

**MINUTES OF A MEETING OF THE DIRECTORS
OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 6
HELD ON**

September 10, 2019

A. The meeting was called to order by Joshua W. Allen, Sr., President.

B. The following Directors were present:

Joshua W. Allen, Sr.	President
Charles "Chuck" Guillory	Secretary
Miriam K. Johnson	Vice President
Bart L. Owens	Director
Bernie Daleo	Director

Directors Absent: None.

Staff present:

Doug Canant	Engineer
J. Thad Heartfield	District's Legal Counsel
Steve Hubert	Shop Supervisor
Jason Jones	Assistant Superintendent
Paula Karasek	Administrative Assistant
Stephen LeBlanc	Operations Manager
Danielle LeBlanc	GIS Coordinator/Title Abstractor
Richard P. LeBlanc, Jr.	General Manager
John Murff	Project Manager
Nelson Nixon	Superintendent
Chuck Oakley	Chief Financial Officer
Karen J. Stewart	Business Manager

Visitors: Kevin Kunz – Citizen residing in Beaumont, Texas.

C. Invocation was given by Nelson Nixon.

D. The Minutes of August 27, 2019 were approved on a motion made by Mr. Owens, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.

E. Business session:

1. A resolution was adopted authorizing the payment of routine bills received since August 27, 2019, and not expressly authorized or denied for payment elsewhere on this agenda, on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.
2. It was acknowledged that Jefferson County Drainage District No. 6's Investment Schedule for August 2019 was received by the District's Board of Directors pursuant to Section 2256.023 of the Public Funds Investment Act, on a motion made by Mr. Owens, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
3. At this point in the meeting, Mr. Allen introduced Mr. Kevin Kunz who was in attendance to participate in the Tax Rate Public Hearing set for this meeting. Mr. Kunz thanked the District for all the good work, as his house has not flooded. Mr. Kunz was under the impression that the District's tax rate had increased. Mr. Allen explained to Mr. Kunz that the District is maintaining the same tax rate as last year, and that the only increase a person might see would be due to an appraisal value increase. Mr. Allen thanked Mr. Kunz for attending the Public Hearing and asked if anyone had any additional comments to make. There were no additional comments and Mr. Owens made a motion, seconded by Mrs. Johnson, with the voting as follows: ayes—all; nays—none, the Board of Directors adopted the District's 2019 tax rate of \$0.220587/\$100 valuation as distributed below:

Proposed tax rate of \$0.220587/\$100 valuation:

Maintenance and Operating:	\$0.220587/\$100 valuation
TOTAL PROPOSED TAX RATE FOR 2019	\$0.220587/\$100 valuation
TOTAL ACTUAL TAX RATE FOR 2018	\$0.220587/\$100 valuation
TOTAL DECREASE/INCREASE OVER LAST YEAR'S RATE	\$0.000000/\$100 valuation

4. The Board adopted homestead tax exemptions as noted below, on a motion made by Mr. Guillory, seconded by Mr. Owens, with the voting as follows: ayes—all; nays—none:
 - a. For 65 years of age and older or for disability: \$40,000;
 - b. For general homestead exemption: \$5,000 or 20%, whichever is greater;
 - c. Disabled veterans: \$12,000 (maximum).
5. The budget for the District funds for FY 2019-2020 was adopted on a motion made by Mr. Owens, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
6. On a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none, the Board authorized notification to the Texas County and District Retirement System (TCDRS) as to the employers' selected participation rate in contributions for the Year 2020:

Employee Deposit Rate:	<u>7.00%</u>
Employer Contribution Rate:	17.11%
Supplemental Death Benefit:	<u>0.38%</u>
TOTAL RATE	<u>17.49%</u>
7. The insurance premium rates noted below, calculated by Holmes Murphy, for the year 2020, were adopted on a motion made by Mr. Guillory, seconded by Mrs. Johnson, with the voting as follows: ayes—all; nays—none:

\$1,130/mo. Employee
\$2,373/mo. Employee and Spouse
\$2,034/mo. Employee and Children
\$3,672/mo. Family
- 8.-10. Before voting on these next items, Mr. LeBlanc noted that the 2019-2020 budget provided for two new employees for the mowing crew, but that the tractors and mowers for these two employees were not in the 2019-2020 budget. However, according to the District's Chief Financial Officer, there are enough funds in the 2018-2019 budget to purchase the two tractors and mowers needed. The District plans to go out for bids for these pieces of equipment, and the action will be ratified at a future meeting. Mrs. Stewart explained that the three sets of specifications in items 8, 9, and 10 below were part of the 2019-2020 budget. Mr. LeBlanc noted that these two employees will also be required to carry a CDL license. Mrs. Johnson made a motion for Items 8, 9, and 10, which was seconded by Mr. Daleo, and with voting as follows: ayes—all; nays—none, the Board adopted the following resolutions:

8. A resolution approving bid specifications for a new 145_HP, 4WD John Deere Tractor (IFB 19-010/KJS), and authorizing the advertising for bids and an administrative bid opening for same.
9. A resolution approving bid specifications for a new 175-HP, 4WD John Deere Tractor (IFB 19-011/KJS), and authorizing the advertising for bids and an administrative bid opening for same.
10. A resolution approving bid specifications for a new 10-Ton Class, D5K Dozer (IFB 19-012/KJS), and authorizing the advertising for bids and an administrative bid opening for same.
- 11.-12. Mr. Canant explained that Orbit Gulf Coast NGL and Lone Star NGL are boring their pipelines under Ground Bridge Gully and they are going extra deep and wide to accommodate any future widening of the ditch. These two companies are requesting to install two temporary bridges to allow their construction vehicles to cross over the ditch, which the District will allow if it is a single span, temporary bridge. Mr. Canant noted for Mr. Owens that this project will be at a depth of 10 feet below the existing ditch. Mr. Owens made a motion, seconded by Mr. Daleo, and with voting as follows: ayes—all; nays—none, the Board adopted the following resolutions:
 11. Consider a resolution authorizing the execution of Amendment A to Pipeline Permit 2019-PL-10 submitted by Orbit Gulf Coast NGL Exports, LLC providing for an additional temporary bridge crossing over Ditch No. 800 (in the same location as original permit request) and approving a fee of \$2,500 associated with this permit.
 12. Consider a resolution authorizing the execution of Amendment A to Pipeline Permit 2019-PL-11 submitted by Lone Star NGL Pipeline LP providing for an additional temporary bridge crossing over Ditch No. 800 (in the same location as original permit request) and approving a fee of \$2,500 associated with this permit.
13. The execution of a Storm Drainpipe Tie-In Permit (2018-SDP-8) submitted by Brystar Contracting on behalf of Galaxy Homes, LLC, granting Brystar permission to tie a 36-in pipe into Ditch 202-B (end of Champions Dr. on north side of Walden Rd., adjacent to Dishman Elementary) was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with voting as follows: ayes—all; nays—none.
14. Board Comments:

Mrs. Johnson thanked Mr. Kunz for attending the tax hearing and for his participation.

WORKSHOP SESSION

- A. Mr. Canant brought to the Board's attention two projects (apartment complexes) that are developing out on Hwy-105 near the Major Dr. intersection. He noted that for any development in this watershed, Griffin Ditch Watershed, the District is requiring that a detention basin be part of the larger commercial projects/subdivisions. These two new developments will incorporate detention that will not increase the flow into the District's outfall.
- B. Mr. Canant reported that the NRCS Green Pond project worked well during TS Imelda, but there is some additional protection work the District would like to incorporate with regard to the by-pass channel that drains through the 60-in culvert.

- C. Ms. Stewart advised the Board that the District has an executed agreement with the Natural Resources Conservation Service (NRCS) for Phase IV of the Green Pond NRCS Project (TS Harvey repairs). We are currently waiting on the NRCS as to when the Pre-Construction meeting will be scheduled so the project can begin.
- D. Stephen LeBlanc reported that the District's herbicide spraying program will begin on September 11, weather permitting. Plans are to spray approximately 1,500 acres.
- E. Mr. John Murff reported on a meeting staff had with Tonie Spencer of MJ Fertilizer to discuss various grasses and planting methods for this area, which the District uses for erosion control.
- F. Mr. LeBlanc discussed a call he received from Scott Hall, Manager of LNVA, regarding a request for 50 feet of property owned by the District at the Hike and Bike Trail (Dishman and Keith Rd. area). The LNVA needs this property to allow them to slope the east side of their canal that goes to Port Arthur. Mr. LeBlanc noted that he will come back to the Board once Mr. Hall has been able to work out all the details.
- G. Mr. Nixon reported that the mowing is going well, and that the addition of two tractors and mowers will help a lot.
- H. Mr. LeBlanc reported that Herb Dishman and Jeremiah Brammer have gone into a partnership for a development on Hwy-365 and S. China Rd. He advised the Board that Mr. Dishman took dirt from Ground Bridge Ditch, a ditch that the District owns in fee. As a result, a 20-ft hole was cut in the ditch to drain the subdivision. Mr. Murff discovered the problem and the District is in the process of rectifying this problem with Mr. Dishman.
- I. Before calling for adjournment of the meeting, Mr. Allen thanked the District's employees for another great fiscal year and for the outstanding job that everyone has done to continue to provide great drainage for the DD6 community. He thanked the Board for their support of the District's staff. He further noted that the District is financially sound, which is due to good leadership and staff working for the organization.
- J. The meeting was adjourned.



Secretary/Asst. Secretary