

**PARISH POLICE JURY
REGULAR MEETING
AUGUST 12, 2019
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: Probst,	Carey Cook, Willie Dunbar, Jimmy Jernigan, Adam Joseph Parker, Sr, Whest Shirley and Tommy Tiffie
Absent:	Jerry Beatty
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Parker
Pledge of Allegiance:	Mr. Probst

1) Invocation, pledge, and roll call of members

2) A motion was made by Mr. Shirley seconded by Mr. Probst to approve the minutes of the regular meeting of July 29, 2019 as mailed. Mr. Dunbar discussed the corrections made amending the minutes of the meeting held July 8, 2019. Corrections were discussed. Motion carried.

3) A motion was made by Mr. Shirley seconded by Mr. Tiffie to ratify the purchase orders and bank statements as presented. Motion carried unanimously.

4) Mr. Wilkinson next discussed the courtroom renovation project and the bids received. Those bidding were Live Oak Construction at \$253,883.90 and Wilmar Construction at \$130,500.00. A motion was offered by Mr. Probst to award the project to the lowest bidding being Wilmar Construction. The motion was seconded by Mr. Jernigan and carried unanimously.

5) Resolution 19-019 was offered as part of the criteria for the courtroom renovation project. The resolution authorized Wilmar Construction as the contractor and Barron, Heinberg, and Brocato, LLC as the architect. The resolution also stated the funds available for the entire FP&C project. A motion was made by Mr. Parker seconded by Mr. Shirley and carried unanimously. (See addendum for resolution.)

6) Personnel policies pertaining to hiring and terminating were next discussed on the request of Mr. Dunbar. Mr. Dunbar discussed the prior motion of the Finance Committee to not offer a raise to a specific employee due to no additional duties given and the short time frame in which the position has been occupied in which to evaluate performance. Discussion ensued with Mr. Dunbar maintaining that increased pay rates were discussed at prior meetings. He recalls that a seventy five cent raise was authorized after the initiation period of the employee. Mr. Tiffie stated he recalled no such discussion. Further discussion ensued, but there being no motion on the table, no further action was taken by the Jurors.

7) Discussion of the open position of the Maintenance Barn was next discussed. A motion was made by Mr. Tiffie to hire Tony Guillory as Superintendent. Mr. Dunbar seconded the motion but stated he wanted a ninety day orientation period. Discussion was brought forward when seconding a motion, the original motion could not be amended. Further discussion by Mr. Parker was brought forward that he made a motion at the last meeting to table action on the position until a job description and criteria were reviewed. The Personnel Committee had met and discussed the job description. A revised description was distributed to the Jurors. The Personnel Committee had also interviewed two internal staff as candidates for the position. After further discussion, Mr. Tiffie rescinded his original motion. Mr. Tiffie then made a new motion to appoint Mr. Guillory as interim Superintendent for 60 days and the same pay rate as the Superintendent. By being placed as interim, his current job would not be affected. The motion was seconded by Mr. Parker. Motion carried unanimously.

8) The open position of Justice of the Peace was brought forward. The Louisiana Supreme Court had contacted the Parish office to discuss appointing Mr. Stallings as the interim

JP for District 1 until an election could be held. While the Parish can make recommendations, the Louisiana Supreme Court is the ultimate decision maker to fill open positions. A motion was made by Mr. Cook seconded by Mr. Shirley to recommend to the appointment of Mr. Jerry Stalling as interim Justice of the Peace for District 1. Motion carried unanimously.

9) Annually, the Police Jury must pass an ordinance for any amounts owed by constituents for grass cutting or debris cleaning on cited lots. A motion was made by Mr. Shirley seconded by Mr. Probst to pass Ordinance 2019-02 – citing property owners and amounts due to the parish to be added to the upcoming tax roll. Motion carried with Mr. Dunbar voting nay. (See addendum for ordinance.)

10) Resolution 19-020 was offered calling the election for the renewal of the Public Health millage. A motion was made by Mr. Probst seconded by Mr. Jernigan to adopt the resolution. Motion carried unanimously. (See addendum for resolution.)

11) Projects of the Parish were once again discussed.

Brushy Bayou: Revising the Cooperative Endeavor Agreement with the Fifth Levee District to expand on creating a reserve for fund for future major maintenance and repairs that may be needed during the life of the structure. This is needed for USACE to approve the 408 permit and continue to work on the process to approve the 404 permit. Mr. Lipsey with the DA's office is working with Brant Jones of JKS on revised right of ways and easements to execute.

Courtroom Renovations: Since bids have been opened and awarded, the necessary documents will be submitted to the state level for review and issuance of a letter for "notice to proceed." This should take about thirty days. The goal is start on the project by October 1st and will have 120 days to complete.

Washington Heights: Bid opening is scheduled for August 13th at 11 am. Ms. Vernon Smith, a resident of Washington Heights was in the audience and asked about the subsequent grant application that was submitted to offset the possibility of going over bids. Ms. Burley explained that she had reached out to the Delta Regional Authority on the grant status and would know more by the end of September. Ms. Smith also addressed Mr. Jernigan asking if the ditches and culverts could be cleaned out. Mr. Jernigan stated that much of the drainage issues are that the culverts need to be replaced. While the parish cannot purchase new culverts, we can help with installation. The approximate cost of a new culvert is \$300. Ms. Smith also asked that a sink hole at the end of Washington Heights road be repaired. Ms. Smith also asked about ordinances pertaining to fence heights around junk yards. Mr. Jernigan asked a letter to be sent to the property owner.

Vidalia Canal: Mr. Dunbar asked that the sides of the canal around Oak Street be cut. He asked Mr. Guillory to check on keys to the gates to access this area.

12) Ordinance violations of the parish were next discussed. The following violations were reported by the respective Jurors:

Mr. Jernigan – Land Owners on record on Luttrell Road being lot of James Lawrence, lot of Renata Fair, lot of John Burns Estate, and lot of Leo Stevenson; Asked to send a letter to the school board regarding establishing a bus turn around due to the buses using residential driveways for a bus turn around causing damage to personal property on Luke Martin Road. Asked to send a letter to land owner who owns the junk yard at the entrance of Washington Heights to clean up a blown down fence that is causing drainage issues in the parish ditch and replace with a six foot tall fence to abide by ordinances.

Mr. Dunbar – Land Owners on record on Freeman Road being lot 10A for Willie Lloyd, lot E/2 of Lot 1 for Edward Marshall, lot 22A for Charles Harris, and lot 3 for Clara Washington Estate.

Mr. Wilkinson – lot belonging to estate of George Duncan located at 8615 Hwy 15

Mr. Shirley – asked of status on letter sent to Ms. Sanders. Ms. Burley responded that this has been received and the fifteen day window has passed.

There being no other citations, a motion was made by Mr. Jernigan seconded by Mr. Dunbar to cite the appropriate property owners and infractions. Motion carried unanimously.

13) Under the Secretary/Treasurer's report, Ms. Burley asked for the Courthouse Committee to meet on repairs needed on the chiller and the Finance Committee meet after documentation was received from Mr. Boothe of the DA's office on awarding the Black Lake lease bids.

14) A motion was made by Mr. Tiffée seconded by Mr. Probst to approve the following occupational licenses and alcohol permits:

- Paul's Grocery – Bobbie Aswell/Cynthia Boyette – Monterey – New Business
- Paul's Grocery – alcohol permit
- Illusions LLC – Fred Taylor – 6008 Hwy 84, Ferriday – alcohol permit

Motion carried unanimously.

15) Under Superintendent's Work Orders, a motion was made by Mr. Tiffée seconded by Mr. Shirley and carried unanimously to approve the following:

Pitrun – 15 yards on Rountree, 314 yards on Archer, 7 yards on Ferrell

Maintenance Gravel – 7 yards on Ferrell, 7 yards on Sunshine

Culvert – 34x15 for Forest Road

(Mr. Jernigan) - asked that gravel be placed on Grisby Road

(Mr. Tiffée) - asked that gravel be placed on Wildcow Road.

(Mr. Wilkinson) - place the ditch behind Roy Temple's house to spray; cut grass on Serio Blvd; and cut grass around fence on Lincoln Avenue. Mr. Wilkinson asked to check the road where a ditch was cut off of Lincoln Avenue and the shoulder was to be repaired by the builders. Asked Tony to check on the harvesting of the crops in the area to see when a larger culvert can be installed.

(Mr. Dunbar) - asked that the ditches off of Sumrall around Leo Ivy be sprayed and the parish ditches by the Vidalia Junior High.

(Mr. Shirley) - asked that a letter be sent to Energy to fix the pole and lines on Minorca.

(Mr. Cook) - asked that the ditches along Maryland Avenue across Hwy 15 be sprayed.

16) Work orders conducted since the previous meeting were distributed for review. No action was taken by the Jurors.

26) Under correspondence, Mr. Wilkinson asked if anyone in the audience wished to address the Jurors. There were none.

Distributed to the Jurors as mail correspondence were: Hospital Board – 7/23 agenda and minutes; Concordia Waterworks – 6/18 minutes.

27) There being no further business to discuss, a motion was made by Mr. Tiffée seconded by Mr. Jernigan to adjourn. Motion carried unanimously.

Sandi T. Burley, Secretary / Treasurer

RESOLUTION 19-019

**A RESOLUTION COMMITTING FUNDS TO PAY ALL COSTS ON THE CONCORDIA
PARISH COURTHOUSE DISTRICT COURTROOM SECURITY AND SAFETY
RENOVATIONS**

WHEREAS, the Concordia Parish Police Jury has authorized Willmar Construction Co, Inc. & Barron, Heinburg & Brocato LLC to proceed with this project upon approval from the Facilities Planning & Control Board (FP&C); and

WHEREAS, the available state funds for these projects amount to \$315,000 and the total project costs are estimated at \$420,000; and

WHEREAS, the estimated Concordia Parish Police Jury match is \$105,000 to complete the project;

NOW, THEREFORE, BE IT RESOLVED that the Concordia Parish Police Jury hereby commits to pay all costs associated with the completion of this project that exceeds the current available funds.

The above resolution having been submitted to a vote was adopted as follows on the 12th day of August, 2019.

YEAS: 8 NAYS: 0 ABSENT: 1

/s/ Sandi T. Burley
Secretary-Treasurer

/s/ Jimmy Wilkinson
President

The following resolution was offered by Mr. Probst and seconded by Mr. Jernigan:

RESOLUTION 19-020

A resolution ordering and calling a special election to be held in the Parish of Concordia, 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 Concordia, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Concordia, 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 the Constitution of the State of Louisiana of 1974, the applicable provisions 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, NOVEMBER 16, 2019**, 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:

PROPOSITION
(TAX RENEWAL)

Shall the Parish of Concordia, State of Louisiana (the "Parish"), be authorized to continue to levy a special tax of one and eighty-one hundredths (1.81) mills on all the property subject to taxation in the Parish (an estimated \$238,920 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 2021 and ending with the year 2030, for the purpose of constructing, improving, maintaining, operating and/or supporting public health units in the Parish and providing public health services in the Parish, including the payment of salaries and benefits of public health unit employees?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the *Concordia Sentinel*, a newspaper of general circulation within the Parish, published in Ferriday, 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 Police Jury Room of the Courthouse, Room 2, 4001 Carter Street, Vidalia, Louisiana, on **MONDAY, DECEMBER 9, 2019**, at **SIX O'CLOCK (6:00) 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 set forth 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 as provided in Section 3 hereof. All registered voters in the District 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 Concordia Parish and the Registrar of Voters of Concordia Parish, as notification of the special election, in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event said election carries for further consent and authority to continue to levy and collect the special tax provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

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

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

And the resolution was declared adopted on this, the 12th day of August, 2019.

/s/ Sandi T. Burley
Secretary-Treasurer

/s/ Jimmy Wilkinson
President

NOTICE OF SPECIAL ELECTION

Pursuant to the provisions of a resolution adopted 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 (the "Parish"), on August 12, 2019, NOTICE IS HEREBY GIVEN that a special election will be held within the Parish on **SATURDAY, NOVEMBER 16, 2019**, 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:

**PROPOSITION
(TAX RENEWAL)**

Shall the Parish of Concordia, State of Louisiana (the "Parish"), be authorized to continue to levy a special tax of one and eighty-one hundredths (1.81) mills on all the property subject to taxation in the Parish (an estimated \$238,920 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 2021 and ending with the year 2030, for the purpose of constructing, improving, maintaining, operating and/or supporting public health units in the Parish and providing public health services in the Parish, including the payment of salaries and benefits of public health unit employees?

Said special election will be held at each and every polling place in the Parish of Concordia, 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 Police Jury Room of the Courthouse, Room 2, 4001 Carter Street, Vidalia, Louisiana, on **MONDAY, DECEMBER 9, 2019**, at **SIX O'CLOCK (6:00) 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.

THUS DONE AND SIGNED at Vidalia, Louisiana, on this, the 12th day of August, 2019.

ATTEST:

/s/ Jimmy Wilkinson
President

/s/ Sandi T. Burley
Secretary-Treasurer

On a motion by Mr. Shirley seconded Mr. Probst the following ordinance was offered to wit:

ORDINANCE NO. 2019-02

AN ORDINANCE OF THE PARISH OF CONCORDIA, LOUISIANA
APPROVING THE ADDING OF CHARGES FOR GRASS AND PROPERTY
CLEANING TO THE PROPERTY TAX ASSESSMENT ROLLS FOR 2019

WHEREAS, the Concordia Parish Police Jury desires to keep residential areas free of obnoxious weeds and grass in compliance with its nuisance ordinance; and

WHEREAS, the Concordia Parish Police Jury has complied with the proper notification provisions of said ordinances; and

WHEREAS, the property owners have failed to remit payment for said services;

BE IT ORDAINED by the Concordia Parish Police Jury, State of Louisiana, that the following charges be applied to the 2018 property tax assessment rolls as provided for in Louisiana R.S. 33:1236 (21) (a)(i):

Jennifer Thornton bearing property address of 171 Burl Roberts - \$990.00
William Reid bearing property address of 177 Burl Roberts – \$554.00
Kimberly Creel bearing property address of 121 North Grove - \$446.00
John Cummings bearing property address of 895 Eagle Road - \$1060.00

AND BE IT FURTHER ORDAINED that a copy of this ordinance be forwarded to the Honorable Jerry Clark, Tax Assessor of Concordia Parish for his further use.

And the vote thereon was as follows: Yays 7 Nays 1 Absent 1 Abstain 0

And the ordinance was declared adopted in regular session held this 12th day of August, 2019 and becomes effective immediately.

Jimmy Wilkinson, President

Sandi T. Burley, Secretary/Treasurer