

October 8, 2018
Jonesboro, Louisiana
www.jacksonparishpolicejury.org

The Jackson Parish Police Jury met on Monday, October 8, 2018, at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana to conduct a public hearing to receive comments on the removal of a portion of Bell Lane from the Parish Road System. Members present: Mr. Todd Culpepper, Mr. Eddie Langston, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. Also present: Mr. Darrell Avery, Assistant District Attorney.

The meeting was called to order by the President, Ms. Rowe. The invocation was given by Mr. Treadway and Ms. Cowans led the recitation of the Pledge of Allegiance.

The President opened the floor for public comments on the removal of a portion of Bell Lane from the Parish Road System.

There were no public comments.

Motion Mr. Treadway, seconded Ms. Magee to close the public hearing. Motion carried.

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The Jackson Parish Police Jury met in regular session Monday, October 8, 2018, at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Mr. Eddie Langston, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. Also present: Mr. Darrell Avery, Assistant District Attorney.

The meeting was called to order by the President, Ms. Rowe.

The President opened the floor for public comments.

The Jury recognized Ms. Judie Blalock on behalf of the Jackson Parish Heritage Museum. Ms. Blalock thanked the Jury for their support and all those involved with getting the Museum building painted and mentioned that they would be having a grand re-opening in November.

Ms. Wilda Smith invited the Jury to attend the Chamber After Hours on October 16th to support the Delta Community College. She mentioned the programs and success they had been seeing.

Motion Mr. Culpepper, seconded Mr. Langston to accept the minutes of the September 10th Jury Meeting, monthly purchase orders, and the payment of all bills. Motion carried.

The President called for Committee Reports.

Motion Ms. Magee, seconded Mr. Langston to accept the minutes of the October 1st Road Committee Meeting. Motion carried.

*Road Committee
October 1, 2018*

The Road Committee met Monday, October 1, 2018 at 12:10 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr.

Todd Culpepper, Mr. Eddie Langston & Ms. Amy Magee. Absent: none. Also present: Ms. Niki Cowans and Mr. Lynn Treadway.

The meeting was called to order by the Chair, Ms. Magee. Mr. Culpepper gave the invocation and Mr. Langston led the recitation of the Pledge of Allegiance.

There were no public comments.

Motion Mr. Langston, seconded Mr. Culpepper to amend the agenda to include review and recommend the Jury approve the 2018 Road Program final change order. Motion carried unanimously.

Motion Mr. Langston, seconded Mr. Culpepper to amend the agenda to include review and recommend the Jury approve the 2018 Road Program substantial completion. Motion carried unanimously.

Motion Mr. Langston, seconded Mr. Culpepper to recommend the Jury replace the culvert at Quitman High School as requested by the Jackson Parish School Board. Motion carried.

The Committee discussed the need to create a policy for defining public roads. Ms. Magee asked that the Committee reach out to the full Jury for input to define "public use". Several characteristics were discussed with no action taken to recommend removal of any roads.

Motion Mr. Culpepper, seconded Mr. Langston to recommend the Jury accept the low bid of \$2,800 from Ritchie Tree Service, LLC to remove tree from 1889 Robinson Chapel Road. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to recommend the Jury take action to fix the drainage issue on Sleepy Hollow Road pending a legal review from Mr. Darrell Avery. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to recommend the Jury authorize the President to sign a 48 month lease with Louisiana CAT for a mini excavator for \$1,073.18 per month. Motion carried.

Motion Mr. Langston, seconded Mr. Culpepper to recommend the Jury approve the 2018 Road Program final change order. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to recommend the Jury approve the 2018 Road Program substantial completion. Motion carried.

Motion Mr. Langston, seconded Mr. Culpepper to adjourn. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to authorize the Road Department and Parish Engineer to repair the culvert at Quitman High School as requested by the Jackson Parish School Board. Motion carried.

Motion Mr. Langston, seconded Mr. Culpepper to award the low bid of \$2,800 from Ritchie Tree Service, LLC to remove tree from 1889 Robinson Chapel Road. Motion carried.

Motion Ms. Magee, seconded Mr. Culpepper to authorize the Road Department and Parish Engineer fix the Sleepy Hollow Road drainage issue pending legal review from Darrell Avery. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to authorize the President to sign a 48 month lease with Louisiana CAT for a mini excavator for \$1,073.18 per month. Motion carried.

Motion Mr. Treadway, seconded Ms. Cowans to approve the 2018 Road Program final change order. Motion carried.

Motion Mr. Langston, seconded Mr. Treadway to approve the 2018 Road Program substantial completion. Motion carried.

The President called for Management Reports.

The monthly Emergency/Off-Schedule Road Report was provided to the Jurors in their packets.

Motion Mr. Culpepper, seconded Mr. Langston to accept the September Emergency/Off-Schedule Road Report. Motion carried.

Mr. Robin Sessions presented the monthly Solid Waste Report.

Motion Mr. Culpepper, seconded Mr. Treadway to accept the September Solid Waste Report. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee to accept the September OEP Director's Report. Motion carried.

Ms. Gina Thomas presented the monthly Financial Report to the Jury with discussion on actual to budget comparisons. She stated that the 2017 final adjusting journal entries had been booked.

Motion Mr. Langston, seconded Mr. Culpepper to accept the September Financial Report. Motion carried.

The monthly Maintenance Report was provided to the Jurors in their packets.

Motion Mr. Langston, seconded Mr. Treadway to accept the September Maintenance Report. Motion carried.

The Jury moved on to Other Business.

Motion Mr. Treadway, seconded Mr. Langston to approve extending the agreement with Union Parish Landfill for an additional 2 years under the same terms. Motion carried.

Motion Mr. Treadway, seconded Mr. Langston to award low bid of \$6,120 from AAA Insulators & Sales Co. to cover exposed pipe with insulation. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to approve the 3rd quarter billing of the Second Judicial District Attorney. Motion carried.

Motion Ms. Magee, seconded Mr. Culpepper to approve the 2019 NACo membership and payment of dues. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to approve the 2019 SHRM Membership. Motion carried.

Motion Mr. Langston, seconded Mr. Culpepper to approve budget of \$1,200 appropriation to Trailblazer RC&D and authorize the President to sign the 2019 Cooperative Endeavor Agreement. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to adopt the updated Reimbursement Request Form and Travel Policy. Motion carried.

Motion Ms. Magee, seconded Mr. Langston to adopt the Electronic Tablet Acceptable Use Policy. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to approve the Annual Bridge Certification and authorize the President to sign the "Official Listing of Off-System Bridges" for 2018. Motion carried.

ANNUAL CERTIFICATION OF COMPLIANCE WITH STATE OF
LOUISIANA OFF SYSTEM BRIDGE REPLACEMENT PROGRAM

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges be maintained by each state; and

WHEREAS, the responsibility to inspect, rate and load post these bridges under the authority of Jackson Parish in accordance with those Standards is delegated by Louisiana Department of Transportation and Development to Jackson Parish,

THEREFORE, BE IT RESOLVED by the governing authority of Jackson Parish that the Parish in regular meeting assembled does hereby certify to the Louisiana Department of Transportation and Development (herein referred to as the DOTD) that for a period October 1, 2017 through September 30, 2018:
The Parish has performed all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.

All bridges owned and maintained by the Parish have been structurally analyzed and rated by the parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the LA DOTD for all bridges where the maximum legal load under Louisiana State law exceeds the load permitted under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish. Load Posting information has been updated by the Parish to reflect all structural changes, any obsolete structural ratings or any missing structural ratings.

All Parish owned or maintained bridges which require load posting or closing are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standard Manual Directive No. 1.1.1.8. All DOTD supplied load posting information concerning a bridge has been critically reviewed by the Parish Engineer prior to load posting.

All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplied to the Parish by the LA DOTD are noted.

Ward 1 – Yea, Ward 2 – Yea, Ward 3 – Yea, Ward 4 – Yea, Ward 5 – Yea, Ward 6 – Yea, Ward 7 – Yea

Yeas: 7
Nays: 0
Absent: 0
Abstaining: 0

Motion carried unanimously.

Motion Ms. Magee, seconded Mr. Culpepper to adopt the Parish Transportation Fund Certification for 2018 and authorize the President and Secretary-Treasurer to sign the Louisiana Compliance Questionnaire. Motion carried.

Motion Mr. McCarty, seconded Ms. Magee to authorize advertising for 2019 material bids. Motion carried.

Motion Mr. Culpepper, seconded Mr. Langston to approve a temporary loan from the General Fund to the Federal Grants Fund (OEP) of \$30,286.23 for the 2018 -2021 SHSP Grant. Motion carried.

Motion Mr. Treadway, seconded Ms. Magee to approve the maximum budget of \$4,500 and payment of bills for the 2018 Veteran’s Banquet. Motion carried.

Motion Ms. Magee, seconded Mr. Langston to accept sealed bids for surplus property. Motion carried.

- 2002 Ford F250 w/ Lift Gate VIN 7244: \$777.00 - James Durham, Lynn’s Enterprises
- 2001 Dodge 1500 Pickup VIN 0758: \$377.00 - James Durham, Lynn’s Enterprises

- (40) dumpster bins: \$177.00 - James Durham, Lynn's Enterprises
- Acer Windows Vista Laptop VIN 72000: \$1.00 – Nia Evans
- HP Lazerjet CP3525n ColorSphere Printer VIN 206P: \$1.00 – Nia Evans
- Hanns G computer monitor VIN FJ01: \$1.00 – Nia Evans
- Dell computer tower VIN 064-066: \$1.00 – Nia Evans
- iPhone 5: \$1.00 – Nia Evans
- Samsung Galaxy with Otterbox case (1 of 2): \$1.00 – Nia Evans
- Samsung Galaxy with Otterbox case (2 of 2): \$1.00 – Nia Evans
- IBM typewriter VIN 423884: \$1.00 – Nia Evans

Motion Mr. Culpepper, seconded Mr. Langston to authorize the Secretary-Treasurer to seek bids for Microsoft 365 and update the email domain to jppj.org. Motion carried.

It was moved by Mr. Culpepper, seconded by Mr. McCarty and carried to adopt the following to-wit:

STATE OF LOUISIANA
PARISH OF JACKSON

RESOLUTION
AUTHORIZING CIVICSOURCE[®] TO ADMINISTER
AN ADJUDICATED PROPERTIES SALE PROGRAM

WHEREAS, each year immovable property is adjudicated for non-payment of taxes, and

WHEREAS, adjudicated properties remain on the tax roll until redeemed or are either sold or transferred, and

WHEREAS, the resources to satisfy the legal requirements for adjudicated property sales are substantial, and

WHEREAS, there are currently no assurances of title insurance for adjudicated properties available for purchase, and

WHEREAS, many adjudicated properties are blighted and abandoned, and

WHEREAS, a sale program encourages redemptions and returns adjudicated properties to commerce, and

WHEREAS, title insurance provides investors the protection needed to redevelop adjudicated properties.

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. We hereby authorize the execution of a professional services agreement with CivicSource[®] to sell eligible adjudicated properties through online, market-driven public auctions and through an adjoining landowner program, and to perform all due diligence needed to both comply with applicable laws and to ensure purchasers the availability of title insurance.

Section 2. We hereby further authorize the execution of any legally required documents necessary to transfer title and interest in and to adjudicated properties purchased at public auction or by adjoining landowners, as set forth above.

This resolution was declared adopted on Monday, October 8th, 2018 at its regular meeting where a Quorum was present. The vote was as follows:

Ward 1 – Yea, Ward 2 – Yea, Ward 3 – Yea, Ward 4 – Yea, Ward 5 – Yea, Ward 6 – Yea, Ward 7 – Yea

Yeas: 7
Nays: 0
Absent: 0
Abstaining: 0

Motion carried unanimously.

Motion Mr. Culpepper, seconded Mr. Langston to authorize John J. Guth to create bid specs to replace the boiler and pumps in Courthouse and to advertise for sealed bids. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee award low bid of \$269,600 to Watson Well Drilling and Construction, LLP for the LCDBG Punkin Center Water Well project. Motion carried.

Motion Ms. Magee, seconded Mr. Langston to approve the LSU Ag Center requests for use of the Community Center on November 13th and January 8th.

Motion Mr. Culpepper, seconded Ms. Magee to remove the requested portion of Bell Lane from the Jackson Parish Road System. Motion carried.

The Secretary-Treasurer announced that a Certified Letter will be sent to the address of 2234 Country Road in response to a nuisance complaint.

Juror comments were the next item on the agenda. Each Juror thanked those in attendance with special thanks given to the efforts to paint the Museum building and to the Tourism Board for their work on the Thursday night concerts at the Veteran's Park. Ms. Rowe invited the public to attend. Mr. McCarty spoke about efforts to clean up the Parish.

Motion Mr. Culpepper, seconded Mr. Langston to adjourn. Motion carried.