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**MINUTES OF VIDEOCONFERENCE MEETING NO. 2322
COMMISSIONERS OF JEFFERSON COUNTY
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: April 21, 2020

Present: Commissioners
Richard Beaumont
Lester Champagne
Billy Joe Butler
Albert Moses, Jr.
Phil Kelley, Manager

Absent: James Gamble, Sr.

Visitors: Tomeka Channel, DD7

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 Nos. 2321

The Minutes of Meeting Nos. 2319 and 2320 were approved as read.

Consider Approval to Advertise for Bids for Rodair Gully Lateral 3 and Shamrock Ditch Improvements

Mr. Phil Kelley stated a special project for concrete lining the Shamrock Ditch located in Beauxart Gardens is included in the FY 19-20 Budget; however, improvements to Lateral 3 that comes off the Shamrock Ditch and runs back toward the airport was not included in the budgeted amount. After Tropical Storm Imelda occurred, it is evident that Lateral 3 needs attention. Therefore, Mr. Kelley is recommending that the District advertise for Bids for Rodair Gully Lateral 3 and Shamrock Ditch

improvements. The Budget will be amended at the end of the year, and there are plenty of funds in the special projects to cover this additional improvement. The Shamrock Ditch is one of the projects that Commissioner Weaver has been encouraging the District to complete and residents in this area are looking forward to this work getting done. The District is limited on right-of-way in this area so it will be best to contract the work out. Commissioner Moses asked if this would give residents some relief and Mr. Kelley stated when a raw ditch is converted to a concrete ditch, it always improves the flow, and it also helps with maintenance. Commissioner Moses also asked when the project may begin. Mr. Kelley stated if the Board approves to advertise for bids today, Kim Carroll and Garrett Boudoin will finish putting contract documents together. It will be approximately two to three weeks before advertisement will begin and then the advertisement will be published for two or three consecutive Saturdays. Afterward, the bids will be opened, and the contract will be awarded. It normally takes a few weeks for the contractor to get the contract signed and bonds together. Mr. Kelley is hopeful the project will begin by July 2020. Commissioner Champagne moved to approve advertising for bids for Rodair Gully Lateral 3 and Shamrock Ditch Improvements. Commissioner Butler seconded the motion. The motion carried.

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:

- Pear Ridge Main #2, PS 19, Completed Griffing Park Ditch
- A3A, A3A Bypass, A3B, S. Port Acres Ditch, E. Port Acres Ditch
- N. Port Acres Ditch A (DNC)

Levee

- Replaced damaged pipe gate on HFPL, Sta 364+97 near Vessel Repair

Misc.

- Replacing fence around discharge bay at PS 19 (not complete)
- Installed gate access for property owner and repaired crossing on C4
- Installed eye wash station

Contractor:

- Ducks Dragline: Mulching trees on Rodair Gully from W. Port Arthur Road to Sta. 1520+00 (on hold until completion of mucking out Upper Johns Gully from Twin City to Hwy 69)
- GP Evans Contractors LLC: Mowing HFPL & ROWs, Areas 1-6 and 15

Control Center Operation and Pump Station Maintenance Report

- Station 3
Meet with Corpro to discuss Cathodic Protection plan One Call for digging Anode Deep Well.
- Station 18
Install new thermocouple on Heater.
- Ninth Ave Office
Install 230volt 3 phase fused disconnect and local disconnect for new Air Conditioner. Also installed 230volt single phase breaker and conduit and wire to local disconnect for second new AC unit.
- Station 16
Rake #4 engine-install new baseplate and junction box for wiring to Rake motor and speed sensor. Test run All OK.
- Station 8
Unit 5-connect conduit and wire motor and solenoid for oiler. Check Rotation. Disconnect motor and remove conduit so crew can work on discharge pipe.

- Ninth Ave Office
Install 230volt 15amp breaker and run MC cable to new AC air handlers.

- Station 15
Unit 2-tagout and disconnect motor for crew to pull pump.
Station 8
Unit 5-connect motor and solenoid for oiler, run out and check Amperage. Run conduit and wire to heater for oiler.

- Station 8
Service, check and clean motor contactor

- Station13
Replace fluorescent bulbs and Ballasts as needed.

- Station 16
Replace old light fixtures on intake wall of station with new 40,000 lumen LED fixtures. Fixtures are compatible to lights at new station.

- Electric Shop
Wash bucket truck and electrical truck, Units 14&19.
Station 2
Sump pump, check amperage, reverse rotation to clear pump, change back rotation and put unit in Auto.
Electric Shop
Clean and disinfect shop area and inside of unit 14 truck. Painting doors and shop area
Stations 1,3,15&19
Check auto trash rakes ahead of expected rain.

Construction Notes - Alligator Bayou Pump Station Annex

March 30, 2020 – April 10, 2020

Monday, March 30:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (12) operators/laborers reported.

Allco's pile crew is moving the crane back forty (40) feet and pulling out mats to weld support plates onto more pile so that the piles will be ready to be pulled once the

crane gets reset. The crew is also hauling dirt back across the bridge to make a ramp down into the intake bay between the end of the Northeast retaining wall and the sheet piles to get equipment down to the intake bay.

Betco is on site (7) installing scaffolding inside intake bay # 5 and 6.

Electrical Specialties is on site (3) wiring inside the station.

Chapman is on site (3) working on the pipes in the station.

Tuesday, March 31:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1) with (12) operators/laborers reported.

Allco's pile crew is continuing to move back forty (40) feet on the cofferdam and welding support plates to the sheet pile. The crew is also hauling dirt across the bridge to the intake bay in order to build a "3 to 1" slope on the North side of the intake bay next to the sheet pile and also to be able to dig dirt out from the canal and intake side. The crew started digging dirt out from the canal side to the East end of the bridge back to the sheet pile dam.

Electrical Specialties is on site (2) wiring inside the station.

Betco is on site (7) installing scaffolding inside intake bay #6.

Chapman is on site (4) working on the coolant pipes to angle gears on the discharge side of the heat exchangers.

Wednesday, April 1:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (12) operators/laborers reported.

Allco's crew is removing the exhaust piping from engines to mufflers and one handrail from the walkway so that Caterpillar's engines can be removed. The engines will be sent to Houston so that they can be inspected, and parts can be replaced. The pile crew is digging dirt and mud out from the canal side of the sheet pile dam near the intake bay with a long stick track hoe.

Electrical Specialties is on site (2) wiring inside of the station.

Chapman is on site (4) working on the piping in the fuel tank building.

Thursday, April 2:

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 (12) operators/laborers reported.

Allco's crew is installing the trash screen beams. The pile crew is shoring up the cofferdam for the crane to operate from. The crew is continuing to dig dirt and mud out from the canal side of the sheet pile.

Electrical Specialties is on site (2) wiring inside of the station.

Chapman is on site (4) working on the fuel piping in the fuel tank building.

Friday, April 3:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (12) operators/laborers reported.

Allco's crew is installing the top trash screen beams. The pile crew started to dig dirt out from the cofferdam to be able to remove the upper support beams.

Electrical Specialties is on site (2) wiring inside of the station.

Monday, April 6:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (12) operators/laborers reported.

Allco's crew is working on the trash rake system. The pile crew is digging dirt out from the coffer dam and welding support plates onto the sheet pile.

Electrical Specialties is on site (2) wiring inside the station.

Caterpillar mechanics are on site (2) disconnecting wires and hoses on unit #1, 2, and 3 so that the engines can be sent off to Houston to be repaired.

Tuesday, April 7:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1) with (12) operators/laborers reported.

Allco's crew is installing the trash screens. The pile crew is continuing to dig dirt out from the cofferdam and from the canal side of the sheet pile near the intake bays.

Electrical Specialties is on site (2) wiring inside the station.

Wiesinger is on site (3) disconnecting the drive couplings from unit #1, 2, and 3. The crew is also installing two tapered dow pins in the support plates off the back of the clutches.

Caterpillar mechanics are on site (2) disconnecting wires and hoses from unit #2 and 3, preparing the engines to be sent to Houston.

Wednesday, April 8:

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 (14) operators/laborers reported.

Allco's crew is continuing to install the trash screens. The pile crew is digging dirt and mud out from the canal side of the sheet pile dam near the intake bay with a long stick track hoe. The crew is also digging dirt out from the cofferdam to remove the lower support beams.

Electrical Specialties is on site (3) wiring inside of the station.

Wiesinger is on site (3) drilling and tapper pinning unit #4, 5, and 6.

Caterpillar mechanics are on site (2) loading up unit #1 and 2's engines to be sent to Caterpillar's shop in Houston to be repaired. The crew is disconnecting unit #4's wires and hoses so that unit #3 and 4 can be shipped to Houston tomorrow.

Thursday, April 9:

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

Allco superintendents (2) on site Mike Nunez (1) and Terrell (1), with (14) operators/laborers reported.

Allco's crew is installing the upper trash screens. The pile crew is digging dirt from the inside and canal side of sheet pile dam near the intake bay. The crew is also removing dirt from the cofferdam, but the tide is too high to be able to remove the lower support beam inside of the cofferdam. It was noted that the tide was at +2.6 feet elevation when the crew was attempting to remove the support beam.

Electrical Specialties is on site (3) wiring inside of the station.

Wiesinger is on site (2) removing the drive couplings from the clutches on unit #3 and 4.

Caterpillar mechanics are on site (2) loading up unit #3 and 4's engines to be sent to Caterpillar's shop in Houston to be repaired. The crew is disconnecting unit #5 and 6's wires and hoses, getting them ready to be shipped to Houston.

Friday, April 10:

Alligator Project; Allco is working on site today; however, DD7 is off in observance of the Good Friday/Easter holiday so a daily report was not generated.

Allco's crew is continuing to work on the trash rake system. The pile crew is digging dirt out from the cofferdam to remove the lower support beam.

Mr. Phil Kelley stated the District's supervisors are again not in attendance due to the COVID-19 situation, but if the Commissioners have any questions regarding the Supervisor reports, they can address the questions to him and he will get them an answer.

Mr. Phil Kelley presented the financial statements prepared by FMW, P.C. for the period ended March 31, 2020, and gave a collateral securities report as of March 31, 2020.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 16395 – Duck’s Dragline Service, Inc.
\$16,260.00 – Rental LS250X3 Trackhoe 4/1-4/16/20, and
Rental LS250X4 Trackhoe 4/1-4/16/20

Ck. No. 16396 - Filmr, LLC
\$156.00 – Social Media Post

Ck. No. 16397 - GP Evans Contractors
\$20,962.00 – Levee Mowing

Ck. No. 16398 – Johnny’s Towing & Recovery
\$450.00 – Rental of Transport Truck

Ck. No. 16399 – LJA Engineering, Inc.
\$116,167.40 – Server Hosting, DD7 Data System, Rodair
Gully Widening Phase 5, Update Data Operations
System, Sabine Pass to Galveston Bay Project (2),
Rodair Gully Watershed Study, Engineering,
Concrete Line Shamrock Ditch, Alligator Bayou
Upgrade and Stormwater Management Plan

Ck. No. 16400 - Mutual of Omaha Companies
\$1,070.18 – Health Insurance Payment

Ck. No. 16401 – National Networks
\$3,223.74 – Computer Services for May 2020

Ck. No. 16402 - Nerbert Frelow
\$3,360.00 – Dump Truck Rental 4/8 – 4/17/20

Ck. No. 16403 – Port Arthur NewsMedia, LLC
\$787.44 – Advertisement for HMGP Engineering Services,
Grant Administration Services and Environmental Services

Ck. No. 16404 – Sprint Waste Services

\$1,500.00 – Removal of Waste from Pump Stations March 2020

Ck. No. 16405 – Tower Medical Center of Nederland

\$2,375.20 – Employee Temperature Checks COVID-19

Ck. No. 16406 - TWCA Risk Management Fund

\$261.00 – Policy Change Add Chevy 3500

Ck. No. 16407 – United Rentals

\$2,048.40 – Rental of Scissor Lift 2/12-4/8/20, Rental of
Water Truck 3/16-3/20/20 and Credit

Ck. No. 16408 – W. Williams Refrigeration & A.C.

\$3,000.00 – Final Payment for Installing Two 5 Ton Complete
Duct Systems

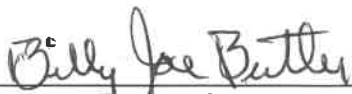
Ck. No. 16409 - Waukesha-Pearce Industries, Inc.

\$1,515.00 – Rental Mini Excavator, 3/23-3/31/20


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

Mr. Kelley asked for any public comments and/or questions. While waiting for public comment, Commissioner Champagne asked for an update on the Rodair Gully Watershed Study. Mr. Kelley stated a resident had asked a question on the District's facebook page regarding the study, and Allen Sims is in the process of putting together a response which should give an update. Mr. Kelley stated he had talked with Mr. Sims this morning and there may be a problem with the LIDAR information received. Mr. Sims told him that once he started the modeling, he ran into some problems. A Survey Crew will need to go out and verify that the LIDAR information is accurate before he can proceed. There were no questions or comments from the public.

At 2:10 p.m., Commissioner Moses moved that the meeting be adjourned.
Commissioner Butler seconded the motion. The motion carried.



Billy Joe Butler, Secretary



Richard Beaumont, Chairman