

**Administrative Committee Meeting Minutes**  
**Capital Area Groundwater Conservation Commission**  
**Renaissance Hotel**  
**February 16, 2023, 10:30 a.m.**

**I. Call to Order**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Chairman Hobbins called the meeting to order at 10:30 a.m.

**II. Roll Call**

Gary Beard – CAGCD Executive Director

Mr. Beard called the roll. In attendance were: Mr. Hobbins; Ms. Gautreaux; Mr. Dawson; Ms. Machen; Mr. Reonas; and Mr. Vetter. Absent were Ms. Manning-Broome and Mr. William Daniel.

**III. Establishment of a Quorum**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Chairman Hobbins declared the presence of a quorum with six members present.

**IV. Invocation**

Gary Beard – CAGCD Executive Director

**V. Pledge of Allegiance**

Gary Beard – CAGCD Executive Director

**VI. Recognition of Guests**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Guests: Captain Troy Mims – EBR Sheriff's office and Catherine Crawford – Boles Law Firm

**VII. Amendments to the Agenda**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Mr. Beard requested to move the update on litigation to the first item on the agenda. There were no objections.

**VIII. Approval of Minutes – December 14, 2022 – (action required)**  
Patrick Hobbins – CAGCD Administrative Committee Chairman

Motion by Ms. Gautreaux and second by Mr. Reonas to approve the minutes of the December 14, 2022, meeting as presented. No public comment. No objections. Motion passes.

**IX. Executive Director’s Report**  
Gary Beard – CAGCD Executive Director

a. Executive Session – update on litigation

Mr. Beard requested Tom Seagraves be present during the update on litigation. He is Chairman of the Technical Committee, and this discussion will involve technical information. There was no objection.

- i. Motion by Ms. Gautreaux and second by Ms. Machen to enter into Executive Session. Motion passed.
- ii. Motion by Ms. Gautreaux and second by Mr. Dawson to exit Executive Session. Motion passed.

b. Bylaws and Rules of Order – Final Revision

- i. Mr. Reonas suggested meeting every other month because there is so much going on. Mr. Dawson agreed and said we should establish what the requirement is but know we may have to meet more often than that.  
Mr. Beard said he is just making sure we conform to the law to meet at a minimum quarterly.
- ii. Motion by Ms. Gautreaux and second by Mr. Dawson to approve changes to the Bylaws and Rules of Order. Roll call: Mr. Hobbins – yes, Ms. Gautreaux- yes, Mr. Dawson- yes, Ms. Machen – yes, Mr. Vetter- yes. Motion passed unanimously.

c. Executive Director’s contract (**action required**)

- i. Mr. Beard informed the Committee that his contract was modified by the attorney to state that he follows the LASERS (retirement) percentage and nothing more. Limit the contribution to personal IRA to amount specified by LASERS.
- ii. Motion by Ms. Gautreaux and second by Mr. Dawson to approve the Executive Director’s contract as amended. No public comment. Roll Call: Chairman Hobbins – yes, Ms. Gautreaux- yes, Mr. Dawson - yes, Ms. Machen – yes, Mr. Vetter - yes. 6-0. Motion passed unanimously.

d. HSR 1 Study – update

- i. HSR study response evaluates:
  1. whether more parishes should be part of the district and if the board should reflect any additions;
  2. if a geologic definition would be better than an arbitrary definition;
  3. how to incorporate agriculture volumes into the analyses;
  4. the representation of entities on the board

- ii. Ms. Gautreaux said USGS details on the aquifer may be helpful to start determining the depth instead of the arbitrary depth that it is now. Sound geologic definition.
  - iii. Mr. Dawson asked if the agriculture water usage affects the aquifer.
  - iv. Ms. Gautreaux asked if the timing of this study is right. She stated that we really need the constituents backing this when/if it is taken up.
  - v. Mr. Reonas said he is surprised to see as many wells as agriculture has in the Southern Hills Aquifer and how much they are pulling and commented on the power of the farm bureau lobby. We will have to fight the farmers at every turn because of their concern that they will be charged for the water. He suggested maybe it would be smart to get an estimate based on well size and estimate number of days and crop coefficients.
  - vi. Mr. Vetter said he agreed with Karen's plan to follow and build a coalition before putting it forward.
  - vii. Mr. Seagraves commented on gauging the support from the other parishes.
  - viii. Mr. Reonas said he agrees that Livingston parish should be in the district but is very anti-regulation.
  - ix. Beard said he will get a draft to the committee for comments and feedback and then we can go to the full board with it to discuss future legislation.
- e. Resolution for BSWLLP – for approval by Attorney General's office
- i. Beard explained to the Committee that there is a new form for the Attorney General's office to approve the fee structure for Breazeale, Sachsy and Wilson. He said the Committee would be voting on the same thing as before but a different format for the rate structure. He said he would like the Committee's vote and then he will bring it to the full board for approval.
  - ii. Mr. Vetter requested an explanation of the Louisiana Attorney General's opinion of the S.P. contract. The AG opined that the S.P. contract for installation of the meters is in compliance with LA public bid law.
  - iii. Motion by Mr. Dawson and second by Mr. Reonas to accept the changes in the format of the resolution as stated to set Breazeale, Sachsy, Wilson's rate structure.
  - iv. No public comment.
  - v. Roll Call: Mr. Hobbins – yes, Ms. Gautreaux - yes, Mr. Dawson - yes, Ms. Machen: yes, Mr. Vetter - yes. Motion passed unanimously.
- f. Policies and Procedures
- i. Mr. Beard said our budget allows for special recognition and rewards. However, this step requires the necessary Civil Service approval. We received this approval from Civil Service and now the approved verbiage needs to be put in the District's Policies and Procedures Manual.
  - ii. Motion by Ms. Gautreaux and second by Mr. Vetter to approve including the Rewards and Recognition policy in the District's Policies and Procedures. No public comment.  
No objection. This will be passed on to the full board.

**X. Chairman's Report**

Patrick Hobbins– CAGCD Administrative Committee Chairman

No report

**XI. Member Agenda Items**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Mr. Vetter asked if the District could condition the approval of Baton Rouge Water Works well under the condition of allowing installation of metering.

Ms. Machen said she thinks that should apply generally.

**XII. Old Business**

Patrick Hobbins – CAGCD Administrative Committee Chairman

None.

**XIII. New Business**

Patrick Hobbins – CAGCD Administrative Committee Chairman

None.

**XIV. Commissioner Comments**

Patrick Hobbins – CAGCD Administrative Committee Chairman

Mr. Dawson told the Committee that Jesse Means's father had passed away. The Committee expressed their sympathy for his loss.

Mr. Vetter had a meeting with Patrick Kerr. Mr. Kerr rehashed their complaint that Baton Rouge Water Company has never been regulated, doesn't want to be regulated, and this Board doesn't know this business and is thereby hampering them. Vetter tried to explain it was a bad look to not be participating in preserving their inventory.

Mr. Dawson said it is hard trying to determine which industry that is regulated actually wants to be regulated. Mr. Seagraves commented that industry welcomes safety regulations.

Ms. Machen said she received anonymous communications by mail regarding activities and responsibilities in her role as a Commissioner. She will forward the letter to Mr. Beard for distribution.

**XV. Announcements**

Patrick Hobbins – CAGCD Administrative Committee Chairman

No announcements.

**XVI. Public Comment (Non-agenda items only)**  
Patrick Hobbins– CAGCD Administrative Committee Chairman

None.

**XVII. Adjournment**  
Patrick Hobbins – CAGCD Administrative Committee Chairman- **(action required)**

Motion by Ms. Gautreaux and second by Mr. Vetter to adjourn the meeting. Motion passed.



Gary J. Beard, Executive Director