

January 14, 2019
Jonesboro, Louisiana

www.jacksonparishpolicejury.org

The Jackson Parish Police Jury met on Monday, January 14, 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 2019 Consolidated Budget. Members Present: Mr. Todd Culpepper, Ms. Amy Magee, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Mr. Eddie Langston and Mr. John McCarty.

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

The President called for public comments on the 2019 Consolidated Budget. There were no public comments.

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

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The Jackson Parish Police Jury met in regular session Monday, January 14, 2019, at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Mr. Eddie Langston. Also present: Mr. Darrell Avery, Assistant District Attorney.

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

The President announced that there would be an election for the 2019 officers. The floor was opened for nominations for President.

Mr. Treadway nominated Mr. McCarty for President. Mr. Culpepper nominated Ms. Magee for President. There were no other nominations.

A roll call vote was taken:

<u>MEMBERS</u>	<u>Ms. Magee</u>	<u>Mr. McCarty</u>	<u>ABSENT</u>	<u>ABSTAINING</u>
(Ward 1) Todd Culpepper	X			
(Ward 2) Eddie Langston			X	
(Ward 3) Amy Magee	X			
(Ward 4) John McCarty		X		
(Ward 5) Niki Cowans	X			
(Ward 6) Regina Rowe		X		
(Ward 7) Lynn Treadway		X		

There being a tie, the election of officers was tabled until all Jurors could be present to vote.

Motion Ms. Rowe, seconded Mr. McCarty to table the election of the 2019 Vice President until the 2019 President is elected. Motion carried.

Motion Ms. Magee, seconded Ms. Cowans to table the presentation of 2019 Police Jury Committee Members until the 2019 President is elected. Motion carried.

The President called for public comments.

Ms. Wilda Smith spoke about a potential ACT Work Ready Program and stated that there would be an upcoming Chamber After Hours event to share information with the community.

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

Motion Mr. Treadway, seconded Mr. Culpepper to adopt the minutes of the December 17th and January 7th Jury Meetings, monthly purchase orders, and the payment of all bills. Motion Carried.

The President called for monthly management reports.

Mr. Jody Stucky presented the December 2018 Road Superintendent's Report stating that there was \$28,522.83 spent on emergency call-outs. He updated the Jury with the work performed on the culvert replacement at Wolverine Drive, the grading of Chatham Levy Road and alley, and the culvert replacements on Keppler Creek Road.

Motion Mr. Treadway, seconded Ms. Magee to accept the December 2018 emergency/off-schedule report. Motion carried.

Mr. Robin Sessions presented the December 2018 Solid Waste Superintendent's Report. He updated the Jury with the tonnage collected during the Christmas and New Year's holidays and stated that the tonnage collected had increased from 2017 to 2018.

Motion Mr. Culpepper, seconded Ms. Magee to accept the December 2018 Solid Waste Superintendent's Report. Motion carried.

Mr. Paul Riley updated the Jury on the 2019 road program and requested a Buildings & Grounds Committee Meeting to present possible plans to address the Courthouse handicapped parking areas. He gave a status report on the Sleepy Hollow Drainage Project and the Hospital Drainage Project stating that it is pending approval for the extension. Once approved, they will update the budget and begin wetlands mitigation and the process of obtaining servitudes from property owners.

Motion Mr. Treadway, seconded Mr. Culpepper to accept the Engineer's Report. Motion carried.

Mr. Mark Treadway discussed the GOHSEP activity for December 2018 and notified the Jury of the minimum threshold of \$61,515 in damages required in order to for Jackson Parish to request public assistance from FEMA. Motion Ms. Cowans, seconded Ms. Magee to accept the Engineer's Report. Motion carried.

Ms. Gina Thomas presented the December 2018 Financial Report with details on the budget vs. actual activity for all funds. She stated that the Administrative Department would be able to book their own accruals for 2018 due to the updated software and that final numbers would be available after February.

Motion Mr. Culpepper, seconded Mr. McCarty to accept the December 2018 Financial Report. Motion carried.

Ms. Gina Thomas presented the December 2018 Maintenance Report in the absence of Mr. Bubba Anderson. She stated that they had completed work on Christmas lights and had taken them all down in January. They were also working with contracted services and engineers on the Courthouse boiler, chiller, and air handling systems.

Motion Mr. Culpepper, seconded Ms. Cowans to accept the December 2018 Maintenance Report

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

Motion Mr. Treadway, seconded Mr. McCarty to approve the 2018 Amended Consolidated Budget. Motion carried.

The following Ordinance was offered:

ORDINANCE NO. 01-0114-2019
2019 CONSOLIDATED BUDGET

Fund Balances-Beginning	2018 Actual as of 9/30/2018	2018 Forecast as of 12/31/2018	2018 Final Amended Budget	2019 Proposed Consolidated Budget	2018 Year End vs. 2019 Budget
FUND BALANCES – BEGINNING	\$16,123,133	\$16,123,133	\$16,123,133	\$15,150,398	0.0%
<u>CONSOLIDATED REVENUE</u>					
Local Sources:					
Taxes Collected:					
Ad Valorem	\$1,152,802	\$1,153,507	\$1,153,507	\$1,138,900	0.0%
Sales & Use	\$1,766,251	\$2,049,420	\$2,049,420	\$2,220,000	0.0%
Other Taxes & Rev. Collected	\$91,252	\$91,983	\$91,983	\$89,000	0.0%
Licenses & Permits	\$7,813	\$11,791	\$11,791	\$10,932	0.0%
Intergovernmental Revenues:					
State Funds:					
Severance Taxes	\$480,353	\$636,743	\$636,743	\$580,000	0.0%
Parish Transportation Funds	\$2,144,516	\$2,242,623	\$2,242,623	\$2,245,000	0.0%
State Revenue Sharing	\$42,234	\$63,953	\$63,953	\$62,400	0.0%
State Aid Grants	\$57,318	\$96,925	\$96,925	\$285,625	0.0%
Other State Taxes & Rev. Collected	\$70,849	\$73,298	\$73,298	\$73,000	0.0%
Federal Revenue	\$56,520	\$58,707	\$58,707	\$56,512	0.0%
Fees for Services	\$205,775	\$273,352	\$273,352	\$256,700	0.0%
Other Income (Interest, Refunds, Scrap, etc.)	\$125,872	\$237,875	\$237,875	\$152,630	0.0%
Library Revenue (incl. taxes, fees, grants)	\$1,605,207	\$1,648,947	\$1,648,947	\$1,604,600	0.0%
TOTAL REVENUE	\$7,806,763	\$8,639,123	\$8,639,123	\$8,775,298	0.0%
<u>CONSOLIDATED EXPENSES</u>					
General Government:					
Legislative	\$129,797	\$184,848	\$184,848	\$195,149	0.0%
Judicial	\$49,268	\$138,283	\$138,283	\$145,195	0.0%
Elections	\$472	\$309	\$309	\$45,000	0.0%
Finance & Administrative	\$379,321	\$413,818	\$413,818	\$397,999	0.0%
Other General Government	\$33,296	\$38,117	\$38,117	\$35,731	0.0%
Public Safety	\$420,213	\$609,738	\$609,738	\$614,216	0.0%
Public Works:					
Road/Asphalt Department	\$2,261,748	\$2,771,524	\$2,771,524	\$2,841,280	0.0%
2019 Road Program	\$119,339	\$1,062,636	\$1,062,636	\$1,150,000	0.0%
Solid Waste Department	\$1,179,954	\$1,594,339	\$1,594,339	\$1,872,784	0.0%
Building & Grounds Maintenance	\$369,711	\$474,917	\$474,917	\$487,240	0.0%
Library	\$1,035,650	\$1,443,894	\$1,443,894	\$1,793,500	0.0%
Health & Welfare	\$99,680	\$124,255	\$124,255	\$131,750	0.0%
Coroner's Office	\$61,542	\$77,214	\$77,214	\$94,144	0.0%
Office of Emergency Preparedness	\$42,538	\$77,841	\$77,841	\$52,820	0.0%
Culture & Recreation	\$1,396	\$6,273	\$6,273	\$20,400	0.0%
Capital Projects & Improvements	\$25,903	\$615	\$615	\$479,150	0.0%
Appropriations & Services Provided	\$51,368	\$90,755	\$90,755	\$97,343	0.0%
Grants Issued	\$115,667	\$184,556	\$184,556	\$352,850	0.0%
Debt Service (Principal & Interest)	\$299,720	\$317,925	\$317,925	\$319,685	0.0%
TOTAL EXPENSES	\$6,676,583	\$9,611,858	\$9,611,858	\$11,126,236	0.0%
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In	\$1,860,000	\$2,027,871	\$2,027,871	\$1,589,685	0.0%
Transfers Out	(\$1,860,000)	(\$2,027,871)	(\$2,027,871)	(\$1,589,685)	0.0%
TOTAL OTHER FINANCING SOURCES	\$0	\$0	\$0	\$0	0.0%

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$1,130,180</u>	<u>(\$972,735)</u>	<u>(\$972,735)</u>	<u>(\$2,350,938)</u>	<u>0.0%</u>
FUND BALANCES – ENDING	<u>\$17,253,313</u>	<u>\$15,150,398</u>	<u>\$15,150,398</u>	<u>\$12,799,460</u>	<u>0.0%</u>

Motion Ms. Cowans, seconded Mr. Culpepper to adopt Ordinance 01-0114-2019 for the 2019 Consolidated Budget. Motion carried by unanimous vote.

This Ordinance was adopted this 14th day of January, 2019.

Motion Mr. Culpepper, seconded Mr. Treadway to set 5:30 P.M. of the second Monday of each month at the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana as the official time, date, and location for all regular meetings of the Jackson Parish Police Jury for 2019. Motion carried.

Motion Mr. Culpepper, seconded Ms. Cowans to table adopting a resolution authorizing the 2019 President and Vice President signatures be added to the signature cards for bank accounts at Jonesboro State Bank and authorize co-signatures with the Payroll and Accounts Payable Clerks in the absence of the Secretary-Treasurer until the 2019 Officers are elected. Motion carried.

Motion Ms. Magee, seconded Mr. McCarty to adopt the 2019 Jury Holiday Schedule as follows:

- January 1 – New Year’s Day
- January 21 – Martin Luther King Jr. Day
- February 18 – President’s Day
- April 9 – Good Friday
- May 27 – Memorial Day
- July 4 – Independence Day
- September 2 – Labor Day
- November 11th – Veteran’s Day
- November 28 – Thanksgiving Day
- November 29 - Thanksgiving Holiday
- December 24 – Christmas Eve
- December 25 – Christmas Day
- December 31 – New Year’s Eve

Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to authorize the President to sign the Cooperative Endeavor Agreement and release the appropriation of \$4,132.54 to the LA Department of Veteran Affairs. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee to authorize the President to sign the 2019 budget for the North Louisiana Criminalistics Laboratory. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to approve professional leave travel for the Secretary-Treasurer to attend the PJAL Convention February 13th – 15th and the LA GFOA Winter Workshop February 19th – 21st. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee to approve professional leave travel for Accounts Payable Clerk to attend the LA GFOA Winter Workshop February 19th – 21st. Motion carried.

The Secretary-Treasurer explained the topics that would be covered in the sessions in relation to work to be performed on the fixed assets in 2019.

With the completion of Other Business, the President moved to Announcements and Notifications.

The Secretary-Treasurer updated the Jurors and those in attendance with a 2018 recap of work performed and projects completed.

Mr. Culpepper requested that a special meeting be called at the earliest convenience to elect 2019 officers.

Mr. Treadway stated that the NLEP Annual Banquet was set for Thursday, January 17th and that he needed to know how many Jurors would be attending.

The Jurors thanked those in attendance and for the work done by the Police Jury departments in 2018.

Motion Mr. Treadway, seconded Mr. McCarty to adjourn. Motion carried.