

**PARISH POLICE JURY
REGULAR MEETING
OCTOBER 14, 2019
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:	Carey Cook, Willie Dunbar, Jimmy Jernigan, Adam Probst, Whest Shirley and Tommy Tiffiee
Absent:	Jerry Beatty and Jimmy Wilkinson
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Shirley
Pledge of Allegiance:	Mr. Cook

1) Invocation, pledge, and roll call of members

2) A motion was made by Mr. Probst seconded by Mr. Dunbar to approve the minutes of the regular meeting of September 23, 2019 as mailed. Motion carried.

3) Cell phone towers were next to discuss. Mr. Parker addresses Mr. Jerry Clark, Assessor to discuss how cell phone towers are logged and assessed in which to collect property taxes. Mr. Clark explained his office works with the Clerk of Court's office to obtain lease agreements between land owners and cell towers to be built. The cell tower owner will then file lease agreements with other entities to add to the tower or other components. Each cell tower is filed in their system as a subdivision and each entity involved is labeled for the appropriate component of the tower in which to assess property taxes and send the appropriate tax bill. His office also works with the FCC portal to obtain information filed such as tower height and other info to help with the assessment. Since Louisiana is a self-reporting state, the real issue is the owners filling out the necessary documents can give any range of numbers as the value of the tower, equipment, etc. to place as the value. Currently Concordia Parish has 21 towers with an estimated 3 more being built. Mr. Clark has talked with a company that audits cell towers to help determine the appropriate value and submit that information to the Assessor's office. The cost is \$2100 per tower site. The Parish's portion would be an estimated 27% based on the formula Mr. Clark used to determine each taxing entity's share of the cost.

4) A motion was made by Mr. Cook seconded by Mr. Shirley to ratify the bank statements and purchase orders as presented to the Finance Committee. Motion carried unanimously.

5) A motion was made by Mr. Probst seconded by Mr. Jernigan to approve advertising for chemicals and materials bids for 2020. Motion carried unanimously.

6) House Bill 54 regarding the appointment of a Physician to the Hospital was next discussed. The Jurors were not made aware of the proposed change, giving the authority to the Hospital Board, not the Police Jury, to appoint a Physician to the Hospital Board. Mr. Parker further discussed the history of the bill. A motion was made by Mr. Cook seconded by Mr. Jernigan to send a resolution to the appropriate person(s) to revisit the bill in the next legislative meetings. Motion carried unanimously.

7) A motion as made by Mr. Jernigan seconded by Mr. Shirley to table the establishment of a load limit on Loop Road. Motion carried unanimously.

8) A letter had been received from Concordia Waterworks requesting the re-appointment of Ms. Catherine Cartwright for another four year term. A motion was made by Mr. Jernigan seconded by Mr. Dunbar to approve the re-appointment. Motion carried unanimously.

9) Grant applications were next discussed. Ms. Burley presented the Jurors with a list of current and proposed grants being submitted. She further discussed the application deadlines for each of these and the documents required to submit. The FP&C grant was discussed, outlining the current projects and proposed projects that would require a 25% match from the Parish. Shuler Consulting company submitted a request to the Parish in which to help seek FP&C funding for road repairs. A motion was made by Mr. Shirley seconded by Mr. Tiffie to approve the agreement with Shuler Consulting.

FEMA grants were next discussed. The Parish is currently involved in two FEMA grants, with the propensity to apply for more. Ms. Burley and Mr. Wilkinson had met with a company that can help apply and oversee the dynamics required by these grants by overseeing the application and the execution of the grants. Based on the guidelines of this grant, advertising for a request for qualifications (RFQ) to solicit more than one firm is required. A motion was made by Mr. Probst seconded by Mr. Dunbar to approve advertising for RFQs to solicit a grant application and management team to help with FEMA grants. Motion carried unanimously.

10) A survey proposal from JKS for \$1980.00 had been received. The proposal is to perform a field survey to locate and set control for a topographic survey of the rock crossing on Cocodrie Bayou and locate features and condition for same; prepare a map of the survey results and furnish copies. Mr. Beasley addressed the Jurors on the issue with the increased height of the rock pile. When the ring levee was placed around the parish in the 1950s, drainage from Lake St. John through Buckner Bayou to Cocodrie Bayou was imperative. This area encompasses 110 square miles of drainage accounting for 34% of the water flow for the parish. The Corp of Engineers built the rock levee to maintain the flow of water through this area. In approximately 2015 the Wildlife and Fisheries raised the rock levee without permit or permission from the Parish or Corp. The Wildlife and Fisheries use this rock levee as a service road for equipment. However, the increase in height of the levee has prevented proper drainage to and from the entities in which it was created. A motion was made by Mr. Probst seconded by Mr. Shirley to approve the expenditure to JKS to conduct the survey and provide the details to the Jurors in which to make future decisions. Motion carried unanimously.

11) Revisions to the Burn Ban Ordinance was next discussed. The revisions addressed the appropriate methods and channels to declare a burn ban and penalties for violations of the ordinance. Mr. Parker discussed the ordinance and asked that the appropriate committee meet to review the proposed revisions. A motion was made by Mr. Shirley seconded by Mr. Jernigan to table the approval of the revised ordinance until the appropriate committee could meet. Motion carried unanimously.

12) A revised health insurance quote had been submitted to the Parish for approval. There was a modest increase in premiums compared to last year. The current proposal allows for the employees to maintain the same coverage with an estimated \$10 more per pay period. Allocations of the premium between the Parish and its employees will be determined during the 2020 budget approval. A motion was made by Mr. Tiffie seconded by Mr. Cook to accept the health care proposal as presented. Motion carried unanimously.

13) Resolution 19-25 was next presented. The resolution upholds the requirements of the Delta Regional Authority grant requirements for the additional funding the Parish received through the DRA-SEDAP for the Washington Heights project. A motion was made by Mr. Jernigan seconded by Mr. Probst to approve Resolution 19-025. Motion carried unanimously. (See addendum for Resolution 19-025.)

14) A motion was made by Mr. Probst seconded by Mr. Tiffie to approve advertising for request for proposals (RFPs) for solid waste pickup. Motion carried unanimously.

15) Projects of the Parish were next discussed.

Brushy Bayou: The wetland funding from Phase II to Phase I was finally moved by FEMA to move forward with wetland credit mitigation and purchase to obtain the 404 permit. Right of ways and easements once again must be revised based on the requirements of the FEMA and GOHSEP office to include permission for EHP review on these sites. A revised CEA with the Fifth Levee District is also being reviewed.

Courtroom Renovations: A notice to proceed has been issued to Wilmar Construction. Work is scheduled to begin on October 21st with an expected completion date of January 31, 2021.

Washington Heights: The Parish received notice from the Delta Regional Authority for the awarding of the DRA-SEDAP funds in which to offset the cost overrun. With the awarding of this funding, the Parish can finally award the bid to JABAR – the lowest bidder for the project after the third bid. A notice to proceed cannot be sent to JABAR until one is received to the Parish from DRA.

Vidalia Canal: Methods and companies are still being researched to provide both the chemicals and spraying techniques needed to kill the aquatic grass in the canals. The barn is continuing to work on canal and ditch clean out as weather prevails.

16) Ordinance Violations of the parish were next discussed. Mr. Shirley asked that the Sander's property be placed on a work order. Mr. Dunbar discussed the site visits of two properties on Freeman Road with Tony Guillory, Superintendent. Mr. Dunbar asked Mr. Guillory to decide what can be done on one lot. The other lot would need bush hogging to pile up trees and limbs in which to clean the lot. Mr. Dunbar has spoken with a neighbor who is requesting a control burn of the debris if it were cleaned up.

17) Under the Secretary/Treasurer's report, Ms. Burley asked the Finance Committee to determine a time and availability on October 24th for a third quarter budget review.

18) No occupational license were submitted for approval.

19) Superintendent's Work Orders were next discussed.

Mr. Tiffée made a motion to officially appoint Mr. Guillory as the Parish Superintendent. The motion was seconded by Mr. Probst and carried unanimously.

Under work orders, a motion was made by Jernigan seconded by Mr. Cook and carried unanimously to approve the following:

7 yards of 6/10 on Freeman Road; Pitrun – 135 yards on East, 30 yards on Doty Road, 10 yards on Townsend, 15 yards on Luneau, 15 yards on BJ Road, 15 yards on Sage Road, and 30 yards used in culvert repairs; Maintenance Gravel – 14 yards on Sunrise, 30 yards on Nichols, 15 yards on Elizabeth and 22 yards on Jackson Cranfield.

Mr. Shirley asked for gravel on the bus turnaround on Rokafee and for Margaret Road. Mr. Jernigan requested a work order to clean the canal between the country club and school and gravel on McMillin Road. Discussion on a culvert needed for Washington Heights was also held. A 6 foot by 45 foot culvert is needing replaced in the subdivision. Mr. Guillory stated that the culvert would cost approximately \$7600. Mr. Chapman addressed the Jurors on white rock needed in the Vidalia Cemetery. Mr. Parker asked Mr. Chapman to get with Ms. Burley on the request needed.

20) Work orders completed since the last meeting were reviewed. No action taken.

21) Under correspondence, Ms. Dorothy Lloyd addressed the Jurors that the recreation area in Levee Heights needs mowing. Mr. Guillory made note of the request. Ms. Catherine Cartwright also addressed the Jurors to thank them for re-appointing her to the Concordia Waterworks Board and allowing her to continue to serve the community.

Also distributed to the Jurors were:

Fire District #2: 9/10 Minutes; 10/8 Agenda

Recreation District #1: 6/19, 7/18, 8/15 Agenda and Minutes;

Lake St. John Waterworks: 9/17 Minutes

Concordia Waterworks: 7/16, 8/20 Minutes

Recreation District #3: 9/12 Minutes

Hospital Board: 9/24 Agenda, 8/27 Minutes, October meeting date change notice

22) There being no further discussion, a motion was made by Mr. Dunbar seconded by Mr. Probst to adjourn. Motion carried unanimously.

Sandi T. Burley, Secretary / Treasurer

Under a motion made by Mr. Jernigan seconded by Mr. Probst, the following resolution was offered to wit:

Resolution 19-025

WHEREAS, the Delta Regional Authority (hereinafter "DRA") was created by Congress by the Delta Regional Authority Act of 2000, as amended, as a federal/state partnership now comprised of 252 counties and parishes within the eight states of Alabama, Arkansas, Illinois, Kentucky, Louisiana, Mississippi, Missouri and Tennessee in order to remedy severe and chronic economic distress by stimulating economic development and fostering partnerships that will have a positive impact on the Delta Region's economy;

WHEREAS, the Concordia Parish Police Jury, acting by and through its Police Jurors proposes to apply for an award with DRA for the Fiscal Year 2019 federal award program cycle;

WHEREAS, DRA requires that a person be designated, appointed, and given the authority to perform certain duties and administration of said award for and on behalf of the Awardee;

WHEREAS, the Concordia Parish Police Jury met in a regular session on October 14, 2019 whereby the Jurors who were present, constituting a quorum;

WHEREAS, the President and/or Secretary Treasurer are designated to perform all duties and administration of said award;

WHEREAS, the DRA-SEDAP grant will provide additional funding up to \$150,000 to assist the grant funding for Washington Heights through LCDBG;

WHEREAS, the Concordia Parish Police Jury has acquired the land which houses the sewer pond and system to be rebuilt; and

WHEREAS, that in the event of an administration change, the new President and/or Secretary/Treasurer shall continue to have such authority under this Resolution.

NOW THEREFORE, BE IT RESOLVED THAT, by the following vote :

YEAS: 7 NAYS: 0 ABSENT: 2

THAT, the President and/or Secretary/Treasurer, are hereby designated and appointed to perform on behalf of the Concordia Parish Police Jury and has the authority to make those acts and assume any and all duties in dealing with the award with DRA for the Fiscal Year – 2019 federal award program cycle;

THAT, the President and/or Secretary/Treasurer are hereby authorized to execute and submit any and all documents including, but not limited to, applications, award closing documents, request for funds, status reports to DRA for the Fiscal Year – 2019 federal award program cycle;

THAT the funds provided through the DRA-SEDAP will be used in conjunction with the LCDBG FY 18 Grant for the Washington Heights Project;

THAT, in the event of an administration change, the new President and/or Secretary/Treasurer shall continue to have such authority under this Resolution.

READ AND ADOPTED, this the 14th day of October, 2019.

Joseph Parker, Sr., Vice-President

Sandi T. Burley, Secretary/Treasurer