**MINUTES OF NOVEMBER 16, 2021 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 – Terry Morris called the meeting to order at 6:30 p.m. Commission members present were Terry Morris, Richard Royal, Todd DeMoss, Steve Cagle, and Ken Myers. Clint Graham and Trey Towns were absent. Bill Carter and Neal DeForest were also present.
2. Invocation/Pledge of Allegiance – Richard Royal 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 Richard Royal and seconded by Steve Cagle to approve the November 2021 Agenda. The motion passed unanimously.

E. Approval of Minutes – Motion was made by Steve Cagle and seconded by Ken Myers to approve the minutes of the October 2021 meeting. The motion passed unanimously.

F. Financial Reports/Budget/Audit:

1. Approve October 2021 Bank Account Summary – Motion was made by Richard Royal and seconded by Todd DeMoss to approve the October 2021 Bank Account Summary. The motion passed unanimously.
2. Approve October 2021 Bank Statement Reconciliation - Motion was made by Todd DeMoss and seconded by Ken Myers to approve the October 2021 Bank Statement Reconciliation. The motion passed unanimously.
3. Approve October 2021 Financial Report – Motion was made by Steve Cagle and seconded by Todd DeMoss to approve the October 2021 Financial Report. The motion passed unanimously.
4. Discuss 2022 Budget – Richard Royal said that he and Todd DeMoss are in the process of drafting a budget for 2022 which will be sent for review and adopted at the meeting in December.

G. Old and New Business:

* + 1. Spillway Beach Area Improvements – Neal DeForest said that the project is complete and the 4’ x 8’ sign will be installed next week.
		2. Boat Launch Areas – Maintenance / Improvements – Richard Royal commented on various launch maintenance needs. Mr. Royal recommended placing two additional lights on existing poles at the Spillway, one for the beach area and one for the drive in. Mr. Royal also recommended adding one additional light at the Highway 2 West ramp behind Lester’s on an existing pole. He also suggested running electricity to Highway 2 East at a later date.

Motion was made by Richard Royal and seconded by Steve Cagle to add two new lights at the Spillway and one new light at the Highway 2 West ramp. The motion passed unanimously.

* + 1. Boat Launch Fees – Status – Richard Royal said that to date, $20,198.30 has been collected in boat launch fees. He said that some persons tried to break into the collection box at the Spillway by drilling into the lock, but they were unsuccessful and the lock has been repaired.
		2. Commission Website – Richard Royal said that the website is fully functional and could be reviewed by the Commissioners. He also stated that the domain name was renewed.
		3. DOTD Funds Use Policy – Bill Carter passed out a proposed DOTD Funds Use Policy, gave an overview of the anticipated funds from DOTD for the ramp transfers and suggested placing the funds in a separate account.

Motion was made by Richard Royal and seconded by Ken Myers to adopt the DOTD Funds Use Policy. The motion passed unanimously.

Motion was made by Richard Royal and seconded by Ken Myers to open an interest-bearing account at Origin Bank for the DOTD funds to be placed in. The motion passed unanimously.

* + 1. Request to Use Road and Ramp by Union Parish Chamber of Commerce for New Year’s Eve Fireworks Display – Richard Royal said this is the same fireworks show as last year and the ramp would be closed at midnight on December 30, 2021, and would reopen January 1, 2022.

Motion was made by Richard Royal and seconded by Todd DeMoss to authorize an agreement with the Chamber of Commerce to allow the use of the Ramp Road area for a New Year’s Eve fireworks display from December 30, 2021, to January 1, 2022. The motion passed unanimously.

* + 1. Louisiana Annual Ethics Training – Bill Carter reminded the Commission members that the ethics training was due before the end of the year.
		2. Louisiana Annual Sexual Harassment Training – Bill Carter told the Commissioners that the legislative auditor requires annual sexual harassment training and said that he would follow up with training materials before the end of the year.

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

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