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|   | **TENSAS BASIN LEVEE DISTRICT** **REGULAR MEETING**  |
| **Board of Commissioners**  |
| **Tuesday, March 05, 2024, at 9:30 AM**  |
| **505 District Drive Monroe, LA**  |
| **MINUTES**  |
| In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Tensas Basin Levee District Board of Commissioners at 318-323-1130 at least three working days before the meeting.  |

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**Roll Call**

Mr. Drew Keahey, the President, called the meeting to order and requested the Secretary call roll with the following present and answering:

PRESENT

Commissioner Mike Calloway

Commissioner Michelle Collum
President Drew Keahey
Vice President Rodney Hutchins
Commissioner Dick Zeagler
Commissioner Robert Neal Harwell

Commissioner Ashley Peters

Commissioner Johnny Turner

ABSENT

Commissioner Kenneth Wilson

Commissioner Antwain Downs

Commissioner Dustin Morris

Others in attendance were Mr. Brandon Waggoner, Executive Director, of Tensas Basin Levee District; Mr. Justin Holloway, Operations Superintendent, of Tensas Basin Levee District; Mr. Matt Varnell Administrative Director of the Tensas Basin Levee District, Mr. Michael Street Attorney for Tensas Basin Levee District.

**Prayer**

President Drew Keahey opened the meeting with prayer followed by the Pledge of Allegiance.

**Public Comment on Agenda Items**

**Action**

**1. Executive Session**

Motion made by Commissioner Turner, Seconded by Commissioner Zeagler, to move to Executive Session passed unanimously by the Board of Commissioners of the Tensas Basin Levee District after President Drew Keahey called for public comments and there were none, to wit:

Moved to Executive Session at 9:32 am Resumed Regular Meeting at 10:07 am.

Motion was made by Commissioner Calloway, Seconded by Commissioner Turner to resume the regular monthly board meeting at 10:07 am.

Aundi Brown Drew Keahey

Secretary    President

**2. Minutes of the February 2024 Meeting**

Motion made by Commissioner Turner, Seconded by Commissioner Zeagler, and passed unanimously by the Board of Commissioners of the Tensas Basin Levee District, after President Drew Keahey called for public comments and there were none, to wit:

RESOLUTION

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Tensas Basin Levee District does at this moment declare that the reading of the minutes of the regular meeting of February 6, 2024, is at this moment dispensed with and declared approved as published in the official journal of this board, The News-Star.

Aundi Brown Drew Keahey

Secretary    President

**3.** **Bills for February 2024**

Motion made by Commissioner Peters, seconded by Commissioner Harwell, and passed unanimously by the Board of Commissioners of the Tensas Basin Levee District, after President Drew Keahey called for public comments and there were none, to wit:

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Tensas Basin Levee District does hereby approve paying of all bills reviewed and approved by the financial committee for February 2024.

Aundi Brown Drew Keahey

Secretary President

**4. Open sealed bids for 40 Acre Farm Lease in Catahoula**

Motion made by Vice President Hutchins, seconded by Commissioner Zeagler, and passed unanimously by the Board of the Commissioners of the Tensas Basin Levee District, after President Drew Keahey called for public comments and there were none, to wit:

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Tensas Basin Levee District did receive 1 bid from Fannin Farms for the 40-acre farm lease in Catahoula Parish, The bid was for $80.00 per acre and the bid was approved by the Tensas Basin Levee district board with a unanimous vote.

Aundi Brown Drew Keahey

Secretary President

**5. Open Bidding for Surplus Equipment Lots**

Motion made by Commissioner Zeagler, and seconded by Commissioner Harwell, to Open Bidding on the Following Lots of surplus equipment.

**Lot #1**

* (4) Firestone 295-70-R18
* (4) Firestone 285-70-R17

**Lot #2**

* (1) Better Built Site Safe Toolbox
* (1) 4-drawer Black Toolbox
* (15) Electrical Plugs
* (3) Caution Lights
* (1) Marvel Draw Cut Saw No. 2

**Lot #3**

* (1) 3600 Psi Briggs and Stratton Pressure Washer (Condition Unknown)
* (1) 2400 Psi Honda Pressure Washer (Condition Unknown)
* (1) Dayton Portable Oil Fire Heater (Condition Unknown)

**Lot #4**

* (1) Box of Concrete Finishing Tools
* (1) Pallet of Bricks

**Lot #5**

* (1) Allsource 48’ Abrasive Blast Cabinet (Condition Unknown)

**Lot #6**

* (2) Stack-on Safes
* (1) Sentry Safe
* (2) Mosler Safes

**Lot #7**

* (7) Totes of Misc. Metal
* (3) Pallets of Rims
* (1) Stack of Heavy Iron

**Lot #8**

* (1) Shop Built Hog Trap

**Lot #9**

* (2) L Shaped Fuel Tanks
* (2) Rectangle Fuel Tanks

**Lot #10**

* (1) 2017 F-250 Factory Bed
* (1) 2017 F-250 Factory Front Bumper
* (1) 2017 F-250 Factory Rear Bumper
* (1) 2017 F-250 Pair of Running Boards
* (1) 2017 F-250 Factory Tailgate

**Lot # 11**

* (1) 2017 F-250 Factory Bed
* (1) 2017 F-250 Factory Front Bumper
* (1) 2017 F-250 Factory Rear Bumper
* (1) 2017 F-250 Pair of Running Boards
* (1) 2017 F-250 Factory Tailgate

**Lot #12**

* (3) Inipower Flex Fuel Suitcase Generators

Bids must be submitted online or delivered to 505 District Drive Monroe, LA 71202 By 4/9/2024 at 9:00 am. In-person bids must be sealed. For more information on bids please visit tbld.gov

RESOLUTION

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Tensas Basin Levee District does hereby approve placing the above-listed surplus equipment for sale by bid.

Aundi Brown Drew Keahey

Secretary    President

**6. Authorize the updating of Employee Retirement Benefits**

Motion made by Commissioner Calloway and seconded by Vice President Hutchins to authorize the updating of employee benefits packages including Surviving Spouse Benefits of Deceased Employees, Deferred Compensation, And Retiree Health Benefits. Detailed Below.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED That the Board of Commissioners for the Tensas Basin Levee District does authorize the TBLD staff to update the employee benefits as follows.

**Surviving Spouse / Dependent(s) of Deceased Employee Benefits**

**Abstract:** Provides certain benefits and timeline of benefits for surviving spouse / dependent(s) of active full-time and non-probationary employees who pass away while not on duty.

1. The term “eligible employee” means any employee who has been removed from probationary status and placed on “permanent” status within the Louisiana Civil Service (SCS) by the Executive Director of the Tensas Basin Levee District.  “When Actually Employed” (WAE), part-time, or employees hired as a student worker are not eligible for this benefit.

1. The term “consequential termination” means early termination of this policy if the surviving spouse and/or dependent(s) of the deceased employee:

1. Remarries or gets married.
2. Obtains employment or if current employer offers health insurance benefits.
3. Reaches the age of 26 (dependents only).

1. All surviving spouses / dependent(s) of employees of the Tensas Basin Levee District are entitled to continuing health care coverage based on the years of service by the deceased employee to the Tensas Basin Levee District.

1. Any surviving spouse / dependent(s) of an employee who was on probationary status with TBLD at the time of death, as defined in SCS, shall be afforded health insurance coverage under the TBLD Group Plan for the remainder of the month the employee passes away plus one (1) sequential month at no cost to the surviving spouse and/or dependent(s) minus consequential termination.

1. Any surviving spouse / dependent(s) of a deceased eligible employee who has less than ten (10) years of service with TBLD at the time of death shall be afforded health insurance coverage under the TBLD Group Plan for the remainder of the month the employee passes away plus six (6) sequential months at no cost to the surviving spouse and/or dependent(s) minus consequential termination.

1. Any surviving spouse / dependent(s) of a deceased eligible employee who has ten (10) or more years of service with TBLD at the time of death, shall be afforded health insurance coverage under the TBLD Group Plan for three hundred sixty-four sequential days (364) after the date the employee passes away at no cost to the surviving spouse and/or dependent(s) minus consequential termination.

 **Deferred Compensation**

**Abstract:** Provides for the Tensas Basin Levee District (TBLD) to match a specific percentage of a full-time, non-probationary employee’s gross wage based on years of service with the Tensas Basin Levee District to be invested in the State of Louisiana Deferred Compensation Plan.

1. The term “eligible employee” means any employee who has been removed from probationary status and placed on “permanent” status within the Louisiana Civil Service (SCS) by the Executive Director of the Tensas Basin Levee District.  “When Actually Employed” (WAE), part-time, or employees hired as a student worker are not eligible for this benefit.

1. TBLD will match up to five percent (5%) of the eligible employee’s gross salary who has less than ten (10) years of continuous service with the agency.

1. TBLD will match up to six percent (6%) of the eligible employee’s gross salary who has ten (10) or more but less than fifteen (15) years of continuous service with the agency.

1. TBLD will match up to seven percent (7%) of the eligible employee’s gross salary who has fifteen (15) or more years of continuous service with the agency.

**Retiree Health Benefits**

Abstract:  Provides for the Tensas Basin Levee District (TBLD) to

1. Retiree is under age 65:

1. TBLD will pay seventy-five percent (75%) of the retiree and eligible dependent’s health, life, and prescription drug insurance premium under the TBLD Group Plan.

1. Retiree is age 65 or older, and spouse and/or eligible dependents are less than age 65:

1. TBLD will pay seventy-five percent (75%) of the retiree’s group health, life, and prescription drug premiums, or;

1. If retiree chooses the Medicare Supplement Plan, TBLD will pay one hundred percent (100%) of the retiree’s Medicare Part G Supplement, and life insurance premiums, and.

1. TBLD will pay seventy-five percent (75%) of the retiree’s spouse and eligible dependent’s health, life, and prescription drug premiums.

1. Retiree is age 65 or older and spouse is age 65 or older:

1. TBLD will pay seventy-five percent (75%) of the retiree’s, spouses, and eligible dependent’s group health, life, and prescription drug premiums, or,

1. If a retiree chooses the Medicare Supplement Plan, TBLD will pay one hundred percent (100%) of the retiree’s and spouse’s Medicare Part G Supplement, and life insurance premiums.

1. All eligible non-spousal dependents of a retiree may remain on the TBLD Group Plan while incurring a twenty-five percent (25%) premium cost share.

1. For retirees who have not obtained the age of eligibility for Medicare and have fifteen (15) or more years of state service, TBLD will pay seventy-five percent (75%) of the retirees and their eligible dependent’s health, life, and prescription drug insurance under the TBLD Group Plan.

1. For retirees who have obtained the age of eligibility for Medicare and have fifteen (15) or more years of state service, TBLD will pay one hundred percent (100%) of the Medicare Part G premiums for retirees and eligible spouses who choose the Medicare Supplement Plan.

1. For retirees who have ten (10) or more, but less than fifteen (15) years of state service, TBLD will pay fifty percent (50%) of the retirees and their eligible dependent’s health and life insurance in the TBLD Group Plan or Medicare Supplement Plan.

1. For retirees who have less than ten (10) years of state service, TBLD will pay twenty percent (20%) of the **retiree’s only** health and life insurance in the TBLD Group Plan or Medicare Supplement.

Aundi Brown Drew Keahey

Secretary    President

**7. Transfer Campsite WBS-11**

Motion made by Commissioner Peters and seconded by Commissioner Turner to authorize the transfer of campsite WBS-11 from James Hargrove to James Wilson.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED That the Board of Commissioners for the Tensas Basin Levee District does authorize the transfer of campsite WBS-11 from James Hargrove to James Wilson.

Aundi Brown Drew Keahey

Secretary    President

**8. Advertise Bidding for 3 Leases**

Motion made by Commissioner Zeagler, and seconded by Vice President Hutchins, to advertise for bidding on the following leases.

A. Franklin Parish 80 Acres

B. Catahoula Parish 362.48

C. Catahoula Parish 40 acres

RESOLUTION

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Tensas Basin Levee District does hereby approve putting the following leases out to bid.

A. Franklin Parish 80 Acres

B. Catahoula Parish 362.48

C. Catahoula Parish 40 acres

Aundi Brown Drew Keahey

Secretary    President

**9. Discuss Cyber Security Software**

Motion made by Vice President Hutchins and seconded by Commissioner Harwell to enter a contract for one year of cyber securities services.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED That the Board of Commissioners for the Tensas Basin Levee District does authorize the TBLD staff to enter into a contract for one year of cyber security services agreement.

Aundi Brown Drew Keahey

Secretary    President

**10. Amend the agenda**

Motion made by Commissioner Calloway and seconded by Commissioner Turner to mend the agenda to include the action item of adding Matt Varnell & Aundi Brown to the Online Bill pay program at Caldwell Bank and Trust.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED That the Board of Commissioners for the Tensas Basin Levee District does amend the agenda to include the action item of adding Matt Varnell & Aundi Brown to the Online Bill pay program at Caldwell Bank and Trust.

Aundi Brown Drew Keahey

Secretary    President

**11. Authorize adding Matt Varnell & Aundi Brown to the Caldwell Bank and Trust Online Bill Pay System**

Motion made by Commissioner Peters and seconded by Commissioner Calloway that the Tensas Basin Levee District will add Matt Varnell and Aundi Brown to Caldwell Bank and Trust Bill Pay System.

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED That the Board of Commissioners for the Tensas Basin Levee District authorizes adding Matt Varnell and Aundi Brown to the Caldwell Bank and Trust Bill Pay System.

Aundi Brown Drew Keahey

Secretary    President

**Public Comments**

**Mr. Waggoner asked that board members attend the upcoming ALBL Workshop to fulfill the mandatory training required by commissioners.**

**Presentations**

**Financial Statements**

 Financial Statements were reviewed and discussed.

**Items for Discussion**

**Levee Updates**

**Adjourn**

The meeting was adjourned at 10:54 a.m.

Next Meeting April 9, 2024, 9:30am