

**PARISH POLICE JURY
REGULAR MEETING
April 13, 2020
6:00 P.M.**

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

President: Joseph Parker, Sr.

Members: Maurice Bachus., Genesisia Allen, Willie Yearby, Scottie Whittington,
Adam Probst, Gary Neal, Collin Edwards, Brad Adams

Absent:

Secretary Treasurer: Sandi T. Burley

Invocation: Mr. Yearby

Pledge of Allegiance: Mr. Parker

- A) A motion was made by Mr. Neal seconded by Mr. Yearby to open the Public Hearing to adopt an ordinance for No Parking on Shoulders of all parish roads and to adopt an ordinance updating the requirements and implementation of culvert permits. Motion carried unanimously.
- B) Mr. Parker asked for public comments. There were none.
- C) A motion was made by Mr. Yearby seconded by Mr. Neal to close the Public Hearing. Motion carried unanimously.
- 1) The Pledge, Invocation, and Roll Call were conducted. A quorum was present.
 - 2) A motion was made by Mr. Edwards seconded by Mr. Yearby to approve the March 23, 2020 minutes as mailed. Motion carried unanimously.
 - 3) A motion was made by Mr. Probst seconded by Mr. Adams to ratify the purchase orders and bank statements as presented. Motion carried unanimously.
 - 4) A motion was made by Mr. Whittington seconded by Mr. Edwards to reappoint Mr. Cornell Lewis to the Concordia Sewer District Board. Motion carried unanimously.
 - 5) Resolution 20-003 was presented to approve an agreement with the Workforce Development Area 60 Consortium Agreement. A motion was made by Mr. Probst seconded by Mr. Yearby to approve the agreement. Motion carried unanimously. (See addendum for Resolution 20-003)
 - 6) A motion was made by Mr. Whittington seconded by Mr. Yearby to adopt Ordinance 2020-02 declaring no parking on shoulders of any parish road. Motion carried unanimously. (See addendum for Resolution 2020-02)
 - 7) A motion was made by Mr. Edwards seconded by Mr. Yearby to adopt Ordinance 2020-03 updating the requirements of and implementing the requirements of a culvert permit in the parish. Motion carried unanimously. (See addendum for Resolution 2020-03)
 - 8) Mr. Parker discussed the road bond for Lincoln Avenue and related roads that had been placed for use during construction of the Westlake Subdivision. Superintendent Guillory stated that all work from a punch list had been completed satisfactorily. A motion was made by Mr. Adams seconded by Mr. Yearby to release the road bond for Provias Construction LLC. Motion carried unanimously.
 - 9) Projects of the Parish were next discussed.
Brushy Bayou – JKS is updating the comments on the DOTD drawings and manual. All documents have been submitted to USACE for completion of the 408. A meeting is being scheduled with GOHSEP, Rostan, and FEMA’s EHP team to complete the review.

Courtroom – Wilmar Construction is waiting to do a punch list site inspection with Architect, Joe Brocato in which to submit a notice of completion.

Washington Heights – Project is expected to be completed by the end of the month as long as the weather continues to cooperate.

DR-4622 – All documents have been submitted. Waiting on FEMA review to proceed with project.

A) A motion was made by Mr. Yearby seconded by Mr. Neal to approve payment of Invoice #5041 for Rostan Solutions for work completed on DR-4622 in the amount of \$21,040.81. Motion carried unanimously.

10) Ordinance violations of the Parish were next discussed. Each Juror was asked to bring forward any issues in their district.

- Mr. Yearby – lot on Freeman Road belonging to the estate of Clara Washington across from church needs cutting.
 - Ms. Allen – 311 Townsend Lane needs cutting
 - Mr. Whittington – need parish ditches cleaned in his district
 - Mr. Neal – 388 Deacon Wales – pipe and metal in ditch; 5826 Hwy 84W – cards and debris in ditch along Hammond Addition, fence needed per ordinance.
 - Mr. Adams – 173 Ferguson Road – abandoned house, cards, grass needs cutting
- A motion was made by Mr. Edwards seconded by Mr. Neal and carried unanimously to send to above listed the appropriate ordinance citations.

10A) A motion was made by Mr. Adams seconded by Mr. Probst to add to the agenda of the barn staff returning to work. Motion carried unanimously. A motion was made by Mr. Adams seconded by Mr. Probst to recommend the decision by the Personnel Committee to have the barn staff return to work by April 20th unless they had a doctor's excuse to allow for an extended leave. Discussion ensued regarding the meeting held by the Personnel Committee to review the personal leave of absence requests made by several of the barn staff. The Personal Leave Policy was reviewed and comments from the Parish Employment Lawyer, Mr. Trevor Fry were also brought forward. Initially, workers submitted an incomplete personal leave of absence request. The initial date of leave was April 2nd. The return date was determined to be the 27th based on the Personal Leave Policy allowing for up to 15 days or 120 hours. The Policy also requires the approval of the Personnel Committee. Further discussion was held about how the situation was handled and actions that took place. Superintendent Guillory expressed that he had told the staff that they were to return by the 27th and felt that should be honored. Mr. Yearby agreed with Mr. Guillory. Mr. Edwards discussed safety measures being implemented as his work. Ms. Allen discussed concerns of mixed discussions and dates expressed to the employees. Mr. Guillory and Mr. Parker discussed concerns of safety and distancing. Mr. Vanier through Zoom comments stated there was enough PPE available for the barn staff to use. Mr. Whittington asked if there were enough trucks available for each to travel safely apart. There are approximately 11 trucks, not counting dump trucks and 18 employees at the barn.

Mr. Adams as Personnel Committee Chairman expressed that proper procedure was not followed. That discussions with Mr. Fry stated that we are the only parish out the thirteen he represents that are not working. Mr. Guillory apologized for paperwork and procedure not being followed correctly due to employees panicking.

Ms. Allen stated that at the last meeting she had concerns with employees coming to work due to the work environment and was initially against the staff coming to work. Ms. Allen expressed how the roads are less traveled and should be easier to conduct maintenance and repairs.

Mr. Probst asked Mr. Guillory if he could get any of the 12 staff on leave to come back to work. Implementing a split schedule would help with social distancing concerns. Mr. Probst stated that there was work to be done and we have missed the best three weeks of weather.

Further discussion was held about the use of vacation and sick time being used by the barn staff during the personal leave of absence. Those employees that had not accrued enough time to earn leave or had exhausted leave, would go unpaid. These employees were made aware of this and still chose to take a personal leave unpaid.

Mr. Parker reviewed the motion made by Mr. Adams and seconded by Mr. Probst again to the Jurors. A vote of yes was in support of the barn staff returning by the 20th. A vote of no was to uphold the personal leave of absence with a return date of the 27th. A roll call vote was held as follows: Bachus – No, Whittington – No, Yearby – No, Allen – No, Probst – Yes, Neal – Abstain, Edwards – Yes, Adams – Yes; Parker did not vote due to no tie vote. Motion failed.

- 11) Under the Secretary / Treasurer's Report, Ms. Burley reminded the Jurors to complete their Tier 3 Financial Report and submit by May 15th. A Finance Committee meeting was scheduled for Tuesday, April 21st at 9 am for first quarter financial review.
- 12) Superintendent's materials and work orders were next discussed. A motion was made by Mr. Probst seconded by Mr. Yearby and carried unanimously to approve the following:
 - Pitrun – 30 yards on Hailey, 20 yards on Gore
 - Oversize Washrock – 15 yards on Hailey
 - Maintenance Gravel – 30 yards on LS Wade, 15 yards on Island Road, 15 yards on Evans, 30 yards on Sunrise
 - Limestone – 8 yards on Doty, 7.5 yards on National Guard, and 7.5 yards on Ron Road
- 13) Work orders of the Parish were next reviewed. A motion was made by Mr. Probst seconded by Mr. Yearby and carried unanimously to approve the following:
 - Whittington – culvert issues on Stevens Road; old gas line needs to be removed; discussed need for additional side cutter
 - Allen – 223 Smart Lane – dip in the road and culvert needs addressing; Townsend Lane to Moralis has drainage issues; 393 Townsend Lane needs a culvert put in; 203 Corbett needs ditch cleaned out (may be in city limits).
 - Probst – Water is not moving causing drainage issues on Cottdale
 - Adams – Culvert on Flaherty Road needs addressing; culvert issue on Poole Road; pot holes on Wild Cow Road and Bee Brake Road – Farmers are complaining about roads and drainage issues needed to fix fields. Discussed drainage issues with Six Mile Bayou that is causing fields to flood. Asked Tony to review and see why the water is not draining.
- 14) Under Public Comments Mr. Tim Vanier, OEP Director, gave an update on the COVID-19.
- 15) There being no further discussion, a motion was made by Ms. Allen seconded by Mr. Probst to adjourn. Motion carried unanimously.

Sandi T. Burley, Secretary / Treasurer