

# Concordia Parish Police Jury

4001 Carter Street, Rm 1

Vidalia, LA 71373

Phone: 318-336-7151 Fax: 318-336-9915

conppj.org

Notice Posted: 05/07/2021 3:00 p.m.

(Date)

(Time)

## NOTICE OF PUBLIC MEETING REGULAR MEETING AGENDA\*\*

MONDAY, MAY 10, 2021 – 6:00 PM

4001 CARTER STREET, ROOM 2

VIDALIA, LA 71373

Call to Order, Invocation, Pledge and Roll Call of Members

- 1) Approve minutes of regular meeting held April 21, 2021
- 2) Review Hold Harmless Request from Caurtnai Hill for use of Health Unit Parking Lot
- 3) Review Hold Harmless from McMillin Properties for see wall alongside Workinger Bayou Bridge and waterway
- 4) Committee Reports / Action:
  - a) Boards – Review requests for:
    - a. Fire District #2
    - b. Airport Authority
    - c. Sewer District
    - d. Hospital District
  - b) Finance – Ratify Purchase Orders and Bank Statements
- 5) Projects: Brushy Bayou; DR 4462; DR 4590(Winter Storm), LCDBG
  - a) Amend task order for HMGP 4462 to approve Inv 5557 to Rostan Solutions - \$1490.00
- 6) Ordinances / Violations
- 7) Secretary / Treasurer's Report
  - a. Tier 3 Reports due May 15<sup>th</sup>
- 8) Approve the Following Occupational License:
  - a. Wild Cow Bayou Designs LLC – Christy Book – 2414 Hwy 908, Monterey
- 9) Superintendent's Work Orders
- 10) Review Work Orders
- 11) Correspondence / Public Comments (on agenda items)
- 12) Adjourn

PARTICIPATION AVAILABLE THROUGH THE ZOOM LINK BELOW:

Via Telephone:

Via App:

Via Website:

312-626-6799, 3183367151#

Meeting ID: 318 336 7151

<https://us02web.zoom.us/j/3183367151>

### OFFICERS:

Joseph Parker, Sr.  
*President*

Adam Probst  
*Vice-President*

Sandi T. Burley  
*Secretary /  
Treasurer*

### JURORS:

*District 1A*  
Maurice Bachus

*District 1B*  
Joseph Parker, Sr.

*District 2*  
Willie Bill Yearby

*District 3A*  
Adam Probst

*District 3B*  
Scottie Whittington

*District 4A*  
Genesia Allen

*District 4B*  
Gary Neal

*District 5A*  
Collin Edwards

*District 5B*  
Brad Adams

\*\*The Concordia Parish Police Jury affords the opportunity to any member of the public, present at its meetings, to address the Jury prior to final action on any matter under consideration before the full jury. In accordance with the American Disabilities Act, if you need special assistance contact Sandi T. Burley at 318-336-7151 describing the assistance required.

*Concordia Parish Police Jury is an Equal Opportunity Provider and Employee*

**PARISH POLICE JURY  
REGULAR MEETING  
APRIL 26, 2021  
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, Willie Yearby, Scottie Whittington, Gary Neal Adam Probst, Brad Adams
Absent:	Genesisia Allen, Collin Edwards
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Guillory
Pledge of Allegiance:	Mr. Bachus

The Pledge, Invocation, and Roll Call were conducted. A quorum was present.

- 1) A motion was made by Mr. Probst seconded by Mr. Yearby to approve the April 12, 2021 regular meeting minutes as mailed. Motion carried unanimously.
- 2) A motion was made by Mr. Probst seconded by Mr. Bachus to approve the Finance Committee Meeting minutes held April 20, 2021. Motion carried unanimously.
- 3) Resolution 21-006 was offered for consideration. The resolution offered approval to submit to the Bond Commission to refinance bonds for the Concordia Sewer District #1. A motion was made by Mr. Yearby seconded by Mr. Neal to approve the resolution. Motion carried unanimously. (See Appendix for Resolution 21-006.)
- 4) Resolution 21-007 was offered for consideration. The resolution offered a non-roll forward of millages for the 2021 tax year. A motion was made by Mr. Adams seconded by Mr. Probst to approve the resolution as presented. Motion carried unanimously. (See Appendix for Resolution 21-007.)
- 5) Resolution 21-008 was offered for consideration. The resolution supported Mr. Joshua McCallister, President of Winn Parish Police Jury for the Region VIII board member vacancy. A motion was made by Mr. Probst seconded by Mr. Yearby and carried unanimously. (See Appendix for Resolution 21-008.)
- 6) A letter from the Concordia Parish School Board office had been received requesting gravel on the car pool lane at Monterey High School. A motion was made by Mr. Adams seconded by Mr. Whittington to approve the request. Motion carried unanimously.
- 7) Mr. Probst brought forward complaints of speeding on East Road. Mr. Probst offered a motion to advertise for a public hearing to reduce the speed limit from 25 mph to 15 mph. The motion was seconded by Mr. Yearby and carried unanimously.
- 8) Under Committee Reports the following was discussed:

- a. Revise the Purchasing and Procurement Policies and Procedures to closer follow the guidelines of the State requirements, largely due to the lack of availability of supplies and equipment to obtain additional quotes. Also add Sourcewell as an alternate supplier for quotes as they conduct procurement that is inline with that of the State's. A motion was made by Mr. Probst seconded by Mr. Yearby and carried unanimously.
- b. Budgets for 2020 Quarter 4 and 2021 Quarter 1 were presented. Mr. Probst made a motion to adopt each budget respectively as presented. The motion was seconded by Mr. Adams and carried unanimously.

9) Projects of the Parish were next discussed:

- a. Brushy Bayou – Ms. Burley discussed the most recent conference call with FEMA, GOHSEP, Rostan Solutions, and the Parish regarding the request for information requested by the parish and ultimately issued by FEMA. Additional information is being requested for GIS data for the Concordia Park area. With USACE and DOTD wrapping up the permitting and designs, we are hoping that FEMA will conclude the BCA process alongside the other entities by the end of May.
- b. DR 4462 – The gravel roads damage assessment was returned to FEMA for missing force account and contracted labor and equipment in their cost estimates. Shuler Consulting is preparing the report for asphalt roads to submit to FEMA to continue the cost estimates for repairs.
- c. DR 4590 (Winter Storm) – FEMA has only declared category B – emergency protective measures for the Parish. Continued requests and updates have been made for status on Category A (Debris Removal) and other categories to help all entities that were affected by the storm. No further updates have been given.
- d. LCBDG 22-23 – The initial Public Hearing had been held for comments and feedback from the public. Resolution 21-009 was offered for review and action to have the Concordia Parish Police Jury submit an application for sewer renovations on behalf of the Concordia Sewer District #1. A motion was made by Mr. Probst seconded by Mr. Neal to approve the resolution. Motion carried unanimously. (See Appendix for Resolution 21-009.)

10) Ordinance violations were next discussed.

- a. Probst – Cite residents on Eagle and Mooselodge for weeds and nuisances; resident at the corner of Crestview and Bea Street needs new culvert.
- b. Need to advertise for scope of work to clean properties

A motion was made by Mr. Probst seconded by Mr. Yearby to approve the citations and advertising. Motion carried unanimously.

11) Under the Secretary/Treasurer's report the following was discussed:

- a. Reminder to file Tier 3 Reports by May 15<sup>th</sup>
- b. Discussed the purchasing of a grapple truck, but need to advertise for RFP to abide by procurement procedures. A motion was made by Mr. Adams seconded by Mr. Yearby to approve for advertising.

- c. New Hires were next discussed. Mr. Guillory had conducted interviews. Two were recommended for hiring – Zane Emfinger, Daryll Cirilo for Heavy Equipment Operators. One more potential operator was being interviewed. Mr. Guillory also discussed moving Darren Lawrence from Light Equipment to Heavy Equipment. Ms. Burley discussed applications for Barn Assistant. Only two showed computer experience, with one having more knowledge. The recommendation was for Brandie Matte. A motion was made by Mr. Adams seconded by Mr. Yearby to approve the new hires and transfers. Motion carried unanimously.

12) A motion was made by Mr. Probst seconded by Mr. Bachus and approved unanimously to approve the following occupational license:

- a. Age Appropriate Enterprises – Ahren Williams – 2198 Hwy 65, Ferriday - Entertainment

13) Under the Superintendent's Materials and Work Requests, Mr. Guillory brought forward: Limestone – 10 yards on Mason; 30 yards on Poole Road, Ferriday; 18 yards on Fisherman; 16 yards on Traxler; 18 yards on Deacon Wailes; 17 yards on Thomas; 10 yards on East; 5 yards on BJ Road; 50 yards on Eagle

Maintenance Gravel – 7 yards on Furr; 105 yards Poole Road, Ferriday; 30 yards on Miller; 22 yards on Williams; 14 yards on Elizabeth; 15 yards on Airport Road

Pitrun – 105 yards on Ames Road; 30 yards on Airport Road

Culverts – 26x40 for Phillips Field Road, cost approximately \$3,050; 30x40 for Wiccama Road, cost approximately \$3,000; will look at repairs on culvert on Roundtree.

A motion was made by Mr. Probst seconded by Mr. Whittington to approve the material request. Motion carried unanimously.

14) Superintendent's work order requests were next discussed. A motion was made by Mr. Probst seconded by Mr. Bachus and carried unanimously to approve the following:

Bachus – Discussed removing lily pads from canal; canal in Ferriday off of 10<sup>th</sup> Street; limbs in wires at 103 Greathouse, canal needs rock bed at 112 Greathouse

Whittington – Forrest Road – road repairs and drainage issues; Minorca Road needs grading

-398 Mooselodge - culvert under road needs clean out; ditch is silted in

-250 Ron Road – culvert stopped up with trash

Neal – missed garbage on Deacon Wailes – 10 houses missed, with over 24 hours until corrected.

- Discussed ditcher, tractor and equipment that could be renting by the PTO hours. Asked for consideration to conduct better ditch work in August when the weather is dryer.

-Ditch between Cowan and Willow needs to be cleaned out

-Potholes on Haphazard and Enterkin

Parker – Culverts on Loop Road need to be cleaned out.

Adams – Potholes on JJ Pruitt need fixing; grading needed on Sunrise Road

15) Correspondence / Public Comments – None

16) There being no further discussion, a motion was made by Mr. Yearby and seconded by Mr. Adams to adjourn. Motion carried unanimously.

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Sandi T. Burley, Secretary / Treasurer

DATE: 4/28/21

Entity/Event: Car show  
Point of Contact: Caurtnai Hill  
Address: 273 Mack Moore Rd  
Ferriday La. 71334  
Phone/Fax: 2252700430  
Email: caurtnaihill@gmail.com

Concordia Parish Police Jury  
4001 Carter Street, Room 1  
Vidalia, LA 71373

Dear Jurors:

This letter is to serve as a request for the following event information to be held at the Concordia Parish Health Unit Parking lot. All activities will be held outside.

{Describe event, date, times, logistics of event, # of people expected, etc.}

Along with Ferriday's fun day for the kids, this car show will be held also for the kids and the people of the community for Juneteenth the weekend festivities. It will be held on June 19th from 8AM to 7PM. There will be prizes, food and cold drinks given to the ones who participate. There may be a number of 30-40 people who participate. That number can slightly decrease or increase during that date.

Upon this request, the Caurtnai Hill (Entity/Event Holder) does hereby hold harmless the Concordia Parish Police Jury from injury or damages to achieve the above request. We, (Entity/Event Holder) will provide all labor, security staff, and materials necessary to execute this event. The Car show (Entity) also agrees to reimburse the Concordia Parish Police Jury for all expenses incurred, if any, upon invoice.

If you need further information, please contact the main office at 318-336-7151.

Respectfully requested,



Requestor (Signature)

Caurtnai Hill

Printed Name

Event Coordinator

Title

**STATE OF LOUISIANA  
PARISH OF CONCORDIA**

**HOLD HARMLESS**

BE IT KNOWN, that this day before me, the undersigned authority, a Notary Public in and for the said Parish, duly commissioned and sworn, came and appeared:

**McMILLIN PROPERTIES, LLC**, a Louisiana limited liability company, whose mailing address is 1508 Highway 126, Jonesville, Louisiana 71343;


“And”

**CONCORDIA PARISH POLICE JURY**, with its offices at 4001 Carter Street, Vidalia, Louisiana, whose mailing address is 4001 Carter Street, Vidalia, Louisiana 71373; herein represented by Joseph Parker, Sr., President;


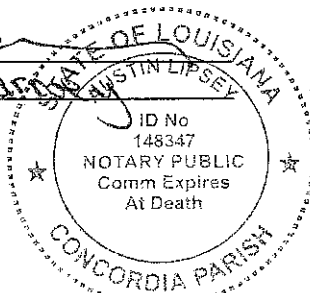
who declared that McMILLIN PROPERTIES, LLC does hereby agree to indemnify and hold harmless, release and discharge the CONCORDIA PARISH POLICE JURY from claims, demands, actions, and causes of action arising from damages and/or losses of any kind associated with the development of adjoining property owned by McMillin Properties, LLC and on which a Concordia Parish Police Jury structure is presently situated, to wit: the Workinger Bridge. This hold harmless agreement shall specifically include loss or damage occasioned to the Workinger Bridge or the land immediately supporting the bridge as a result of the actions of McMillin Properties, LLC's and its construction of a retaining wall.

IN WITNESS WHEREOF, the parties hereto have executed this instrument on the 20<sup>th</sup> day of April, 2021, in the presence of the undersigned legal and competent witnesses and me, Notary Public.

**WITNESSES:**

  
Print Name CARLA McClure

McMILLIN PROPERTIES, LLC  
By:   
DAVID McMILLIN

  
Print Name Kathy Carr  


CONCORDIA PARISH POLICY JURY  
By: Joseph Parker, Sr.

**R-E-S-O-L-U-T-I-O-N**

BE IT RESOLVED that Joseph Parker, Sr., President of the Concordia Parish Police Jury, is hereby authorized and empowered for and on behalf of, and in the name of the Concordia Parish Police Jury, to execute any documents as shall, in his sole discretion and judgment, be appropriate and desirable, containing such terms as he in his sole judgment deems advisable, to enter into a hold harmless agreement with McMillin Properties, LLC.

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I certify that I am the duly acting and qualified secretary of the Concordia Parish Police Jury and that:

The above and foregoing constitutes a true and correct copy of the resolution duly adopted at a meeting of the Concordia Parish Police Jury, held on the \_\_\_\_ day of \_\_\_\_\_, 2021, at which meeting a majority was present and voted in favor of said resolution, and said resolution has never been modified or rescinded and is still in full force and effect.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Secretary*

**R-E-S-O-L-U-T-I-O-N**

BE IT RESOLVED that David McMillin is hereby authorized and empowered for and on behalf of, and in the name of McMILLIN PROPERTIES, LLC to execute any documents as shall, in his sole discretion and judgment, be appropriate and desirable, containing such terms as he in his sole judgment deems advisable, to enter into a hold harmless agreement with the Concordia Parish Police Jury.

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I certify that I am the duly acting and qualified member/manager of McMILLIN PROPERTIES, LLC and that:

The above and foregoing constitutes a true and correct copy of the resolution duly adopted at a meeting of the McMILLIN PROPERTIES, LLC members, held on the 20<sup>th</sup> day of April, 2021, at which meeting a majority was present and voted in favor of said resolution, and said resolution has never been modified or rescinded and is still in full force and effect.

Date: 4/20/21

David McMillin

DAVID McMILLIN



**CONCORDIA PARISH POLICE JURY**  
**Open Purchase Orders Detail**  
April 2021

Date	Num	Name	Memo	Rcv'd	Amount
<b>015232 · CORONER EXPENSE/GF</b>					
04/05/2021	G-11931	BLACK MOUNTAIN PLAS...	HEAVY DUTY BODY BAGS	1	325.00
Total 015232 · CORONER EXPENSE/GF				1	325.00
<b>015340 · Office Supply-Registrar/GF</b>					
04/07/2021	G-11923	CENLA ARTESIAN WATER	1- 5GAL BOTTLE WATER	0	7.65
Total 015340 · Office Supply-Registrar/GF				0	7.65
<b>015479 · OFFICE EXPENSE/GF</b>					
<b>015460 · Maint. Agreement-FinanAdmin/GF</b>					
04/22/2021	G-11934	VISA	1&1.COM	0	14.00
Total 015460 · Maint. Agreement-FinanAdmin/GF				0	14.00
<b>015470 · Office Supply-FinanAdmin/GF</b>					
04/06/2021	G-11917	COMMUNITY COFFEE CO.	COFFEE & COFFEE SUPPLIES	0	128.70
04/07/2021	G-11921	SMITH PRINTING	PRINTER CARTRIDGES	0	90.78
04/07/2021	G-11921	SMITH PRINTING	VARIOUS OFFICE SUPPLIES	0	43.19
04/07/2021	G-11921	SMITH PRINTING	2 CASES LETTER PAPER	0	91.98
04/07/2021	G-11921	SMITH PRINTING	HIGHLIGHTERS	0	9.84
04/14/2021	G-11929	PITNEY BOWES 856179	INK FOR POSTAGE MACHINE (PJ)	0	263.97
04/16/2021	G-11930	SMITH PRINTING	PURCHASE ORDERS	0	98.70
04/21/2021	G-11933	CENLA ARTESIAN WATER	4- 5GAL BOTTLE WATER	0	29.00
Total 015470 · Office Supply-FinanAdmin/GF				0	756.16
Total 015479 · OFFICE EXPENSE/GF				0	770.16
<b>015514 · BLDG/GRNDS MAINT./GF</b>					
<b>015520 · Maint. of Bldg/GF</b>					
04/01/2021	G-11915	HOME HARDWARE/BLU...	VARIOUS PIPES & FITTINGS 4/1	0	121.69
04/01/2021	G-11915	HOME HARDWARE/BLU...	PLUMBING PARTS 4/13	0	23.54
04/01/2021	G-11915	HOME HARDWARE/BLU...	FAUCET SUPPLIES 4/20	0	30.65
04/01/2021	G-11915	HOME HARDWARE/BLU...	LIGHT BULBS 4/20	0	179.70
04/01/2021	G-11915	HOME HARDWARE/BLU...	LIGHT BULBS 4/29	0	34.11
04/07/2021	G-11919	OLSEN ELECTRIC CO.	FURNISHING & INSTALLATION OF NE...	0	3,249.75
04/07/2021	G-11920	CINTAS CORPORATION	MATS 4/7	0	108.94
04/07/2021	G-11920	CINTAS CORPORATION	JANITORIAL SUPPLIES 4/14	0	20.04
04/07/2021	G-11920	CINTAS CORPORATION	AIR FRESHENERS 4/21	0	77.50
04/07/2021	G-11920	CINTAS CORPORATION	DUST MOPS 4/28	0	40.92
04/12/2021	G-11924	INTERFACE	FIRE INSPECTIONS	0	377.50
04/12/2021	G-11925	LONG'S PREFERRED PR...	MULTI & SINGLE FOLD PAPER TOWE...	0	227.50
04/12/2021	G-11927	PARKER WHOLESALE	TISSUE, BLEACH, TOILET SEAT COV...	0	150.42
04/26/2021	G-11936	BAKER DISTRIBUTING C...	A/C FILTERS 4/26	0	72.48
04/26/2021	G-11936	BAKER DISTRIBUTING C...	A/C FILTERS 4/27	0	63.96
Total 015520 · Maint. of Bldg/GF				0	4,778.70
<b>015525 · Maint. of Machinery/GF</b>					
04/01/2021	G-11915	HOME HARDWARE/BLU...	TRIMMER LINE 4/28	0	42.99
04/05/2021	G-11916	T & J SMALL ENGINES	TRIMMER HEAD	0	89.90
04/07/2021	G-11922	MISS-LOU ELECTRIC	WORK DONE ON GENERATOR	0	226.00
04/23/2021	G-11935	STINE	POLE SAW	0	682.90
Total 015525 · Maint. of Machinery/GF				0	1,041.79
<b>015526 · Vehicle Maintenance&amp;Fuel/GF</b>					
04/22/2021	G-11934	VISA	FUEL FOR COURTHOUSE TRUCK 4/21	0	58.45
Total 015526 · Vehicle Maintenance&Fuel/GF				0	58.45
Total 015514 · BLDG/GRNDS MAINT./GF				0	5,878.94
<b>015562 · Courthouse A/C &amp; Chiller/GF</b>					
04/01/2021	G-11896	TRANE US INC	FLUSHING/CLEANING/REPAIRING	0	25,975.00
Total 015562 · Courthouse A/C & Chiller/GF				0	25,975.00

**CONCORDIA PARISH POLICE JURY**  
**Open Purchase Orders Detail**  
 April 2021

Date	Num	Name	Memo	Rcv'd	Amount
<b>015566 · Maint. of Bldg&amp;Grnds-Jail/GF</b>					
04/07/2021	G-11920	CINTAS CORPORATION	WET MOPS, CLEANER, HANDLES 4/7	0	48.72
04/07/2021	G-11920	CINTAS CORPORATION	JANITORIAL SUPPLIES 4/14	0	64.33
04/07/2021	G-11920	CINTAS CORPORATION	WET MOPS, CLEANERS, HANDLES 4/...	0	48.72
04/07/2021	G-11920	CINTAS CORPORATION	WET MOPS, CLEANER, HANDLE 4/28	0	48.72
04/12/2021	G-11926	LONG'S PREFERRED PR...	TISSUE & MULTIFOLD PAPER TOWELS	0	281.50
04/12/2021	G-11928	PARKER WHOLESALE	SMALL & LARGE TRASH BAGS	0	132.64
Total 015566 · Maint. of Bldg&Grnds-Jail/GF				0	624.63
<b>015630 · Emerg. Prep. Expense SHSP/GF</b>					
<b>015637 · OEP SHSP ALLOCATIONS/GF</b>					
04/01/2021	G-11860	BROADBAND COMMUNI...	SHSP 20-2 RFP# 1 INV# 8260 REQ 2/1...	1	5,778.00
04/01/2021	G-11862	BROADBAND COMMUNI...	SHSP 20-4 RFP# 2 INV# 8261 REQ 2/1...	1	2,890.00
04/01/2021	G-11864	BROADBAND COMMUNI...	SHSP 20-6 RFP# 3 INV# 8263 REQ 2/1...	1	5,766.00
Total 015637 · OEP SHSP ALLOCATIONS/GF				3	14,434.00
<b>015630 · Emerg. Prep. Expense SHSP/GF - Other</b>					
04/01/2021	G-11857	BROADBAND COMMUNI...	EMPG 20-2 RFP# 2 INV# 8262 REQUE...	1	4,331.00
Total 015630 · Emerg. Prep. Expense SHSP/GF - Other				1	4,331.00
Total 015630 · Emerg. Prep. Expense SHSP/GF				4	18,765.00
<b>025730 · Maint. &amp; Repair/HWY</b>					
04/01/2021	H-9336	DELTA PARTS	TANK, PIN, CLIP & HITCH PIN	0	62.43
04/06/2021	H-9338	KAISER, INCORPORATED	PART HO18	0	59.87
04/20/2021	H-9341	SCOTT EQUIPMENT/ALEX	FILTERS	0	143.65
04/20/2021	H-9342	SOUTH ARK EQUIPMEN...	PARTS FOR MAINT. & REPAIRS HO46	0	83.72
04/22/2021	H-9344	GENE'S TIRE CENTER	TIRES HO11	0	693.42
04/26/2021	H-9346	TALLULAH FUEL	PARTS HO46	0	289.37
04/26/2021	H-9347	KAISER, INCORPORATED	REPACK HYD CYLINDER	0	97.53
04/27/2021	H-9348	DELTA FUEL	INSPECTION STICKER HO08	0	10.00
04/28/2021	H-9349	DELTA GLASS AND MIR...	GLASS HO46	0	169.00
04/28/2021	H-9350	GOLDMAN/JOHN DEERE	BLADES HO11	0	81.86
04/28/2021	H-9351	SCOTT EQUIPMENT/ALEX	PARTS HO11	0	206.95
Total 025730 · Maint. & Repair/HWY				0	1,897.80
<b>025732 · Shop Supply/HWY</b>					
04/01/2021	H-9336	DELTA PARTS	SHOP SUPPLIES	0	16.47
04/19/2021	H-9340	ATER WAREHOUSE	7-WAY ABS CABLE	0	57.32
04/26/2021	H-9345	HOME HARDWARE/BLU...	CAUTION TAPE & GRD STK	0	39.98
Total 025732 · Shop Supply/HWY				0	113.77
<b>025740 · MATERIALS / HWY</b>					
<b>025741 · Maintenance Gravel/HWY</b>					
04/01/2021	H-9334	BLAIN COMPANIES	182.32TONS 3/31	0	4,466.85
04/01/2021	H-9334	BLAIN COMPANIES	23.12TONS 4/2	0	566.44
04/01/2021	H-9334	BLAIN COMPANIES	230.97TONS 4/9	0	5,658.78
Total 025741 · Maintenance Gravel/HWY				0	10,692.07
<b>025744 · Limestone/HWY</b>					
04/08/2021	H-9339	TWOJ RANCH	348.91TONS 610 ROCK	0	9,595.03
Total 025744 · Limestone/HWY				0	9,595.03
<b>025750 · HotMix/Cold Mix/Asphalt/HWY</b>					
04/05/2021	H-9337	MATERIAL RESOURCES...	96TONS COLD MIX	0	2,312.64
Total 025750 · HotMix/Cold Mix/Asphalt/HWY				0	2,312.64
Total 025740 · MATERIALS / HWY				0	22,599.74
<b>035714 · Office Supply/DR</b>					
04/14/2021	D-10596	D&T WHOLESALE INC.	AIR FRESHENERS	0	170.04
Total 035714 · Office Supply/DR				0	170.04

## CONCORDIA PARISH POLICE JURY

## Open Purchase Orders Detail

April 2021

Date	Num	Name	Memo	Rcv'd	Amount
<b>035730 - Maint. &amp; Repair/DR</b>					
04/01/2021	D-10567	WARREN INC.	TARP FOR DUMP TRUCK D62	0	0.00
04/01/2021	D-10581	SOUTHERN TIRE MART,...	TIRES D41	0	0.00
04/01/2021	D-10583	SOUTH ARK EQUIPMEN...	VARIOUS PARTS MAINT & REPAIRS ...	0	827.15
04/01/2021	D-10586	DELTA PARTS	FUEL FILTER & OIL FILTER D54 4/5	0	60.66
04/01/2021	D-10586	DELTA PARTS	BATTERY CABLE & STARTER PLUGS...	0	13.74
04/01/2021	D-10586	DELTA PARTS	FLAG D47 4/7	0	6.99
04/01/2021	D-10586	DELTA PARTS	PLUG & STRAP D54 4/7	0	19.69
04/01/2021	D-10583	SOUTH ARK EQUIPMEN...	VARIOUS PARTS MAINT & REPAIRS ...	0	104.76
04/01/2021	D-10586	DELTA PARTS	WASHER FLUID 4/12	0	65.76
04/01/2021	D-10586	DELTA PARTS	BATTERY D54 4/12	0	152.27
04/01/2021	D-10586	DELTA PARTS	CLIPS 4/13	0	1.70
04/01/2021	D-10586	DELTA PARTS	BATTERY D41 4/15	0	136.29
04/01/2021	D-10586	DELTA PARTS	WATER PUMP, SUCTIONS HOSE, CO...	0	579.89
04/01/2021	D-10586	DELTA PARTS	HOSE CLAMPS, COUPLING & FITTIN...	0	23.76
04/01/2021	D-10586	DELTA PARTS	GREASE, HOSE, NIPPLE & COLLAR 4...	0	56.26
04/01/2021	D-10586	DELTA PARTS	TRANSFER PUMP 4/28	0	49.99
04/01/2021	D-10586	DELTA PARTS	BRAKE PADS & HUB RED TRUCK 4/29	0	512.95
04/01/2021	D-10586	DELTA PARTS	SOLENOID D41 4/29	0	22.97
04/09/2021	D-10591	PETRON	DIESEL PUMP REPAIR	0	723.96
04/09/2021	D-10592	KUBOTA	VARIOUS PARTS FOR MAINTENANC...	0	1,735.80
04/12/2021	D-10593	HOME HARDWARE/BLU...	GNAT REPELLENT 4/12	0	9.95
04/14/2021	D-10595	WILSON MACHINE SHOP	IRON	0	35.00
04/14/2021	D-10596	D&T WHOLESALE INC.	SHOP SUPPLIES	0	164.34
04/14/2021	D-10597	GOLDMAN/JOHN DEERE	PARTS FOR MAINT. & REPAIRS	0	988.08
04/15/2021	D-10599	T & J SMALL ENGINES	SAW REPAIRS	0	49.58
04/19/2021	D-10600	CURTIS' WRECKER SER...		0	0.00
04/19/2021	D-10601	GOLDMAN/JOHN DEERE	PARTS FOR BUSHHOG	0	607.43
04/20/2021	D-10602	PETRON		0	0.00
04/22/2021	D-10605	GENE'S TIRE CENTER	2 TIRES D2	0	725.90
04/28/2021	D-10606	GOLDMAN/JOHN DEERE	VARIOUS PARTS D54	0	282.99
Total 035730 - Maint. & Repair/DR				0	7,957.86
<b>035731 - Fuel &amp; Lubricant/DR</b>					
04/01/2021	D-10577	DELTA FUEL	7499GALS CLEAR&DYED DIESEL & R...	0	16,040.48
04/14/2021	D-10594	DELTA FUEL	55GAL DRUM MOTOR OIL	0	792.55
Total 035731 - Fuel & Lubricant/DR				0	16,833.03
<b>035732 - Shop Supply/DR</b>					
04/01/2021	D-10586	DELTA PARTS	DUCT TAP 3/31	0	5.77
04/01/2021	D-10586	DELTA PARTS	FUNNEL, NUTS, DUC TAP & MANDRE...	0	25.41
04/01/2021	D-10586	DELTA PARTS	WIPING CLOTH 4/6	0	12.77
04/01/2021	D-10586	DELTA PARTS	FLOOR OIL SOAK 4/7	0	45.16
04/01/2021	D-10586	DELTA PARTS	SHOP SUPPLIES 4/15	0	51.32
04/01/2021	D-10586	DELTA PARTS	WIRE BRUSH, SAW FILE & MIL FILE 4...	0	18.46
04/01/2021	D-10586	DELTA PARTS	GEAR OIL & COUPLING 4/20	0	44.22
04/01/2021	D-10586	DELTA PARTS	SWS ADH 4/22	0	11.69
04/01/2021	D-10586	DELTA PARTS	START FLUID & CARB CLEANER 4/22	0	13.52
04/07/2021	D-10587	HOME HARDWARE/BLU...	MARKING TAP 4/7	0	27.40
04/07/2021	D-10588	D & K CLEANING EQUIP...	PRESSURE WASHER	0	320.00
04/08/2021	D-10589	D&T WHOLESALE INC.	VARIOUS SHOP SUPPLIES	0	361.44
04/09/2021	D-10590	CINTAS CORPORATION	MATS & SCRAPPERS 4/9	0	9.00
04/09/2021	D-10590	CINTAS CORPORATION	MATS & SCRAPPERS 4/14	0	9.00
04/09/2021	D-10590	CINTAS CORPORATION	MATS & SCRAPPERS 4/21	0	9.00
04/09/2021	D-10590	CINTAS CORPORATION	MATS & SCRAPPERS 4/28	0	9.00
04/20/2021	D-10604	D&T WHOLESALE INC.	GLOVES	0	123.36
Total 035732 - Shop Supply/DR				0	1,096.52
<b>035733 - Chemicals (Roundup, 24-D)/DR</b>					
04/01/2021	D-10575	HELENA CHEMICAL CO.	240GALS ROUND UP	0	3,912.00
Total 035733 - Chemicals (Roundup, 24-D)/DR				0	3,912.00

**CONCORDIA PARISH POLICE JURY**  
**Open Purchase Orders Detail**  
**April 2021**

Date	Num	Name	Memo	Rcv'd	Amount
<b>035755 · Capital Outlay/DR</b>					
<b>035754 · Other/DR</b>					
04/20/2021	D-10603	BRANTECH	LAPTOP & DOCKING STATION	0	1,929.00
04/30/2021	D-10607	BRANTECH	LAPTOP & DOCKING STATION	0	180.00
Total 035754 · Other/DR				0	2,109.00
<b>035758 · Culverts/DR</b>					
04/15/2021	D-10598	CO-HEIR	9 CULVERTS VARIOUS SIZES	0	12,629.85
04/30/2021	D-10612	CO-HEIR	30' CULVERT	0	2,430.00
04/30/2021	D-10612	CO-HEIR	36' CULVERT	0	2,900.00
Total 035758 · Culverts/DR				0	17,959.85
Total 035755 · Capital Outlay/DR				0	20,068.85
<b>055710 · Garbage Pickup/SWD</b>					
04/06/2021	SWD-170	WASTE PRO - MISS LOU	OPEN TOP MONTEREY	1	0.00
04/07/2021	SWD-171	WASTE PRO - MISS LOU	OPEN TOP FROGMORE	1	0.00
04/13/2021	SWD-172	WASTE PRO - MISS LOU	COMPACTOR FROGMORE	1	0.00
Total 055710 · Garbage Pickup/SWD				3	0.00
<b>TOTAL</b>				<b>8</b>	<b>126,995.99</b>

STATUTORY PAYMENTS  
CONCORDIA PARISH POLICE JURY  
APRIL 2021

**GENERAL FUND**

ADVANCE OFFICE SYSTEM	COPIER LEASE (ROV)	04/01/21	\$189.96	CK#25834
SPARKLIGHT	APRIL FIBER INTERNET (520.00 REIMBURSED)	04/01/21	650.00	CK#25836
NATCHEZ TELEPHONE & SECURITY	MAINTENANCE AGREEMENT (ROV)	04/01/21	126.00	CK#25841
SHERIFF OFFICE	PRISONER CARE HOUSING	04/06/21	7,695.00	CK#25845
AT&T	MAINTENANCE AGREEMENT (PJ)	04/08/21	700.05	CK#25850
AUTO-CHLOR	EQUIPMENT LEASE (JAIL)	04/08/21	370.00	CK#25851
CLERK OF COURT	MARCH BILLING	04/08/21	1,180.00	CK#25852
	UTILITIES- DRPK 10.19, LYHTE 10.19, LYHT 10.67, PRML 10.19	04/08/21	41.24	CK#25853
CONCORDIA SENTINEL	MARCH BILLING	04/08/21	283.50	CK#25854
ENERGY	UTILITIES- VIDALIA ST LIGHTS	04/08/21	94.71	CK#25855
MOREHOUSE PARISH CORONER	2 CORONER'S EMERGENCY CERTIFICATES	04/08/21	200.00	CK#25856
TOWN OF VIDALIA	UTILITIES- OLD CRTHSE	04/08/21	192.47	CK#25859
COMPUTER CONSULTANTS	MAINTENANCE AGREEMENT (BACKUP)	04/09/21	150.00	CK#25860
APPEALS COURT	FILINGS FOR THE MONTH OF MARCH	04/12/21	50.00	CK#25865
COMPUTER CONSULTANTS	MAINTENANCE AGREEMENT	04/12/21	470.00	CK#25866
ENERGY	UTILITIES- PANOLA WOODS	04/12/21	31.01	CK#25867
NMS LABS	TOXICOLOGIES (CORONER'S EXP)	04/16/21	358.00	CK#25892
ADVANCE OFFICE SYSTEMS	COPIER LEASE (PJ)	04/20/21	158.81	CK#25898
CONCORDIA SENTINEL	ADVERTISING	04/20/21	126.00	CK#25899
ENERGY	UTILITIES- DOTY RD & BLK BAYOU	04/20/21	93.03	CK#58900
PITNEY BOWES	POSTAGE METER LEASE (PJ)	04/20/21	159.00	CK#25902
VIDALIA	UTILITIES- NW CRTHS 12045.34; SHED 478.76	04/20/21	12,524.10	CK#25903
ALLEN PARISH CORONER'S OFFICE	1- CORONER'S EMERGENCY CERTIFICATE	04/26/21	100.00	CK#25908
CALCASIEU PARISH CORONER'S	1- CORONER'S EMERGENCY CERTIFICATE	04/26/21	100.00	CK#25909
LAFAYETTE PARISH CORONER'S	1- CORONER'S EMERGENCY CERTIFICATE	04/26/21	100.00	CK#25912
LINCOLN PARISH CORONER'S OFFC	1- CORONER'S EMERGENCY CERTIFICATE	04/26/21	100.00	CK#25913
OUACHITA PARISH CORONER'S OFFC	1- CORONER'S EMERGENCY CERTIFICATE	04/26/21	100.00	CK#25914
RAPIDES PARISH CORONER'S OFFC	5- CORONER'S EMERGENCY CERTIFICATE	04/26/21	500.00	CK#25916
ST TAMMY PAISH CORONER'S OFFC	2- CORONER'S EMERGENCY CERTIFICATE	04/26/21	200.00	CK#25918
SPARKLIGHT	FIBER INTERNET	04/27/21	\$650.00	CK#25920
NATCHEZ TELEPHONE & SECURITY	MAINTANCE AGREEMENT (ROV)	04/30/21	\$126.00	CK#25921
ST JAMES PARISH CORONER'S	1- CORONER'S EMERGENCY CERTIFICATE	04/30/21	\$100.00	CK#25924
<b>TOTAL GENERAL FUND</b>			<b>\$27,918.88</b>	

**HIGHWAY FUND**

SOUTHLAND TRUCK LEASING LLC	DUMP TRUCK	04/08/21	\$1,750.00	CK#7574
<b>TOTAL HIGHWAY FUND</b>			<b>\$1,750.00</b>	

**DRAINAGE FUND**

TOWN OF JONESVILLE	UTILITIES- BARN GAS	04/01/21	\$432.25	CK#11326
CONCORDIA WATER WORKS	UTILITIES- BARN WATER	04/06/21	32.50	CK#11328
CONCORDIA ELETRIC	UTITIES- BARN, COMP BLD	04/08/21	494.27	CK#11332
CONCODIA SENTINEL	ADVERTISING	04/08/21	10.50	CK#11333
SOUTHLAND TRUCK LEASING LLS	DUMP TRUCK	04/08/21	1,750.00	CK#11334
VERIZON	GPS BILLING	04/12/21	469.51	CK#11337
<b>TOTAL DRAINAGE FUND</b>			<b>\$3,189.03</b>	

**SOLID WASTE DISPOSAL FUND**

CONCORDIA ELETRIC	UTILITITES- MONTEREY BLD 8.72 FROGMORE COMP 15.53 MONTEREY COMP 17.00	04/08/21	\$41.25	CK#5704
<b>TOTAL SOLID WASTE DISPOSAL</b>			<b>\$41.25</b>	

**LAW ENFORCEMNET WITNESS FEES**

SHERIFF OFFICE	WITNESS FEE- DEPUTY G JACKSON 2/3/21		\$50.00	CK#542
<b>TOTAL LAW ENFORCEMENT WITNESS FEES</b>			<b>\$50.00</b>	

**TOTAL STATUTORY PAYMENTS**

**\$32,949.16**



# Invoice

#INV -5557

Date: 2/2/2021

Due Date: 3/4/2021

**Bill To**

Concordia Parish Police Jury LA  
4001 Carter Street  
Room 1  
Vidalia LA 71373  
United States

Project: Concordia Parish Police Jury LA : Concordia - DR 4462 (HMGP applicatiion)

Contract: MSA - Disaster Consulting Services

Task Order: TO-312-05: DR-4462 - HMGP grant application

Period: November 15, 2020 through December 31, 2020

Item	Amount
<b>Professional Services</b>	\$1,490.00
<b>Total</b>	\$1,490.00

**Please reference invoice number #INV -5557 on payment and remit to:**

Rostan Solutions, LLC  
3433 Lithia Pinecrest Rd  
Suite 287  
Valrico FL 33596  
United States

Sales Tax Application

Confirmation No. 88A8GARY
Date of Application 4/12/2021

For: Wild Cow Bayou Designs LLC

Section 1

Reason for applying: A.) [X] Started new business C.) [ ] Change of name
B.) [ ] Purchased ongoing business D.) [ ] Opening additional location
Name of previous owner: E.) [ ] Merger
Trade Name of previous owner: F.) [ ] Other:
Local account number:

Section 2

A.) Location Name: Wild Cow Bayou Designs LLC
B.) Trade name of business: Wild Cow Bayou Designs LLC

Section 3

A.) Address for receiving tax forms and correspondence:
2414 Hwy 909
B.) City, State & Country: Monterey, LA, USA C.) Zip: 71354

Section 4

A.) Contact Person: Christy Book B.) Contact Phone Number: 3184219077
C.) Fax Number: D.) Email Address: christyb318@yahoo.com
E.) Web Site Address:
F.) Location Of Accounting Records:

Section 5

Type of organization: A.) [ ] Individual B.) [ ] Partnership C.) [ ] Corporation D.) [X] LLC
E.) [ ] LLP F.) [ ] Governmental G.) [ ] Non - Profit H.) [ ] Other:

Section 6

Sole Proprietor/First Owner Name: Christy Book Title: Mrs. SSN:
Address: 2414 Hwy 909 Monterey LA 71354 USA Telephone: 3184219077

Section 7

If Corporation, LLC, LLP, or Partnership: name, title, social security number, home address, and telephone number of officers, members, managers, or partners:

Name: Title:
SSN: Telephone:
Address:
Name: Title:
SSN: Telephone:
Address:
Name: Title:
SSN: Telephone:
Address:

Section 8

Agent for service of process: Christy Book/ 2414 Hwy 909, Monterey, LA 71354/318-421-9077
(Name, Address, Phone)

Sales Tax Application  
For: Wild Cow Bayou Designs LLC

Confirmation No. 88A8GARY  
Date of Application 4/12/2021

Section 9

- A.) State Sales Tax Number: \_\_\_\_\_ Applied for
- B.) Federal Identification number: ~~00-1838882~~ \_\_\_\_\_ Applied for  None
- C.) Federal Standard Industrial Code: 454110 \_\_\_\_\_ (If unknown, please leave blank)
- D.) How many other locations in this jurisdiction? 1 \_\_\_\_\_

Section 10

- A.) Physical Address: 2414 Hwy 909 \_\_\_\_\_  
(Street, route, or highway - not P.O. Box or General Delivery)
- B.) City, State & Country: Monterey, LA, USA \_\_\_\_\_ C.) Zip: 71354 \_\_\_\_\_
- D.) County/Parish \_\_\_\_\_ E.) Telephone: 3184219077 \_\_\_\_\_

Section 11

- A.) Mailing Address: 2414 Hwy 909 \_\_\_\_\_  
(Street, route, or highway - not P.O. Box or General Delivery) C.) Telephone: 3184219077 \_\_\_\_\_
- B.) City, State & Country: Monterey, LA, USA \_\_\_\_\_ D.) Zip: 71354 \_\_\_\_\_

Section 12

First date sales will be made from this location: 4/9/2021 \_\_\_\_\_

Date business first started operations: 04/09/2021 \_\_\_\_\_

Section 13

- A.) Nature of Business:  Retail Sales  Repair Service  Retail  Wholesale  
 Manufacturing/Fabricating  Contractor  Other
- B.) Describe in detail your business; type of sales, activity, or services you perform:  
Online craft store including t-shirt sales, personalized mugs and cups, handmade bags and accessories, and other craft items.

Section 14

Jurisdictions Applied For:  
Concordia Parish

Section 15

Requested Reporting Status:  Monthly  Quarterly  Occasional/Irregular  Semi-Annual  Annual

Reporting frequency and filing status will be determined by the Administrator according to authority policy. Businesses with a location within a county/parish will automatically be registered to file on a monthly basis. Occasional/Irregular filers are intended for those businesses (1) that do not have a location within the county/parish and do not intend on doing business on a regular basis or (2) business that performs services that are not taxable.

Section 16

Where do you anticipate your taxable transactions to occur?  County/Parish wide  State wide  Other



Work Order	DATE	ROAD/AREA	Task	Description
40621.01	4/6/2021	RED RIVER LANDING ROAD	ROADS - REPAIR	HO17 BW CARRY PERSONEL HO18 AW SPREAD 60 YDS OF 610 ON ROAD AND MAKE REPAIRS
40721.01	4/7/2021	MCCALL ROAD	ROADS - GRADING	HO18 AW MOVE GRADER AND BLADE RD AND MAKE REPAIRS
40721.02	4/7/2021	RED RIVER LANDING ROAD	ROADS - REPAIR	HO18 MAKE REPAIR TO ROAD AND SPREAD 15 YDS OF 610
40721.03	4/7/2021	BLACK RIVER LEVEE	CULVERTS - MISC	HO3 BW GRADE LEVEE RD HO17 BW DRIVE AND CHECK CULVERT
40721.04	4/7/2021	FRAZIER ROAD	ROADS - GRADING	AW HO18 MOVE AND GRADE RD HO17 BW DRIVE TO THE SHOP
40721.05	4/7/2021	FLAHERTY ROAD	ROADS - GRADING	AW HO18 MOVE TO AND GRADE ROAD
40821.01	4/8/2021	PARISH	ROADS - MISC	BW HO17 CARRY PERSONEL CHECK ROADS AND DRAINAGE
40821.02	4/8/2021	Shop	SHOP WORK	WORKED AT THE SHOP PUSH UP LIMESTONE AND WORKED ON TRACTORS
41221.01	4/12/2021	MONTEREY AREA	ROADS - MISC	CHECK ROADS AND DRAINAGE BW DROVE HO17
41221.02	4/12/2021	Shop	SHOP WORK	DL WORKED ON HO46 AT THE SHOP DL PUSHED LIMESTONE WITH HO24 AT THE SHOP
41221.03	4/12/2021	POOLE ROAD - FERRIDAY	ROADS - GRADING	GRADE ROAD
41321.01	4/13/2021	CRESTVIEW DRIVE	ROADS - MISC	PUT COLD MIX IN BAD SPOTS OF ROAD UNTIL RAINED OUT
41321.02	4/13/2021	LEE STREET	ROADS - MISC	PUT COLD MIX IN BAD SPOTS OF ROAD UNTIL RAIN
41321.03	4/13/2021	PARISH	ROADS - MISC	CHECK ROADS WHEN RAIN CAME IN
41421.01	4/14/2021	Shop	SHOP WORK	CLEANED UP SHOP AND WORKED ON TRACTORS AND CLEANED UP SHOP

**CORRESPONDANCE**

**FROM**

**BOARDS &**

**COMMITTEES**

Regular meeting of Concordia Waterworks District No. 1, March 16, 2021.

Meeting called to order at 7:00 p.m., Jean Fairbanks presiding.

INVOCATION: Mike Sanders

ROLL CALL: Warren Enterkin absent

VISITORS: Willie and Connie Warner; Charles Renfrow, Manager;  
Randall Butts; Janice Ford

Mike Sanders made a motion to adopt as written the minutes of the January 19, 2021 board meeting. Don Linder seconded and motion carried.

Discussion of a high water bill for Sheila Maxwell. Mike Sanders made a motion for Mrs. Maxwell to pay out her water bill at the amount of \$50.00 per month, including the regular monthly bill. Catherine Cartwright seconded and motion carried.

Discussion with Mr. Willie Warner and Mrs. Connie Warner about 2 months of high water bills at a residence they are renovating. Catherine Cartwright made a motion to remove the penalty amount charged to their account. The penalty removal is because they waited until the board meeting which is on the 16<sup>th</sup> of March, after the due date. Mike Sanders seconded and motion carried.

Mike Sanders made a motion to sign the affidavit for the US Corps of Engineers for the Levee project on Highway 3196. This project may require relocation of our 18" waterline. Don Linder seconded and motion carried.

Don Linder made a motion to approve the Delta Fuel bill for January 2021, in the amount of \$1,018.77 and the February 2021 fuel bill, in the amount of \$1,646.01. Catherine Cartwright seconded and motion carried.


Mike Sanders made a motion to approve the Delta Fuel purchases of \$1,618.54 for generator fuel and \$110.25 for propane for heaters at the Lake St John treatment plant. Catherine Cartwright seconded and motion carried.

Catherine Cartwright made a motion to approve the February and March 2021 monthly bills and purchase orders. Mike Sanders seconded and motion carried.

Don Linder made a motion to adopt the January and February 2021 monthly budgets. Mike Sanders seconded and motion carried.

Mrs. Fairbanks, President, declared the meeting over at 8:15 p.m.

  
PRESIDENT

  
SECRETARY



6569 Hwy 84 (P.O. Box 111)  
Ferriday, Louisiana 71334  
(318) 757-6551

### **PUBLIC NOTICE**

### **BOARD OF COMMISSIONERS' REGULAR MONTHLY MEETING AGENDA**

Tuesday, April 27, 2021

5:00 PM

Location: Board Room at Trinity Medical

- I. Call to Order
- II. Prayer
- III. Roll Call

**THIS IS A PUBLIC HEARING – anyone wishing to address the Board or comment on any agenda item for today's meeting please come forward.**

- IV. Approval of Minutes of Previous Meeting held March 23, 2021
- V. Financial Report – Spencer Holder, CFO
  1. Approval of Presentation and 9/30/2020 Audited Financial Statements
- VI. Administration Report – Nekeisha Smith, CEO
  1. Hospital Update
  2. Election of 2021 Officers and Executive Committee
- VII. Management Report – Neely Greene, COO  
Approval of the following policies and procedures:
  1. Lab – Kit Testing Policy and Procedure
  2. IOP Policy and Procedure
  3. QI Policy and ProcedureApproval Medical Staff Appointments
  1. Dr. Eric Teschke – ER
  2. Dr. Laura Richey – ER
  3. Dr. James Richey – Urologist
  4. Taheera Forbes, FNP - Woundcare
- VIII. Appointments and Resignations
- IX. Strategic Planning (Reserve the right to enter Executive Session)
- X. New Business
- XI. Adjourn

The Board of Commissioners reserves the right to enter into  
Executive Session Pursuant to LA.R.S.42:61.1 (A)(2)

**REGULAR MEETING OF THE TRINITY MEDICAL  
BOARD OF COMMISSIONERS**

**March 23, 2021**

**5:00 PM**

**I. CALL TO ORDER**

The regular scheduled meeting of the Trinity Medical Board of Commissioners was called to order at 5:00 PM on Tuesday, March 23, 2021 by Board Chairman, Mr. Jim Graves.

**II. PRAYER AND PLEDGE OF ALLEGIANCE**

Mr. King opened the meeting with prayer, and the Pledge of Allegiance was led by Dr. Ingram.

**III. ROLL CALL**

A roll call revealed the following members present: Mr. Graves, Mr. Butcher, Mrs. Lipsey, Dr. Ingram, Mr. Crum and Mr. King. The following member was absent: Mr. Marsalis. Also present were: Nekeisha Smith, Administrator, Neely Greene, COO, Spencer Holder, CFO, Lynda Jones, Walt Wilson, Randy Hoggatt, and Joey Martin.

**IV. OPEN TO PUBLIC COMMENTS**

At this time, Chairman Graves opened the meeting to public comments.

1. Mr. Graves presented a plaque to former board member Mr. Randy Hoggatt for his years of service.
2. Mr. Graves introduced Mr. Ryan Crum as a new board member.

**V. APPROVAL OF MINUTES**

Chairman Graves asked for a motion to approve the minutes of the Regular Board of Commissioners Meetings of January 26, 2021 and February 4, 2021. The minutes were approved as presented on a motion by Dr. Ingram and a second by Mr. King. The motion passed unanimously when put to a vote.

**VI. PRESENTATION OF FY 09/30/2020 AUDIT – EIDE BAILLY**

Mr. Jared Heim of Eide Bailly presented the FY ending 9/30/2020/Audit via Zoom.

**VII. FINANCIAL REPORT - SPENCER HOLDER, CFO**

1. The financial report was presented By Mr. Holder and approved on a motion by Mr. Butcher and a second by Mr. King. The motion passed unanimously when put to a vote.
2. Mr. Holder presented Mr. Ryan Crum for nomination and appointment of Hospital Board Member to serve on the Concordia Hospital Foundation. The nomination and appointment were approved on a motion by Mr. Butcher with a second by Dr. Ingram. The motion passed unanimously when put to a vote.

**VIII. ADMINISTRATIVE REPORT – NEKEISHA SMITH**

Hospital Update:

1. Ms. Smith presented Neely Green as COO.
2. Ms. Smith presented Yvette Demby as HIM Director.

**IX. MANAGEMENT REPORT – NEELY GREENE**

The following policies and procedures were presented by Ms. Greene for approval.

1. Purchasing Policy and Procedures
2. Case Management Policy and Procedures
3. Risk Management Policy and Procedures
4. Medical/Surgical Policy and Procedures
5. Emergency Room Policy and Procedures
6. ICU Policy and Procedures
7. Medical Records Policy and Procedures

On a motion by Ms. Lipsey with a second by Dr. Ingram, the above policies and procedures were approved. The motion passed unanimously when put to a vote.

Lab – Kit Testing Policy and Procedure was tabled due to not being complete.

Dietary Policy and Procedure was tabled due to not being complete.

**X. APPOINTMENTS AND RESIGNATIONS**

On a motion by Dr. Ingram and a second by Mr. King, all appointments and resignations were approved as presented. The motion passed unanimously when put to a vote.

**XI. STRATEGIC PLANNING**

Strategic planning was not discussed

**XII. NEW BUSINESS**

None to report

**XIII. ADJOURNMENT**

With no further business at hand, Chairman Graves thanked everyone for their attendance and support. The meeting was adjourned on a motion by Dr. Ingram and a second by Ms. Lipsey. The motion passed unanimously when put to a vote.

  
\_\_\_\_\_  
JIM GRAVES, CHAIRMAN

ATTEST: Nekeisha K. Smith, CEO  
NEKEISHA SMITH  
SECRETARY

# **SPECIAL - CALLED MEETING OF THE RIVERLAND MEDICAL CENTER**

## **BOARD OF COMMISSIONERS**

**February 4, 2021**

**5:00 PM**

### **I. CALL TO ORDER**

The special-called meeting of the Riverland Medical Center Board of Commissioners was called to order at 5:00 on Tuesday, February 4, 2020 by Board Chairman, Mr. Jim Graves.

### **II. PRAYER AND PLEDGE OF ALLEGIANCE**

Mr. Marsalis opened the meeting with prayer, and the Pledge of Allegiance was led by Dr. Ingram.

### **III. ROLL CALL**

A roll call revealed the following members present: Mr. Graves, Mr. Marsalis, Mr. Butcher, Mr. King, Mrs. Lipsey and Dr. Ingram. Also present were: Ms. Keisha Smith, COO, and Spencer Holder, CFO.

### **IV. STATUS REPORT ON RELOCATION OF HOSPITAL**

Status report was presented by Attorney Jack Stolier. The report was approved as presented by Mrs. Lipsey with a second by Mr. Butcher.

### **V. STRATEGIC PLANNING**

At this time it was determined to enter into Executive Session on a motion by Mr. King and a second by Mr. Marsalis. The motion passed unanimously when put to a vote. After discussion, motion was made to re-enter Open Session by Mr. Marsalis with a second by Mr. King. The motion passed unanimously when put to a vote.

### **VI. CONTRACTS AND PERSONNEL MATTERS**

A motion was made by Mr. Marsalis with a second by Mr. King to add contracts and personnel matters to the agenda.

1. A contract was presented for approval to designate Ms. Nekeisha Smith as Interim CEO. The contract was approved on a motion by Mrs. Lipsey with a second by Mr. Marsalis. The motion passed unanimously when put to a vote.
2. The current contract with Mr. Samuel Ellard was amended on a motion by Dr. Ingram with a second by Mr. Butcher. The motion passed unanimously when put to a vote.

### **VII. RESOLUTIONS**



1. Mr. Holder presented a Resolution to approve the removal of Samuel Ellard as signer on all bank accounts and replace his signatory authorization with Nekeisha Smith, to execute any and all documents, instruments and or contracted, agreements and bank accounts effective February 4, 2021 and to undertake all acts in accordance within. The Resolution was approved as presented on a motion by Dr. Ingram and a second by Mr. Marsalis. A roll call vote was taken with 6 Yeas, 0 Nays and 0 Absent. The resolution passed unanimously when put to a vote.
2. Mr. Holder presented a Resolution to change the legal name on all bank accounts from Riverland Medical Center to Concordia Parish Hospital Service District Number One to reflect our legal name on record with the Internal Revenue Service, and to update the physical address on all bank accounts to 6569 Highway 84 Ferriday, LA 71334. The Resolution was approved as presented on a motion by Dr. Ingram and a second by Mr. Marsalis. A roll call vote was taken with 6 Yeas, 0 Nays and 0 Absent. The resolution passed unanimously when put to a vote.
3. Mr. Holder presented a Resolution to open a new bank account at Concordia Bank & Trust under the legal name of Concordia Parish Hospital Service District Number One for the Trinity Medical Clinic. The Resolution was approved as presented on a motion by Dr. Ingram and a second by Mr. Marsalis. A roll call vote was taken with 6 Yeas, 0 Nays and 0 Absent. The resolution passed unanimously when put to a vote.

#### **VIII. ADJOURNMENT**

With no further business at hand, Chairman Graves thanked everyone for their attendance and support. The meeting was adjourned at 5:35 p.m. on a motion by Dr. Ingram and a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

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JIM GRAVES, CHAIRMAN

ATTEST: \_\_\_\_\_

NEKEISHA SMITH, SECRETARY

**REGULAR MEETING OF THE RIVERLAND MEDICAL CENTER  
BOARD OF COMMISSIONERS**

**January 26, 2021  
5:00 PM  
Via Teleconference**

**I. CALL TO ORDER**

The regular scheduled meeting of the Riverland Medical Center Board of Commissioners was called to order at 5:00 PM on Tuesday, January 26, 2021 by Board Chairman, Mr. Jim Graves.

**II. ROLL CALL**

A roll call revealed the following members present: Mr. Graves, Mr. Marsalis, Mr. Butcher, Mrs. Lipsey, Dr. Ingram, and Mr. King. Also present were: Sam Ellard, Administrator, Keisha Smith, COO, Spencer Holder, CFO, and Joey Martin.

**III. OPEN TO PUBLIC COMMENTS**

At this time, Chairman Graves opened the meeting to public comments.

**IV. APPROVAL OF MINUTES**

Chairman Graves asked for a motion to approve the minutes of the Regular Board of Commissioners Meetings November 11, 2020 and December 1, 2020. The minutes were approved as presented on a motion by Mr. Butcher and a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

**V. FINANCIAL REPORT**

The financial report was presented by Mr. Holder and approved on a motion by Mr. Marsalis and a second by Mrs. Lipsey. The motion passed unanimously when put to a vote.

**VII. ADMINISTRATIVE REPORT**

Mr. Ellard presented the following contracts for approval; ENT, Urology and Pediatrician. The contracts for ENT and Urology were tabled on a motion by Dr. Ingram with a second by Mr. King. The contract for the Pediatrician was approved on a motion by Mr. King with a second by Dr. Ingram. The motions passed unanimously when put to a vote.

**VIII. MANAGEMENT REPORT**

The following were presented by Mrs. Smith for approval:

1. 9 Medical Staff Appointments
  1. Dr. Amir Abdelmalik – Radiologist
  2. Dr. Morgan Haile – Radiologist
  3. Dr. Viram Hatti – Radiologist
  4. Dr. Gerard Brousard – ER Physician
  5. Courtney Brunson, FNP – Woundcare
  6. Kennedy Poole, PA – Clinic
  7. Deana Mabry, FNP - Clinic

8. Amy Hancock, FNP – Wound Care
9. Lisa Wilson, CRNA

2. 7 Policies and Procedures

1. Radiology Policy and Procedure
2. Maintenance Policy and Procedure
3. Compliance Policy and Procedure
4. Riverland Ferriday Clinic Policy and Procedure
5. Living Well Family Clinic Policy and Procedure
6. Cura Hospitality Policy and Procedure
7. COVID-19 Vaccine Policy

The medical staff appointments were approved on a motion by Mr. Butcher with a second by Dr. Ingram. The motion passed unanimously when put to vote.

The policies and procedures were approved on a motion by Mr. Marsalis with a second by Mr. Butcher. The motions passed unanimously when put to a vote.

**IX. APPOINTMENTS and RESIGNATIONS**

On a motion by Dr. Ingram and a second by Mrs. Lipsey, all appointments and resignations were approved as presented. The motion passed unanimously when put to a vote.

**X. STRATEGIC PLANNING**

A motion was made by Mrs. Lipsey with a second by Mr. Marsalis to add Mr. Sam Ellard's contract to the agenda. The contract was approved on a motion by Mr. King and a second by Mr. Butcher. The motion passed unanimously when put to a vote.

**XI. NEW BUSINESS**

None to Report

**XII. ADJOURNMENT**

With no further business at hand, Chairman Graves thanked everyone for their attendance and support. The meeting was adjourned on a motion by Mr. Butcher and a second by Mr. Marsalis. The motion carried unanimously when put to a vote.

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JIM GRAVES, CHAIRMAN

ATTEST:

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NEKEISHA SMITH, COO  
SECRETARY