

**MINUTES**  
**ADMINISTRATIVE COMMITTEE**  
**CAPITAL AREA GROUNDWATER**  
**CONSERVATION DISTRICT**

*April 29, 2021*

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**I. Call to Order**

The Capital Area Groundwater Conservation District Technical Committee met for a regular meeting at 12:30 p.m. on May 20, 2021 at the Baton Rouge Marriott, Salon I, 5500 Hilton Ave, Baton Rouge, LA. The meeting was called to order by the Administrative Committee Chairman, Joey Normand.

**II. Invocation & Pledge of Allegiance**

Mr. Gary Beard led the invocation and pledge of Allegiance.

**III. Recognition of Guests**

Mr. Normand asked the guests to introduce themselves. The following guests were present, Jay Simon and Jason Hewitt, Sustainability Partners; Dr. Dausman, The Water Institute; Allison Woolverton, Louisiana Environmental Action Network; Scott Bergeron and Ryan Scardina, The Capital Area Groundwater Conservation Commission.

**V. Approval of Minutes of Previous Meeting**

There was a motion to approve minutes as amended by Mr. Daniel and seconded by Mr. Reonas. There was no objection, the motion was approved.

## **VI. Executive Director's Report**

### **2021-2022 Proposed Budget/Funding**

Mr. Beard informed the board that a comparison of the budget for 2020-21 and the spending was being compiled for the board's review. Mr. Beard explained the budget proposal for 2021-22. The committee reviewed the budget proposal and made amendments. There was a motion to approve the budget with amendments by Mr. Matt Reonas and seconded by Mr. Hays Town. There were no objections, the motion was approved.

### **Metering Program & Review of RFQ, bidding and vendor selection process**

Mr. Beard reviewed the metering program progress with the board. He explained to the board that the board went through a publicly advertised RFQ, the board selected Sustainability Partners, and authorized Gary to negotiate a contract as a cooperative endeavor agreement. He continued to remind the board they had been given competitive pricing for every aspect of the metering program. He informed the board that Sustainability Partners was present to answer any questions. Mr. Beard added that the board had been provided a draft of the cooperative endeavor agreement for review and that he was now recommending 3 options to attach as a part of the endeavor agreement. The selected option would be included in the cooperative endeavor agreement.

### **Review of proposal – vendor**

Mr. Normand began the review of the proposal with the vendor. Mr. Normand decided to move the decision to the end of the Executive Director's report. Mr. William Daniel motioned to suggest the implementation of the metering program with options for the number of meters to be installed initially.

### **Financial exposure, concerns and recommendations – Marianneaux Kantrow**

Mr. Hunter Odom, Marianneaux Kantrow, came to discuss the cooperative endeavor agreement.

### **Revenue projections**

Mr. Beard explained the revenue projections. He explained that there could be a potential increase in revenue.

### **Recommendation to the Board (Action required)**

Mr. Reonas seconded Mr. Daniels motion to proceed to recommend to the full board that the metering program be implemented with Sustainability Partners with options for number of meters to be installed initially. The board proceeded to have a roll call vote as follows: Mr. Hays Towne, no; Mr. Matt Reonas, yes; Mr. Todd Talbot, no; Mr. William Daniel; yes, Mr. Joey Normand, yes.

### **Presentation on Georgia Pacific data**

Max Lindaman came to present on water-level changes in the Baton Rouge sands. He pointed out that we have a huge reduction in pumping.

## **VII. Chairman's Report**

### **By-Laws' amendments – Update of personnel policies**

Max Lindaman came to present on water-level changes in the Baton Rouge sands. He pointed out that we have a huge reduction in pumping.

### **Employee Manual**

Mr. Normand suggested a motion be made to recommend to the full commission the changes to the employee manual and the bylaws and to review the employee manual every 3-5 years. Mr. Todd Talbot made the suggested motion and it was seconded by Mr. Daniel. The motion passed. Mr. Hays Town, yes; Matt Reonas, yes; Todd Talbot; William Daneil, yes; Joey Normand; yes.

## **IX. Announcements**

Mr. Normand suggested that the next committee meeting be on wednesday because he leaves town July 1st.

## **X. Adjournment**

There was a motion to adjourn by Mr. Todd Talbot, seconded by Mr. Daniel. There was no objection. The meeting adjourned.

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Joey Normand, Administrative Committee Chairman