

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

**APRIL 11, 2023**

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
Bernie Daleo	Vice President
Anthony "Tony" Malley, III	Director
Charles "Chuck" Kiker, III	Director

Directors Absent: None

Staff present:

Jamar Banks	Safety Coordinator
Doug S Canant, Jr., PE, RPLS	Interim Chief Operating Officer
Kristen Ferguson, CPA	Chief Financial Officer
Jason Jones	Maintenance Coordinator
Paula Karasek	Executive Assistant
Chace Mann	Program and HR Manager
John Murff	Field Operations Manager
Karen J. Stewart, MBA, CTCD/CTCM	Chief Business Officer
Wallace "Butch" Wilson, PE, CFM	District Engineer

Visitors: None.

C. Mr. Allen led the Pledge of Allegiance.

D. Invocation was given by Mr. Mann.

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.

There were no public comments.

F. Workshop Session

1. There were no easements, street abandonments, or plat review discussions.
2. There were no discussions and/or reports on various drainage plans and projects.

G. The Minutes of March 14, 2023, were approved on a motion made by Mr. Malley, 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 for the month of March 2023, that were not expressly authorized or denied for payment elsewhere on this agenda.

**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

2. Acknowledge the receipt and filing of Jefferson County Drainage District No. 6's Investment Schedule for March 31, 2023, pursuant to Section 2256.023 of the Public Funds Investment Act.

**Motion made by:** Mr. Guillory

**Second by:** Mr. Malley

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

**Opposed:** None

**Action:** ACKNOWLEDGED

3. Pursuant to the District's current Investment Policy, consider a resolution authorizing the opening of a new investment account for Jefferson County Drainage District No. 6 with Southside Bank; and also authorizing the Board President, Joshua W. Allen, Sr.; Interim Chief Operating Officer, Doug Canant, PE, RPLS; and Chief Financial Officer, Kristin Ferguson, CPA; as signatories on the account.

**Motion made by:** Mr. Kiker

**Second by:** Mr. Malley

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

**Opposed:** None

**Action:** AUTHORIZED

4. In connection with drainage improvements on Ditch 607/Meeker Road Project, consider a resolution authorizing the execution of a Letter Of No Objection received from Entergy Texas, Inc. related to the District's basin excavation to be performed around their existing power poles.

**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

5. In connection with drainage improvements on the Ditch 607/Meeker Road Project, consider a resolution granting Entergy Texas, Inc. a 0.166-acre permanent Access Easement on Ditch 607 to access their utilities.

**Motion made by:** Mr. Guillory

**Second by:** Mr. Malley

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

**Opposed:** None

**Action:** GRANTED

6. Before voting on this item, Mr. Guillory ask if the District would be responsible for maintaining this culvert project and after a brief explanation, Mr. Canant confirmed that the District would be responsible for maintaining this culvert, which would not be a problem. Mr. Canant also noted that before the project can move forward, the District needs to acquire one additional easement. There were no additional questions.

In connection with drainage improvements along Ditch 110-F (Blossom area), consider a resolution accepting a Drainage Easement and Temporary Access Easement donated by Galaxy Homes, LLC, consisting of a 20-ft wide drainage easement and a 25-ft wide temporary access easement located in the Emerson Enclave Addition, Jefferson County, Texas.

**Motion made by: Guillory**

**Second by: Malley**

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

**Opposed: None**

**Action: ACCEPTED**

7. In connection with drainage improvements along Ditch 1208 (West Road in the northeast China area) consider a resolution accepting a Drainage Easement donated by Taylor Loyce Flowers consisting of the actual width of the aforementioned ditch, including improvements, plus 25 feet on each side of the ditch tops where the ditch lies on her property located in the David Choate Survey, Abstract 11, of Jefferson County, Texas.

**Motion made by: Mr. Daleo**

**Second by: Mr. Malley**

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

**Opposed: None**

**Action: ACCEPTED**

8. In connection with bids received for the Term Contract for Herbicides for Jefferson County Drainage District No. 6. (IFB 23-002/SC), opened during an open administrative meeting on March 23, 2023, and according to the authority granted to the Interim Chief Operating Officer on March 14, 2023, consider a resolution ratifying awards to Helena Agri-Enterprises, LLC., SiteOne Landscape Supply, Spurger Aviation, LLC., and Red River Specialties LLC. in the amounts listed on the Final Tabulation attached hereto as Attachment "A," with purchases based first on price then by availability; and also authorizing the execution of Acceptance of Offers for these awards.

**Motion made by:**

**Second by:**

**In favor:**

**Opposed:**

**Action: TABLED UNTIL A FUTURE MEETING**

9. In connection with an invitation for bid for Ditch 117 Box Culverts and Concrete Mats for Jefferson County Drainage District No. 6 (IFB 23-003/KJS), opened during an open administrative meeting on March 30, 2023, consider a resolution authorizing an award to Coburn Supply for precast concrete box culverts in the amount of \$440,664.00, as shown on Final Tabulation attached hereto as Attachment "B," and also authorizing the execution of an Acceptance of Offer pursuant to this award.

**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

10. Consider a resolution authorizing the execution of an Agreement for Storm Drainpipe Tie-In Permit No. 2023-SDP-4, submitted by G&G Enterprises requesting permission to tie one 27-in drainpipe into Ditch 109 (Sinclair Broadcast Group-Walden Rd. location), and also approving a fee of \$250.00 for this tie-in.

**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 / APPROVED

11. Consider a resolution authorizing the execution of an Agreement for Pipeline/Utility Permit 2023-PL-4 submitted by Enterprise Products Operating, LLC requesting permission to access the District's right-of-way to perform maintenance/repairs on a 4-in nitrogen line crossing Ditch 406 (Kidd Gully); and also approving a fee of \$500.00 associated with this permit.

**Motion made by:** Mr. Malley

**Second by:** Mr. Kiker

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

**Opposed:** None

**Action:** AUTHORIZED / APPROVED

- I. There were no further comments from either the Board or Staff.
- J. Mr. Allen called for the adjournment of the meeting.




---

Secretary/Asst. Secretary