

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

**March 10, 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:

Doug Canant, PE, RPLS, CFM	District Engineer
Harold "Ernie" Crochet	Project Engineer Assistant
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
John Murff	Project Manager
Nelson Nixon	Superintendent
Chuck Oakley, CPA	Chief Financial Officer
Karen J. Stewart, MBA, CTP	Business Manager
Wallace "Butch" Wilson, PE	Senior Engineer

Visitors: Jed Prince – Burrell-Wingate Area  
Jeffrey Vincent – Dishman Rd. Area

C. Pledge of Allegiance was led by Mr. Allen.

D. Invocation was given by Mr. Oakley.

E. The Board requested that the Workshop Session take place after the Board Comment Session.

F. Public Comment Session:

Citizens were given the opportunity to address Jefferson County Drainage District No. 6 Board of Directors on agenda items or concerns not on the agenda – those wishing to speak were ask to register for the meeting, email the District the request to speak at [webinar@heartfieldlawfirm.com](mailto:webinar@heartfieldlawfirm.com), and observe a three-minute time limit. Members of the public who required a translator to address the Board were given (6) minutes to address the Board. There were no public comments.

G. The Minutes of February 11, 2020 were approved on a motion made by Mr. Daleo, seconded by Mrs. Johnson, with the voting as follows: ayes-all; nays-none.

H. Business session:

1. The payment of routine bills received since February 11, 2020, that were not expressly authorized or denied for payment elsewhere on this agenda was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes-all; nays-none.
2. The receipt and filing among the District's records, Jefferson County Drainage District No. 6's "Investment Schedule" for February 2020, pursuant to Section 2256.023 of the Public Funds Investment Act was acknowledged on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none.

3. An amendment to the 2019-2020 Budget transferring a total of \$450,000.00 from the Unassigned Fund Balance to Buildings-Account-9620 for the construction of an employee parking lot and driveway access at the District's facility was authorized on a motion made by Mr. Guillory, seconded by Mrs. Johnson, with the voting as follows: ayes-all; nays-none.
4. 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; approved on January 14, 2020, to provide greater detail on the graduated fee schedule as noted and highlighted below was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none:

## Fee Schedule:

Fee % for grants (based on state and federal award amounts combined)	
Up to \$3 Million	3% of the first \$3M of total award; Plus
\$3 - \$6 Million	2% of total award above \$3M, up to \$6M; Plus
\$6 - \$10 Million	1% of total award above \$6M, up to \$10M; Plus
Over \$10 Million	0.5% of total award above \$10M

5. In accordance with (RFQ 19-014/KJS) Professional Engineering Services, the execution of a "Professional Services Agreement (PROF 20-004/KJS)" with Lockwood, Andrews & Newman, Inc. to conduct a drainage study; Regional Improvements Near South and Central Beaumont, in an amount not to exceed \$500,080.00, was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none.
6. The execution of an "Insurance Consulting and Risk Management Service Agreement" with J.S. Edwards and Sherlock Insurance Agency in the amount of \$6,423.00 per year and a term of January 1, 2020 to December 31, 2020, was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes-all; nays-none.
- 7.-18. The Board authorized the discretionary exemptions noted in Items 7 - 18 below, on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none
  7. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Case heavy equipment parts from Associated Supply Co, Inc. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
  8. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Case tractor parts from Hlavinka Equipment Company. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
  9. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Diamond Mower parts from Brookside Equipment Sales, Inc. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.

10. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Bad Boy mower parts from Louis' Yazoo Sales & Service. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
11. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Caterpillar parts from Mustang CAT. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
12. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Kenworth parts from Performance Trucks. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
13. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Komatsu parts from Waukesha Pierce Industries, Inc. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
14. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of John Deere tractor parts from Shoppa's Farm Supply, Inc. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
15. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of John Deere heavy equipment parts from Doggett Heavy Machinery. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
16. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Manitowoc parts from Acme Machine Welding. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
17. Discretionary exemption in accordance with Local Government Code §262.024 (a) (11) for the purchase of Link Belt parts from Holt Equipment. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
18. Discretionary exemption in accordance with Local Government Code §262.024(a) (11) for the purchase of Kubota and Land Pride parts from Beaumont Tractor Co. Inc. This is due to captive replacement parts or components that are necessary for the use of vehicle and equipment repairs for the District.
19. A "Drainage Easement" donated by Madonna Rake Wyatt, consisting of a 60-ft strip of land out of the William Smith League, Abstract 49, Jefferson County, Texas, in connection with drainage improvements on Ditch No. 403-A1A was accepted on a motion made by Mr. Daleo, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none.

20. A "Drainage Easement" donated by Beaumont Willow Creek, Inc., consisting of a 0.176-acre tract of land out of the S. Stivers League, Abstract 51, Jefferson County, Texas, in connection with drainage improvements on Ditch No. 202-H/Coral Creek Outfall was accepted on a motion made by Mr. Daleo, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none.
21. On a motion made by Mrs. Johnson, seconded by Mr. Daleo, with the voting as follows: ayes-all; nays-none, the Board accepted Wonderful Bees LLC's request to exercise the 1-year renewal option in their April 24, 2018 lease, at a rate of \$3.00 per beehive, the right to place up to 700 hives (\$2,100), and an expiration date of December 31, 2020.
22. The execution of an "Agreement for Pipeline/Utility Permit (2020-PL-2)" submitted by Williamson Construction & Equipment, Inc. granting them permission to construct a temporary mat bridge across Ditch 209-A, and also authorizing a fee for this crossing in the amount of \$2,500.00 was authorized on a motion made by Mr. Guillory, seconded by Mr. Daleo, with the voting as follows: ayes-all; nays-none.
23. The execution of an "Agreement for Storm Drainpipe Permit (2020-SDP-6)" submitted by TABCO Enterprises, Inc. granting them permission to tie a 36-in storm drainpipe into Ditch 100-A was authorized on a motion made by Mrs. Johnson, seconded by Mr. Guillory, with the voting as follows: ayes-all; nays-none.
24. The Board authorized Amendment A to Agreement for Pipeline/Utility Permit 2011-PL-19" submitted by Lone Star NGL, LLC adding two temporary crossings on Ditch Nos. 804 and 602 and approved fees for these two crossings totaling \$5,000.00 on a motion made by Mr. Guillory, seconded by Mrs. Johnson, with the voting as follows: ayes-all; nays-none.

I. Board Comments:

Mrs. Johnson and Mr. Daleo commented on all the work that was going on out in the community and commended the employees/staff for all their hard work.

Workshop Session:

1. Mr. Canant introduced Wallace "Butch" Wilson, P.E. to the Board and thanked the Board for approving the hiring of an additional engineer for the Engineering Department. He advised the Board that Mr. Wilson will be a benefit to the department in working with the hydrologists and TxDOT to get the District's projects going.
2. Mr. Oakley advised the Board that the District has collected \$1.1 million in grant collections. He noted that Phase III for the Green Pond NRCS Grant Project had been closed out, which will bring grants collections to \$8.864 and the budgeted amount was \$8.9 million.
3. Mrs. Stewart updated the Board on the District's Grant Program. The District has been awarded two new projects; Ditch 107 and Ditch 110 located in the south end of Beaumont. These will actually be ditch enlargement/repair projects. Mrs. Stewart briefly discussed the District's Hazard Mitigation Plan update and CDBG Mitigation grant fund project.

4. Mr. Nixon reported on ditch inspections and updated the board on the new tractors and mowers that have been received so the mowing crews can be divided and work more efficiently. He noted that during the wet weather, the crews have been very busy doing hand work on the areas the mowers cannot get too.
  5. Dr. Majdalani welcomed Mr. Wallace to the District and updated the Board on the progress of the District's employee parking lot and expansion of the Engineering Building.
- J. Mr. Allen called for the meeting to be adjourned.



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Secretary/Asst. Secretary