

**PARISH POLICE JURY
REGULAR MEETING
April 23, 2018
6:00 P.M.**

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

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

A motion was made by Mr. Probst seconded by Mr. Tiffiee to approve the minutes of the regular meeting of April 9, 2018 as mailed. Motion carried.

Mr. Derrick Means of DMV Trucking was asked to address the Jurors for approval of his request for an occupational license. Mr. Dunbar discussed with Mr. Means the use of Freeman Road as it pertains to the usage of his trucking company. Mr. Means clarified that the address listed on his occupational license is his home which will be used as his office location only. Mr. Means explanation was accepted by the Jurors.

A request was received by the Village of Ridgecrest for repairs to roads in the village. This request was tabled for further information and discussion between Mr. Wilkinson and Mr. Shepard.

The request for the re-appointment of Charles Turner to the Sewer District #1 was addressed. The appointment had been previously tabled to seek additional applicants. No applications had been received and the Sewer Board addressed the key position Mr. Turner holds as the Treasurer for the board. On a motion by Mr. Beatty seconded by Mr. Jernigan, Mr. Turner was approved for re-appointment to the board for another term ending May 2021.

The discussion for advertising for a heavy equipment operator was tabled on a motion by Mr. Jernigan seconded by Mr. Shirley. Motion carried.

On a motion by Mr. Beatty seconded by Mr. Shirley the following resolution was offered to canvass the returns and declaring the result of the special election held on Saturday, March 24, 2018 to authorize the levy of a special tax for the Council on Aging. (Resolution previously published.)

RESOLUTION 18-004

The following resolution was offered by Mr. Beatty and seconded by Mr. Shirley:

RESOLUTION: 18-004

A resolution providing for canvassing the returns and declaring the result of the special election held in the Parish of Concordia, State of Louisiana, on Saturday, March 24, 2018, to authorize the levy of a special tax therein.

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

SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the Parish of Concordia, State of Louisiana, on SATURDAY, MARCH 24, 2018, to authorize the levy of a special tax therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the result of the special election.

SECTION 2. Procès Verbal. A *Procès Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and *Ex-Officio* Recorder of Mortgages in and for the Parish of Concordia, who shall record the same in the Mortgage Records of said Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

SECTION 3. Promulgation of Election Result. The result of said election shall be promulgated by publication in the manner provided by law.

This resolution having been submitted to a vote, the vote thereon was as follows:

MEMBERS:	YEAS:	NAYS:	ABSENT:	ABSTAINING:
Carey H. Cook	<u> X </u>	_____	_____	
Joseph Parker	<u> X </u>	_____	_____	
Willie J. Dunbar	<u> X </u>	_____	_____	
Adam Probst	<u> X </u>	_____	_____	
Whest Shirley	<u> X </u>	_____	_____	
Jerry Beatty	<u> X </u>	_____	_____	
Jimmy Wilkinson	_____	_____	<u> X </u>	
Jimmy Jernigan	<u> X </u>	_____	_____	
Tommy "Red" Tiffie	<u> X </u>	_____	_____	

And the resolution was declared adopted on this, the 23rd day of April, 2018.

/s/ Sandi T. Burley
Secretary-Treasurer

/s/ Joseph Parker, Sr.
Vice-President

PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE PARISH OF CONCORDIA, STATE OF LOUISIANA, ON SATURDAY, MARCH 24, 2018.

BE IT KNOWN AND REMEMBERED that on Monday, April 23, 2018, at six o'clock (6:00) p.m., at its regular meeting place, the Police Jury Room of the Courthouse, Room 2, 4001 Carter Street, Vidalia, Louisiana, the Police Jury of the Parish of Concordia, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Concordia, State of Louisiana (the "Parish"), and being the authority ordering the special election held therein on Saturday, March 24, 2018, with the following members present:

Jerry Beatty, Carey Cook, Willie Dunbar, Jimmy Jernigan, Joseph Parker, Sr., Adam Probst, Whest Shirley, and Red Tiffiee

There being absent: Jimmy Wilkinson

did, in open and public session, examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of the said election, there having been submitted at said election the following proposition, to wit:

PROPOSITION
(MILLAGE RENEWAL)

Shall the Parish of Concordia, State of Louisiana (the "Parish"), continue to levy a special tax of four (4) mills on all the property subject to taxation within the Parish (an estimated \$560,000 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, to acquire, improve, maintain, operate and support facilities, equipment, programs and services for senior citizens of the Parish, including providing funding for facilities, equipment, programs and services provided by the Concordia Parish Council on Aging?

There was found by said count and canvass that there was a total of **669** votes cast **IN FAVOR OF** the Proposition and a total of **169** votes cast **AGAINST** the Proposition, as hereinabove set forth, and it was further found and determined that there was a majority of **500** votes cast **IN FAVOR OF** the Proposition as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly **CARRIED** by a majority of the votes cast by the qualified electors voting at the said special election held in the Parish on Saturday, March 24, 2018.

Results by precinct are available from the Secretary-Treasurer of this Governing Authority during regular business hours or via the Louisiana Secretary of State's website (voterportal.sos.la.gov). **Exhibit "A"** attached hereto and made a part of this *Procès Verbal* is a copy of the Notice of Special Election and proof of publication thereof.

THUS DONE AND SIGNED at Vidalia, Louisiana, on this, the 23rd day of April, 2018.

ATTEST: /s/ Joseph Parker, Sr., Vice-President /s/ Sandi T. Burley, Secretary-Treasurer

Reports from the Boards and Committees were next on the agenda. The Finance Committee discussed the status of the GPS system that is being tested in a thirty day trial period. Termite proposals for both the new and old courthouse were received and reviewed. Information was presented to the Finance Committee to review as the costs had increased and the allocation

of monies to obtain a new contract was needed. Under a motion by Mr. Shirley seconded by Mr. Probst the recommendation to award Douglas Pest Control was made. Motion carried.

Quarterly financials and an amended 2018 proposed budget were distributed to the Jurors. A meeting was held on April 19th with the Finance Committee to review and discuss the changes to the proposed budget for 2018. Under motion by Mr. Shirley seconded by Mr. Cook a motion carried to approve the *Resolution 18-005* to adopt the amended 2018 proposed budget with the following changes:

CONSOLIDATED BUDGET			The Consolidated Budget is revised based on the revisions made to each schedule as described below. The purpose of providing amendments after reviewing Quarter 1 financials is to adhere to the 5% discrepancy reporting requirements. Changes in receipts and expenditures at this juncture is necessary to those we know at this time needs modification. Some of the reasons for the changes needed, is changes in reporting measurers and re-allocation of funds, other reasons are higher than expected costs superceding 5% of the original proposed budget amount.
SCHEDULE	1	GENERAL FUND	Franchise reciepts are higher than expected after Quarter 1; GOHSEP allocations in both revenue and expenditures have merged to one allocation due to changes in reporting measures and the way monies are received; Increases in revenue under Convention Reimbursement due to inclement weather and lack of attendance; revision of salary and benefits to add MASA; Addition of transfer out to GOHSEP that was approved; Addition of transfer in from Criminal Court from remaining funds at the end of prior year; Increase in Other Insurance Reimbursement and Distribution due to online payment required and other schedules will reimburse to General Fund
SCHEDULE	2	HWY	Corrected starting balance for 2018
SCHEDULE	3	DRAINAGE	Allocation of \$8500 under equipment - the expenditure was approved at the 12/11/17 meeting, ordered 12/12/17. Invoice was not received/paid until January, causing the allocation to fall in 2017 due to cash (not accrual)accounting policies.; Corrected starting balance for 2018
SCHEDULE	4	SOLID WASTE	Increase in expenditures due to increase in compactor site rental and DEQ fees; corrected starting balance for 2018
SCHEDULE	5	ROAD TAX/ SINKING FUND	Merged Interest Distribution Expenses - Whitney/Hancock/Chase; Removed allocation to Interest Income Tax Fund - no funds to earn interest; corrected starting balance for 2018
SCHEDULE	6	PUBLIC HEALTH	Increased recievable amount for interest income; corrected starting balance for 2018
SCHEDULE	7	SALES TAX	Adjusted school board expenses due to December collection costs; added expenditures
SCHEDULE	8	WITNESS & JUROR	Corrected starting balance for 2018
SCHEDULE	9	SECTION 8	Corrected starting balance for 2018
SCHEDULE	10	LCDBG	Revised City of Vidalia's revenue and expenditures due to grant. Moved GOHSEP grant to new schedule 14
SCHEDULE	11	LAW ENFORCEMENT	Corrected starting balance for 2018
SCHEDULE	12	UNEMPLOYMENT	Corrected starting balance for 2018; Revised interest income
SCHEDULE	13	SPECIAL JUROR	Corrected starting balance for 2018
SCHEDULE	14	GOHSEP	Created new schedule for transfer of funds to GOHSEP project from Schedule 10; Accounts for transfer from General Fund for \$109,000
SCHEDULE	15	CRIMINAL COURT	Revised amounts allocated to law library and psychiatric evaluation fees. Added transfer out to General Fund for half of the 2017 end of the year balance. Corrected starting balance for 2018.

The Personnel Committee has reviewed the applicants for Section 8 Supervisor. Under a motion by Mr. Tiffie seconded by Mr. Cook a motion carried to appoint and set the salary of Ms. Alma McMillin who is the Executive Director of the Newellton Housing Authority as the Section 8 Supervisor for Concordia Parish.

The Policy and Finance Committee each met separately on April 19th to review and discuss the new and amended operating policies established. A motion was made by Mr. Dunbar seconded by Mr. Beatty to adopt the new and revised policies in the Operating Manual of the Concordia Parish Police Jury. These are:

- Asset Management Policy
- Bank Account Monitoring and Tracking Procedures Policy
- Federal Award Procurement Policy
- Financial Management Policy
- Financial Reporting Policy
- Grant Administration Policy
- Procurement of Public Works Policy
- Purchasing Policy
- Replace and Revise Grievance Policy from Handbook

Motion carried with Yays:8 Nays: 0 Absent: 1

Updates on current projects in the Parish were discussed. Meetings are scheduled for Tuesday, April 24th with those involved in the Brushy Bayou Drainage Project to provide updates and status on this project. The ADA Lift received the letter of award today prior to the meeting. A letter to proceed and an agreement with Wilmar Construction to construct the ADA lift is needed to move forward. Wilmar Construction will have 120 days to complete the project. The Courtroom Renovations are being finalized by Mr. Brocato to include the technical components to the final design for submission to the Facility Planning and Control division in Baton Rouge.

Washington Heights has received the approval letter for the award. The Parish is waiting on the letter from HUD that the funds have been allocated to be able to proceed with the project. Mr. Parker discussed a recent visit by him and several of the Jurors to the Washington Heights area and met with several of the residents. The residents of the Washington Heights expressed their gratitude for the hard work the Parish has undergone to get the project approved.

The status of the Vidalia Canal and the approval of the land owners were discussed. Mr. Dunbar asked JKS the status of the research. Upon discussion of the project, JKS needs to provide a cost estimate to do the research and a scope of work agreement both for the Jurors to approve and allocate funds to proceed.

Under a motion by Mr. Dunbar seconded by Mr. Probst the following ordinance violations were cited:

- 1) 216 Washington Heights, Ferriday – needs to replace culvert
- 2) 2) Property located between 279 & 273 Washington Heights – house abandoned and grass is high
- 3) 185 Hwy 565, Wildsville – owned by a realtor / Estate of Donald Glynn– grass needs cutting
- 4) 196 Burrell Roberts Road, Vidalia
- 5) 255 Stephens Road, Vidalia, grass needs cutting
- 6) 484 Stephens Road, Vidalia, grass needs cutting
- 7) 560 Stephens Road, Vidalia, grass needs cutting

- 8) 132 Eagle Road, Vidalia, grass needs cutting
- 9) 457 Eagle Road, Vidalia, grass needs cutting
- 10) 895 Eagle Road, Vidalia, grass needs cutting
- 11) 789 Eagle Road, Vidalia, grass needs cutting

Motion carried.

Ms. Burley gave her Secretary/Treasurer's report by reminding the Jurors that their financial disclosures are due May 14th. The FEMA/GOHSEP office will be conducting a site audit beginning April 24th and should conclude by the 27th.

A motion was made by Mr. Probst seconded by Mr. Beatty to approve the following occupational licenses:

Miss Toni A Cleaning – Interior Vehicle Cleaning – New Business - Sandra Owens, 260 Traxler Rd, Vidalia

DMV Trucking LLC – Derrick Means – Hauling/Trucking – New Business - 125 Freeman Rd, Vidalia

T&J Small Engines –Small Engine Repair - Willie Tradewell – New Business - 5003 Hwy 84W, Vidalia

Frozen Spokane – Bar – New Business - James Bradford - 429 Hwy 568, Ferriday

Motion carried.

A motion was made by Mr. Beatty seconded by Mr. Probst to approve the Superintendent's Work Requests as follows:

119 yards pitrun on Slocum

14 yards of oversize rock for Centennial

14 yards of washrock for Centennial

28 yards of washrock for Mason

28 yards of washrock for Luneaux

Culvert needed on the right corner of Bee Street

Mr. Dunbar asked Superintendent Pugh to contact the DOTD about obtaining the reclaim from the work being done on Hwy 84. Motion carried.

Open discussion under correspondence was provided. Mr. Dunbar asked the Public Works Committee to meet with the Sheriff's Department about obtaining inmate labor so that we can reestablish trash pickup in the Parish.

Distributed to the Jurors for review were the Riverland Medical Center agenda, Rec District #1 – millage renewal, agenda and minutes of March 15th and April 12th meeting; Rec District #2 – minutes of meeting held on April 18th; Rec District #3 – minutes of meeting held on March 13th; Concordia Fire District #2 – minutes from meeting held on March 13th; and Waterworks District #1 minutes of March 20th meeting.

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

Sandi T. Burley, Secretary Treasurer