**MINUTES OF SEPTEMBER 19, 2017**

**Board of Commissioners of**

**Bayou D’Arbonne Lake Watershed District Regular Meeting**

Union Parish Courthouse Annex

303 East Water Street

Farmerville, LA 71241

1. Roll Call – President Bruce Hampton called the meeting to order. Commission members present were Bruce Hampton, Steve Cagle, Cary Brown, and Guy Fortenberry. Trotter Hunt, Terri Towns and Jake Halley were absent. Also present were Bill Carter, Ron Riley, and Robert Lemoine. Mr. Hampton stated that Jake Halley was sent to Puerto Rico to assist in disaster recovery but he is back safely in the States.
2. Invocation/Pledge of Allegiance – Cary Brown led the invocation, and Steve Cagle led the Pledge of Allegiance.

C. Public Comment Registration – No one signed up to make a public comment.

D. Agenda Approval – Motion was made by Steve Cagle and seconded by Cary Brown to approve the September 2017 Agenda as presented. The motion passed unanimously.

E. Approval of Minutes – Motion was made by Cary Brown and seconded by Guy Fortenberry to approve the minutes of the August 2017 meeting. The motion passed unanimously.

F. Treasurer's Report:

1. Approve August 2017 Bank Account Summary – Cary Brown made a motion and Steve Cagle seconded the motion to approve the August 2017 Bank Account Summary. The motion passed unanimously.

2. Approve August 2017 Bank Statement Reconciliation – Cary Brown made a motion and Guy Fortenberry seconded the motion to approve the August 2017 Bank Statement Reconciliation. The motion passed unanimously.

3. Approve August 2017 Financial Report – Cary Brown made a motion and Steve Cagle seconded the motion to approve the August 2017 Financial Report. The motion passed unanimously.

G. Old and New Business:

1. Channel Markers – (a) FEMA Claims, and (b) Repair Status – Ron Riley stated that he thought it would take a week to ten days to be reimbursed, but he was told it will be two months minimum and it could be as long as four to five months. Mr. Hampton asked if there is any way to get it reimbursed in stages. Mr. Riley said if this does not go forward, maybe they will take that seriously, but he thinks there is. It will require someone working with them, though. Mr. Hampton expressed concern that there will be no money for another disaster or emergency because the reimbursement has not been received. Mr. Riley agreed and stated that we should tell them that the Lake Commission would love to do the repairs and that it needs to be done, that it was a disaster and ask if there is some way to back up and split this into smaller projects and fund it with up-front checks. Mr. Hampton stated he would be comfortable just splitting it into two projects if that will help. Mr. Riley said, if he understands the rules correctly, if you have two projects under $120,000, they can write a check up front and pay against it. The problem is we have a large project that exceeds $120,000 so we have to be judicious in how we split it up. Mr. Cagle suggested doing a partial project under $120,000 so that we can get that refunded. Mr. Riley agreed to work on that for the Lake Commission. Mr. Hampton reiterated that they want us to upfront the cost of the entire project and be reimbursed for the 75%.

2. New Lake Maps – Mr. Cagle said he has not worked any further on this so we will pass on this until the next meeting.

3. Discussion and Action, if Necessary, Regarding Policy for Primary Financial and Business Functions to Include Those for Cash – Mr. Hampton stated that he received about ten pages of this from Janet Cowart, but he has not had time to write this into a coherent policy yet. He will work on this.

4. Discuss and Take Action, if Necessary, on Permanent Mowing Contract – Steve Cagle said Mark Bryan said he sent in a quote but no one has seen it. Mr. Carter asked if anyone has checked the post office box, but Jake Halley has that key and he has been out of country. Mr. Hampton stated that Mr. Halley brought him the mail to take to Janet just before he left the country, but he did not look through the mail. He stated that there may be some quotes in that mail so we will postpone this until next month. Steve Cagle made a motion and Cary Brown seconded the motion to extend the temporary mowing contract and the funding until the October 2017 meeting, as well as to postpone a decision on the permanent mowing contract until that same meeting. The motion passed unanimously. Mr. Cagle agreed to contact Mr. Bryan to ask him to continue the temporary mowing.

5. Discuss and Take Action, if Necessary, Repair of Spillway and Ramp, Including Purchase and Installation of Culvert and Rock for Spillway Property – Mr. Riley stated that this has been done. Mr. Hampton agreed that it is complete, and he got a bill from the Police Jury, which payment was approved. He also got a bill for the culvert which he sent to Janet, since it was within the perimeters of what was approved at the last meeting. Mr. Hampton stated that they only installed one culvert because Lane Rugg told him we did not need a second culvert. He said there was already a culvert but it just was not opened so they have opened it up. Mr. Riley said it washed out a little bit where that culvert was put in but it’s passable, but it would help if they had a motor patrol. Mr. Hampton said he would ask the Police Jury if they will send their motor patrol down there to do that.

6. Discuss and Take Action, if Necessary, Regarding Possibility of Re-Opening Beach at the Spillway – Mr. Hampton stated that he has not heard anything further from Quentin Durr, other than he will take someone down there to talk about cost. Mr. Cagle said the people he has asked have not given him a price, either. He suggested waiting until next year since it is after the season now. Mr. Hampton agreed because we will probably have to put some new sand down there every year. There will be no action since it appears as though Mr. Durr may be taking the lead in raising private funds to do this.

7. Discuss and Take Action, if Necessary, Regarding Any Needed Repairs at Various Boat Ramp Sites, Including Piers – Steve Cagle stated that three piers have been repaired and it went well. He sent pictures of the repairs to the Board members. There are some others that need repairs and he asked whether the Board wants to repair some additional piers this month. He stated that we can probably repair two more for $1,500. The other piers require more work and will be more costly. Mr. Cagle stated that those repairs primarily consist of repairing and replacing boards, fixing stump holes, tying into the ground so there is no trip area, replacing cap boards, tightening and replacing screws, and replacing nails that are protruding with screws. Mr. Hampton asked if we could prioritize the most used piers, and Mr. Cagle said that is what they did last time at Jake’s and Terral Island. The next ones he would like to do is Stow Creek and the one behind Highway 2 West behind Lester’s store. The other one on Highway 2 on the East side needs to be almost completely redone, so it will be expensive and probably in the range of $4,000. After some discussion, it was determined that the two piers on Highway 2 more urgently require repair. These are close to Mr. Cagle’s house and, even though he does not use those ramps, he can check on the progress. Steve Cagle made a motion and Cary Brown seconded the motion that the Commission budget $4,000 to repair the two piers on Highway 2, authorize Mr. Cagle to hire the contractor, John Gates, and then authorize the President to instruct Janet Cowart to pay the invoice once the work is complete. The motion passed unanimously. On the last repairs, Mr. Cagle stated that the Lake Commission has an account with Read Lumber and the contractor went there to pick up the materials and deducted that cost from his quote. So we are actually paying the contractor labor costs only, and then we pay Read Lumber for the materials. They will be doing the same for these new repairs and that $4,000 budget will cover materials and labor.

8. Reminder Regarding Filing Financial Disclosure Statements by Commissioners – Mr. Hampton stated that the deadline for this year has passed, but we are leaving this on the Agenda for the new members as a constant reminder.

9. Reminder Regarding Board Member Ethics Training by Commissioners – Mr. Hampton reiterated that ethics training can be done online, and the Board has until the end of the year to do this. He reminded everyone when you do take the seminar, the certificates should be emailed to him or Janet Cowart to print for the auditors.

H. Public Comment – None.

I. Adjourn – A motion to adjourn was made by Cary Brown and seconded by Guy Fortenberry. The motion passed unanimously and the meeting adjourned.