

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

**October 11, 2022**

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

B. The following Directors were present:

Joshua W. Allen, Sr.	President
Bernie Daleo	Vice President
Charles "Chuck" Guillory	Secretary
Anthony "Tony" Malley, III	Director
Charles "Chuck" Kiker, III	Director

Directors Absent: None

Staff present:

Jamar Banks	Safety and Training Coordinator
Doug S Canant, Jr., PE, RPLS, CFM	Interim Chief Operating Officer
Kristen Ferguson, CPA	Chief Financial Officer
J. Thad Heartfield	District's Legal Counsel
Jason Jones	Maintenance Coordinator
Paula Karasek	Executive Assistant
James McDonald	Construction Coordinator
John Murff	Field Operations Manager
Karen J. Stewart, MBA, CTCD/CTCM	Chief Business Officer
Wallace "Butch" Wilson, PE, CFM	Senior Engineer

Visitors: Carl Prejean, Resident of China, Texas  
Jeff Beaver of Schaumburg & Polk, Inc.  
Precinct 4 Commissioner, Everette "Bo" Alfred  
Precinct 4 Executive Secretary, Natalie Roberts.

C. Mr. Allen led the Pledge of Allegiance.

D. Invocation was given by Mr. Banks.

E. Public Comments: Any citizens in attendance were given the opportunity to address the Board of Directors on agenda items or concerns not on the agenda. The District retains the public comment cards reflecting individuals who addressed the Board.

Mr. Prejean addressed the Board to commend the District for its work in the China area, stating the work being performed is "spot on." He noted that Mr. Murff is doing an excellent job and he appreciates all the work being done.

F. Workshop Session

1. Mr. Canant led a discussion updating the Board on the District's grant program; explaining the status of pending grants, and discussing the scope of possible future grant opportunities and their impact on the community. Mr. Allen suggested that the District contact the City to involve and inform them of projects in their jurisdiction.
2. There were no easements, street abandonments or plat reviews to discuss.
3. There was no discussion or reports on various drainage plans/projects.

G. The Minutes of September 13, 2022, were approved on a motion made by Mr. Daleo, seconded by Mr. Malley, with the voting as follows: ayes—all; nays—none.

H. Business session:

1. Consider a resolution authorizing the payment of routine bills received for the month of September 2022, that were not expressly authorized or denied for payment elsewhere on this agenda.

**Motion made by: Mr. Daleo**

**Second by: Mr. Kiker**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**

2. Acknowledge the receipt and filing of Jefferson County Drainage District No. 6's Investment Schedule for September 30, 2022, pursuant to Section 2256.023 of the Public Funds Investment Act.

**Motion made by: Mr. Daleo**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: ACKNOWLEDGED**

3. Consider a resolution adopting the insurance premium rates noted below, calculated by Holmes Murphy, for the year 2023:

\$1,130/mo. Employee

\$2,373/mo. Employee and Spouse

\$2,034/mo. Employee and Children

\$3,672/mo. Family

**Motion made by: Mr. Guillory**

**Second by: Mr. Kiker**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: ADOPTED**

4. Pursuant to Section 49.151 of the Texas Water Code, consider a resolution authorizing the removal of signature authority from Dr. Joseph Majdalani, PE, CFM, General Manager, and adding Doug S. Canant, Jr. PE, RPLS, CFM, Interim Chief Operating Officer, as a signatory on the District's Payroll Account with Allegiance Bank.

**Motion made by: Mr. Daleo**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**



5. Consider a resolution adopting Jefferson County's Holiday Schedule for the Year 2023 as noted below:

**January 16 (Monday)**  
**Martin Luther King, Jr., Day**

**February 20 (Monday)**  
**President's Day**

**April 7 (Friday)**  
**Good Friday**

**May 29 (Monday)**  
**Memorial Day**

**July 4 (Tuesday)**  
**Independence Day**

**September 4 (Monday)**  
**Labor Day**

**November 10 (Friday)**  
**Veteran's Day**

**November 23 & 24 (Thursday & Friday)**  
**Thanksgiving**

**December 25 & 26 (Monday & Tuesday)**  
**Christmas**

**January 1, 2024 (Monday)**  
**New Year's**

**Motion made by: Mr. Guillory**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: ADOPTED**

6. Consider a resolution approving a "Hay Baling Contract" between Jefferson County Drainage District No. 6 and Morrell Farms in connection with hay baling activities to be performed at Pond A (Folsom Road) and Upper Pond C (Phelan Blvd.), wherein a minimum of one cutting will be completed by December 31, 2022.

**Motion made by: Mr. Kiker**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: APPROVED**

7. In connection with Texas Water Development Board Commitment Agreement (TWDB No. G1001280) related to the \$8,500,000 Flood Infrastructure Fund Grant, Project No. 40034 (Regional Watershed Study) approved by the Board on October 12, 2021, consider a resolution ratifying the October 5, 2022 execution of Amendment No. 1 to the agreement modifying Section II, Article IV to revise the task structure to align more closely with actual workflow of the study than was originally proposed in the application, with all other terms and conditions remaining the same.

**Motion made by: Mr. Daleo**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: RATIFIED**

8. In connection with the Texas General Land Office Disaster Recover Community Development Block Gant (Contract No. 20-065-121-C408) allocated to Jefferson County for repairs and enhancements to drainage Ditch 110-B as a result of Hurricane Harvey, consider a resolution authorizing the execution of an "Interlocal Agreement" between Jefferson County and Jefferson County Drainage District No. 6 (on file in the District's records), outlining each entities responsibilities related to the installation of larger box culverts and the realignment of the concrete side slopes to provide additional access for maintenance and better flow conveyance during future flood events.

**Motion made by: Mr. Daleo**  
**Second by: Mr. Guillory**  
**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**  
**Opposed: None**  
**Action: AUTHORIZED**

9. In connection with a Professional Services Agreement with I-Corp to perform engineering analysis and subsequent modifications for Needmore Diversion gates (PROF 22-013) in an amount not to exceed \$83,500.00 approved on May 17, 2022, consider a resolution authorizing the execution of Amendment I to the original contract decreasing the number of gates approved for repair from 14 to 8, and decreasing the original "not to exceed" amount to \$68,450.00 due to revised repair costs.

**Motion made by: Mr. Guillory**  
**Second by: Mr. Daleo**  
**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**  
**Opposed: None**  
**Action: AUTHORIZED**

10. Pursuant to the authority granted to the Interim Chief Operating Officer on September 13, 2022, consider a resolution ratifying an award and the execution of an Acceptance of Offer to United Site Services of Texas, the lowest and best bidder meeting the District's specifications for the Term Contract for Portable Toilet Services for Jefferson County Drainage District No. 6 (IFB 22-024) in the amounts shown on the Final Bid Tabulation below:

		IFB 22-024/KJS Portable Toilets Final Tabulation September 27, 2022 Date Awarded: September 28, 2022 Execution of Offer September 28, 2022 Four Bids Received One Non-responsive		United Site Services of Texas, 4225 College Street Beaumont, TX 77705 Contact: Jeff Dunlop Phone: 409-550-4977 <a href="mailto:bryan.croaker@unitedsiteservices.com">bryan.croaker@unitedsiteservices.com</a>	Superior Waste Solutions, LLC 5565 Erie St. Beaumont, TX 77705 Contact: Taylor Roush Phone: 832-620-8928 <a href="mailto:t.rous@superior-waste.com">t.rous@superior-waste.com</a>	Pot-O-Gold Rentals, LLC P.O. Box 1627 Hammond, LA 70404 Contact: Melissa Gossett Phone: 985-542-2101 <a href="mailto:melissa@potogoldwaste.com">melissa@potogoldwaste.com</a>	Station-Rents 4725 Jerry Ware Drive Beaumont, Texas 77705 Contact: Erica Duncan Phone: 409-433-8384 <a href="mailto:eduncan@stn-rent.com">eduncan@stn-rent.com</a>
Item	Estimated Quantity (Monthly)	Description	Unit	Price Per Unit	Price Per Unit	Price Per Unit	Price Per Unit
1	25	Regular Single Occupancy Portable Toilet Unit	Per Unit Monthly	\$ 99.00	\$ 114.00	\$ 195.00	Non Responsive
2	5	Cleaning rate per visit for additional cleaning services	Per Visit	\$ 25.00	\$ 35.00	\$ 50.00	Non Responsive

**Motion made by: Mr. Daleo**  
**Second by: Mr. Guillory**  
**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**  
**Opposed: None**  
**Action: AUTHORIZED**



11. Pursuant to the authority granted to the Interim Chief Operating Officer on September 13, 2022, consider a resolution ratifying awards and the execution of Acceptance of Offers to Knife River Corporation-South, Martin Marietta Materials, Inc., Modern Concrete & Materials, LLC, and Texas Materials Group, Inc., d/b/a Gulf Coast a CRH Company in the amounts listed on Exhibit A, attached hereto and incorporated by reference, for the Term Contract for Heavy Materials for Jefferson County Drainage District No. 6 (IFB 22-025).

**Motion made by: Mr. Malley**

**Second by: Mr. Kiker**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: RATIFIED**

12. In response to Request for Qualifications (RFQ 22-021) for Professional Engineering Services for 2022 Funding of (HMGP), (BRIC), and/or (FMA), received on September 15, 2022, and in accordance with the Evaluation Committee's recommendation, consider a resolution to award and execute contracts for services with Freese and Nichols, and Lockwood Andrews and Newnam, Inc. contingent upon final negotiated cost proposals, with ratification at the meeting following the awards.

**Motion made by: Mr. Daleo**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED with contingency**

13. In response to Request for Qualifications (RFQ 22-023) Professional Engineering Services for Community Development Block Grant-Mitigation (CDBG-MIT) received on September 15, 2022, and in accordance with the Evaluation Committee's recommendation, consider a resolution to award and execute a contract for services with Schaumburg and Polk, Inc. contingent upon the final negotiated cost proposal, with ratification at the meeting following the award.

**Motion made by: Mr. Guillory**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED with contingency**

After the vote, Mr. Malley indicated that he would like to see the grant commitment(s).

14. In response to Request for Proposals (RFP 22-022) for Grant Application Development and Management Services for 2022 Funding of (HMGP), (BRIC), and/or (FMA), received on September 15, 2022, and in accordance with the Evaluation Committee's recommendation, consider a resolution to award and execute a contract for services with JSW and Associates, Inc. as shown below:

**Grant Application Development**

Applications with BCAs on at or less than 25 homes	\$10,000
Applications with BCAs on 26-75 homes	\$12,000
Applications with BCA on 76-100 homes	\$13,000
Applications with BCAs on 101 to 200 homes	\$15,000
Applications with BCA on 201-300 homes	\$17,000
Applications with BCA on greater than 300 homes	\$20,000

**Grant Management Services**

The following rates will be used to negotiate support under specific task orders where grant management.

	Sr. Mitigation Specialist	Mitigation Specialist
CY2022	\$180.00	\$140.00
CY2023	\$185.00	\$145.00
CY2024	\$190.00	\$150.00

**Per Parcel Project Management Services for Home Acquisition/Demolition**

\$2,500 per parcel (relocation support, appraisal services, and settlement services not included in this price per parcel)

Motion made by: Mr. Daleo  
Second by: Mr. Guillory  
In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
Opposed: None  
Action: AUTHORIZED

15. In connection with drainage improvements along Ditches 8105-A, 8106, 8106-A, and 8106-B (south Jefferson County), consider a resolution authorizing the execution of a Letter of Agreement dated September 26, 2022, between Drainage District No. 6 and Kim Jo Ackel, wherein the District will perform certain work on her property in exchange for a drainage easement along the aforementioned ditches.

Motion made by: Mr. Daleo  
Second by: Mr. Guillory  
In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
Opposed: None  
Action: AUTHORIZED



16. Pursuant to a September 26, 2022 Letter of Agreement between Drainage District No. 6 and Kim Jo Ackel, consider a resolution accepting a "Drainage Easement" donated by Ms. Ackel consisting of the actual width of Ditch Nos. 8105-A, 8106, 8106-A, and 8106-B (south Jefferson County), including improvements, plus 25 feet of the ditch tops that lie on her property located in the T. & N.O. RR. Co. Survey, Abstract 345, Section 181 and the T. & N.O. RR. Co. Survey, Abstract 718, Section 182, Jefferson County, Texas.

**Motion made by: Mr. Daleo**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: ACCEPTED**

17. In connection with Mobil Pipe Line Company's Application and Agreement for Pipeline/Utility Permit 2022-PL-13, consider a resolution authorizing the execution and acceptance of a "Memorandum of Permanent Easement Agreement and Permanent Easement Agreement" to Mobil Pipe Line Company, over land owned by Drainage District No 6 located in the Christian Hillebrandt League Survey, Abstract 28 in the area of Ditch 100 (Hillebrandt Bayou); and also authorizing fees for this easement transaction totaling \$23,400.00 (easement \$18,720.00 and temporary workspace \$4,680.00).

**Motion made by: Mr. Kiker**

**Second by: Mr. Daleo**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**

18. In connection with Mobil Pipe Line Company's Application and Agreement for Pipeline/Utility Permit 2022-PL-13, consider a resolution authorizing the execution and acceptance of a "Memorandum of Permanent Easement Agreement and Permanent Easement Agreement" to Mobil Pipe Line Company, over land owned by Drainage District No 6 located in the Shelby Corzine Survey, Abstract 14 in the area of Ditch 200 (Willow Marsh Bayou); and also authorizing fees for this easement transaction totaling \$66,476.00 (easement \$47,736.00, temporary workspace \$11,934.00, and temporary access road fee of \$6,806).

**Motion made by: Mr. Kiker**

**Second by: Mr. Daleo**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**

19. Consider a resolution authorizing the execution of an "Application and Agreement for Pipeline/Utility Permit 2022-PL-13" submitted by Mobil Pipe Line Company requesting permission to install one 36-in line transporting liquid hydrocarbon across Ditches 100, 104, 104-B, 200, 200-A, 201, 600, 602, 603-A, 603-B, 603-C, 603-E, 603-E2, 604-A, 605-A, 606, 607, 607-B 608, 800, 804 (2 crossings), 804-A, 804-B, 804-D, and 804-D3 and also authorizing crossing fees totaling \$65,000.00 for this permit.

**Motion made by: Mr. Kiker**

**Second by: Mr. Daleo**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**



20. Consider a resolution authorizing the execution of an "Application and Agreement for Pipeline/Utility Permit 2022-PL-12" submitted by CenterPoint Energy Texas Gas Operations requesting permission to install one 4-in plastic line transporting natural gas across Ditch 1000 (Hwy-105), and also authorizing a fee of \$1,000.00 for this crossing.

Motion made by: Mr. Guillory

Second by: Mr. Daleo

In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

Opposed: None

Action: AUTHORIZED

21. Consider a resolution authorizing the execution of "Application and Agreement for Storm Drainpipe Tie-In Permit 2022-SDP-7" submitted by HHH&K, LLC requesting permission to tie two 2-ft x 4-ft reinforced concrete box culverts into Ditch No. 609 (West China Detention Pond),

Motion made by: Mr. Daleo

Second by: Mr. Malley

In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

Opposed: None

Action: AUTHORIZED

I. Board and/or Staff comments:

Mr. Malley inquired about Chevron's CO<sub>2</sub> storage project in the area of the District's Jefferson County Preserve and the possibilities it may offer the District, and noted that he was going to make contact with Chevron. Mr. Heartfield explained that he has been in communication with representatives for the project and noted that the land is subject to a conservation easement, and the representatives were hesitant due to the limitations caused by the conservation easement. Mr. Malley stated that he will report back on the matters.

Mr. Guillory thanked the crews for all their efforts and noted that areas around the county are really looking good.

Mr. Daleo concurred with Mr. Guillory's comments stating that the crews are doing a great job, and thanked Mr. Canant for the informative grant discussion and other staff members for all their work related to the District's grants, maintenance, and ongoing construction of the District's projects.

Mr. Kiker noted that he appreciated the grant discussion and how informative it was. He also stated that crews are making a noticeable difference out in the field.

Mr. Canant reminded everyone of the October 25<sup>th</sup> Regional Watershed Public Meeting at the City of Beaumont's Event Centre and ask Paula to send a reminder/calendar invite out to all the Board.

J. Mr. Allen called for the adjournment of the meeting.

  
Secretary/Asst. Secretary



