

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2407
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Hwy 73
Port Arthur, Texas

Date: November 21, 2023

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

Visitors: Toby Davis, DD7
Garrett Boudoin, DD7
Kirby Johnson, DD7
Cody Croley, LJA Engineering, Inc.

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. 2406

The Minutes of Meeting No. 2406 was approved as read.

Consider Award of Contracts for Engineering Services for FY 2021 and FY 2023 HMGP, BRIC and/or FMA Projects

Mr. Allen Sims stated the stated that the qualifications and proposals were opened at the last meeting for engineering services for FY 2021 and FY 2023 HMGP, BRIC and/or FMA Projects. Mr. Toby Davis stated that the responding firms were RRP Consulting Engineers, LLC, LJA Engineering, Inc., Schaumburg & Polk, Inc., Freese and Nichols, Inc., and Guage Engineering, LLC. Mr. Davis assembled a review committee which included himself, Garrett Boudoin, Barron Cook, and Kirby Johnson. The qualifications

presented by each engineering firm were graded on a 100-point scale. Mr. Davis submitted a recommendation letter recommending awarding contracts to LJA Engineering, Inc. and Freese and Nichols, Inc. Commissioner Moses moved to approve awarding the contracts for engineering services for the HMGP, BRIC and/or FMA Projects to LJA Engineering, Inc. and Freese & Nichols, Inc. Commissioner Vincent seconded the motion. The motion carried.

Consider Additional Surplus Property for Sale

Mr. Sims requested the declaration of and approval to sell additional surplus property. A list of miscellaneous items was submitted as follows:

Qty	Item	V.I.N.# / Serial #	Unit #
1	2013 Chevrolet 2500 HD Crew Cab	1GC1CVCG7DF195244	(Unit #5)
1	1999 Chevrolet 2500 HD Single Cab	1GCGC24R9WZ250402	(Unit #7)
1	2003 Chevrolet 1500 Single Cab 4WD	1GCEK14V83Z278303	(Unit # 38)
1	2013 Chevrolet 2500 HD Crew Cab w/Flatbed and liftgate	1GC1CVCG3DF197508	(Unit #41)
11	Phillips F72T12/ CW 56W lights		
4	Phillips F72T12/D 56W lights		
11	Sylvania F72T12/D 55 W lights		
15	Phillips F72T12/ CW 56W lights		
9	GE F72T12/CW lights		
10	Phillips F96T12/DX 75W lights		
10	Phillips F40T12/CW 56W lights		
18	Sylvania F48T12/CW 39W lights		
23	GE F48T12/CW lights		
5	Phillips F96T12/CW/HO/EW 95W lights		
11	Sylvania F96T12/CW/HO 95W lights		
10	GE F72T12/CW lights		
8	Sylvania A23 Lightbulbs		
14	Sylvania PS35 Lightbulbs		
6	Sylvania PS30 Lightbulbs		
1	Sylvania BT37 Lightbulb		
4	Phillips PS35 Lightbulbs		
18	Sylvania 130V Utility Ps35 Clear Blubs		
8	Sylvania 120V A23 Light Blubs		

4	Phillips 120/130V Ps35 Clear Mogul Base		
1	Sylvania 130V PS30 Utility Light Inside Frost		
1	Sylvania Metalarc Pro-Tech BT37		
2	Phillips 130V Flood Light Par 38		
1	Oregon Blade Sharpener	M/N 511A S/N 216139	
2	Fram Special Marine Fuel Filter& Coalescer	FCS-1133- PI	
8	18x25x1 Airfilters		
1	Waukesha Seal Set Lube Oil	Part # 493029	
1	TP-Link 8 Port SmartSwitch	M/N T1500G-8T S/N 2183140000007	
1	Dell Power Connect 2816		
1	Cisco ASA 5505 Adaptive Security	S/N JMX1619Z105	
1	Lenovo EMC2	M/N PX6 S/N4BA3473399	
1	Acer Lcd Monitor	M/N V246HL S/N MMLXMAA001528085034218	
1	Brother Type Writer	M/N ML300 S/N G3K443847	
1	Brother Type Writer	M/N ML300 S/N G3K443840	
1	Brother Facsimile Transceiver	M/NFAX4750e S/N U60283F5V566346	
1	OKI	M/N N35100A S/N A143022634A0	
1	GE Window Unit AC	M/N AKQ06LZG1 S/N FR010568F	
1	Dell Computer Monitor	M/N E2010Ht S/N CN-0C201R-74445-01PAYXS	
1	National Network CPU		
1	Avaya Telephone	M/N 9508 S/N 17WZ520004DX	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704QB	
1	Avaya Telephone	M/N 9508 S/N 18WZ023001KT	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704R6	
1	Avaya Telephone	M/N 9508 S/N 17WZ5200044W	
1	Avaya Telephone	M/N 9504 S/N 18WZ49300GK3	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704QQ	
1	Avaya Telephone	M/N 9504 S/N 18WZ023004NT	
1	Avaya Telephone	M/N 9508 S/N 17WZ5200042M	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704LE	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704QJ	
1	Avaya Telephone	M/N 9508 S/N 18WZ023001TK	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704RG	
1	Avaya Telephone	M/N 9508 S/N 13WZ223704N0	
1	Avaya Telephone	M/N 9508 S/N 13WZ152702MS	
1	Avaya Telephone	M/N 9508 S/N 17WZ52000445	
1	Avaya Telephone	M/N 9504 S/N 13WZ223704N0	

Commissioner Vincent moved to declare the subject property as surplus and to be sold. Commissioner Champagne seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Allen Sims stated that design, work-in-kind, negotiations for rights of entry with landowners and project meetings continue on all contracts. LJA Environmental has started the required soil sampling in Valero facility. The results will determine the method of disposal of the potential solid waste that will need to be handled as part of Contract 3. Commissioner Vincent asked if there was any progress on the HTRW issues after the General's visit. Mr. Sims stated "yes, but it is still slower than expected" and that the District has submitted multiple proposals to the USACE for the soil classification process. but the USACE have made several revisions. Last week we received notice from USACE that the scope of work was acceptable and the District could move forward with the soil testing.

Manager Reports

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

Mr. Sims stated that he was advised that the General Land Office (GLO) was having issues releasing funds. He contacted the GLO to ensure that the District was not the cause of the issues. The GLO stated that the District has been proactive and very responsive to their requests and the issue was with Gulf Coast Protection District.

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. 23277 – 4 Horn Industrial
\$5,274.04 – Generator Rental for Administration Building

Ck. No. 23278 – Fidelity Exterminating Company
\$200.00 – Quarterly Pest Control – Administration Building

Ck. No. 23279 – FMW, P.C.
\$2,300.00 – Accounting Services for October 2023

Ck. No. 23280 – Function 4 LLC
\$402.81 – Konica Copier Lease Payment

Ck. No. 23281 – GP Evans Contractors
\$8,501.08 – Seasonal Mowing Contract

Ck. No. 23282 – HERC Rentals Corporation
\$5,235.23 – Dump Truck Rental (2) 10/16 – 11/13/23

Ck. No. 23283 – Jeffrey S. Ward & Associates, Inc.
\$2,500.00 – Grant Administrative Services, Rodair Gully HMGP

Ck. No. 23284 – LJA Engineering, Inc.
\$21,253.26 – Data Collection, Storm Management, Rodair HMGP & General Engineering

Ck. No. 23285 – Sam & Tash Services, Inc.
\$1,569.62 – Administration Building Janitorial Services

Ck. No. 23286 – Sandifer's L.P. Gas & Service Co.
\$575.00 – PS 7 Propane Tank Valve Repair

Ck. No. 23287 – Southern Tire Mart
\$291.45 – Flat Tire Repair on 15 Ton Picker

Ck. No. 23288 – Sprint Waste Services, LP
\$3,432.94 – Rollbox & Holding Tank Rental – Multiple Pump Stations

Insurance Admin Account

Ck. No. 10142 – RX Benefits
\$242.42 – Eligibility Verifications, Utilization Management, Appeals

Ck. No. 10143 – Saveon SP, LLC
\$1,177.35 – Claims Administration & Tertiary Balance

Commissioner Champagne moved that the checks from the Maintenance Fund and Insurance Admin accounts 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 2:14 p.m., Commissioner Vincent moved that the meeting be adjourned. Commissioner gamble seconded the motion. The motion carried.



Richard Beaumont, Chairman



Albert Moses, Jr., Secretary