

Administrative Committee Meeting
Minutes
March 12, 2019

I. Call to Order

The Administrative Committee of the Capital Area Ground Water Conservation Commission (CAGWCC) met for an administrative meeting at 8:30 a.m. on March 12, 2019 in the CAGWCC conference room at 3535 South Sherwood Forest Blvd., Suite 137, Baton Rouge, Louisiana. The meeting was called to order by the Administrative Chairman, Mr. John Jennings.

II. Roll Call

The following committee members were present: William Daniel, Barry Huggins, John Jennings and Nelson Morvant. The following member was absent: Mark Frey.

Others attending the meeting were: Todd Talbot, Hays Town & Joey Normand, CAGWCC Commissioners; John McKowen, CPA; and Anthony Duplechin and Shawn Scallan, CAGWCC staff.

III. Approval of Minutes

Mr. Daniel made a motion to approve the December 3, 2018 administrative minutes. Mr. Huggins seconded this motion and it passed unanimously.

IV. Audit

Mr. John McKowen reported on the CAGWCC audit for fiscal year 2017-2018. Mr. Huggins made a motion to recommend to the full board to accept the audit. Mr. Daniel seconded this motion and it passed unanimously.

V. CAGWCC Financial Conditions

The financial conditions as of January 31, 2019 were reviewed.

VI. Sexual Harassment Proposed Policy

After reviewing the policy, Mr. Daniel made a motion to recommend the Sexual Harassment Policy to the full board. Mr. Huggins seconded this motion and it passed unanimously. Mr. Daniel recommended that the staff add a member login on the CAGWCC website including all the training courses required for Commissioners.

VII. 5 Year CAGWCC Projected Plan

A financial spreadsheet was reviewed by the Administrative Committee. The plan included different scenarios for income and expenses over the next 5 years.

VIII. Amend Agenda – Pumpage Fee Increase

Mr. Huggins made a motion to amend the agenda to include increasing the pumpage fees (action required). Mr. Daniel seconded this motion and it passed unanimously. After discussion, Mr. Huggins made a motion to recommend to the full board to increase pumpage fees from \$10.00 to \$20.00 per million gallons. Mr. Daniel seconded this motion and it passed unanimously.

IX. Proposed Budget for Fiscal Year 2019-2020

The proposed budget for fiscal year for 2019-2020 was reviewed. A public hearing for the budget is scheduled for June 24, 2019 at 8:00 a.m.

X. Committee Member Comments

There were none.

XI. Public Comment

Mr. Normand asked if Georgia Pacific was required to have permits for their water wells. The Director stated yes and that the permit can be transferred.

XII. Adjournment

Mr. Huggins made a motion to adjourn. Mr. Morvant seconded the motion and it passed unanimously.

John Jennings
CAGWCC Administrative Committee Chairman