Ck. No. 16872 – Richard Beaumont  
\$195.68 – Health Insurance Payment

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

Chairman Beaumont asked for any public comments and/or questions. Mike Cabaniss from Groves stated he had one question. He asked if the Detroit replacement engine was almost ready to be installed at Delmar Pump Station No. 10 since the skid work is done and once it gets blasted and coated? Mr. Phil Kelley stated to be clear, the new engines are Cummins Diesels instead of Detroit Diesels and yes, if the District has several days of clear weather, the Pump Station maintenance crew is going to jump on the first replacement and get it changed out.

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

  
Billy Joe Butler Secretary

  
Richard Beaumont, Chairman