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**MINUTES OF MEETING NO. 2316
COMMISSIONERS OF JEFFERSON COUNTY
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: February 4, 2020

Present: Commissioners
Richard Beaumont
Lester Champagne
Billy Joe Butler
James Gamble, Sr.
Phil Kelley, Manager

Absent: Albert Moses, Jr.

Visitors: Ronnie Hollier-DD7
Brian McZeal-DD7
Dean Depew-DD7
Brady Girouard-DD7
Garrett Boudoin, LJA Engineering
Allen Sims, LJA Engineering
Kim Carroll
Eric Adams, Port Neches
Matt Vincent, Port Neches
Flozelle C. Roberts, City of Port Arthur

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 Gamble gave the invocation.

Minutes of Meeting No. 2315

The Minutes of Meeting No. 2315 were approved as read.

Consider Order of Election

Mr. Phil Kelley submitted the form of the Order of Election and requested the Board approve the form and call the election. Commissioner Champagne moved to approve the Order of Election. Commissioner Butler seconded the motion. The motion carried.

Consider Resolution Authorizing Voting Equipment Rental Contract with Election Systems and Software in Connection with May 2, 2020 General Election

Resolution No. 455 Authorizing Voting Equipment Rental Contract with Election Systems and Software was presented to the Board for consideration. Mr. Kelley stated the District does not have a final quote for the rental of the voting equipment at this time; however, it appears the costs will be around Twenty-One Thousand and No/100 (\$21,000.00) Dollars. The Resolution presented authorizes the District's Manager to execute the Rental Agreement once the final price is determined and the District's attorney has approved the Agreement. Commissioner Champagne moved to approve Resolution No. 455 Authorizing Voting Equipment Rental Contract with Election Systems and Software in Connection with May 2, 2020 General Election. Commissioner Gamble seconded the motion. The motion carried. A copy of Resolution No. 455 is attached hereto and made a part of these minutes.

Consider Resolution Authorizing Solicitation for Proposals for Professional Services Regarding DR 4332 HMGP Projects

Resolution No. 454 Authorizing Solicitation for Proposals for Professional Services Regarding DR 4332 HMGP Projects was presented to the Board for consideration. Mr. Phil Kelley stated FEMA regulations require going through a

procurement process for grant administrators and consulting firms to prepare the documents for the application process. The District has been awarded three (3) projects at this time, and it must now proceed with a benefit cost ratio, a preliminary engineering design and hydrologic and hydraulic ("H & H") studies to determine the full impact of the proposed detention ponds. Mr. Kelley asked for the Board's approval of the Resolution as presented so the District can begin advertising to procure the professional services needed. Commissioner Gamble moved to approve Resolution No. 454 Authorizing Solicitation for Proposals for Professional Services Regarding DR 4332 HMGP Projects. Commissioner Butler seconded the motion. The motion carried. A copy of Resolution No. 454 is attached hereto and made a part of these minutes.

Manager's Miscellaneous Reports

Since the date of the last Commissioner's meeting, the following work has been done:

HFPL Maintenance/Herbicide Crew

Herbicide Application:

- Main C Loop and Extension, Rodair Gully Lateral 6, Main B
- Park Place Lateral, N. Port Acres Ditch A, Crane Bayou Main
- North St. Ditch, Fabiform on Main B

Levee

- Inspected HFPL closure structures

Misc.

- Checked crossings
- Maintenance on vehicles and equipment
- Trimming around HFPL gates and HFPL sheet pile wall along the Sabine Neches Waterway

Contractor:

- Ducks Dragline: Mowing around HFPL Borrow Piet at PS 18

Control Center Operation and Pump Station Maintenance Report

- Replace burnt out 120volt receptacle and replace Battery Backup on Instrument panel. Add 120volt receptacle for engine block heater.
- Station 13
Disconnect and remove batteries from Station Generator for crew to clean and paint fuel tank. Reconnect and place unit back in Auto.
- Station 6
Connect new sump pump, waiting on discharge hose before checking rotation.
Electric Shop
Repair high bay light in shop, clean truck and shop.
- Station 16
Repair and relamp high bay fixtures in station.
All Stations
Checking unmanned stations during all day Rain event.
- Station 17
Repair and relamp lights in station
- Station 6
Finish sump pump hookup, check rotation and place unit in Auto.
- Station 3
replace hour meters on new pumps, Units 4&5.
- Station 15
Install 8 new High Bay LED light fixtures. Replacing old incandescent fixtures inside station. Built platform on crane gantry to access electrical boxes to wire in and install new lighting.
Stations 1,3,15&19
- Dec 23-Check Automatic Rakes.
- Station 19
Jan 2-Generator-lost fuel prime use manual pump on engine to reprime and run unit thru test mode. All OK Unit in Auto

- Stations 1, 3,15 &19
Test run Automatic Trash Rakes. Check stations after overnight rain.
Electric Shop and Yard Area
Repair security lights as necessary.
- Station 5
Crew working on concreting driveway area. Repairing and rewiring conduit to Well House. Also repairing conduit from main station to annex.
ALL STATIONS-GENERATORS
- Test run all station generators with electric motors and Automatic Rakes ahead of forecasted weather event. Change battery out at Station 6,7&14.
Also change Battery on Warehouse Generator and test run.
Old Office Building
Replace old existing 10 circuit breaker panel with new 24 circuit Square D Panel.
Order new panel to replace other existing panel in building.
- Station 5
Install 2inch conduit in trench from main station to annex before crew pours concrete for driveway.
- Station 16
Unit 2-check problem with bearing oiler contactor, clean and tighten all connections, reset overload and test. All OK
- Control Room
Computer Battery Backup Room-replace ballast and bulbs in Fluorescent light.
- Station 12
Replace old incandescent ceiling lights with new LED light fixtures.
Stations 1,3,15&19
Check automatic rakes, add hydraulic oil to B Rake at 19.
- Stations 11 & 2
Check sump pumps, check amperage, reverse rotation to blow out trash in pump, change rotation back and recheck amperage. Lowered amperage to normal at station 11. Amperage at
- Station 2 was normal to start with.
Electric Shop & Control Center
Repair security lights.

- Station 8
Sump Pump at Annex locked up, reverse rotation, still locked up. Crew to inspect to check Impeller.
- Main Office
Change second old Breaker Panel to new Square D 30 Circuit Panel. Both Lighting Panels have now been changed out.

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

Monday, January 13:

Alligator Project; Allco is working on site today. The weather conditions were rain throughout the day. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is working on the muffler brackets for the generator. The pile crew was rained out at 9 AM.

Electrical Specialties is on site (4) working on pulling wire and conduit.

Caterpillar service men are on site (2) servicing engine Units # 3, 4, 5, and 6 for their yearly warranty.

Chapman is on site (3) taking measurements on the water pipes between the valves and engines.

Tuesday, January 14:

Alligator Project; Allco is working on site today. Weather conditions were cloudy with light rain at times. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is removing the forms from the trash rake screen beams. The crew is also cleaning up the site for the local news coming out to report on the new station with Allen Sims. The pile crew is continuing to dig dirt out from the cofferdam in order to remove the inside sheet pile support beams.

Electrical Specialties is on site (4) working on pulling wire and conduit.

Caterpillar service men are on site (2) servicing engine Units # 3, 4, 5, and 6 for their yearly warranty.

Chapman is on site (3) working on the air and fuel pipes.

Chapman removed one flange on Unit #1's after cooler that runs the cooler water system on the engine and exposed an extensive amount of corrosion inside of the engine. This was shown to the Caterpillar technician on site, and the technician made a note on his paperwork. The technician inspected the other engines and concluded that Units # 1 and 2 were the worst. Units #3, 4, 5 and 6 are not in bad condition at this time.

Wednesday, January 15:

Alligator Project; Allco is working on site today. Weather conditions were foggy and cloudy. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is continuing to remove the forms from the trash rake screen beams. The pile crew is continuing to weld support plates onto the sheet pile so that they can be pulled.

Electrical Specialties is on site (4) working on pulling wire and conduit.

Chapman is on site. The crew removed the cover plate on Unit #1's water pump, where the coolant pipe from the keel cooler connects, and exposed a lot of rust on the inside of the water pump.

Thursday, January 16:

Alligator Project; Allco is working on site today. Weather conditions were cloudy. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is setting the generators' mufflers on the wall stands that are outside of the station. The crew is also installing the metal air duct from the generators' radiators to the vent louvers. The pile crew is continuing to weld support plates onto the sheet pile so that they can be pulled.

Chapman is on site (3) working on the coolant pipes to the engines.

Friday, January 17:

Alligator Project; Allco is working on site today. Weather conditions were cloudy. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is removing the cover plates on all the Caterpillar engines' jacket water pumps. The pile crew is continuing to weld support plates onto the sheet pile so that they can be pulled. The pile crew is also cutting off the sheet pile right above the support plates.

Electrical Specialties is on site (4) working on pulling wire and conduit.

Chapman is on site (3) working on the coolant pipes to the engines.

Betco is on site (10) removing the support scaffolding from under the trash rake screen beams that were poured last week.

After the cover plates were removed from all the caterpillar engines' jacket water pumps, pictures were taken of the water pumps and the after coolers' inlets and outlets. The pictures were then sent to Allen Sims so that he could get them to Caterpillar for review.

Monday, January 20:

Alligator Project; Allco is working on site today; however, DD7 was off in observance of Martin Luther King Day, so a daily report was not generated.

Allco's crew continued to work on the trash rake screen system. The pile crew is continuing to remove support beams from the sheet pile and welding plates to the sheet pile so that they can be pulled. The crew was also cutting and removing the first 10 to 12 feet of strengthened sheet pile.

Tuesday, January 21:

Alligator Project; Allco is working on site today. Weather conditions were sunny, cold, and windy. The site conditions were dry.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is continuing to work on the trash rake system. The pile crew is continuing to cut and remove the first 10 to 12 feet of sheet pile.

Electrical Specialties is on site (8) working on wiring inside the station.

Chapman is on site (3) working on the coolant pipes to engines.

Betco is on site (8) removing all of the scaffolding out from the intake bays.

Wednesday, January 22:

Alligator Project; Allco is working on site today. Weather conditions held light rain, on and off, throughout the day. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew and the sheet pile crew rained out at 11:00 AM.

Electrical Specialties is on site (4) working on wiring inside the station.

Chapman is on site (4) working on the coolant pipes to engines.

Betco is on site (8) loading up the scaffolding and hauling it off the job site. The crew was rained out at 11:00 AM.

Thursday, January 23:

Alligator Project; Allco is working on site today. Weather conditions were partly cloudy. The site conditions were muddy.

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is installing the bottom, stainless-steel trash screen beams in intake bays 2 through 5. The pile crew is moving the cut off sheet pile from the coffer dam to make room for more sheets.

Chapman is on site (4) working on the coolant pipes to engines 1 through 6.

Electrical Specialties is on site (4) working on wiring inside the station.

DD7 needs AT&T to come out and address what they need in order to get a phone line to the station. Coolant pumps for the angle gears and fuel transfer pumps for generators are also needed so that pipes can be installed.

Friday, January 24:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (13) operators/laborers reported.

Allco's crew is installing the stainless-steel trash screen beams in intake bays 2 through 5. The pile crew is removing dirt out from around the sheet pile so that more sheets can be pulled.

Electrical Specialties is on site (4) working on the wiring inside the station.

Chapman is on site (4) working on the coolant pipes to the engines 1 through 6.

Mr. Phil Kelley stated District representatives have been invited to a meeting with the residents of Stillwater Estates to enlighten everyone on the Rodair Gully situation and explain the plan to remedy the flooding situation. The meeting is scheduled for this evening, February 4, 2020, at 6:00 p.m. at Sombero's Restaurant in Nederland. Mr. Kelley stated he plans to attend, as well as Allen Sims of LJA Engineering, Brady Girouard of the District and Commissioner Champagne. If anyone else would like to attend, Mr. Kelley stated they are more than welcome.

Mr. Kelley further stated an area-wide Drainage and Stormwater Symposium will be held on Thursday, February 6, 2020 at the Bob Bowers Civil Center from 5:30 to 7:30 p.m. The City of Port Arthur will host the event and doors open at 5:00 p.m. The District has been invited to attend and explain what the District is doing. Mr. Kelley, Allen Sims, Brady Girouard and Commissioner Gamble will attend. Again, others interested in attending are welcome.

Mr. Brian McZeal stated the Ditch Maintenance Crew is continuing to cut back trees throughout the District and the concrete paving project at Pump Station No. 5 is forty-five to fifty percent (45%-50%) complete. He submitted photos to evidence the

progress of the work and stated the Construction Crew will make another concrete pour on Thursday and Friday if weather permits.

Commissioner Champagne asked how the Rodair Gully Improvement Project, Phase V was progressing. Mr. Brady Girouard is monitoring this project and stated the contractor has completed approximately 375 feet of the total 1,400 feet of the project and is a little over twenty-five percent (25%) done.

Mr. Dean Depew reported the No. 2 pump for Pump Station No. 19 is still not back in service due to weather delays and having trouble getting a crane. The pump for Pump Station No. 8 should be repaired by February 14, 2020 according to Weisinger, Inc. The specs are now complete for the engines for Crane Bayou and Delmar Pump Stations, and Mr. Depew is still working with Cummins Engine Division on the vibration study which will include the engine harmonics.

Mr. Ronnie Hollier reported the weather has been delaying crews from spraying herbicide throughout the District, but they are doing the best they can. The next levee repair, which will be the ramp over the levee by Crane Bayou, is ready to begin once weather permits.

Mr. Allen Sims gave a brief update report on the Alligator Bayou Pump Station Annex Project. He received a progress payment request yesterday that will be submitted for consideration at the next Board meeting. Mr. Sims stated overall, the contractor is moving forward, however, they are still struggling with removing the sheet pile wall coffer dam. A meeting was held earlier today and there are a few technical problems being worked through, i.e., issues with the clutch on the engines, issues with

air piping and issues with the engine control wiring. They are also working with the Caterpillar engine manufacturer who provided the engines on some minor differences in the two (2) engines that were delivered first and the four (4) that were received later.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 16049 – A-1 Rentals of Beaumont
\$102.00 – Rental of Tablecloths for Meeting

Ck. No. 16050 - Dan Delich Consulting
\$1,800.00 – Legislative Consulting Fees

Ck. No. 16051 – Ducks Dragline Service, Inc.
\$18,020.00 – Rental LS250X3 Trackhoe 1/10-1/30/20, Rental
LS240X2 Trackhoe 1/13-1/30/20 and Rental Cutter
Head, 1/21-1/27/20

Ck. No. 16052 – Filmr, LLC
\$128.00 – Editing Film and Social Media Posts

Ck. No. 16053 – Frank Baker
\$1,121.00 – Reimbursement for Training and Education

Ck. No. 16054 - Function 4 LLC
\$188.99 – Rental of Konmin Copier

Ck. No. 16055 – Function 4 LLC
\$29.85 – Digital Support Service

Ck. No. 16056 – Groves Equipment Rental Co., Inc.
\$2,700.00 – Rental 15 Ton Crane, 12/17-1/16/20

Ck. No. 16057 - James Gamble, Sr.
\$270.00 – Health Insurance Payment

Ck. No. 16058 – Mazzanti & Associates LLC
\$2,500.00 – Legislative Consulting Fees

Ck. No. 16059 - Ray Russo
\$1,768.68 – Legislative Consulting

Ck. No. 16061 –Wells Fargo Remittance System

\$188.50 – Travel and Meeting Expense and Texas Election Laws Book

Ck. No. 16062 – Waukesha-Pearce Industries, Inc.

\$700.84 – Rental Damages Vandalism Komatsu Dozer and Credits

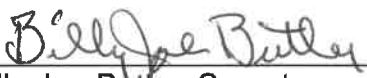
Ck. No. 16063 – Richard Beaumont

\$195.58 – Health Insurance Payment

Commissioner Butler moved that the checks from the Maintenance Fund be approved for payment. Commissioner Gamble seconded the motion. The motion carried.

Chairman Beaumont recognized visitors in attendance and asked if anyone would like to speak. No one responded.

At 2:15 p.m., Commissioner Champagne moved that the meeting be adjourned. Commissioner Butler seconded the motion. The motion carried.


Billy Joe Butler, Secretary


Richard Beaumont, Chairman

resolution adopted by the Board of Commissioners of Jefferson County Drainage District No. 7, at their meeting No. 2316 held on the 4th day of February, 2020, upon motion made by Commissioner Champagne and seconded by Commissioner Gamble and adopted unanimously by said Board, a quorum being present.

Given under my hand this 4th day of February 2020.



Secretary
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7

THAT the General Manager be, and hereby is, authorized to take any and all action in connection with the accomplishment of the transactions outlined in this resolution and to certify the adoption of such resolutions to such parties which the General Manager deems necessary or appropriate.

I, Billy Joe Butler, Secretary of the Board of Commissioners of Jefferson County Drainage District No. 7, do hereby certify that the above is a true and correct copy of a resolution adopted by the Board of Commissioners of Jefferson County Drainage District No. 7, at their meeting No. 2316 held on the 4th day of February, 2020, upon motion made by Commissioner Gamble and seconded by Commissioner Butler and adopted unanimously by said Board, a quorum being present.

Given under my hand this 4th day of February 2020.



Secretary
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7