

The Board of Commissioners for the Pontchartrain Levee District met at its office on Monday, December 21, 2015, pursuant to due notice given to each member in due time, form and manner as follows:

December 18, 2015

Dear Sir:

You are hereby notified that the next Regular Board Meeting of the Board of Commissioners for the Pontchartrain Levee District will be held at 6:00 p.m. on Monday, December 21, 2015 at the Lutchter Office, Lutchter, Louisiana.

Very truly yours,

Monica Salins,  
Executive Director

President Steve Wilson called the meeting to order at 6:12 p.m. The following members were present: Messrs. Patrick Bell, Sr., Ricky Bosco, Leonard C. Irvin, Sr., Steve Wilson, Marty J. Poche, Allen J. St. Pierre, Sr. and Jerry Savoy. Absent were: Percy Hebert and Henry Baptiste\*. (\*arrived later in the meeting)

Pontchartrain Levee District employees in attendance were: Messrs. Monica Salins – Executive Director, Dean Smith – Police Captain, Kenneth Steib, Sr., - Levee Board Operations Superintendent, David Capone – Levee Maintenance Superintendent and Susan M. Sheets - Secretary to the Board. Also in attendance was: Dwight Poirrier – PLD Board Attorney and Clinton Rouyea – External Accountant along with Joseph Sevario, Executive Assistant to the Board. Special guests included: A.J. Domangue of G.C.R. & Associates, Nathan Junius of Linfield, Hunter & Junius, Jack Morgan of Evans Graves Engineers, Henry Picard, III of BKI, Pam Burleigh of MSMM Engineering, Jake Lambert of G.S.A, Beau Jones and Scotty Long of S.J2 and Jim Simmons of N-Y & Associates.

The Pledge of Allegiance was recited.

A motion to approve the minutes of the minutes of the regular board meeting of November 16, 2015 was offered by Commissioner Irvin, seconded by Commissioner Bell and carried unanimously.

## COMMITTEE REPORTS

**Security/Safety Committee:** Commissioner Irvin reported on the security meeting held on December 15, 2015. There were no action items.

**Equipment Committee:** Commissioner St. Pierre reported on the meeting held on December 15, 2015. There were no action items to report.

**Insurance Committee:** Commissioner Savoy reported on the meeting held on December 15, 2015. The first agenda item was to approve the 2016 Insurance Program as proposed and presented by Eustis Insurance & Benefits in the amount of \$564,617.72 as recommended by committee.

Commissioner Bell moved, seconded by Mr. St. Pierre to approve said motion. There were no public comments and the motion carried unanimously. Next item on agenda was to approve the 2016 Workers Compensation Program as proposed and presented by Harry Robert Insurance Company on behalf of Parish Government Risk Management Agency in the amount of \$66,318.00 as recommended by committee. This motion was made by Commissioner Poche, seconded by Commissioner Bosco. There were no public comments and motion carried unanimously.

**Finance Committee:** President Wilson reported on the meeting held on December 17, 2015.

The first agenda item was to approve to approve to renew the BLD Contracts for another one (1) year term for the Inspection, Operation and Maintenance of Cross Bayou Pump Station; and renew for another one (1) year term the Emergency Operation & Maintenance Services of Cross Bayou Pump Station as recommended by committee on December 17, 2015. This motion was made by Commissioner St. Pierre, seconded by Commissioner Bosco to approve this motion. There were no public comments and the motion carried unanimously.

The next item on the agenda was to approve directing the PLD Board Attorney to forward a request letter onto Chip Kline, CPRA Chairman requesting that CPRA send a commitment letter onto Colonel Hansen, USACE, New Orleans District, specific to St. Charles Parish Polders, LPV 04.2a and 04.2b ONLY as recommended by committee on December 17, 2015. This motion was made by Commissioner Irvin, seconded by Commissioner Bosco to approve said motion. There were no public comments and the motion carried unanimously.

The next item was to approve directing the PLD Board Attorney to work the CPRA Legal Counsel to create an Inter-Agency Agreement, CEA or whatever agreement is appropriate to guarantee PLD will fund said levee lifts, on behalf of CPRA, specific to SCP Polders, LPV 04.2a and 04.2b ONLY, said amount estimated at \$5,000,000.00 as per the email from Brett Herr to Monica Salins dated December 4, 2015 at 3:47 p.m. as recommended by committee on December 17, 2015. President Wilson question Board Attorney regarding including language that St. Charles pays 20% portion. Mr. Poirrier advised that was not necessary because said agreements were separate and apart. At this time, Mr. Savoy questioned the resolution on the table as to what amount was PLD obligating itself to. Discussion was had relative to the 1.5 million in Corps credits and such documentation of support. More discussion was had. Mr. Poirrier explained that PLD will have time and ability to halt said agreement should St. Charles or Corps of Engineers backs out or fails to pay said percentages. Following said discussion, motion was made by Commissioner Irvin, seconded by Commissioner Bell to approve this motion. There were no public comments and the motion carried unanimously.

Next agenda item was to approve directing the PLD President to sign any and all documents necessary to accomplish the wishes of the board specific to the levee lifts of SCP Polders, LPV 04.2a and 04.2b ONLY, said amount estimated at \$5,000,000.00, said construction to be awarded by USACE mid-year 2016 as recommended by committee on December 17, 2015. This motion was made by Commissioner Bosco, seconded by Commissioner Poche to approve this motion. There were no public comments and the motion carried unanimously.

The next item on agenda was to approve directing the PLD Board Attorney to obtain an RFP from Evans-Graves to prepare the Environmental Assessments (EA's) and any and all other NEPA document(s) required for compliance of construction of these levee lifts as recommended by committee on December 17, 2015. Mr. Savoy questioned what lifts Corps referring to and who was

actually doing the work. Mr. Poirrier advised that PLD would be responsible for the environmental assessments and the Corps was handling the plans and specifications. Discussion was had regarding the straddle lift and costs associated with lift. More discussion was had timing issues and corps recommendation and projected contract award would be by August 1, 2016. Following discussion, motion was made by Commissioner Irvin, seconded by Commissioner Bosco to approve this motion. There were no public comments and the motion carried unanimously.

The next agenda item was to approve the regular monthly invoices in the amount of \$47,528.64 as recommended by committee on December 17, 2015. This motion was made by Commissioner Bell, seconded by Commissioner St. Pierre to approve this motion. There were no public comments and the motion carried unanimously.

Next was to approve the invoice from GCR & Associates in the amount of \$14,418.77 for the month of November 1, 2015 through November 30, 2015 as recommended by committee on December 17, 2015. This motion was made by Commissioner Poche, seconded by Commissioner Bosco to approve said motion. There were no public comments and the motion carried unanimously.

Next item was to approve the invoices from Linfield, Hunter & Junius totaling \$1,400.00 for review of Pointe-Marie Phase I LONO, Amite River Canal Weir Rehabilitation Project and Cheval Subdivision as recommended by committee on December 17, 2015. Commission Savoy requested that these charges be broken down and/or broken down. Ms. Salins read into the minutes the breakdown as outlined in committee minutes. Said motion was made by Commissioner St. Pierre, seconded by Commissioner Savoy to approve this motion. There were no public comments and the motion carried unanimously.

The next item agenda was to approve the invoice from GCR, Inc. for computer technical support for the month of October 1, 2015 through October 31, 2015 in the amount of \$575.00 as recommended by committee on December 17, 2015. This motion was made by Commissioner Irvin, seconded by Commissioner Savoy to approve this motion. There were no public comments and the motion carried unanimously.

The last agenda item was to approve the invoice from the Louisiana Emergency Preparedness Association for the 2016 annual dues in the amount of \$720.00 as recommended by committee on December 17, 2015. This motion was made by Commissioner Bell, seconded by Commissioner Poche to approve this motion. There were no public comments and the motion carried unanimously.

**Personnel Committee:** Commissioner Poche reported on the Personnel meeting which was held on December 17, 2015. The only agenda item was to approve to adopt the revised Personnel manual as recommended by committee on December 17, 2015. This motion was made by Commissioner Bosco, seconded by Commissioner St. Pierre to approve this motion. There were no public comments and the motion carried unanimously.

## **STAFF REPORTS**

The Executive Director's report was in the packet for review.

Project reports were given for each of the following projects by the respective engineer and/or representative: Written reports were in packet.

- a) West Shore-Lake Pontchartrain Hurricane Protection Project
- b) St. Charles Urban/Walker/Almedia Pump Station
- c) Laurel Ridge Levee/Bayou Conway –Panama Canal/Frog-Alligator Bayou DRAFT Comprehensive Plan.
- d) St. Charles Hurricane Protection Levee
- e) Amite River Diversion Canal Weir Rehabilitation Progress
- f) PLD EOC/Administrative Progress

### **RIGHTS OF ENTRY**

None.

### **PRESIDENT’S REMARKS**

The only agenda item was to approve the expenses for the Mississippi Valley Flood Control Association Annual Spring Meeting to be held on February 29 through March 2, 2016 in Washington, D.C. This motion was made by Commissioner Bell, seconded by Commissioner Bosco to approve this motion. There were no public comments and the motion carried unanimously.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Only agenda item was the opening of Hunting Leases. Board Attorney Mr. Poirrier advised that the first lease was in St. Charles Parish and was for 352 acres. Mr. Poirrier advised that only one (1) bid was received. Mr. Poirrier opened sealed bid submitted by Bonnet Carre’ Gun and Rod Club, said bid was for \$4,000 per year and bid appeared to be in order. At this time, motion was made by Commissioner Savoy, seconded by Commissioner Poche to award said lease as outlined to the single bidder. There were no public comments and the motion carried unanimously.

The second lease was also in St. Charles Parish and was for 173 acres. Mr. Poirrier advised that two (2) sealed bids had been received and proceeded to open and announce bid. The first bid was from Beau Jones in the amount of \$1,034.00 per year. The second bid was from Bonnet Carre’ Gun & Rod Club in the amount of \$1,000.00 per year. Following brief discussion, motion was made by Commissioner Bell, seconded by Commissioner Bosco to award highest bid from Beau Jones in the amount of \$1,034.00 per year as outlined. There were no public comments and the motion carried unanimously.

## **PUBLIC COMMENTS**

None. \*Mr. Baptiste arrived.

## **ADJOURNMENT**

At this time, Commissioner Irvin moved, seconded by Commissioner Bosco to adjourn. The motion carried unanimously and meeting adjourned at 6:43 p.m.

---

**Susan M. Sheets, Secretary**

---

**Steve Wilson, President  
Pontchartrain Levee District**