**MINUTES OF August 21, 2018 REGULAR MEETING**

**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 – Trotter Hunt called the meeting to order. Commission members present were Trotter Hunt, Steve Cagle, Jake Halley and Guy Fortenberry. Terri Towns, Bruce Hampton, and Cary Brown were absent. Also present were Bill Carter, Neal DeForest, Robert Lemoine and Richard Royal.
2. Invocation/Pledge of Allegiance – Trotter Hunt led the invocation and Steve Cagle 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 Guy Fortenberry to approve the August 2018 Agenda. The motion passed unanimously.

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

F. Treasurer's Report:

1. Approve July 2018 Bank Account Summary – Motion was made by Steve Cagle and seconded by Guy Fortenberry to approve the July 2018 Bank Account Summary. The motion passed unanimously.
2. Approve July 2018 Bank Statement Reconciliation – Motion was made by Jake Halley and seconded by Steve Cagle to approve the July 2018 Bank Statement Reconciliation. The motion passed unanimously.
3. Approve July 2018 Financial Report – Motion was made by Guy Fortenberry and seconded by Steve Cagle to approve the July 2018 Bank Statement Reconciliation. The motion passed unanimously.
4. 2017 Audit - Policy for Primary Financial and Business Functions to Include Those for Cash/Written Contract Policy – Trotter Hunt indicated that he had nothing new to report.

G. Old and New Business:

1. Channel Markers – (a) FEMA/GOSEPH Award, and (b) Bank Loan, and (c) State Bond Commission Approval – Trotter Hunt said that the State Bond Commission approved the application for a loan by the Commission. Mr. Hunt said that Neal DeForest would be working with Ron Riley to put the project out for bids. Bill Carter said that Ron Riley prefers that Mr. DeForest handle the project and Mr. Riley would make himself available for questions or assistance. Mr. DeForest said that he has reviewed the drawings, etc. for the project but he will need to meet with Mr. Riley because he knows the whole scope of the project. Steve Cagle said that he thought the project would be 60 days out.

Bill Carter stated that Trotter Hunt has one proposal from a bank for a loan if needed and thought that Mr. Hunt may want to contact one additional bank. Mr. Carter suggested Marion State Bank which has the commission’s checking account. Trotter Hunt suggested getting the bids back to see the timelines and that will indicate how much money the commission will need.

Guy Fortenberry asked if the blinking lights were still going to be considered for the lake. Neal DeForest said that he spoke with Chad Reeder of the Lake Claiborne Commission, who was the person mentioned in the newspaper article that Trotter Hunt passed out last month. Mr. Reeder informed Mr. DeForest that it was very important to them that the lights blinked in unison. They put their lights on every three or four markers initially and came back to add more as they saw they needed them. Mr. Deforest presented a handout of the lights used on Lake Claiborne and indicated the price was $620.00 per light. He said this particular light is solar and has GPS synchronization. Mr. DeForest indicated that some of Lake Claiborne’s poles had to be retrofitted for the lights and that could be an issue for the channel markers on D’Arbonne as well. Steve Cagle said that he has some lights that blink and they are only $11.00 per light. Bill Carter suggested installing one or two to see how they look and the commission can discuss possibly purchasing the cheaper ones if they work well. Mr. Carter indicated that longevity with the cheaper lights may be an issue. At this time, there was no action taken on the lights.

1. New Lake Maps – Steve Cagle said the maps cost $5.00 and he suggested letting business owners selling the maps to sell them for $9.00 or $10.00. Bill Carter said that he looked at the website to look at what was said about the maps and the website states that maps of Lake D’Arbonne are available at the Union Parish Chamber of Commerce. Mr. Carter suggested revising the website to state new maps are available.
2. Damage to Dock at Highway 2 West Ramp – Jake Halley said that the claim has been settled and a check from the insurance company has been received.
3. Spillway Swimming Area Improvements – Neal DeForest said he, Steve Cagle, and Guy Fortenberry met at the project site and looked at a few things and sprayed some herbicide. Mr. DeForest said they discussed doing the project in a couple of phases which should conform with the seasons. Mr. Deforest indicated that in the first phase there needs to be a few trees removed and the lower hanging limbs of the remaining trees need to be trimmed. He said that the south side of the paved area needs to be regraded between the edge of the paving and where the slope begins on the transition to the beach area. He indicated that there was a remnant of a berm and swales that separated over time that needs to be addressed and if not, the sand will all be washed into the lake.

Mr. Deforest said that in the second phase a seawall will be constructed which would be approximately three feet (3’) high exposed, three feet (3’) submerged, four hundred feet (400’) long with some access for stairs. Mr. Deforest suggested a stipulation that disturbance to the grass should be minimized. He said that some other things that need to be addressed in the second phase are dealing with recovery of sand, anchor poles for boats and signage.

He said that some pricing has been made available. Steve Cagle indicated that they have not gotten pricing for the seawall. He said one contractor provided a quote, excluding the seawall of $4,850.00. Guy Fortenberry asked about a french drain. Mr. Deforest said the focus is to divert the surface water off of the beach area.

Bill Carter said that he thought splitting the project into phases is a good idea. He also stated that he strongly recommends a written contract. Mr. Carter said that since Mr. Deforest has prepared some specifications, it’s a good idea to obtain a couple of quotes and have a written contract. He also stated that whoever is performing the work should have both commercial general liability and worker’s compensation insurance.

Motion was made by Steve Cagle and seconded by Jake Halley to allow Neal Deforest to continue preparing the specs for the project, authorizing Trotter Hunt to sign all documents in connection with the project and putting Phase I of the project out for bids/quotes. The motion passed unanimously.

Trotter Hunt asked the about the timing of Phase II. Neal Deforest suggested a goal of having all work complete by Memorial Day of 2019. Mr. Hunt suggested putting the bids out for Phase II by late fall. Steve Cagle said that Jon McKinney with the Union Parish Chamber of Commerce had forwarded a few quotes on the project and he suggested that after Mr. Deforest removes the seawall from Phase I to send it out to those individuals who previously provided quotes through Mr. McKinney. Richard Royal stated that the Chamber of Commerce would like to do a groundbreaking before the project begins to publicize the project. Robert Lemoine stated that Mr. McKinney also spoke to the Tourist Commission and they were not willing to help with funding for the project. Robert Lemoine suggested presenting an overview of the project to the Tourist Commission so that they would have a better idea of the project.

1. Proposed Joint Revised Lake Regulations – The committee appointed has not met and no action taken. Guy Fortenberry stated that he would be agreeable to be a member of the Committee since Terri Towns is now teaching school.
2. Sediment Erosion Near Mann Road/D’Arbonne Bluffs Subdivision –

Neal Deforest said he contacted the Union Parish Police Jury who indicated the project is complete and the plat has been approved. Mr. Deforest explained the erosion problem and he indicated that the Police Jury did not seem to be concerned. Mr. Deforest also called the Army Corps of Engineers and had to leave a message, but has not heard back from them yet. He also notified the Department of Environmental Quality of the situation. He said that he has documentation of all of his contacts through these agencies and will continue to keep touching base with them.

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

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