

REGULAR MEETING
September 5, 2018

The Board of Commissioners for the Lafourche Basin Levee District met this day in regular session at its official domicile at 21380 Hwy. 20 in Vacherie, Louisiana and was called to order by its President Michael McKinney, Sr. at 6:00 p.m.

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

A quorum was present to conduct business.

Messrs. Larry Buquoi, Attorney; Ivy Chauvin, Sr., Assistant Executive Director, Donald Ray Henry, Executive Director and Sara Long, Human Resource 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 Stanley Folsie, seconded by Commissioner Craig Carter, and unanimously approved, the minutes of the regular meeting August 1, 2108 be accepted and filed in the minutes of the Board.

Mr. Donald Ray Henry informed the Board of Commissioners in their folder was a copy of the reimbursement check from insurance company to repair the John Deere Tractor which was involved in accident in May, Mr. Mark Roberts with BKI submitted copy of the minutes from the meeting which was held at the U.S. Army Corps of Engineers for those who could not attend, and copy of the Audit Report by the Legislative Auditor's Office. The meeting held at the levee district office to discuss the docking of river boats at Oak Alley is on a jump drive if anyone would like to view.

On motion of Commissioner Marlin Rogers, seconded by Commissioner James Jasmin, and unanimously approved, the following report of cash available for distribution of the month of August 31, 2018 be accepted and filed in the minutes of the Board.

FIRST AMERICAN BANK:	
Checking account balance July 2018	285,189.92
Deposits: Revenues/Refund	11,738.52
Matured D-Notes	583,000.00
Interest on Checking	19.34
Funds Transferred In	.00
Total Cash Available	\$ 879,947.78
Cash Disbursements: Operating Expenses	720,801.20
Purchased D-Notes	.00
Funds Transferred Out	.00
FIRST AMERICAN BANK BALANCE August 31, 2018	159,146.58
INVESTMENTS: Discount Notes	\$10,297,251.15
 TOTAL BOOK BALANCE FOR: August 31, 2018	 \$10,456,397.73

On motion of Commissioner Stanley Folsie, seconded by Commissioner Gary Watson, the following resolution was proposed and unanimously Adopted.

BE IT RESOLVED that President James P. Jasmin, Vice-President Eric J. Matherne and Donald Ray Henry, Executive Director of the Lafourche Basin Levee District is hereby authorized to sign all checks, vouchers, investments at First American Bank and other required documents, be granted.

At this time, President exchanges the gavel. Commissioner James Jasmin is the new President of the Lafourche Basin Levee District Board of Commissioners. Commissioners and audience members congratulated Mr. Jasmin. President James Jasmin said it is an honor to be given this opportunity to represent the Lafourche Basin Levee District Board of Commissioners and serve as president with dignity, respect and abide by all laws of the State of Louisiana, with guidance of our legal counsel.

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

BE IT RESOLVED that the request from Greater Grace Charter Academy, Inc. to renew their 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 an emergency, be granted.

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

BE IT RESOLVED that the Lafourche Basin Levee District Employees Operational Safety Plan revisions to the manual be approved by the Board of Commissioners, be granted.

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

BE IT RESOLVED that the request from the Department of the Army, New Orleans District Corps of Engineers, for a right of entry, along with a right of ingress and egress, for a one-year period effective January 1, 2019 through December 31, 2019 to perform annual maintenance surveys, stone repairs, and articulated concrete mattress repair work on the following revetments located along the Mississippi River:

<u>MILE</u>	<u>REVETMENT</u>	<u>STATION</u>	<u>PARISH</u>
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
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

FURTHER, that permission is also granted to park automobiles, trucks, etc. along the levee at the various job sites.

FURTHER, upon completion of the work, the work area be left in a condition comparable to that prior to the work. Any disturbed or damaged area shall be repaired by the Corps, be granted.

On motion of Commissioners Russell Loupe, seconded by Commissioner Gary Watson, the following resolution was proposed and unanimously adopted.

BE IT RESOLVED that St. Charles Parish President authorize the Lafourche Basin Levee District to begin operations and maintenance on portion of the West Bank Hurricane Protection Levee System-Ellington Levee from Station No. 10+00.00 to Station No. 70+00.00, be granted.

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

BE IT REOSLVED that the request to hold the 2nd Annual Run 4 Paws 5K charity run/walk on the levee in Luling to benefit the St. Charles Humane Society, be granted.

On motion of Commissioner Eric Matherne, seconded by Commissioner Michael McKinney, Sr., 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, 2019 to December 31, 2019, be granted.

LAFOURCHE BASIN LEVEE DISTRICT
BUDGET CALENDAR YEAR ENDING 2019

<u>REVENUES</u>	<u>BUDGET</u>
<u>Local Sources</u>	<u>2019</u>
Ad Valorem Taxes-Current Year	
Ascension	308,000
Assumption	60,000
Lafourche	112,000
St. Charles	2,445,000
St. James	847,000
St. John the Baptist	28,000
TOTAL	\$ 3,800,000

<u>Licenses and Permits</u>		
Levee Permits		25,000
	TOTAL	\$ 25,000

<u>Use of money and property</u>		
Interest Earned-Investments		
LAMP		
Treasury Bills		95,000
Checking Account Interest		50
Royalties		15,000
Royalties-South Lafourche		2,000
Trapping/Hunting Leases		0
Miscellaneous		0
	TOTAL	\$ 112,050

<u>Refund of Expenditures</u>		
Off Levee Projects		0
Refunds-Workmen's Compensation		0
Refund-SCP Land Exploration		75,000
Refunds-Insurance		0
Refund-St. Charles Parish		0
Refund-Miscellaneous		0
	TOTAL	\$ 75,000

TOTAL LOCAL SOURCES \$ 4,012,050

STATE SOURCES

<u>Intergovernmental Revenue</u>		
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 OPERATING REVENUES	\$ 4,094,400

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

<u>Travel</u>		
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

Workmen's Compensation	3,200
Fiduciary Liability/Identity Fraud	3,800
Cyber Liability	2,500
TOTAL	\$ 39,750
TOTAL OPERATING SERVICES	\$ 250,550
<u>MATERIAL AND SUPPLIES</u>	
Office Supplies	8,800
TOTAL	\$ 8,800
<u>Operating Supplies</u>	
Medical & Drugs	100
Materials & Supplies	700
Vehicle Supplies (Gas, Oil)	2,500
Janitorial Supplies	400
TOTAL	\$ 3,700
<u>Miscellaneous</u>	
TOTAL	\$ 4,000
TOTAL MATERIAL AND SUPPLIES	\$ 16,500
<u>TRAVEL AND OTHER CHARGES</u>	
Conventions, Seminars, Workshops	
In-State Expenses	6,000
Out-of-State Expenses	10,000
Permit Cost	500
Investment Security Fees	6,000
Unrealized Loss-Investments	0
Miscellaneous	300
TOTAL TRAVEL/OTHER CHARGES	\$ 22,800
<u>CAPITAL OUTLAY</u>	
Acquisitions for Office	
Office Equipment	70,000
Office Furniture	0
Air Conditioning System	0
Expedition/Carryall	0
TOTAL CAPITAL OUTLAY	\$ 70,000
<u>INTERGOVERNMENTAL</u>	
State Government	
Civil Service	8,649
TOTAL	\$ 8,649
<u>Deduction for Pensions</u>	
Ascension	9,900
Assumption	2,000
Lafourche	12,500
St. Charles	78,000
St. James	28,000
St. John the Baptist	1,100
TOTAL	\$ 131,500
<u>Parish Government</u>	
Parish Government	3,000
TOTAL	\$ 3,000
TOTAL INTERGOVERNMENTAL	\$ 143,149
TOTAL ADMINISTRATIVE	\$ 1,060,220
<u>LEVEE MAINTENANCE</u>	
<u>Personal Services</u>	
Salaries and Wages	
Maintenance Salaries	
Regular	1,116,000
Overtime	40,000
TOTAL	\$ 1,156,000

ADMINISTRATIVE

Personal Services

Salaries and Wages

Administrative Salaries

Regular	354,000
Overtime	10,000
TOTAL	\$ 364,000

Employee Benefits

Social Security	22,568
Retirement Contributions	72,800
Group Insurance	84,575
Medicare	5,278
Group Ins. - Surviving Spouse	8,000
Group Insurance-Retires	0
TOTAL	\$ 193,221

TOTAL PERSONAL SERVICES \$ 557,221

Operating Services

Advertisements, Dues, Subscriptions

Legal Publication	1,500
Subscriptions	600
Membership Dues	2,500
Advertisements	600
TOTAL	\$ 5,200

Computer System Expense

Training	1,800
Maintenance & Upgrade	4,500
License Fee	18,000
Software Support	0
TOTAL	\$ 24,300

Communications

Postage	1,400
Telephone & Upgrade	9,000
Radio Communications	2,500
TOTAL	\$ 12,900

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	8,400
Office Machines and Equipment	7,700
TOTAL	\$ 16,400

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	5,250
Public Official Bond	25,000

<u>Employee Benefits</u>	
Social Security	71,672
Retirement Contributions	231,200
Group Insurance	510,450
Medicare	16,762
Group Ins - Surviving Spouse	12,997
Group Insurance - Retires	37,945
TOTAL	\$ 881,026
TOTAL PERSONAL SERVICES \$ 2,037,026	

<u>OPERATING SERVICES</u>	
<u>Advertisements, dues, Subscriptions</u>	
Membership Dues	1,500
Advertisements	1,000
TOTAL	\$ 2,500

<u>Utilities</u>	
Electricity	10,000
Gas	500
Water	600
Sewer	1,700
Garbage	150
TOTAL	\$ 12,950

<u>Communications</u>	
Telephone	2,500
Radio	0
TOTAL	\$ 2,500

<u>Rental</u>	
Equipment	3,800
Equipment Off Levee	0
Sanitation	1,000
Uniform Rental	22,000
	\$ 26,800

<u>Property & Equip Repairs/Outside Agent</u>	
Buildings	0
Vehicles	10,000
Equipment and Machinery	10,000
Boat and Motor	2,000
Damage - Personal Property	1,000
TOTAL	\$ 23,000

<u>Maintenance Service-Contractual</u>	
Pest Control	250
Janitorial	500
Auction Software Services	2,400
Furniture & Fixtures	600
TOTAL	\$ 3,750

<u>Professional Services</u>	
Research/Surveys	0
Annual Physical & Drug Screening	15,500
TOTAL	\$ 15,500

<u>General Insurance</u>	
Automobile Policy	60,000
Buildings/Contents	11,000
Tractors/Mowers/Heavy Equipment	0
Equipment Floater/inland Marine	1,200
Mobile Equipment Floater	20,000
General Liability	88,310
Excess Liability	0
Marin - Hull P & I	16,758
Marine - Excess P & I	0
Workmen's Compensation	100,000
Pollution Liability	20,176
Vessel Pollution Liability	3,308

Terrorism		1,433
Flood Insurance		<u>6,152</u>
	TOTAL	\$ 328,336

TOTAL OPERATING SERVICES \$ 415,336

MATERIALS AND SUPPLIES

<u>Operating Supplies</u>		4,500
Shop Supplies		<u>4,500</u>
	TOTAL	\$ 4,500

<u>Equipment Supplies</u>		
Gasoline		6,000
Lubricants		7,500
Diesel Fuel		90,000
Tires		8,000
Tubes		1,000
Batteries		1,500
Janitorial		9,000
Miscellaneous		<u>6,000</u>
	TOTAL	\$ 129,000

Materials

Levee Materials		50,000
Limestone		50,000
Sand		50,000
Dirt		3,000
Rock		2,000
Culverts & Concrete		100,000
Equipment & Vehicle Parts		2,750
Chemicals		2,200
Miscellaneous		<u>6,000</u>
Workmen's Tools		
	TOTAL	\$ 265,950

Safety Program

Equipment		7,500
Supplies		<u>3,000</u>
	TOTAL	\$ 10,500

Contingencies and Emergencies

Emergencies/Contingencies		6,000
Flood Fight Contingency		<u>2,000</u>
	TOTAL	\$ 8,000

TOTAL MATERIALS AND SUPPLIES \$ 417,950

TRAVEL AND OTHER CHARGES

Conventions, Seminars, Workshops		
In-State		2,000
Out-of-State		1,000
Escort Fees		2,000
Miscellaneous		<u>400</u>
	TOTAL TRAVEL/OTHER CHARGES	\$ 5,400

CAPITAL OUTLAY

<u>Acquisition of Vehicles</u>		
Pickup Trucks		<u>100,000</u>
	TOTAL	\$ 100,000

Acquisition of Heavy Equipment

Rotary Mowers		60,000
Tractors		255,000
Finishing Mower		0
Weed Sprayer		0
Boat, Motor, Trailer		0
Boat Trailer		0

Double Axle Pull Trailer	5,000
Sandbagger	0
Fork Lift	0
Tractor w/Tiger Flail Mower	0
Skid Loader	0
Four Wheel Drive Gator	0
Track 60' Reach Excavator	0
Mini Excavator	0
Tractor-Dozer/Rear Blade	0
Dump Truck	0
8' Disk Chopper	0
TOTAL	\$ 320,000
<u>Acquisition of Other Equipment</u>	
Radio Equipment - 2 way	0
Power Chain Saws	1,000
Weed Trimmers	640
Pressure Washer	0
Back Pack Blower	650
Air Compressor	0
Space Heater	0
Mfg Wire Feed Welder	0
Riding Mower-61" Turf Tiger	40,000
Tire Changer	0
TOTAL	\$ 42,290
TOTAL CAPITAL OUTLAY	\$ 462,290
TOTAL LEVEE MAINTENANCE	\$ 3,338,002
<u>UPPER BARATARIA PROJECT</u>	
Expropriation of Property	75,000
<u>Operating Services</u>	
Project Engineers Reimbursed	0
Project Engineer Surveying	2,250,000
Rainfall Study	0
TOTAL	\$ 2,250,000
TOTAL UPPER BARATARIA PROJECT	\$ 2,325,000
TOTAL OPERATING EXPENDITURES	\$ 6,872,291
ESTIMATED EXCESS OPERATING REVENUE/ (DEFICIT) OVER OPERATING EXPENDITURES	(2,777,890)
<u>NON OPERATING INCOME/DISBURSEMENTS</u>	
Sale of Property	0
Sale/Dorseyville Park	0
Sale of Equipment	1,025
Sale/Castle Estates	0
TOTAL OTHER INCOME	\$ 1,025
<u>OTHER DISBURSEMENTS</u>	
<u>Transfers</u>	
<u>Transfers to Other Funds</u>	
Lafourche Basin Levee District	0
Upper Barataria Project Invoices	883,000
UBP-Ad Valorem Tax (.97 mils)	0
Sunset Drainage Levee District	0
TOTAL OTHER DISBURSEMENTS	\$ 883,000
ESTIMATED SURPLUS/DFICIT AT DECEMBER 31	\$ (3,659,865)
ESTIMATED FUND BALANCE At December 31, 2018	10,101,534
ESTIMATED FUND BALANCE At December 31, 20195	\$ 6,441,669
UBP Commitment from 12/31/18	883,000
UBP Commitment for 12/31/19	(2,250,000)
Less: UBP Expenditures for 12/31/19	

Total UBP Commitment 12/31/19	5,149,732
Unreserved-Undesignated	1,291,937
TOTAL	<u>\$ 6,441,669</u>

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

BE RESOLVED that the Board of Commissioners authorize to attend the Association of Levee Boards of Louisiana 78th Annual Meeting on December 4-6, 2018 at the Hilton New Orleans Riverside in New Orleans, LA., be granted.

Further, the expenses incurred by those attending the meeting be reimbursed.

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

BE IT RESOLVED that the Board of Commissioners authorize to attend the 83rd Mississippi Valley Flood Control Association Annual Meeting to held on December 6-8, 2018 at the Westin New Orleans Canal Place in New Orleans, LA., be granted.

Further, the expenses incurred by those attending the meeting be reimbursed.

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

BE IT RESOLVED that the Board of Commissioners authorize to attend the 37th Mississippi Valley Flood Control Association Annual Fall Legislative Meeting to held on October 1-3, 2018 at the Capitol Hill Hotel in Washington, D.C., be granted.

Further, the expenses incurred by those attending the meeting be reimbursed.

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

BE IT RESOLVED that the proposed change of monthly meeting for the Lafourche Basin Levee District Board of Commissioners effective October 1, 2018 will be as follows: Regular Meeting held on 1st Wednesday of the month, Finance Meeting held on Monday following the Regular Meeting and the Committee Meeting will be held on the Wednesday following the Finance Meeting, be granted.

On motion of Commissioner Stanley Folse, seconded by Commissioner Eric Matherne, the following resolution was proposed.

BE IT RESOLVED that the Board of Commissioners amend the agenda to add to change the October Regular, Finance and Committee Meetings, there is a conflict with MVFCA Annual Fall Legislative Meeting being held on October 1-3.

Roll call vote thereon was as follows: ,

YEAS: COMMISSIONERS...Folse, Carters, Rogers, Henry, Watson, Loupe,
McKinney, Matherne, W. Jasmin, J. Jasmin
NAYS: COMMISSIONERS... None
ABSENT: COMMISSIONERS...Hebert
NOT VOTING: COMMISSIONERS...None

By a roll call vote of 10 yeas, 0 nays, 1 absent and 0 not voting the motion carried.

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 change the October meeting as follows: Regular Meeting on Wednesday, October 10, 2018; Finance Meeting on Monday, October 15, 2018; and Committee Meeting on Wednesday, October 17, 2018, be granted.

Mr. Mark Roberts, Burke-Kleinpeter, Inc., Mr. Nick Matherne, APTIUM, Mr. Kyle Galaway, GIS Engineering, LLC. and Mr. Rodney Greenup, Jr. with Gulf South Engineering & Testing, Inc. gave an update report and answered questions on the Upper Barataria Risk Reduction Project.

Commissioner Russell Loupe made a motion to adjourn and Commissioner Jeffery Henry seconded his motion.


President

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09/11/18