

April 8, 2019
Jonesboro, Louisiana

www.jacksonparishpolicejury.org

The Jackson Parish Police Jury met on Monday, April 8, 2019 at 5:15 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana to conduct a public hearing to receive comments on the housing and community development needs of Jackson Parish and discuss the submission of an application for funding. Members Present: Mr. Todd Culpepper, Mr. Eddie Langston, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Ms. Amy Magee. Also present: Darrell Avery, Assistant District Attorney.

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

The President opened the floor for public comments on the housing and community development needs of Jackson Parish and to discuss the submission of an application for funding. Topics for discussion were as follows:

- The amount of funds available for proposed community development and housing activities
- The range of activities available that may be undertaken, including the estimated amount of funds proposed to be used for activities that will benefit persons of low and moderate incomes
- The plans of the Police Jury for minimizing displaced persons as a result of activities assisted with such funds and the benefits to be provided by the Police Jury to persons actually displaced as a result of such activities
- The Police Jury's past performance on LCDBG projects funded by the State of Louisiana

Ms. Magee arrived at the Public Hearing.

With no comments being made, the President called for the public hearing to be closed.

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

April 8, 2019
Jonesboro, Louisiana

www.jacksonparishpolicejury.org

The Jackson Parish Police Jury met in regular session on Monday, April 8, 2019 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: Darrell Avery, Assistant District Attorney.

The meeting was called to order by the President, Mr. McCarty.

There were no public comments.

Mr. Langston introduced an amendment to the agenda to consider and act on the request from the Recreation District Board to have the Road Department perform a site survey, excavate approximately 10-15 tree stumps, and to provide dirt and site preparation for the construction of a new storage building at the Jackson Parish Golf Course. The Jury discussed reimbursement for the requested work and the details of the request. There were no public comments on the amendment.

Motion Mr. Langston, seconded Mr. Culpepper to amend the agenda to include consider and act on the requested work from the Recreation District Board. Motion carried unanimously and the item was added to the agenda as item 6a.

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

Motion Mr. Treadway, seconded Ms. Rowe to adopt the minutes of the March 11th, March 26th, and April 1st Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President called for monthly management reports.

Mr. Jody Stucky, Road Department Superintendent, presented the March 2019 Road Report stating that there was \$7,519.21 spent on emergency call-outs.

Motion Mr. Treadway, seconded Ms. Rowe to accept the March 2019 emergency/off-schedule report. Motion carried.

Ms. Rowe asked about the status of the requested work on the Hwy 4 bin site. Mr. Stuckey stated that he believed the damage was located on the state's right-of-way and that they would have to be contacted. Ms. Rowe requested that this be done to prevent further damages.

Mr. Robin Sessions, Solid Waste Department Superintendent, presented the March 2019 Solid Waste Report and stated that they would continue to progress with land acquisitions for future model bin sites.

Mr. Mark Treadway, Parish O.E.P. Director, presented the March 2019 O.E.P. report and stated that the SHSP and EMPG grants would be filed for reimbursement. He also presented the Jury with an AquaDam product for flood issues.

Ms. Gina Thomas, Secretary-Treasurer, presented the March 2019 Financial Report with details on the budget vs. actual activity for all funds. She discussed the status of revenues and expenses for the first quarter in relation to the budget and stated that revenues for the year were at 8% of budget and expenses were at 23%. She announced the 2018 on-site audit fieldwork was completed and discussed upcoming flood training for Flood Plain Administrators.

Mr. Bubba Anderson, Maintenance Superintendent, presented the March 2019 Maintenance Report. He stated that the department had been working on landscaping and had started conducting daily maintenance meetings and work order reviews that have improved planning, cost reduction, and accountability in the department.

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

The Jury discussed the request from the Recreation District Board for work to be performed at the Jackson Parish Golf Course to prepare the land for a new storage building. Mr. Langston stated that the Recreation District would pay for the materials used and that the Jury has the equipment to perform the requested work.

Motion Mr. Culpepper, seconded Mr. Treadway to authorize the Road Department to excavate the tree stumps and use the dirt pit to spread and prepare the land for the Recreation District's storage building with the understanding that they would not perform a site survey and that the Recreation District would reimburse the Police Jury for the cost of the materials. Motion carried.

Mr. Langston requested that the Jury create a policy for letters of request.

Mr. Paul Riley, Parish Engineer with Riley Co. of Louisiana, presented the March 2019 engineering report.

Motion Mr. Culpepper, seconded Mr. Langston to award Contract I to Amethyst Construction, Inc. for \$729,575 for the 2019 Road Program. Motion carried.

Motion Ms. Rowe, seconded Ms. Magee to award Contract II to Dreher Contracting, LLC for \$245,715 for the 2019 Road Program. Motion carried.

Motion Ms. Magee, seconded Mr. Treadway to authorize the Riley Co. to request proposals for the handicapped parking project at the Courthouse, not to include changes to the ramp. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to hire the Riley Co. as engineers on the Hospital Drainage Project and to authorize work on Phase II. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to adopt a resolution for the 2019 LCDBG project management. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee to adopt the 2019 LCDBG Procurement Policy. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the following 2019 LCDBG Procurement Resolution. Motion carried.

**PROCUREMENT POLICY
RESOLUTION
BY THE
Jackson Parish Police Jury**

WHEREAS, the Jackson Parish Police Jury has been afforded the opportunity to apply and participate in the State of Louisiana 2020/2021 Community Development Block Grant Program administered by the Division of Administration; and,

WHEREAS, the STATE requires the establishment of uniform procedures in compliance with OMB Circular A-102;

NOW THEREFORE BE IT RESOLVED, by the Jackson Parish Police Jury, that the attached policy entitled "Procurement Procedures Relative to the LCDBG Program" is hereby adopted.

Passed, approved and adopted this 8th day of April 2019.

Motion Ms. Cowans, seconded Mr. Treadway to adopt the 2019 LCDBG Citizen Participation Plan. Motion carried.

Motion Mr. Treadway, seconded Ms. Cowans to adopt the following 2019 LCDBG Citizen Participation Resolution. Motion carried.

**CITIZEN PARTICIPATION PLAN
RESOLUTION
BY THE
Jackson Parish Police Jury**

WHEREAS, the Jackson Parish Police Jury has been afforded the opportunity to apply and participate in the State of Louisiana 2020/2021 Community Development Block Grant Program administered by the Division of Administration; and,

WHEREAS, the STATE requires Grantees to establish procedures to ensure adequate citizen participation with the program;

NOW THEREFORE BE IT RESOLVED, by the Jackson Parish Police Jury, that the attached policy entitled "Citizen Participation Plan", dated April 8, 2019 is hereby adopted.

Passed, approved and adopted by the Jackson Parish Police Jury, Parish of Jackson, State of Louisiana, on the 8th day of April, 2019.

Motion Ms. Rowe, seconded Mr. Treadway to accept the low bid of \$159,000 from Mechanical Systems and Services for the Courthouse boiler and pumps replacement project. Motion carried.

Motion Ms. Magee, seconded Ms. Cowans to accept the proposal from TEC for an updated phone system for the Police Jury. Motion carried.

Motion Ms. Rowe, seconded Ms. Cowans to accept the proposal of \$21,845 from 1 Priority Environmental and SEMS for abatement services in the D.A.'s office of the courthouse. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to accept the low bid of \$7,950 from Dodson Enterprises, Inc. for wall repair and painting in the D.A.'s office of the courthouse. Motion carried.

Motion Mr. Treadway, seconded Ms. Magee to authorize the Secretary-Treasurer to sign the 2019 insurance renewal with Blue Cross Blue Shield. Motion carried.

Motion Ms. Rowe, seconded Ms. Cowans to authorize the Secretary-Treasurer to sign all documents and process payments related to the purchase and closing of the building and land on Industrial Drive. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to authorize the Secretary-Treasurer to advertise and seek bids on contract work and internet and phone services for the building and land at Industrial Drive. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to adopt a resolution to renew Ordinance 04-0409-2007 for another 6-year cycle expiring April 8, 2025 providing for a single ambulance service in Jackson Parish. Motion carried.

Motion Mr. Langston, seconded Mr. Treadway to re-appoint Mary Hoover and Mark Culpepper from Ward 5 to a three-year term expiring on April 8th, 2022 on the Heritage Museum Board. Motion carried.

Motion Ms. Rowe, seconded Ms. Magee to authorize Darrell Avery to draft an agreement with the 911 Board to re-locate the 911 office to the Blake Building for \$100 monthly rent and to authorize the President to sign it. Motion carried.

Being no further business, the President called for the following announcements:

- The Secretary-Treasurer announced the issuance of 2019 Class B and Retail Liquor permits to B&M at Caney Lake, LLC.
- The Secretary-Treasurer announced that the 2019 Employee Health Insurance Event would be held at the Community Center on April 25th.

The President proceeded to Juror comments.

Mr. Culpepper stated that he wanted to go on record due to the information received from the Louisiana Office of Alcohol and Tobacco Control regarding the parish's wet/dry status by ward. He stated that Ward 1 voted to be "dry" in the local area elections and that he would be against issuing any alcohol permits in Ward 1.

Mr. Treadway thanked those in attendance with a special thanks to Mr. Murphy Chestnut from Representative Ralph Abraham's office.

Mr. Langston stated that he would like to see a policy that all letters of request be given to all jurors.

Motion Ms. Rowe, seconded Ms. Cowans to adjourn. Motion carried.