

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2430  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Hwy 73  
Port Arthur, Texas

Date: November 5, 2024

Present: Commissioners  
Richard Beaumont  
Lester Champagne  
Matthew Vincent  
Albert Moses, Jr.  
James Gamble, Sr.  
Allen Sims, Assistant Manager

Visitors: Toby Davis, DD7  
Brady Girouard, DD7  
Brian McZeal, DD7  
Garrett Boudoin, DD7  
Barron Cook, DD7  
Kirby Johnson, DD7  
Dean Depew, DD7  
Terry Wade, DD7  
Keith Zotzky, AWC  
Mary Wycoff

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. 2429

The Minutes of Meeting No. 2429 was approved as read.

Discuss and Consider Nominees for the Jefferson Central Appraisal District Board of Directors for the 2025, 2025-2027 Term of Office

Mr. Allen Sims presented the ballot of nominees for the Jefferson Central Appraisal District Board of Directors for the 2025, 2025-2027 term of office. Mr. Sims stated that the District is entitled to 343 votes. The District may cast all of its votes for one nominee

or distribute its votes among them. The votes must be cast in the form of a resolution adopted by the Board and submitted by December 16, 2024. During the October 1, 2024, board meeting, Mr. Kenneth Marks introduced himself and addressed the board. Ms. Mary Wycoff introduced herself and addressed the Board today. Commissioner Champagne moved to table the vote until the next Board Meeting. Commissioner Gamble seconded the motion. The motion carried.

Consider Change Order on Sanitary Sewer Line Relocation at Port Acres Wastewater Treatment Plant

Mr. Toby Davis, P.E. submitted Change Order No. 1 for consideration. Mr. Davis stated that one item is included in this change order. During the bidding process, the existing wet well wall thickness was not known. At the time, bidders had to assume that the wet well wall thickness was the standard 12" – 18" thickness. As the construction progressed, it was discovered that the existing wet well wall thickness was 32" thick with oversized double mat reinforcing steel. Cutting a reinforced concrete wall of this thickness involves a more intensive process than one of standard thickness. The District and Engineers have reviewed the proposed work to be performed and agree the proposed change order cost is validated by the amount of additional work to be performed by the contractor. The total change order resulted in a \$23,718.00 increase in the project's total cost. Mr. Davis stated that this change will not impact the original contract time. Commissioner Champagne motioned to approve Change Order No. 1 on the Sanitary Sewer Line Relocation at Port Acres Wastewater Treatment Plant. Commissioner Vincent seconded the motion. The motion carried.

Consider Approval of Draft Letter Authorizing Entry for Survey Work at Atlantic Shippers for PAV05 Sabine Pass to Galveston Bay Project

Mr. Allen Sims presented a Draft Letter Authorizing Entry for Survey Work at Atlantic Shippers for consideration. For the past year, the District has repeatedly attempted to contact Atlantic Shippers to gain authorization to enter their property to perform survey work. There has been no response from Atlantic Shippers. Under Chapter 49, Section 221 of the Water Code, District employees, and its agents are entitled to enter any public or private property within the boundaries of the district or adjacent to any reservoir or other property owned by the District at any reasonable time to inspect and investigate conditions. District employees or agents acting under this authority who enter private property shall observe the establishment's rules and regulations concerning safety, internal security, and fire protection, and shall notify any occupant or management of their presence and shall exhibit proper credentials. Mr. Sims stated that this method requires that the District send a letter with pertinent information, and stating that entry is authorized under Chapter 49, Section 221 of the Water Code. Orange County Drainage District utilizes this method often. Commissioner Champagne motioned to approve the Draft Letter Authorizing Entry for Survey Work at Atlantic Shippers. Commissioner Moses seconded the motion. The motion carried.

Consider Approval of Certificate of Construction Completion on the Diesel Engines and Reduction Gears for Foley & Ninth Avenue Pump Stations

Mr. Kirby Johnson submitted the Certificate of Construction Completion relating to the Diesel Engines and Reduction Gears for Foley & Ninth Avenue Pump Stations. Mr. Johnson stated that all work has been completed in accordance with the plans and specifications. Cummins, Inc. has acknowledged that they are responsible for repairing,

replacing, and making good any faulty workmanship and/or materials discovered in the work within a period of 12 months from the date of completion of the project. Commissioner Moses motioned to approve the Certificate of Construction Completion relating to the Diesel Engines and Reduction Gears for Foley & Ninth Avenue Pump Stations. Commissioner Gamble seconded the motion. The motion carried

Consider Final Payment to Cummins, Inc. for Diesel Engines and Reduction Gears for Foley & Ninth Avenue Pump Stations

Mr. Kirby Johnson presented final Pay Requests Nos. 3 & 4 from Cummins, Inc. for approval. The invoices from Cummins, Inc. submitted for payment are for the retainage for diesel engines and reduction gears installed at Foley and Ninth Avenue Pump Stations. The invoice in the amount of \$7,300.00 is for the engine Reduction Gears. The second invoice is for the 500 HP Engines in the amount of \$17,618.00 for a total of Twenty-Four Thousand Nine Hundred Eighteen and 00/100 (\$24,918.00) Dollars. Commissioner Vincent moved to approve the Final Release of Retainage to Cummins, Inc. for the diesel engines and reduction gears installed at Foley and Ninth Avenue Pump Stations in the amount of Twenty-Four Thousand Nine Hundred Eighteen and 00/100 (\$24,918.00) Dollars. Commissioner Champagne seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Allen Sims stated that 3 meetings were held with the Corps. An Executive Governance meeting with Arcadis and the Corps was held to discuss the gate structures at the Port of Port Arthur. The District is waiting on the locations and specifications of gates from the Port of Port Arthur. A second meeting was held with the Corps regarding the removal of the Highway 365 gate structure. TxDot needs to get the plans to LJA

Engineering and Tolunay-Wong in order to advertise for bids. A second Executive Governance Meeting was held with Freese & Nichols regarding PAV03C utility relocations. The Gulf Coast Protection District (GCPD) executed an agreement with the General Land Office for access to House Bill 1 (HB1) funds. \$550 million of HB 1 funds were allocated to the GCPD during the 2023 legislative session. The District received the GCPD Proposed Letter of Agreement that would allow the District access to those funds which would help pay the District's 35% cost share for the Sabine Pass to Galveston Bay Project. The GCPD will consider the Proposed Letter Agreement at their next board meeting on November 13, 2024. After the Proposed Letter Agreement is approved by the GCPD Board, it will be presented to the District for consideration.

#### Manager Reports

None at this time.

#### Executive Session – Pursuant to Sections 551.074, Texas Government Code, Regarding Personnel

At 2:29 p.m., the Commissioners entered an Executive Session regarding personnel.

At 2:49 p.m., the meeting returned to its regular session.

#### Consider and Take Action, if any, on Items Discussed in Executive Session

Commissioner Vincent motioned to approve the General Manager's contract with the agreed revisions that include contract renewal on a 2-year basis, and a Cost of Living Adjustment in the second year of the contract. Commissioner Gamble seconded the motion. The motion carried.

Checks & Purchase Orders

Maintenance Fund

Ck. No. 25349 – Albert Moses, Jr.  
\$529.00 – Health Insurance Payment

Ck. No. 25350 – Arceneaux Wilson & Cole LLC  
\$10,740.00 – A3A Detention Pond HMGP Project

Ck. No. 25351 – Cintas Corp.  
\$135.00 – Traffic Mat & Hand Sanitizer Service – Admin Building

Ck. No. 25352 – City of Port Arthur  
\$150.00 – Flu Vaccines for Employees

Ck. No. 25353 – Cummins Sales & Service  
\$24,918.00 – Final Payment Six (6) Engines and Reductions Gears

Ck. No. 25354 – Dan Delich Consulting  
\$3,500.00 – Legislative Consulting Services

Ck. No. 25355 – Deep South Crane & Rigging Co.  
\$4,919.25 – Rigger Rental – Pump Station 15 – Cummins Engine Installation

Ck. No. 25356 – Devall Diesel Services, LLC  
\$410.37 – Pump Station 15 – Cummins Engine Installation

Ck. No. 25357 – Duck's Dragline Service, Inc.  
\$24,700.00 – Trackhoe Work – Multiple Areas

Ck. No. 25358 – Electrical Specialties, Inc.  
\$45.00 – Monthly Alarm Monitoring Service

Ck. No. 25359 – Entergy Texas, Inc.  
\$11,779.97 – Service to Grove Detention Pond

Ck. No. 25360 – Function 4  
\$602.20 – Plotter Equipment Service, Copier Overage

Ck. No. 25361 – Gannett Fleming, Inc.  
\$7,820.56 – Sabine Pass to Galveston Bay Project Land Acquisitions & Project Management

Ck. No. 25362 – GP Evans Contractors  
\$30,802.60 – Seasonal Mowing Services

Ck. No. 25363 – HERC Rentals Corporation  
\$3,005.85 – Dump Truck Rental

Ck. No. 25364 – James Gamble, Sr.  
\$270.00 – Health Insurance Payment

Ck. No. 25365 – Kyla Dean  
\$319.33 – Reimbursement – Christmas Decorations

Ck. No. 25366 – Lester Champagne  
\$1,081.90 – Travel Reimbursement – TWCA Conference

Ck. No. 25367 – LJA Engineering, Inc.  
\$3,733.34 – Engineering Services – Various Projects

Ck. No. 25368 – Mazzanti & Associates  
\$2,500.00 – Legislative Consulting Services

Ck. No. 25369 – Nerbert Frelow  
\$4,560.00 – Dump Truck Services

Ck. No. 25370 – Ray Russo  
\$9,372.97 – Consulting Services

Ck. No. 25371 – Ron Lewis & Associates  
\$3,500.00 – Legislative Consulting Services

Ck. No. 25372 – Sam & Tash Services, Inc.  
\$3,139.24 – Janitorial Services - Administration Building

Ck. No. 25373 – Stewart & Stevenson, LLC  
\$1,644.90 – Generator Troubleshooting – Pump Station 16 Annex

Ck. No. 25374 – Texan Engineering & Consulting, LLC  
\$15,480.00 – Engineering Services – General & Blocks Bayou

Ck. No. 25375 – TWCA Risk Management Fund  
\$191.00 – Insurance – Equipment Addition

Ck. No. 25376 – Tx Department of Agriculture  
\$75.00 – License Renewal

Ck. No. 25377 – Wave Solutions, LLC  
\$6,710.57 – November Software & Telephone Service

Ck. No. 25378 – Weisinger Incorporated  
\$131,420.00 – Pump Repairs

Ck. No. 25379 – Wells Fargo  
\$94.15 – Banking Fees

Ck. No. 25380 – Wells Fargo Elite Card Services  
\$3,140.52 – Meeting Expense, Training, Office Supplies

Ck. No. 25381 – Kyla Dean  
\$498.10 – Travel Reimbursement – TWCA Conference

Ck. No. 25382 – Jones Lang LaSalle Americas, Inc.  
\$2,500.00 – Sabine Pass to Galveston Bay Project - Permit Fee – PAV03A

Ck. No. 25416 – Glenn H. Steele, Jr. PLLC  
\$7,500.00 – October 2024 Legal Services

GLO Fund

Ck. No. 5089 – Texan Engineering & Consulting, LLC  
\$8,793.75 – Sabine Pass to Galveston Bay Project – PAV03A – Utility Relocations

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

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

At 2:52 p.m., Commissioner Moses moved that the meeting be adjourned. Commissioner Champagne seconded the motion. The motion carried.

  
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Albert Moses, Jr. Secretary

  
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Richard Beaumont, Chairman