

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

**January 14, 2020**

- 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
Bernie Daleo	Director

Directors Absent: None

Staff present:

Darin Auer	Shop Supervisor
Doug Canant, PE, RPLS, CFM	District Engineer
J. Thad Heartfield	District's Lead Legal Counsel
Steve Hubert	Shop Supervisor
Jason Jones	Assistant Superintendent
Paula Karasek	Administrative Assistant
Stephen LeBlanc	Operations Manager
Danielle LeBlanc	GIS Coordinator/Title Abstractor
Dr. Joseph G. Majdalani, PE	General Manager
Candy Melancon	Right-Of-Way Agent
John Murff	Project Manager
Nelson Nixon	Superintendent
Chuck Oakley, CPA	Chief Financial Officer
Robert Smith	Shop Supervisor
Michael Sterling	Foreman
Karen J. Stewart, MBA, CTP	Business Manager
Stephen Townsend	District's Legal Counsel

Visitors: Steve Hoffman – Resident of Dowlen West Neighborhood  
Mike Monk – Resident of Gilbert Lake Estates  
Marcelo "Mo" Molifino – Resident of Gilbert Lake Estates  
Jeffrey Vincent – Resident of the Dishman Road Area

- C. Pledge of Allegiance was led by Mr. Allen.
- D. Invocation was given by Mr. Nixon.
- E. Workshop Session: There were no workshop items discussed.
- Mr. Allen introduced Dr. Joseph G. Majdalani, PE as the District's new General Manager. Dr. Majdalani stated that he was excited to be at Dd6 and looked forward to working with everyone.
- F. Public Comment Period: Citizens in attendance were given the opportunity to address the Board of Directors on agenda items or concerns not on the agenda. There were no comments.
- G. The Minutes of December 10, 2020, were approved on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.

## H. Business session:

1. Consider a resolution authorizing the payment of routine bills received since December 10, 2020, that were not expressly authorized or denied for payment elsewhere on this agenda.
2. It was acknowledged that Jefferson County Drainage District No. 6's Investment Schedule for December 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 Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.
3. A correction of the action taken on December 10, 2019 for Agenda Item No. 13, regarding Enterprise TE Products Pipeline, LLC, Pipeline Easement on Ditch No. 600/Green Pond labeled as TX-JF-0039.00000 (30-ft wide permanent pipeline easement over and across a portion of a certain tract of land containing 16.82 acres in the Michael Pivetot Survey, A-43) conveyed to Jefferson County Drainage District No. 6 correcting a typographical error made in amount due from Enterprise TE Products Pipeline, LLC for this Pipeline Easement from \$9,639.50 to \$6,639.50, with no changes to line item calculations; 4.96 rods @ \$1,200/rod & .05 acres additional temporary workspace @ \$13,750/acre, was authorized on a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
4. A correction of the action taken on December 10, 2019 for Agenda Item No. 14, regarding Enterprise TE Products Pipeline, LLC. Pipeline Easement on Ditch No. 600/Green Pond labeled as TX-JF-0015.00000 (a 20-ft wide and 10-ft wide permanent pipeline easement over and across a portion of a certain tract of land containing 2,455.149 acres in the Sarah Miles Survey, A-172 and W.H. Aldridge Survey, A-813) conveyed to Jefferson County Drainage District No. 6, correcting the amount due from Enterprise TE Products Pipeline, LLC for this Pipeline Easement from \$1,084,758.00 to \$1,119,408.00 (861.34 rods @ \$1,200/rod, 3.72 acres additional temporary workspace @ \$13,750/acre and 2.52 acres of Temporary Access Road at \$13,750/acre), to include payment for a 2.52-acre temporary access road provided for in the easement, was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
5. The execution of a "Temporary Work Agreement" received from Jeff Newman for Ditch No. 121-B/Dowdel Detention Basin, allowing Platinum Pools access across the District's ditch bank to install a swimming pool at 6565 Truxton Lane, Beaumont, Texas was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.

Prior to voting on Items 6, 7, and 8 concerning cooperative purchasing, Mrs. Stewart explained the benefits of the District's participation in these programs.


6. The execution of an "Interlocal Participation Agreement" with Government Purchasing Cooperative, providing for the District's participation in the Goodbuy program was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
7. The execution of an "Membership Agreement" with Government Purchasing Cooperative, providing for the District's participation in the Sourcewell program, was authorized on a motion made by Mrs. Johnson, seconded by Mr. Daleo, on a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.

8. The execution of a "Letter of Commitment" with Government Purchasing Cooperative, providing for the District's participation in the Southeast Texas Purchasing Coop Region 5; and also approving an annual fee of \$600.00, was authorized on a motion made by Mrs. Johnson, seconded by Mr. Daleo, on a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
9. On a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none, the Board adopted a resolution authorizing the execution of Addendum II to the Professional Services Contract for Hazard Mitigation Assistance Grant Application Development, Administration and Project Management (PROF 18-002/KJS) with J.S. Ward and Associates to include rates for awards as noted below:
- | Graduated Fee % for Grant Awards                                  |       |
|---|-------|
| (based on federal share of award amount, not total project costs) |       |
| Up to \$3 Million   | 3%    |
| \$3 Million to \$6 Million  | 2%    |
| \$6 Million to \$10 Million                                       | 1%    |
| Over \$10 Million   | 0.50% |
10. The submittal of an updated Designation Sub-recipient Agent form for the FEMA Hazard Mitigation Grant Program-Ditch 609/S. China Relief Grant (HMGP DR-4332-0166), changing the Certifying Official from Richard P. LeBlanc Jr., General Manager, to Dr. Joseph G. Majdalani, P.E., General Manager, was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
11. The Hazard Mitigation Grant Program Phase I State Award for the S. China Relief Project-Ditch 609 (HMGP DR-4332-0166) was accepted by the Board; and execution of this award by the Certifying Official, Dr. Joseph G. Majdalani, P.E. was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.
12. Bid specifications for IFB 20-001/KJS - Pipe for Byrd Gully Relief Project were approved and accepted by the Board; and the advertising and administrative bid opening for same was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
13. In connection with Ditch Nos. 903 and 903-C, the execution of Amendment A to Pipeline Permit 2017-PL-3 submitted by Citgo & Targa Pipeline Company and approved on June 30, 2019, to reflect a change in the applicant from Citgo & Targa Pipeline Company to Citgo Pipeline Company was authorized on a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.
14. The execution of an Application and Agreement for Pipeline/Utility Permit 2019-PL-17, submitted by Austin Blake Properties, granting permission for a temporary crossing to be installed on Ditch 407, which will be removed after the completion of their project, and the waiver of any fees associated with this permit, were authorized on a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none;

I. Board comments, no action items.

The Board welcomed Dr. Majdalani to the District. Mr. Daleo stated that he is excited about the District's future in 2020. Everyone thanked Mr. Canant for his leadership as Interim General Manager.

J. Mr. Allen thanked the citizens that were in attendance and called for the meeting to be adjourned.



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Secretary/Asst. Secretary