**REGULAR MEETING**

**September 4, 2019**

The Board of Commissioners for the Lafourche Basin Levee District met this day in regular session at its official domicile at 21380 Highway 20 in Vacherie, Louisiana and was called to order by its President, James P. Jasmin, at 6:00 P.M.

Present: Commissioners…President James P. Jasmin, St. James Parish; Craig Carter, Assumption Parish; Stanley Folse, St. James Parish; Jeffery Henry, Ascension Parish; Whitney Jasmin, Jr., St. John the Baptist Parish; Russell Loupe, St. Charles Parish; Eric Matherne, St. Charles Parish; Michael McKinney, Sr., Ascension Parish; Gary Watson, St. John the Baptist Parish; and Kevin Hebert, St. Charles Parish and Marlin Rogers, St. Charles Parish were present.

A quorum was present to conduct business.

Messrs. Larry Buquoi, Attorney; Donald Ray Henry, Executive Director; Ivy Chauvin, Sr., Assistant Executive Director and Melanie Broden, Accounting Specialist were present.

The meeting opened with a prayer and the pledge of allegiance to the flag.

There were no audience comments in reference to agenda items.

On motion of Commissioner Craig Carter, seconded by Commissioner Stanley Folse, no discussion, no public comments and unanimously approved, the minutes of the Regular Meeting of August 7, 2019 be accepted and filed in the minutes of the Board.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Michael McKinney, Sr., no discussion, no public comments and unanimously approved, the following cash available for distribution of the month of August 31, 2019 be accepted and filed in the minutes of the Board.

**FIRST AMERICAN BANK:**

**Checking account balance July 2019 206,858.91**

**Deposits/Transfer In – Aug.**

**Revenues/Refund 9,181.73**

**Matured D-Notes 560,000.00**

**Interest on Checking 16.61**

**Transferred from LAMP 392,024.28**

**Total Cash Available $ 1,168,081.53**

**Cash Disbursements: Operating Expenses 432,031.91**

**Funds Transferred to Lamp 560,000.00**

**FIRST AMERICAN BANK BALANCE Aug. 31, 2019 $ 176,049.62**

**INVESTMENTS: Discount Notes/Bonds 8,861,868.82**

**TOTAL BOOK BALANCE FOR: August 31, 2019 $ 9,037,918.44**

On motion of Commissioner Stanley Folse, seconded by Commissioner Craig Carter, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED, that the Board of Commissioners approve the Executive Director, Donald Henry, to sign the CEA Agreement between the State of Louisiana and Lafourche Basin Levee District on the Dredging of Bayou Napoleon and Bayou St. James, Planning and Construction, along with signing every document pertaining to the dredging project, after review and approval of legal counsel.

President James P. Jasmin called for a motion pertaining to item #6 on the agenda. Commissioner Stanley Folse made the motion to allow Mr. Donald Henry to sign the CEA Agreement between the State of Louisiana and Lafourche Basin Levee District on the Dredging of Bayou Napoleon and Bayou St. James, Planning and Construction. President Jasmin amended the motion to include all documents pertaining to the project. Commissioner Craig Carter seconded the motion. The motion was unanimously approved by the Board of Commissioners.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Stanley Folse, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners approve to renew the Greater Grace Charter Academy, Inc. agreement with the Lafourche Basin Levee District to use our building as a safe refuge for the children and teachers of their academy in the case of a sudden emergency.

On motion of Commissioner Craig Carter, seconded by Commissioner Michael McKinney, Sr., the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners approve the proposal for the United States Army Corps of Engineers to perform its annual maintenance surveys, stone repairs, and articulated concrete mattress repair work, as required, along the Mississippi River:

MILE REVETMENT STATION PARISH

175-R Smoke Bend LS 0+00 to 29+98 Ascension

172-R Aben LS 98+19 to 260+79 Ascension

165-R St. Alice LS 386+85 to 739+87 St. James

L.S. +293+66 to L.S. 331+16

157-R Rich Bend LS 795+17 to 1235+40 St. James

148-R Vacherie LS 1354+38 to 1677+20 St. James &

St. John the Baptist

141-R Willow Bend LS 1796+50 to 1995+01 St. John Baptist

136-R Lucy LS 1995+01 to 2258+86 St. John Baptist

129-R Waterford LS 2430+06 to 2696+32 St. Charles

119-R Luling LS 2811+77 to 3257+10 St. Charles

On motion of Commissioner Stanley Folse, seconded by Vice-President Eric Matherne, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners adopt the Annual Operation Budget of the Lafourche Basin Levee District for January 1, 2020 to December 31, 2020, be granted.

**LAFOURCHE BASIN LEVEE DISTRICT**

**BUDGET CALENDAR YEAR ENDING 2020**

**REVENUES BUDGET**

**Local Sources 2020**

**Ad Valorem Taxes-Current Year**

**Ascension 354,000**

**Assumption 60,000**

**Lafourche 112,000**

**St. Charles 2,694,000**

**St. James 935,000**

**St. John the Baptist 30,000**

**TOTAL $ 4,185,000**

**Licenses and Permits**

**Levee Permits 25,000**

**TOTAL $ 25,000**

**Use of money and property**

**Interest Earned-Investments**

**LAMP 52,600**

**Treasury Bills** **33,500**

**Checking Account Interest 50**

**Royalties 15,000**

**Royalties-South Lafourche 2,000**

**Trapping/Hunting Leases 0**

**Miscellaneous 0**

**TOTAL $ 103,150**

**Refund of Expenditures**

**Off Levee Projects 2,357,839**

**Refunds-Workmen’s Compensation 0**

**Refund-SCP Land Exploration 75,000**

**Refunds-Insurance 0**

**Refund–St. Charles Parish 0**

**Refund-Miscellaneous 0**

**TOTAL $ 2,432,839**

**TOTAL LOCAL SOURCES $ 6,771,989**

**STATE SOURCES**

**Intergovernmental Revenue**

**State Revenue Sharing**

**Ascension 8,850**

**St. Charles 48,000**

**St. James 22,000**

**St. John 3,500**

**TOTAL STATE SOURCES $ 82,350**

**FEDERAL SOURCES**

**FEMA (Fed. Emerg. Man. Agency) 0**

**TOTAL FEDERAL SOURCES $ 0**

**TOTAL OERATING REVENUES $ 6,854,339**

**EXECUTIVE**

**Personal Services**

**Salaries and Wages**

**President’s Salary 12,000**

**Executive Secretary Salary 6,000**

**Commissioners’ Per Diem 37,800**

**TOTAL $ 55,800**

**Employee Benefits**

**Social Security 3,460**

**Medicare 809**

**TOTAL $ 4,269**

**TOTAL PERSONAL SERVICES $ 60,069**

**OPERATING SERVICES**

**Advertisements, Dues, Subscriptions**

**Membership Dues 18,000**

**TOTAL OPERATING SERVICES $ 18,000**

**TRAVEL AND OTHER CHARGES**

**Travel**

**President’s Expenses 4,000**

**Commissioners’ Mileage 9,000**

**Executive Secretary’s Expense**

**Conventions, Seminars, Workshops**

**In-State 36,000**

**Out-of-State 22,000**

**TOTAL TRAVEL/OTHER CHARGES $ 71,000**

**TOTAL EXECUTIVE $ 149,069**

**ADMINISTRATIVE**

**Personal Services**

**Salaries and Wages**

**Administrative Salaries**

**Regular 389,000**

**Overtime 10,000**

**TOTAL $ 399,000**

**Employee Benefits**

**Social Security 24,738**

**Retirement Contributions 79,800**

**Group Insurance 91,300**

**Medicare 5,786**

**Group Ins. – Surviving Spouse 7,000**

**Group Insurance-Retires 8,000**

**TOTAL $ 216,624**

**TOTAL PERSONAL SERVICES $ 615,624**

**Operating Services**

**Advertisements, Dues, Subscriptions**

**Legal Publication 4,000**

**Subscriptions 700**

**Membership Dues 3,600**

**Advertisements 600**

**TOTAL $ 8,900**

**Computer System Expense**

**Training 1,800**

**Maintenance & Upgrade 4,700**

**License Fee 18,000**

**Software Support 0**

**TOTAL $ 24,500**

**Communications**

**Postage 1,400**

**Telephone & Upgrade 15,000**

**Radio Communications 0**

**TOTAL $ 16,400**

**Rentals**

**Rental of Equipment 1,000**

**Uniform Rental 0**

**TOTAL $ 1,000**

**Property & Equip Repairs/Outside Agent**

**Building 0**

**Automobiles and Trucks 0**

**Office Machines and Equipment 1,000**

**TOTAL $ 1,000**

**Maintenance Service-Contractual**

**Pest Control 300**

**Janitorial 10,000**

**Office Machines and Equipment 7,700**

**TOTAL $ 18,000**

**Professional Services**

**Annual Physical & Drug Screening 3,000**

**Investment Consultant 20,000**

**Board Attorney 34,000**

**Accounting Services 35,000**

**Accountant’s Travel Expense 0**

**Audit Cost 5,200**

**External Attorneys 45,000**

**Public Relations 5,000**

**Website 2,800**

**TOTAL $ 150,000**

**General Insurance**

**Automobile Policy 7,000**

**Public Official Bond 25,000**

**Workmen’s Compensation 3,200**

**Fiduciary Liability/Identity Fraud 3,000**

**Cyber Liability 2,500**

**TOTAL $ 40,700**

**TOTAL OPERATING SERVICES $ 260,500**

**MATERIAL AND SUPPLIES  
 Office Supplies 12,000**

**TOTAL $ 8,800**

**Operating Supplies**

**Medical & Drugs 100**

**Materials & Supplies 700**

**Vehicle Supplies (Gas, Oil) 2,500**

**Janitorial Supplies 400**

**TOTAL $ 3,700**

**Miscellaneous 4,500**

**TOTAL $ 4,500**

**TOTAL MATERIAL AND SUPPLIES $ 20,200**

**TRAVEL AND OTHER CHARGES**

**Conventions, Seminars, Workshops**

**In-State Expenses 7,000**

**Out-of-State Expenses 10,000**

**Permit Cost 500**

**Investment Security Fees 6,000**

**Unrealized Loss-Investments 0**

**Miscellaneous 300**

**TOTAL TRAVEL/OTHER CHARGES $ 23,800**

**CAPITAL OUTLAY**

**Acquisitions for Office**

**Office Equipment 50,000**

**Office Furniture 0**

**Air Conditioning System 0**

**Expedition/Carryall 0**

**TOTAL CAPITAL OUTLAY $ 50,000**

**INTERGOVERNMENTAL**

**State Government**

**Civil Service 8,700**

**TOTAL $ 8,700**

**Deduction for Pensions**

**Ascension 12,000**

**Assumption 2,200**

**Lafourche 12,500**

**St. Charles 90,000**

**St. James 29,000**

**St. John the Baptist 1,100**

**TOTAL $ 146,800**

**Parish Government**

**Parish Government 1,000**

**TOTAL $ 1,000**

**TOTAL INTERGOVERNMENTAL $ 156,500**

**TOTAL ADMINISTRATIVE $ 1,126,624**

**LEVEE MAINTENANCE**

**Personal Services**

**Salaries and Wages**

**Maintenance Salaries**

**Regular 1,181,902**

**Overtime 80,000**

**TOTAL $ 1,261,902**

**Employee Benefits**

**Social Security 78,238**

**Retirement Contributions 252,380**

**Group Insurance 470,000**

**Medicare 18,298**

**Group Ins – Surviving Spouse 12,000**

**Group Insurance – Retires 50,000**

**TOTAL $ 880,916**

**TOTAL PERSONAL SERVICES $ 2,142,818**

**OPERATING SERVICES**

**Advertisements, dues, Subscriptions**

**Membership Dues 1,500**

**Advertisements 1,000**

**TOTAL $ 2,500**

**Utilities**

**Electricity 10,000**

**Gas 500**

**Water 600**

**Sewer 0**

**Garbage 150**

**TOTAL $ 11,250**

**Communications**

**Telephone 2,900**

**Radio 0**

**TOTAL $ 2,900**

**Rental**

**Equipment 3,800**

**Equipment Off Levee 0**

**Sanitation 1,000**

**Uniform Rental 28,000**

**$ 32,800**

**Property & Equip Repairs/Outside Agent**

**Buildings 0**

**Vehicles 15,000**

**Equipment and Machinery 10,000**

**Boat and Motor 2,000**

**Damage – Personal Property 1,000**

**TOTAL $ 28,000**

**Maintenance Service-Contractual**

**Pest Control 250**

**Janitorial 0**

**Auction Software Services 300**

**Furniture & Fixtures 600**

**TOTAL $ 1,150**

**Professional Services**

**Research/Surveys 0**

**Annual Physical & Drug Screening 11,000**

**TOTAL $ 11,000**

**General Insurance**

**Automobile Policy 75,000**

**Buildings/Contents 6,000**

**Tractors/Mowers/Heavy Equipment 0**

**Equipment Floater/inland Marine 1,200**

**Mobile Equipment Floater 20,000**

**General Liability 75,000**

**Excess Liability 0**

**Marin - Hull P & I 13,500**

**Marine – Excess P & I 0**

**Workmen’s Compensation 180,000**

**Pollution Liability 25,000**

**Vessel Pollution Liability 2,500**

**Terrorism 1,500**

**Flood Insurance 3,200**

**TOTAL $ 402,900**

**TOTAL OPERATING SERVICES $ 492,500**

**MATERIALS AND SUPPLIES**

**Operating Supplies**

**Shop Supplies 5,000**

**TOTAL $ 5,000**

**Equipment Supplies**

**Gasoline 12,000**

**Lubricants 10.000**

**Diesel Fuel 100,000**

**Tires 12,000**

**Tubes 1,000**

**Batteries 2,000**

**Janitorial 9,000**

**Miscellaneous 6,000**

**TOTAL $ 152,000**

**Materials**

**Levee Materials**

**Limestone 50,000**

**Sand 50,000**

**Dirt 50,000**

**Rock 3,000**

**Culverts & Concrete 2,000**

**Equipment & Vehicle Parts 100,000**

**Chemicals 2,750**

**Miscellaneous 2,200**

**Workmen’s Tools 6,000**

**TOTAL $ 265,950**

**Safety Program**

**Equipment 11,000**

**Supplies 3,000**

**TOTAL $ 14,000**

**Contingencies and Emergencies**

**Emergencies/Contingencies 6,000**

**Flood Fight Contingency 2,000**

**TOTAL $ 8,000**

**TOTAL MATERIALS AND SUPPLIES $ 444,950**

**TRAVEL AND OTHER CHARGES**

**Conventions, Seminars, Workshops**

**In-State 2,000**

**Out-of-State 1,000**

**Escort Fees 2,000**

**Miscellaneous 400**

**TOTAL TRAVEL/OTHER CHARGES $ 5,400**

**CAPITAL OUTLAY**

**Acquisition of Vehicles**

**Pickup Trucks 100,000**

**TOTAL $ 100,000**

**Acquisition of Heavy Equipment**

**Rotary Mowers 20,000**

**Tractors 145,000**

**Finishing Mower 0**

**Weed Sprayer 0**

**Boat, Motor, Trailer 0**

**Boat Trailer 0**

**Double Axel Pull Trailer 20,000**

**Sandbagger 0**

**Fork Lift 0**

**Tractor w/Tiger Flail Mower 0**

**Skid Loader 0**

**Four Wheel Drive Gator 0**

**Track 60’ Reach Excavator 300,000**

**Mini Excavator 0**

**Tractor-Dozer/Rear Blade 0**

**Dump Truck 140,000**

**8’Disk Chopper 0**

**TOTAL $ 625,000**

**Acquisition of Other Equipment**

**Radio Equipment – 2 way 0**

**Power Chain Saws 1,000**

**Weed Trimmers 700**

**Pressure Washer 0**

**Back Pack Blower 650**

**Air Compressor 0**

**Space Heater 0**

**Mfg Wire Feed Welder 0**

**Riding Mower-61” Turf Tiger 0**

**Tire Changer 0**

**TOTAL $ 2,350**

**TOTAL CAPITAL OUTLAY $ 727,350**

**TOTAL LEVEE MAINTENANCE $ 3,813,018**

**LEVEE PROJECTS**

**Materials**

**Expropriation of Property 75,000**

**Lubricants 20,000**

**Diesel 125,000**

**Parts 150,000**

**Supplies 21,500**

Materials 1,320,000

**TOTAL $ 1,711,500**

**Operating Services**

**Project Engineers Reimbursed 0**

**Project Engineer Surveying 1,221,339**

**Rainfall Study**  **0**

**TOTAL $ 1,221,339**

**TOTAL LEVEE PROJECTS $ 2,325,000**

**TOTAL OPERATING EXPENDITURES $ 8,021,549**

**ESTIMATED EXCESS OPERATING**

**REVENUE/ (DEFICIT) OVER**

**OPERATING EXPENDITURES (1,167,210)**

**NON OPERATING INCOME/DISBURSEMENTS**

**Sale of Property**

**Sale/Dorseyville Park 0**

**Sale of Equipment 0**

**Sale/Castle Estates 0**

**TOTAL OTHER INCOME $ 0**

**OTHER DISBURSMENTS**

**Transfers**

**Transfers to Other Funds**

**Lafourche Basin Levee District**

**Upper Barataria Project Invoices 0**

**UBP-Ad Valorem Tax (.97 mils) 973,000**

**Sunset Drainage Levee District 0**

**TOTAL OTHER DISBURSEMENTS $ 973,000**

**ESTIMATED SURPLUS/DFICIT**

**AT DECEMBER 31 $(2,140,210)**

**ESTIMATED FUND BALANCE**

**At December 31, 2019 9,201,396**

**ESTIMATED FUND BALANCE**

**At December 31, 2020**

**TOTAL** **$ 7,061,186**

**LAFOURCHE BASIN LEVEE DISTRICT**

**PROJECT DETAILS**

**Bayou Napoleon and Bayou St. James**

**Expenses**

**Materials 120,000**

**Lubricants 20,000**

**Diesel 125,000**

**Parts 150,000**

**Supplies**  **21,500**

**$ 436,500**

**Funding**

**State Funding 450,000**

**Less: State Administrative Fee (13,500)**

**Net State Funding** **$ 436,500**

**Sunset Drainage District**

**Levee lift to 7.5 feet**

**Expenses**

**Engineering 500,000**

**Construction Cost** **1,200,000**

**Total Project Cost** **$ 1,700,000**

**Funding**

**CPRA GOMESA** **$ 1,200,000**

**Upper Barataria Risk Reduction Project**

**Expenses**

**Engineering, Geotechnical 721,339**

**Property Expropriation 75,000**

**$ 796,339**

**Funding**

**CPRA 721,339**

**St. Charles Parish 75,000**

**Total Funding** **$ 796,339**

**Recap By Year**

**2020**

**Project Expenses 2,932,839**

**Less: Project Funding (2,432,839)**

**Net Expenditures to LBLD $ 500,000**

The accountant, Wayne Theall, explained a few changes that occurred since the commissioners received the draft copy. It shows funding from other places for the projects along with what would be expected financially from the levee board. Michael Chopin with BKI gave a recap of the meeting that took place on the budget items pertaining to the GOMESA funds. Sam Scholle stated that for St. Charles Parish to be involved in any way with the projects, the endeavor agreement will need to be modified. There isn’t any cost share agreement in it like in the agreement that St. Charles Parish has with the east bank levee district, so in order for the parish to participate in construction and engineering fees, there would need to be a cost share agreement included.

Commissioner Stanley Folse made the motion to approve the 2020 budget. Vice-President Eric Matherne seconded the motion. President Jasmin called for a roll call vote.

The resolution was adopted by the following votes:

YEAS: Stanley Folse, Gary Watson, Jeffery Henry, Craig Carter, Russell Loupe, Eric Matherne, Whitney Jasmin, Jr., Marlin Rogers, Kevin Hebert, Michael McKinney, Sr., James P. Jasmin

NAYS: None

ABSTAINED: None

ABSENT: None

There were no objections or public comments and the resolution carried.

By a vote of 11 yeas, 0 nays, 0 abstained, and 0 absent the motion carried.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Craig Carter, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners approve the Board and Staff to attend the Association of Levee Boards of Louisiana Annual Meeting in New Orleans, Louisiana on December 3-5, 2019.

On motion of Commissioner Michael McKinney, Sr., seconded by Commissioner Craig Carter, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners approve the Board and Staff to attend the Mississippi Valley Flood Control Association Annual Meeting in New Orleans, Louisiana on December 5-7, 2019.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Michael McKinney, Sr., the following resolution was proposed and adopted.

BE IT RESOLVED that the Board of Commissioners approve the recommended 2% cost of living salary increase and/or a merit performance salary increase for the Executive Director Donald Henry as per his contract for the year 2018.

President Jasmin called for a roll call vote.

The resolution was adopted by the following votes:

YEAS: Stanley Folse, Gary Watson, Jeffery Henry, Craig Carter, Russell Loupe, Eric Matherne, Marlin Rogers, Kevin Hebert, Michael McKinney, Sr., James P. Jasmin

NAYS: Whitney Jasmin, Jr.

ABSTAINED: None

ABSENT: None

There were no discussions, objections, or public comments and the resolution carried. By a vote of 10 yeas, 1 nay, 0 abstained, and 0 absent the motion carried.

On motion of Commissioner Jeffery Henry, seconded by Commissioner Gary Watson, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that the Board of Commissioners approve the recommended 2% cost of living salary increase and/or a merit performance salary increase for the Assistant Executive Director Ivy Chauvin as per his contract for the year 2018.

President Jasmin called for a roll call vote.

The resolution was adopted by the following votes:

YEAS: Stanley Folse, Gary Watson, Jeffery Henry, Craig Carter, Russell Loupe, Eric Matherne, Whitney Jasmin, Jr., Marlin Rogers, Kevin Hebert, Michael McKinney, Sr., James P. Jasmin

NAYS: None

ABSTAINED: None

ABSENT: None

There were no discussions, objections, or public comments and the resolution carried. By a vote of 11 yeas, 0 nays, 0 abstained, and 0 absent the motion carried.

Mr. Sreenivasulu Bollu with BKI gave an update on the Upper Barataria Project. The intergovernmental agreement between CPRA and LBLD is still in the process of being signed. Work on the Sunset Levee is ongoing. Greenup Industries is developing cost and schedule for completion of permit applications. Survey work from Highway 90 along Midway Canal are complete in the field.

Commissioner Russell Loupe made a motion to adjourn and Commissioner Craig Carter seconded his motion.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

PRESIDENT