**MINUTES OF OCTOBER 16, 2018 REGULAR MEETING**

**Board of Commissioners of**

**Bayou D’Arbonne Lake Watershed District**

Union Parish Courthouse Annex

303 East Water Street

Farmerville, LA 71241

6:30 p.m.

1. Roll Call – Cary Brown called the meeting to order at 6:37 p.m. Commission members present were, Cary Brown, Terri Towns, Steve Cagle, and Jake Halley. Trotter Hunt, Bruce Hampton, and Guy Fortenberry were absent. Also present were Bill Carter, Ron Riley, Neal DeForest, Robert Lemoine, Robert Royal and Leslie Towns.
2. Invocation/Pledge of Allegiance – Jake Halley led the invocation and Terri Towns led the Pledge of Allegiance.

C. Public Comment Registration – No one signed up for public comment.

D. Agenda Approval – Motion was made by Steve Cagle and seconded by Terri Towns to approve the October 2018 Agenda. The motion passed unanimously.

E. Approval of Minutes – Motion was made by Jake Halley and seconded by Steve Cagle to approve the minutes of the September 2018 meeting. The motion passed unanimously.

F. Financial Reports/Budget/Audit:

1. Approve September 2018 Bank Account Summary – Motion was made by Steve Cagle and seconded by Terri Towns to approve the September 2018 Bank Account Summary. The motion passed unanimously.
2. Approve September 2018 Bank Statement Reconciliation – Motion was made by Jake Halley and seconded by Steve Cagle to approve the September 2018 Bank Statement Reconciliation. The motion passed unanimously.
3. Approve September 2018 Financial Report – Motion was made by Jake Halley and seconded by Terri Towns to approve the September 2018 Bank Statement Reconciliation. The motion passed unanimously.
4. 2017 Audit - Policy for Primary Financial and Business Functions – Cary Brown said that Trotter Hunt had been working on this and also said that Bill Carter made some revisions. He indicated that everyone should have received a hard copy. Mr. Brown stated that Trotter Hunt would like everyone to review the policies and procedures and if anyone has comments or suggestions they should email Trotter Hunt or Bill Carter. Mr. Brown said that everyone needs to be prepared to vote on the policies and procedures at the next meeting.

G. Old and New Business:

1. Channel Markers Project – Ron Riley said that the plans and specifications for the project were submitted in September, 2017 and they were also submitted in the summer with no response as to approval to either submittal. Mr. Riley said that he got a notice that the quarterly report was due. He went back to read the previous quarterly report and found out that it was submitted by someone by the state. The person Mr. Riley spoke with at the state sent a letter dated July 17, 2018 showing the project was approved. However, the commission did not receive the letter until sometime in September. Mr. Riley also stated that the letter was different as to staff gauges. He indicated that there are two staff gauges on the wall before the tainter gate and two on the wall after the tainter gate (each end of the dam). The gauges after the tainter gate have washed out a few times and the last flood damaged/detached all four. Mr. Riley said that the commission decided not to reinstall the gauges. He said that DOTD suggested moving the gauges to the east side or creek side of the dam and put the gauges on poles. Mr. Riley stated that he thought that was a good idea and that is what was in the plans. However, the July 17, 2018 letter provided to Mr. Riley by the state shows the gauges as they were before. He said he called to ask what would happen if they changed them to the new specifications and the contact person said it could take up to four months for approval, but if the gauges are installed any differently other than indicated in the July 17, 2018 letter, it will jeopardize the whole project. Mr. Riley suggested just removing them from the project and the contact person told him that he could do that. He also said that after the project is complete the gauges can be installed with commission funds rather than FEMA funds. Cary Brown asked if the gauges serve for a point of function and Mr. Riley responded that the gauges show the downstream level and that determines how much the gates can be opened. Jake Halley asked if the gauges could be installed simultaneously with the project, but included in the project, using commission funds and Mr. Riley said yes. Mr. Riley said that water is going across it now anyway so they cannot be installed. Mr. Riley said that he has already taken the gauges out of the plans and that allows bids to be received on November 20, 2018 and can be acted on at the next meeting. Cary Brown said we should proceed on that basis to advertise the project. There was no further discussion.
2. Spillway Beach Area Improvements Project – Neal DeForest said that the bidder who was awarded the contract now has the correct insurance and his plans were to start work today, Tuesday, October 16, 2018, weather permitting. The scheduling is a little behind but the work should only take two weeks to complete.
3. Proposed Joint Revised Lake Regulations – Steve Cagle said that he emailed the committee’s notes to Jimmy Atherton and he has not heard back.
4. Sediment Erosion Near Mann Road/D’Arbonne Bluffs Subdivision –

Neal Deforest said that he spoke with the Corps of Engineers again and they relayed the information to DEQ in Monroe. He said he expects an update this week. He indicated that he continues to take pictures of the erosion.

5. Louisiana Watershed Council Outreach – Jake Halley said that he received a call from a friend of his in Ouachita who is a member of the Ouachita Parish Resiliency Strategy, a program designed for emergency preparedness of Ouachita Parish, which stemmed from the 2016 flood event. Mr. Halley indicated that an executive order was issued by the Governor in July about forming a watershed flood council statewide to review flooding issues throughout the state based off of the 2016 flood event. He indicated that Ouachita Parish Resiliency Strategy wants the commission’s input and to possibly form a partnership. He suggested having Neal DeForest involved so that he could explain how the water moves. Mr. Halley also stated that the person from Ouachita Parish Resiliency Strategy indicated there is a possibility of more grant money. The grant money will be earmarked for public education outreach. Mr. Halley said he will attend a meeting scheduled for October 17, 2018 and report back to the Commission.

1. Public Comment – No one signed up for public comment.

I. Adjourn – A motion to adjourn was made by Steve Cagle and seconded by Jake Halley. The motion passed unanimously and the meeting adjourned.