

The Jackson Parish Police Jury met in regular session Monday, October 9, 2017 at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members Present: Todd Culpepper, Eddie Langston, Amy Magee, John McCarty, Regina Rowe, and Lynn Treadway. Absent: Maxie Monroe. Also present: Darrell Avery, Assistant District Attorney.

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

The following amendments were offered:

- Motion Mr. Culpepper, seconded Mr. Treadway to amend the agenda to include a resolution calling for a special election for Saturday, March 24, 2018 for the Library Tax Renewal. Motion carried.
- An amendment to approve the appointment of William A. Jimmerson Jr. to complete the term of Sylvia Pagan at the Quitman Fire Protection District 1 was offered and was voted "Nay" by Ms. Rowe and deferred to the Personnel Committee.

The President opened the floor for public comments.

Ms. Marcie Nelson presented on the status of the Library.

Motion Ms. Magee, seconded Mr. McCarty to approve minutes of the September 11th Jury meeting, the September financial report, and the payment of all bills. Motion carried.

The President called for Committee Reports.

Ms. Rowe gave the report of the September 29th Personnel Committee meeting.

*Personnel Committee
September 29, 2017*

The Personnel Committee met Friday, September 29, 2017, at 5:15 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse. Members present: Ms. Amy Magee, Ms. Maxie Monroe, and Ms. Regina Rowe. Also present: Mr. Eddie Langston.

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

Public Comments:

Ms. Tammy Collinsworth spoke about her work done as the Interim OEP Clerk and asked for clarification on the time period for "interim".

Motion Ms. Monroe, seconded Ms. Magee to recommend that the jury approve a promotion of Leroy Bryant of the Road Department to Operator 2 at the pay rate of \$13.53 per hour. Motion carried.

Motion Ms. Magee, seconded Ms. Monroe to recommend that the jury approve the termination of Christopher Wyatt of the Road Department for violation of the Personnel Policy. Motion carried.

Motion Ms. Magee, seconded Ms. Monroe to recommend that the jury amend the Personnel Policy to allow for a 15 business day hold on an employee's current position while they train for another position with the Police Jury. If the employee would like to return to their original position, it will be reserved for them for 15 business days, after that period, they can continue training, but their original position will no longer be guaranteed to them. Motion carried.

Motion Ms. Monroe, seconded Ms. Magee to recommend that the jury discontinue the role of Interim OEP Clerk as of November 1st. Motion carried.

Motion Ms. Monroe, seconded Ms. Magee to adjourn. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to approve the minutes of the September 29th Personnel Committee meeting. Motion carried with Mr. Culpepper voting "Nay".

Mr. McCarty gave the report of the October 2nd Finance Committee meeting.

*Finance Committee
October 2, 2017*

The Finance Committee met Monday, October 2, 2017, at 5:30 in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Mr. John McCarty, Ms. Regina Rowe and Mr. Lynn Treadway. Also present: Mr. Todd Culpepper, Mr. Eddie Langston, Ms. Maxie Monroe, and Mr. Darrell Avery, Assistant District Attorney.

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

Public Comments:

Ms. Marcie Nelson thanked the Jury for their consideration of the additional parking lot for the Jackson Parish Library and explained the uses and needs for additional and handicapped spaces.

Mr. Culpepper addressed the inconvenience of Friday evening meetings, the need for a jury presence within the OEP office, and asked that the committee not change the current policy for municipality appropriations.

Ms. Monroe spoke about the history of municipality appropriations.

Motion Mr. Treadway, seconded Ms. Rowe to recommend that the Jury pay 2017 appropriations of \$7,500.00 to the municipalities that met with non-compliance standards and to deduct any outstanding coroner's fees. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to recommend that the Jury exclude Chatham from the 2017 municipal appropriations in order to rebuild Lewis Street. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to recommend that the Jury reserve the decision to pay municipal appropriations until the fourth quarter in order to determine if funds are available. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to recommend that the Jury pay their portion of the tax settlement of the Jackson Parish Tax Collection Agency and Enable Gas Transmission, LLC (EXCO) of an estimated \$88,000 in one full payment. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to recommend that the Jury authorize the President to sign the contract with Riley Company of Louisiana for the design and technical services for the Library parking lot project. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to recommend that the Jury request a letter and continued legal work from Mr. Darrell Avery on behalf of the Watershed District for contract work done on the pier. Motion carried.

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

Motion Mr. Treadway, seconded Ms. Magee to approve the minutes of the October 2nd Finance Committee meeting. Motion carried.

Mr. Treadway gave the report of the October 2nd Building and Grounds Committee meeting.

*Building & Grounds
October 2, 2017*

The Building & Grounds Committee met Monday, October 2nd at 6:15 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Ms. Amy Magee, Mr. John McCarty and Mr. Lynn Treadway. Also present: Mr. Eddie Langston, Ms. Maxie Monroe, Ms. Regina Rowe, and Mr. Darrell Avery, Assistant District Attorney.

The meeting was called to order by the chair, Mr. Treadway.

There were no public comments.

The committee discussed the need for alternative storage for the Clerk of Court since the Nash Building will be going up for sale.

Motion Ms. Magee, seconded Mr. McCarty to recommend that the Jury obtain an estimate to convert the fourth floor of the Jackson Parish Courthouse from a jail to a climate controlled storage area. Motion carried.

Motion Ms. Magee, seconded Mr. McCarty to adjourn. Motion carried.

Motion Mr. McCarty, seconded Ms. Rowe to approve the minutes of the October 2nd Building and Grounds Committee meeting. Motion carried.

Ms. Magee gave the report of the October 2nd Road Committee meeting.

*Road Committee
October 2, 2017*

The Road Committee met Monday, October 2, 2017, at 6:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Ms. Amy Magee, Mr. Eddie Langston and Mr. Lynn Treadway. Also present: Mr. John McCarty, Ms. Maxie Monroe, Ms. Regina Rowe, and Mr. Darrell Avery, Assistant District Attorney.

The meeting was called to order by the chair, Ms. Magee.

Motion Mr. Langston, seconded Mr. Treadway to amend the agenda to include a discussion on performing standard maintenance to Arbin Culpepper Road. Motion carried.

Public Comments:

Ms. Sylvia Baker inquired about the availability of jury meeting recordings.

Mr. Avery updated the committee on the legal status of Arbin Culpepper Road and stated that he has requested a pretrial date.

Motion Mr. Langston, seconded Mr. Treadway to recommend that the Jury remove Ranger Road from the Parish Road System as requested by the residents of Ranger Road. Motion carried.

The committee discussed the need for a policy to determine the responsible party to pay for moving waterlines out of parish right of ways prior to work being performed.

Motion Mr. Treadway, seconded Mr. Langston to recommend that the Jury pay for a portion of the waterlines to be moved on Lindy Lane to allow for road repairs. Motion carried.

Motion Mr. Treadway, seconded Mr. Langston to recommend that the Jury approve grading and general maintenance be performed on Arbin Culpepper Road. Motion carried.

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

Motion Mr. Treadway, seconded Ms. Magee to approve the minutes of the October 2nd Road Committee meeting. Motion carried.

*Road Committee
October 9, 2017*

The Road Committee met Monday, October 9, 2017, at 5:15 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members present: Ms. Amy Magee, Mr. Eddie Langston and Mr. Lynn Treadway. Also present: Mr. Todd Culpepper, Mr. John McCarty, Ms. Regina Rowe, and Mr. Darrell Avery, Assistant District Attorney.

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

Public Comments:

Mr. Todd Culpepper asked that the mill be involved in the request for DOTD to review the truck entrance on Hwy 167.

Mr. Phillip Kelly spoke about dust issues on Bernie Dark Road.

Motion Mr. Treadway, seconded Mr. Langston to recommend that the Jury submit a letter to DOTD requesting a safety review of the WestRock truck entrance on Hwy 167 and possibly add caution lights, truck crossing signs, and other safety measures. Motion carried.

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

Motion Mr. Treadway, seconded Ms. Rowe to approve the minutes of the October 9th Road Committee meeting. Motion carried with Mr. Culpepper voting "Nay".

Jody Stuckey gave the Road Superintendent's Report.

Motion Ms. Rowe seconded Mr. Culpepper to approve the emergency/off schedule report for September. Motion carried.

Motion Ms. Rowe seconded Mr. Culpepper to approve the "Time Off Without Pay" request for Mr. Mark Mobley. Motion carried.

Robin Sessions gave the Solid Waste Superintendent's Report.

Motion Mr. Culpepper, seconded Ms. Magee to approve the report for September. Motion carried.

Paul Riley gave the Engineers Report.

Motion Mr. McCarty, seconded Ms. Magee to approve Substantial Completion for the 2017 Road Program upon completion of the project. Motion carried.

Motion Ms. Magee, seconded Mr. McCarty to approve Change Order Number 2 on the 2017 Road Program contingent on no increase in existing contract amount when contract is complete. Motion carried.

Mark Treadway gave the OEP Report.

Motion Ms. Rowe, seconded Ms. Magee to approve the report for September. Motion carried.

Motion Mr. Treadway, seconded Mr. McCarty to approve the Annual Bridge Certification and authorize the President to sign the "Official Listing of Off-System Bridges" for 2017. 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, 2016 through September 30, 2017:

1. The Parish has performed all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.
2. 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.
3. 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.
4. 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.

YEAS: Mr. Culpepper, Mr. Langston, Ms. Magee, Mr. McCarty, Ms. Rowe, Mr. Treadway

NAYS:

ABSENT: Ms. Monroe

Motion Carried

CERTIFICATION

I, Gina M. Thomas, Secretary-Treasurer of the Jackson Parish Police Jury, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted at a regular meeting of the Jackson Parish Police Jury on October 9, 2017.

Gina M. Thomas, Secretary-Treasurer

Motion Mr. Culpepper, seconded Mr. Treadway to adopt the Parish Transportation Fund Certification for 2017 and authorize the President and Secretary-Treasurer to sign the Louisiana Compliance Questionnaire. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to authorize the President to sign the agreement with the Jackson Parish Sheriff's Office for a period of ten (10) years to maintain a jail facility for housing prisoners. Motion carried.

Motion Ms. Rowe, seconded Mr. Culpepper to Approve 2018 NACo membership and payment of dues. Motion carried.

Motion Mr. Treadway, seconded Ms. Magee to advertise for 2018 material bids. Motion carried.

Motion Mr. Treadway, seconded Ms. Magee to approve the appointment of Gina Thomas for the role of Secretary-Treasurer effective October 14, 2017. Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to approve the 3rd quarter reimbursement to the Second Judicial District Attorney in the amount of \$28,000. Motion carried.

Motion Mr. Culpepper, seconded Ms. Magee to approve the following purchase orders:

<u>Vendor:</u>	<u>Amount:</u>	<u>Department/Fund:</u>	<u>Item:</u>
Albritton Services	\$11,450.00	Road	replace 25kw generator
Amethyst Construction	\$100,000.00	Road	hot mix
Colley's Elec & Air	\$5,500.00	Road	central unit at road dept. office
Blue Tarp/Northern Tool	\$508.66	Road	supply cabinet + freight
Contech Engineered Solutions	\$1,619.84	Road	metal polymer coated culverts
United Rentals	\$1,194.76	General	76-80' boom rental
Culpepper Backhoe	\$4,200.00	Road	Lindey Ln. culvert replacement

Motion carried.

The following resolution was offered by Mr. Culpepper and seconded by Ms. Magee:

RESOLUTION

A resolution ordering and calling a special election to be held in the Parish of Jackson, State of Louisiana, to authorize the levy of a special tax therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

BE IT RESOLVED by the Police Jury of the Parish of Jackson, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Jackson, State of Louisiana (the "Parish"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Sections 26, 30 and 32 of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5 and Chapter 6-A of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on **SATURDAY, MARCH 24, 2018**, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

PARISHWIDE LIBRARY TAX RENEWAL PROPOSITION

Shall the Parish of Jackson, State of Louisiana (the "Parish"), levy a eight and ninety four hundredths (8.94) mills tax on all the property subject to taxation in the Parish (an estimated \$2,003,000 reasonably expected at this time to be collected from the levy of the tax for an entire year) for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028, for the purpose of providing funds for maintenance, operation (including acquisition of library books, materials, supplies and equipment), construction and support of the Jackson Parish Library and bookmobile in and for the Parish?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the *Jackson Independent*, a newspaper of general circulation within the Parish, published in Jonesboro, Louisiana, and being the official journal of the Parish, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

Notwithstanding the foregoing, prior to the publication of the Notice of Election, the President is authorized and directed to make any amendments to the foregoing proposition that may be required to comply with any state or federal regulatory agencies.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana, on **MONDAY, APRIL 9, 2018, at FIVE-THIRTY O'CLOCK (5:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election.

SECTION 4. Polling Places. The polling places for the precincts in the Parish are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held on Monday, April 9, 2018, as provided in Section 3 hereof. All registered voters in the Parish will be entitled to vote at the special election, and voting machines shall be used.

SECTION 6. Authorization of Officers. The Secretary-Treasurer of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the President and/or Secretary-Treasurer of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Jackson Parish and the Registrar of Voters of Jackson Parish, as

of Jackson, State of Louisiana (the "Parish"), on October 9, 2017, NOTICE IS HEREBY GIVEN that a special election will be held within the Parish on **SATURDAY, MARCH 24, 2018**, and that at the said election there will be submitted to all registered voters in the Parish qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following proposition, to-wit:

PARISHWIDE LIBRARY TAX RENEWAL PROPOSITION

Shall the Parish of Jackson, State of Louisiana (the "Parish"), levy a eight and ninety four hundredths (8.94) mills tax on all the property subject to taxation in the Parish (an estimated \$2,033,000 reasonably expected at this time to be collected from the levy of the tax for an entire year) for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028, for the purpose of providing funds for maintenance, operation (including acquisition of library books, materials, supplies and equipment), construction and support of the Jackson Parish Library and bookmobile in and for the Parish?

Said special election will be held at each and every polling place in the Parish of Jackson, which polls will open at seven o'clock (7:00) a.m., and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541.

The polling places at the precincts in the Parish are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

Notice is further given that a portion of the monies collected from the tax described in the Proposition shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special election will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana, on **MONDAY, APRIL 9, 2018, at FIVE-THIRTY O'CLOCK (5:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election. All registered voters of the Parish are entitled to vote at said special election and voting machines will be used.

