

**PARISH POLICE JURY
REGULAR MEETING
May 29, 2018
6:00 P.M.**

The Police Jury of Concordia Parish met this day in regular session convened. There were present the following members:

President:	Jimmy Wilkinson
Members:	Carey Cook, Willie Dunbar, Jimmy Jernigan, Joseph Parker, Sr., Adam Probst, Whest Shirley, and Red Tiffie
Absent:	Jerry Beatty
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Cook
Pledge of Allegiance:	Mr. Probst

A motion was made by Mr. Shirley seconded by Mr. Parker to approve the minutes of the regular meeting of May 14, 2018 as mailed. Motion carried.

Under old business, the leasing of two dump trucks was discussed. Previously, three vendors were contacted for quotes to lease, however, only one responded. No action was taken at the previous meeting due to obtaining the necessary insurance requirements to comply with the lease agreement. Proper insurance requirements have been provided in which to execute the lease of two dump trucks from Kenworth. A motion was made by Mr. Tiffie seconded by Mr. Jernigan to approve President Wilkinson to execute to the leases. Motion carried.

There being no further old business, under new business the discussion of upgrading to fiber internet service was presented. Quotes from providers were given to the Jurors to review. Ms. Burley explained that with the addition of the upgraded phone system and the additional offices being added downstairs, more data was needed. The Jurors had previously approved a copper internet through Cable One due to costs and ease of installation. The internet has not provided a steady enough connection to be responsible for all of the office needs. The DA's office has agreed to share half of the cost for its two offices upstairs and downstairs. Judge Johnson has issued a letter committing their office to a fourth of the cost, with the remaining fourth being the responsibility of the Police Jury. A request was made by Ms. Burley to the Jurors to approve purchasing of fiber for the respective offices not to exceed \$840 a month to allow us to move forward with these parameters in place. A motion was made by Mr. Tiffie seconded by Mr. Probst to approve Ms. Burley to proceed with acquiring fiber internet not to exceed \$840/month. Motion carried.

A notice from the Secretary of State was received to renew the appointment of the Official Journal of the Parish. On a motion by Mr. Parker seconded by Mr. Probst Resolution 18-07 was made. Whereas by the provisions of R.S. 43:150 and R.S. 43:174 the Concordia Parish Police Jury as the governing authority of the Parish declares on this date of May 29, 2018 the Concordia Sentinel as the official journal of the Parish. Whereas the Official Parish Journal Certificate provided by the Secretary of State shall be completed and submitted to reflect the renewal of the Concordia Sentinel as the official journal of the Parish for purposes of meeting the requirements of Article III, Section 13 of the Constitution of Louisiana. Motion carried.

Under the requirements of the State a motion was made by Mr. Shirley seconded by Mr. Cook to adopt Resolution 18-08 to levy the millage rates for the year of 2018. The following resolution was offered:

RESOLUTION 18-08

BE IT RESOLVED, that the following millage(s) are hereby levied on the May 29, 2018 tax roll on all property subject to taxation by Concordia Parish Police Jury, Parish of Concordia:

<u>Millage:</u>	<u>Rate:</u>
Tax for General Alimony	2.27 mills
Tax for Library	8.50 mills
Tax for Health Unit	1.81 mills
Tax for Drainage Works / Buildings	10.0 mills
Tax for Council on Aging	4.00 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Concordia, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2018, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection hereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

- YEAS: 8
- NAYS: 0
- ABSTAINED: 0
- ABSENT: 1

Motion carried to adopt the millages as proposed.

The Washington Heights project is progressing. Denmon Engineering was awarded in 2017 the engineering contract for the project. Denmon has submitted a contract for engineering work to be reviewed and signed by the Parish to execute. The contract was given to the DA’s office to review and their feedback has been received. Changes were made in the recent LCDBG handbook that required the change of six months to five months with a deadline of October 8, 2018 to complete the necessary steps as required by the grant handbook. These changes were made to the initial contract. A revised contract to be executed was received on May 29th by the Parish office. On a motion by Mr. Parker seconded by Mr. Jernigan permission was grant to Mr. Wilkinson to sign and execute the contract with Denmon Engineering. Motion carried.

Also to continue the Washington Heights progress, a resolution is required for the adoption of plans, policies, and to the appointment of individuals for compliance with LCDBG regulations. The Section 504 Assurance ensures the Parish operates in compliance with Section 504 of the Rehabilitation Act of 1973 and its requirements of posting notices and establishing grievance procedures as required. A motion was made by Mr. Parker seconded by Mr. Probst to adopt the following:

RESOLUTION 18-09

WHEREAS, the Concordia Parish Police Jury has been awarded a Louisiana Community Development Block Grant (LCDBG) Program for the rehabilitation of the Washington Height’s sewer system;

WHEREAS, the LCDBG Program requires the adoption of plans, policies and appointment of individuals for compliance with the LCDBG Program regulations;

NOW THEREFORE BE IT RESOLVED that the following plans and policies be adopted: 1) Procurement Policy, 2) Section 3 Plan, 3) Affirmative Action Plan, 4) Residential Antidisplacement and Relocation Plan, and 5) Handicap Grievance Policy and Section 504 Grievance Procedures, 6) Acquisition Policy, 7) Policy Statement for Procedures for Communicating Information to Persons with Sensory Impairments, and 8) Language Access Plan for Limited Proficiency Persons.

BE IT FURTHER RESOLVED that the following appointment of individuals are made:

- 1) Handicapped/Section 504 Compliance/Coordinator – Secretary
- 2) Antidisplacement Coordinator – Secretary
- 3) Equal Employment Opportunity Officer – Secretary
- 4) Environmental Certifying Officer – President, and

- 5) Labor Compliance Officer for this program – Grant Administrator;
- 6) Language Access Plan for Limited Proficiency Persons - Secretary

BE IT FURTHER RESOLVED, that the Louisiana Relay System will be utilized by the Police Jury for communication with hearing and visually impaired persons.

THE ABOVE RESOLUTION, presented on the 29th day of May, 2018 regular scheduled meeting, was read and the vote was recorded as follows:

Yeas: 8 *Nays:* 0 *Absent:* 1

SECTION 504 ASSURANCE

The Concordia Parish Police Jury does hereby assure the Office of Community Development, Division of Administration, that, as a recipient of Louisiana Community Development Block Grant funds, all activities of this grant will be operated in compliance with requirements of Section 504 of the Rehabilitation Act of 1973, as amended.

As a local government with 15 or more employees, the Concordia Parish Police Jury further assures the Office of Community Development, Division of Administration, that it has appointed Sandi Burley, Secretary/Treasurer, as the designated Section 504 Coordinator (24 CFR 8.53), and adopted a Section 504 Grievance Procedure on May 29, 2018 (24 CFR 8.53), and made posting of notices and publication in newspapers, as a means of providing for continuing notification of participants, beneficiaries, applicants, and employees that it does not discriminate on the basis of handicap in its federal assisted programs (24 CFR 8.54).

Motion carried.

A request was received by the Concordia Parish School Board to repair the bus turnaround area on Bateman Drive. A hold harmless was included in the request. On a motion by Mr. Parker seconded by Mr. Jernigan the request was approved. Motion carried with Mr. Shirley abstaining.

A request was received by from Ms. Renza Davis with the Parish Health Unit requesting cable service for kid friendly programming at the health unit. A motion was made by Mr. Parker seconded by Mr. Cook to add to the agenda the request of the health unit for two copiers and a door alarm. Motion carried to add to the agenda. Ms. Davis provided four quotes from different suppliers of copier services. The lowest quote received was by Xerox. On a motion by Mr. Parker seconded by Mr. Jernigan, the motion to approve cable service, two copiers, and a door alarm was made. Motion carried.

An invoice was received from Ardurra Group for Third Party Independent Technical Review for Phase I of the Brushy Bayou Project. The funding for this review has already been approved by FEMA and funds are allocated for the review. A motion was made by Mr. Tiffée seconded by Mr. Probst to authorize payment to Ardurra Group in the amount of \$24,252.75. Motion carried.

An invoice was received by Wilmar Construction for insurance, concrete and demolition work for the ADA lift project. A motion was made by Mr. Parker seconded by Mr. Probst to approve the payment to Wilmar Construction in the amount of \$13,144. Motion carried.

At a previous meeting the Parish agreed to test a GPS system for the barn equipment. The demo period is about to expire and a decision is needed by the Parish. A motion by Mr. Probst seconded by Mr. Cook was made to allow Mr. Wilkinson to execute a contract with Acadian Total Security for GPS services for the Parish. Motion carried.

There were no updates or discussion under boards and committees.

Under discussion of Parish projects, Mr. Brant Jones of JKS gave an update of Brushy Bayou. They are still in the permitting process with the Corp of Engineers and working on easements and access right of ways. The ADA lift has been ordered an installation is set for July. A meeting will be held Thursday morning on May 31st to finalize the technical specs and revisions of the courtroom. Washington Heights is beginning the “foot work” required by the grant specifications. No updates have been received on the availability of funds for Public Health Renovations.

Mr. Wilkinson opened the meeting for Jurors to discuss ordinance violations in their area. A motion was made by Mr. Dunbar seconded by Mr. Shirley to send the following grass and debris ordinance violations:

227 Concordia Park, Vidalia
Between 249 & 273 of Washington Heights

Motion carried.

Under the Secretary/Treasurer's report, Ms. Burley discussed that the annual audit began last week. So far, no findings have been brought to her attention. The auditors will be back next week to complete the grant audit portion. The deadline for the audit to be submitted to the Louisiana Legislative Auditor's office is June 30th. The Parish has complied with the auditors for any documents and requests to meet this deadline.

Approval of Occupation Licenses and Alcohol Permits was next on the agenda. The following businesses had submitted applications for approval:

- Marsala Beverage – Alcohol Permit – 6647 Hwy 84 Ferriday
- Dodge Oil Company – Alcohol Permit – 4774 Hwy 84, Vidalia
- Andre' Companies – New Business – Ice & Water Sales – 4269 Hwy 568, Lot 130, Vidalia
- Lakeside Market – New Business/Alcohol Permit – James Bradford - 2215 Hwy 568, Ferriday
- J J Sumrall LLC, JoJo's Drive Thru – Alcohol Permit – 4592 Hwy 84, Vidalia
- Duck's Nest II – Alcohol Permit – 4273 Hwy 568, Ferriday

Discussion ensued among the jurors about noise complaints from the Dodge Store. A request was made to send a letter to the store owner to attend the next meeting to discuss the noise issues before approving the application. On a motion by Mr. Parker seconded by Mr. Probst the above applications were recommended for approval with the exception of the Dodge Store until further discussions can take place. Motion carried.

On a motion by Mr. Parker seconded by Mr. Shirley the following Superintendent's work orders were received:

18x32 culvert for Island Road
28 yards of pitrun for Bodark
28 yards of pitrun for Wild Cow
Rock needed on Country Meadow

Mr. Dunbar asked for pot holes around Concordia Park and Vail acres and toward Hwy 84 to be patched

Motion carried.

Under correspondence the Jurors discussed trying to obtain inmate help for trash and debris in areas of the Parish. Further action is needed to move forward. The status of the new hospital was also discussed. Correspondence distributed was: Recreation District #3 5/9/18 minutes; Riverland Hospital 5/22 agenda; Library 3/21 minutes; Sewer District #1 – 3/13 & 4/17 minutes.

There being no further business to discuss, a motion was made by Mr. Tiffie seconded by Mr. Parker to adjourn. Motion carried.

Sandi T. Burley, Secretary Treasurer