

The Jackson Parish Police Jury met in regular session on Monday, May 13, 2019 at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Mr. Eddie Langston and Ms. Amy Magee. Also present: Darrell Avery, Assistant District Attorney.

The meeting was called to order by the President, Mr. McCarty. Mr. Culpepper gave the invocation and Mr. Treadway led in the recitation of the Pledge of Allegiance.

The President opened the floor for public comments.

Ms. Wilda Smith representing Jackson Parish Air-Med and the Jonesboro Chamber of Commerce stated that due to the storm, the Chamber After Hours event will be re-scheduled to May 23rd. She also spoke about the upcoming event for parents and students.

There being no other public comments or amendments, the President moved to the approval of minutes.

Motion Ms. Rowe, seconded Ms. Cowans to adopt the minutes of the April 8th, April 30th, and May 6th Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President called for committee reports.

Motion Ms. Rowe, seconded Mr. Culpepper to adopt the following minutes of the April 26th Finance Committee meeting. Motion carried.

*Finance Committee
April 26, 2019*

The Finance Committee met Friday, April 26, 2019 at 11:00 AM at the Dr. Charles H. Garrett Community Center, 182 , Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Mr. John McCarty, and Ms. Regina Rowe. Absent: none.

The meeting was called to order by the chair, Mr. McCarty. Mr. McCarty gave the invocation and Ms. Rowe led in the recitation of the Pledge of Allegiance.

There were no public comments.

Mr. Glen Kirkland, Jackson Parish Tax Assessor, presented the Committee with the 2018 tax millage information. They discussed anticipated amounts for 2019, the re-assessment to take place in the year 2020, and the current millages under the Police Jury. They discussed the procedures and timeline for adjusting the rates for 2019.

The Committee discussed the purchase of the building and land on Industrial Drive and the use of reserve funds to pay for the purchase.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Police Jury transfer \$472,499.20 from the Statutory Reserve Fund to the General Fund and to amend the 2019 budget to pay for the purchase, closing fees, settlement fees, and other related costs for the building and land on Industrial Drive. Motion carried.

The Secretary-Treasurer presented the Committee with 2019 budget amendments.

Motion Ms. Rowe, seconded Mr. Culpepper to recommend the Police Jury amend the 2019 budget for the following:

- *013-4-600-08500 Capital Construction-Contracted – increase \$29,795 for mold removal and wall repairs and painting in D.A.'s office*
- *001-4-194-04500 General Maintenance Surveillance - increase \$1,500 for Blake Building repairs*
- *011-4-341-08300 Solid Waste Surveillance/Enforcement - increase \$12,000 for repairs*
- *001-4-195-02700 Community Center Building Repairs - increase \$2,000 for roof repairs*
- *001-4-195-03200 Community Center Supplies - increase \$1,000*
- *017-4-800-00000 Coroner Building Repairs/Renovations - increase \$5,000 for roof repairs*
- *001-4-151-03500 General Finance - increase \$10,500 for state tax fees to Department of Revenue*

Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to recommend the Police Jury adopt the recommended credit card policy and authorize the Secretary-Treasurer to be issued a credit card. Motion carried.

Mr. Robin Sessions, Solid Waste Superintendent, presented the Committee with recommended land purchases to build two future model bin sites.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Policy Jury authorize the purchase of the 3 acres of land located on the corner of Highway 146 and 155 and for the 5 acres located at the intersection of Highway 34 and Zoar Road. Motion carried.

The Committee discussed the Turnaround Policy. They discussed keeping the current policy of splitting the cost of the turnaround with the School Board if it is determined that a turnaround would not benefit the Police Jury Road System. The Committee discussed having the Parish Engineer review and make this determination. They also discussed having a list provided by the School Board so that they can make plans.

The Secretary-Treasurer stated these changes would be incorporated into the Turnaround Policy and presented at the May 6th Business Session.

Motion Ms. Rowe, seconded Mr. Culpepper to adjourn. Motion carried.

Motion Mr. Treadway, seconded Ms. Cowans to transfer \$472,499.20 from the Statutory Reserve Fund to the General Fund and to amend the 2019 budget to pay for the purchase, closing fees, settlement fees, and other related costs for the building and land on Industrial Drive. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to approve the following budget amendments:

- 013-4-600-08500 Capital Construction-Contracted – increase \$29,795 for mold removal and wall repairs and painting in D.A.'s office
- 001-4-194-04500 General Maintenance Surveillance - increase \$1,500 for Blake Building repairs
- 011-4-341-08300 Solid Waste Surveillance/Enforcement - increase \$12,000 for repairs
- 001-4-195-02700 Community Center Building Repairs - increase \$2,000 for roof repairs
- 001-4-195-03200 Community Center Supplies - increase \$1,000
- 017-4-800-00000 Coroner Building Repairs/Renovations - increase \$5,000 for roof repairs
- 001-4-151-03500 General Finance - increase \$10,500 for state tax fees to Department of Revenue

Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to adopt the Credit Card Policy and authorize the Secretary-Treasurer to be issued a credit card. Motion carried.

Motion Mr. Culpepper, seconded Ms. Cowans to authorize the purchase of the 3 acres of land located on the corner of Highway 146 and 155 and for the 5 acres located at the intersection of Highway 34 and Zoar Road for the Solid Waste Department. Motion carried.

The President called for monthly management reports.

Mr. Jody Stucky, Road Department Superintendent, presented the April 2019 Road Report stating that there was \$26,485.64 spent on emergency call-outs. He updated the Jury on progress with the 2019 Road Program and the stump removal at the Jackson Parish Golf Course. Mr. Stuckey presented the Jury with the work done by the parish road crews to clear trees and storm debris from the roads. He stated that 15 men had worked 736 hours the week of May 6th and that there were at least 50 parish roads impacted by storm damage.

Motion Mr. Culpepper, seconded Ms. Cowans to accept the April 2019 emergency/off-schedule report. Motion carried.

Mr. Robin Sessions, Solid Waste Department Superintendent, presented the April 2019 Solid Waste Report. He stated that the Solid Waste Department had processed 350 tons from Thursday through Sunday and that they had been working extended hours to assist with the storm relief.

Mr. Mark Treadway, Parish O.E.P. Director, presented the April 2019 O.E.P. report and updated the Jury on the communications and actions taken since the May 8th storm. He stated that there had been and would continue to be Emergency Operations Center (EOC) meetings held with key personnel. He said that the National Guard crew had commended the Parish for the cleanup efforts so far stating that the Fire Departments, Police Jury crews, and Sheriff's Office personnel had done a great job. The Jury asked about being able to access and assist residents on private roads. A.D.A. Darrell Avery stated that he would look into the possibilities of assisting residents on private roads.

Ms. Gina Thomas, Secretary-Treasurer, presented the April 2019 Financial Report with details on the budget vs. actual activity for all funds. She discussed the timing of key revenues throughout the year and stated that they were on track for expenditures with 34% of budgeted expenses processed for the year-to-date. She announced the notification from FEMA regarding the floodplain mapping had been received and that more information would be released as they began the process to adopt and implement the ordinance.

Mr. Bubba Anderson, Maintenance Superintendent, presented the April 2019 Maintenance Report. He updated the Jury on the progress to abate and repair the walls in the D.A.'s office as well as the progress made to replace the boiler and pump system at the Courthouse.

With the completion of Management Reports, the President moved to Other Business.

Mr. Paul Riley, Parish Engineer with Riley Co. of Louisiana, presented the April 2019 engineering report giving an updated on the 2019 Road Program.

Motion Mr. Culpepper, seconded Mr. Treadway to authorize the President to sign the Project Sponsor Certification for the Recreation District Tennis Courts Project. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to authorize the President to sign the Project Co-Sponsor Agreement for the Recreation District Tennis Courts Project. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to authorize the President to sign the "Boundary Map" for the LWCF Grant Application. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the recommended Turnaround Policy. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to appoint Brandon Brown, representing as Jonesboro Fire Chief, to a three-year term from May 13, 2019 - May 13, 2022 on the Jackson Parish Communication Board. Motion carried.

Motion Mr. Culpepper, seconded Ms. Rowe to approve the recommended extension of probationary employment period for Morgan Roberson at the Health Unit until 5/27/2019. Motion carried.

Motion Mr. Treadway, seconded M.s Cowans to authorize the Police Jury President to set the OEP Director's annual salary based on the EMPG grant. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to adopt the recommended Callout Policy. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the recommended Holiday Hour policy. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to adopt the recommended Scaler Pay Policy. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to approve the quote from DSC Security for \$6,995 for a camera security system at the Road Department. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to approve the quote of \$3,411.77 from Otis Elevator Company for a keypad entry to the fourth floor in the Courthouse. Mr. Treadway asked that the Jury table this item to see if they could possibly use a padlock on the gated door instead of installing a keypad.

Motion Mr. Treadway, seconded Mr. Culpepper to table the approval of the quote of \$3,411.77 from Otis Elevator Company for a keypad entry to the fourth floor in the Courthouse. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to approve the Maintenance proposal for updated microphone equipment at the Community Center. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to approve the request from Pilgrim Rest Baptist Church to purchase the 10% interest in property for fair market value of \$400. Motion carried.

Being no further business, the President opened the floor for announcements:

The Secretary-Treasurer presented the Jury with the recommended actions to assist in the storm clearing efforts.

Motion Mr. Treadway, seconded Mr. Culpepper to amend the agenda to include the approval of the recommended temporary organizational changes to assist with the storm clearing efforts. Motion carried unanimously.

Motion Mr. Culpepper, seconded Mr. Treadway to approve the following temporary actions to assist in the storm clearing efforts:

- Extended hours for Solid Waste until 5:30 PM from 5/13 – 5/17 and full 8-hour Saturday shift through June 30th
- Extended hours for Road Department from 6:30 AM – 6:30 PM 5/13 – 5/17 and until 5:30 PM through June 30th
- Appropriate one Solid Waste boom truck and operator and one to two Maintenance personnel to the Road Department through June 30th
- Rental of excavator for Solid Waste, excavator for Road, and bulldozer for Road

Motion carried.

OEP Director, Mark Treadway, announced that 100 tarps had been given out and that there were more available along with bottle water for those in need.

The Secretary-Treasurer announced that they would be publishing a Press Release in the newspaper and on the Police Jury website with information on the storm efforts and contact information for those affected.

The President proceeded to Juror comments.

The Jurors gave their thanks to the Jackson Parish residents for the cleanup efforts from the storm with special recognition given to Entergy for restoring power parish-wide. They also re-affirmed that they would research what could be done to assist those living on non-public roads.

Motion Ms. Rowe, seconded Mr. Culpepper to adjourn. Motion carried.