**MINUTES OF SEPTEMBER 21, 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, Ken Myers and Trey Towns. Clint Graham was absent. Bill Carter was also present.
2. Invocation/Pledge of Allegiance – Richard Royal led the invocation and Steve Cagle led the Pledge of Allegiance.

C. Public Comment Registration – Kathy Spradling signed up for public comment.

D. Agenda Approval – Motion was made by Richard Royal and seconded by Ken Myers to approve the September 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 August 2021 meeting. The motion passed unanimously.

F. Financial Reports/Budget/Audit:

1. Approve August 2021 Bank Account Summary – Motion was made by Richard Royal and seconded by Ken Myers to approve the August 2021 Bank Account Summary. The motion passed unanimously.
2. Approve August 2021 Bank Statement Reconciliation - Motion was made by Richard Royal and seconded by Ken Myers to approve the August 2021 Bank Statement Reconciliation. The motion passed unanimously.
3. Approve August 2021 Financial Report – Motion was made by Ken Myers and seconded by Steve Cagle to approve the August 2021 Financial Report. The motion passed unanimously.

G. Old and New Business:

* + 1. Channel Markers Project - Reimbursement – Bill Carter said that Neal DeForest informed him that there is no update on the reimbursement.
		2. Spillway Beach Area Improvements – Bill Carter said that Neal DeForest reported to him that the signs are still not complete and that once they are completed and installed, the buoys will be installed. Mr. Carter said that Mr. DeForest informed him that all other materials have been received.
		3. Lake Level Gauges – Bill Carter said that Ben Humphries of Delta Process Equipment sent a revised quote of $5,320 which was forwarded to the commission members. Mr. Carter said that the primary difference from the previous quote is the additional distance required to install conduit and wire from the Rocky Branch Bridge to the Claiborne Electric service pole. He also said that the quote includes the equipment to update the gauge at the state park and the gauge to be moved from the spillway to the Rocky Branch Bridge.

Motion was made by Steve Cagle and seconded by Richard Royal to approve the new quote from Delta Process Equipment of $5,320. The motion passed unanimously.

* + 1. Boat Launch Areas - Maintenance – Richard Royal said that he previously sent an email to all commissioners which contained a spreadsheet that summarized each boat launch condition. He asked Terry Morris if there was an update from DOTD and Mr. Morris said that Marshall Hill with DOTD indicated the possibility of hauling rocks within two weeks. Ken Myers said that he has also been going to the ramps and documenting conditions.
		2. Boat Launch Fees – Status – Richard Royal said that to date, a total of $7,404.04 has been collected from launch fees, which is $4,004.04 from daily launch fees and $3,400.00 from permits. Trey Towns asked about the launch fee collection process and Mr. Royal explained the current process. Terry Morris said that he spoke with Union Parish Sheriff, Dusty Gates, and Mr. Gates informed him that the boat launches are now being patrolled. Several of the commissioners commented about the process for collection of daily launch fees and potentially changing the envelopes.
		3. Lake Closure / No Wake Policy – Union Parish Police Jury Ordinance – No action taken.
		4. Commission Website - Richard Royal said that he is still in the process of updating the website. No action taken.
		5. Approve Revisions to Policies and Procedures – Bill Carter said that the Policies and Procedures have been revised to update the provisions regarding the Commission debit card as well as boat launch fee collections which are required by the Louisiana Legislative Auditor.

Motion was made by Richard Royal and seconded by Ken Myers to approve the revisions to the Policies and Procedures. The motion passed unanimously.

* + 1. Commissioners’ Dishonesty Bond – Richard Royal said that the bond has been issued and is on file with the Bookkeeper.

H. Public Comment – Kathy Spradling appeared on behalf of J. B. Thornton. She read a letter from Mr. Thornton addressed to the Commissioners regarding the possibility of installing floating docks for handicapped individuals.

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