**MINUTES OF MAY 16, 2017**

**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 – President Bruce Hampton called the meeting to order. Commission members present were Bruce Hampton, Trotter Hunt, Steve Cagle, Terri Towns, Jacob Halley and Guy Fortenberry. Cary Brown was absent. Also present were Bill Carter, Ron Riley, Robert Lemoine, Jay Cavanaugh, Ken Myers and Neil Pace.
2. Invocation/Pledge of Allegiance – Terri Towns led the invocation, and Steve Cagle led the Pledge of Allegiance.

C. Introduction of New Lake Commission Members – Mr. Hampton stated that both new Lake Commission members, Jacob Halley and Guy Fortenberry, have taken their oaths and are now full members of the Lake Commission. Mr. Hampton stated that he has known both members for years. They both live in Union Parish, and the Board is very happy to have them on the Board of the Lake Commission. He asked them to tell the Board about themselves. Mr. Halley stated that he is a life-long resident of Union Parish and his family is from Union Parish. He grew up with Lake D’Arbonne in his back yard and is appreciative of the opportunity to be part of the Lake Commission and to help keep it going strong and making it stronger. Mr. Fortenberry stated that he was born and raised in West Monroe and fished D’Arbonne all his life with his father. He moved to Farmerville 14 years ago and loves it.

D. Election of New Secretary/Treasurer – Since David Hopkins was not re-appointed to the Commission, a new Secretary/Treasurer must be elected. Mr. Hampton opened the floor for nomination of Secretary/Treasurer for 2017. Terri Towns nominated Jacob Halley as Secretary/Treasurer, and Steve Cagle seconded the nomination. There were no other nominations, so Mr. Hampton closed the nomination. The motion passed unanimously. All members voted in favor of Jacob Halley for Secretary/Treasurer.

E. Public Comment Registration – Jay Cavanaugh, Ken Myers and Neil Pace signed up to make public comments.

F. Agenda Approval – Bruce Hampton requested to add Item I-10 under Old and New Business to Discuss and Take Action, if Necessary, on Temporary Mowing Contract and I-11 to Discuss and Take Action, if Necessary, on Permanent Mowing Contract. There were no objections from the public to amend the Agenda. Steve Cagle made a motion and Terri Towns seconded the motion to approve the May 2017 Agenda as amended. The motion passed unanimously.

G. Approval of Minutes – Motion was made by Steve Cagle and seconded by Trotter Hunt to approve the minutes of the April 2017 meeting. The motion passed unanimously.

H. Treasurer's Report:

1. Approve April 2017 Bank Account Summary – Steve Cagle made a motion and Trotter Hunt seconded the motion to approve the April 2017 Bank Account Summary. The motion passed unanimously.

2. Approve April 2017 Bank Statement Reconciliation – Trotter Hunt made a motion and Steve Cagle seconded the motion to approve the April 2017 Bank Statement Reconciliation. The motion passed unanimously.

3. Approve April 2017 Financial Report – Terri Towns made a motion and Steve Cagle seconded the motion to approve the April 2017 Financial Report. The motion passed unanimously.

4. Discuss and Take Action, if Necessary, Regarding Amendment of 2017 Budget – Bill Carter stated that in the budget and in the General Ledger there is a category of Miscellaneous Income and Receipts but separate line items can be added showing both income and expense. He stated that the only things the Commission sells are lake maps which involve cash and suggested that a separate line item be set up for the lake maps. Trotter Hunt made a motion that we create separate line items on the Budget and on the General Ledger for income and expense columns for lake maps both on the income and expense side. The motion was seconded by Steve Cagle and the motion passed unanimously. Mr. Hampton stated that he would have Janet Cowart do this since she has been doing the bookkeeping, and she can give a recommendation as to how much to set aside in each one of them based on what we have done in the past.

I. Old and New Business:

1. Channel Markers – (a) FEMA Claims, and (b) Repair Status – Ron Riley explained the history of the damages to the channel markers and of the FEMA claims for the benefit of the new members. He stated that a week ago, he and Bruce Hampton had a phone conference with GOSEPH and FEMA and discussed the project. He stated that FEMA periodically has a new crew who never knows what the previous crew agreed to. They spoke with a new group of people and there was another conference call scheduled. He stated that they may receive payment of $4,500 from when they straightened the channel markers. We will also be allowed to put in 44 new poles which will have to be GPS’d and lined up. The budget is $160,000 of which FEMA will pay 75%. We are only waiting for them to send us the final description of the project, which they are preparing. In the meantime, Mr. Hampton has the authority to sign all paperwork as agent. The Secretary/Treasurer also needs to sign. The projected date to receive the funds is probably mid-June. No further conference calls are needed with FEMA, according to Mr. Riley. In addition, since Mr. Hampton has already been authorized to sign the paperwork, no further action is required.

2. Commission Website – Update – Mr. Hampton asked whether everyone reviewed the website and whether they are ready for the website to go live. He also asked Bill Carter if a motion was needed for the website to go live. Mr. Carter said he did not believe so. Mr. Hampton also reminded everyone that changes can be made to the website after it has gone live, if necessary. Steve Cagle reminded Robert Lemoine that the new board members need to be added and David Hopkins removed. Mr. Hunt asked about the generic email address on the website, and Mr. Hampton stated that a phone number would also be needed. Mr. Cagle volunteered to be the contact person on the website. Mr. Hampton stated that Mr. Cagle’s contact information is fine but we need another one, and he gave permission to use his email address and cell phone number. Ms. Towns stated that it should be clarified that the emergency numbers are different (in the case of emergencies on the lake) from the other general contact information. Mr. Carter asked Mr. Hunt about the generic email address. Mr. Hunt suggested one like darbonnecommission@gmail.com which would allow all the Board members to have a login to check if someone writes general questions. Mr. Lemoine was asked whether he could arrange that, and he agreed to do so. Mr. Riley asked about adding the Sheriff’s telephone number and the DOTD telephone number since they maintain the dam. Mr. Cagle and Ms. Towns disagreed about adding the DOTD number, and they stated that the Sheriff’s Department should be called in the event of a dam problem and they, in turn, could call DOTD. Mr. Lemoine agreed to email everyone once the website is live.

3. Regulating and Organizing Lake Activities in Conjunction with Chamber of Commerce – Mr. Hampton got an email from the Lum Farr stating that he would not attend this meeting, so there is nothing to discuss on this until next month. This will remain on the Agenda for the next month or so.

4. New Lake Maps – Steve Cagle said he has done nothing more this month on the maps. He is still making a list of all the sold spots, which he will send to everyone. He asked Ms. Towns if she sent anything to the Ethics Committee to ask if it is okay for her business to buy a spot. She agreed to do so. Ron Riley said he has changed a few things on the map. He added two new subdivisions on Highway 2 at New Rose. They also have a lot of expansion in the city limits on both sides of the lake, and those roads have been placed on the map. There are several islands that have roads leading to them which have been added. They are also changing the boat rows to only the ones the Lake Commission owns or that are publicly owned. There were two or three that were private which are being removed, like Tech Landing. They also put the tainter gates on the maps, and there are a few other minor changes. Mr. Cagle said he should be ready this month to submit a list of the 16 advertisers to make sure everyone approves. Once everyone approves, he will send a disc to Mr. Riley of the .jpg for each advertiser.

5. Discussion and Action, if Necessary, Regarding Policy for Primary Financial and Business Functions to Include Those for Cash – Bruce Hampton agreed to write this policy once he receives the functions from David Hopkins and Janet Cowart, but he still has not received these. This will stay on the Agenda so we can get it adopted in the next few months.

6. Discussion and Action, if Necessary, Regarding Ramp Below Spillway –Steve Cagle stated that this past weekend there were some people trespassing on the other side of the spillway in the tainter gate area but the game warden did not have a key to the gate to cite them for violations. He requested that we get the game warden a key to both gates. Mr. Hampton was of the opinion that a motion was not necessary to provide a key to the game warden. He also believes he may have keys to the gate that David Hopkins returned. Mr. Cagle stated that they will need to get one key from the Highway Department.

Jay Cavanaugh (553 Della Road, Dubach, LA) had signed up to speak about this, and he questioned the Board as to whether the regulations listed on the large signs at the ramps can be enforced. He stated that the ramp below the spillway is in bad shape and it will not get better as long as kids are down there in four-wheel drive vehicles creating ruts. He wanted to know if the Commission can regulate which vehicles can go past a certain point. He does not want the gate locked because it would lock everyone out. He just wants the rules regulated. Mr. Hampton said he would ask Wayne Rugg, the parish road superintendent. Mr. Hampton also stated that he contacted Sheriff Dusty Gates, and he indicated that he would enforce the regulations if signs were posted prohibiting off-road vehicles. There was some discussion about a problem with people fishing at the boat ramps which prevented fishermen from launching their boats, but Mr. Hampton stated that we cannot prevent people from fishing off the bank at the boat ramps.

Ron Riley stated that the Sheriff’s Office enforces the ordinance against off-road vehicles on Commission property. There is an ordinance that was passed years ago, and Steve Cagle said it was on the old signs on both sides of the spillway. He suggested making some signs to put on the fence near the gate. Mr. Riley stated that we have $13,000 to $16,000 left over from the tainter gate project still in the DOTD coffers. FEMA will allow us to repair the fence and staff gauges on the tainter gate, and we still have that money we could use to purchase riprap or black asphalt on both sides. Mr. Hampton agreed but said this ramp is not DOTD or parish. The parish will probably help with the grading but we will have to furnish the materials.

Steve Cagle made a motion to place signs at the gates below the spillway stating that no off-road vehicles are allowed. Guy Fortenberry seconded the motion, and the motion passed unanimously.

Trotter Hunt made a motion, contingent on DOTD approval, to use the leftover DOTD funds to buy materials (rock or riprap) to repair the road to the ramps on both sides below the spillway. Terri Towns seconded the motion, and the motion passed unanimously. Mr. Hampton agreed to make the request to the Police Jury to spread it after the materials are purchased. We may incur a charge for labor at their rates.

7. Request and Action, if Necessary, by Quentin Durr for Fireworks Show – Bruce Hampton and Bill Carter spoke with Quentin Durr about this, but he was not at the meeting. Mr. Carter stated that this is the annual fireworks show by the Chamber of Commerce, and Mr. Durr is heading up the event. They are asking for the use of Ramp Road on Saturday, July 1, only, and they will do a fireworks show at midnight. We will provide a contract that they will sign and they will provide insurance. Mr. Carter stated that he asked Mr. Durr whether there will also be boat races but Mr. Durr was not sure and was under the impression that there would not be any races. Steve Cagle made a motion and Trotter Hunt seconded the motion to approve the use of Ramp Road for a fireworks show by the Chamber of Commerce, headed up by Quentin Durr, on July 1 under the normal terms of the contract provided by Bill Carter. The motion passed unanimously.

8. Reminder Regarding Filing Financial Disclosure Statements by Commissioners – Bruce Hampton stated that the deadline was the day before. He reminded everyone that they need to do this if they have not yet done it. Mr. Cagle and Mr. Hampton explained to the new members that it is the Tier.1 that is online with the Louisiana Ethics Administration.

9. Reminder Regarding Board Member Ethics Training by Commissioners – Mr. Hampton reiterated that one hour of this training is due each year, and it can be done online or in person if there are any seminars which a member attends.

10. Discuss and Take Action, if Necessary, on Temporary Mowing Contract – Mr. Hampton said this was added to the Agenda since the man who used to mow the ramps is no longer in business, and we need to start a process to hire someone permanently but in the interim we need someone to mow for a month or two. Ms. Towns stated that Mark Bryan handles her property, and he is insured and is willing to do the work. Trotter Hunt made a motion which was seconded by Steve Cagle to hire Mark Bryan under contract to be prepared by Bill Carter for two months of mowing on a temporary basis, not to exceed $2,000, with the understanding that he is to be insured. The motion passed unanimously.

11. Discuss and Take Action, if Necessary, on Permanent Mowing Contract – Bruce Hampton asked Bill Carter if he had a copy of the previous contract, but he did not. He stated that he had prepared one a long time ago and would attempt to find it. Steve Cagle had not found his copy, either, but he agreed to keep looking for it. Steve Cagle made a motion which was seconded by Trotter Hunt to request quotes or proposals with respect to a permanent mowing contract. The quotes will be approved by Bruce Hampton, Steve Cagle and Bill Carter. The motion passed unanimously.

J. Public Comment – Ken Myers (2181 Highway 820, Choudrant, LA) spoke regarding creel (crappie or white perch) limits. He stated that there is a world class fishery at D’Arbonne. He fishes all over the country at some of the top lakes in Mississippi, and there are creel limits in place. With the increase in tournaments and tourists at Lake D’Arbonne, it will affect our lake if we do not have limits. He would like to see some limits imposed. He did not know whether he should approach the Commission or Wildlife & Fisheries about it. Mr. Hampton agreed and said some people have approached him, but it is a Wildlife & Fisheries issue and the Commission has no authority over this. This does not mean that we could not pass a resolution asking Wildlife & Fisheries to do that. Steve Cagle stated that they were able to get it changed to a limit of 25 two years ago, but the politicians and Wildlife & Fisheries got involved and it was reversed. Mr. Myers stated that there is a new representative, Bill Hogan, whom he can approach. Mr. Cagle said Ronny Graham used to be the chairman and he still has influence. Mr. Carter stated that Wildlife & Fisheries oversees creel limits and they typically make recommendations to the legislature every session, but those are actually passed by the legislature. Mr. Hampton stated that he received an email from the president of the Chamber of Commerce today who said he is working on that and has already made contact with Wildlife & Fisheries’ biologist. So they are already in the process of working on this. Mr. Hampton stated that we can put this on the Agenda next month if they want to continue this discussion. Mr. Carter stated that this is very divisive issue so we may want to wait to add it to the agenda. Ms. Towns added that those reports on Lake D’Arbonne are online.

 Neil Pace (216 Red Rock Lane, Farmerville, LA) stated that he has an organization called Crappie Fisherman United of Louisiana. They hold several tournaments a year here and are involved in the Hunters and Heroes Crappie Tournament. One of his biggest concerns is knowing who will have a tournament on which day. He schedules his tournaments a year in advance and they had a tournament scheduled. However, Bass Media notified him four or five days prior to their tournament that he needed to move his weigh in because that is where they were using their weigh in. He has been notifying people about his tournament for six weeks and that causes a problem when you have 25 crappie fishermen in one tournament and 45 bass fishermen in another tournament at the same time, and you don’t know who will be at the lake until you get there. His concern is safety among other things. He is willing to pay a $25 user fee to hold a tournament date. Mr. Hampton stated that Mr. Barr wants to come to speak about the regulations on the lake. Ms. Towns stated that the places that are public cannot be reserved but he might consider having the weigh in at private places where it would be scheduled without conflict. Mr. Cagle mentioned that he is the director of all the bass clubs and it is on a first come, first serve basis. The only thing the Lake Commission does is notify if the lake is closed for the fireworks or another event. Otherwise, it is whomever is there first.

Mr. Pace also suggested installing a pay-to-launch ramp to have more money to upgrade the ramps.

K. Adjourn – A motion to adjourn was made by Terri Towns and seconded by Trotter Hunt. The motion passed unanimously and the meeting adjourned.