

**PARISH POLICE JURY
REGULAR MEETING
NOVEMBER 25, 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:	Carey Cook, Willie Dunbar, Joseph Parker, Sr., Adam Probst Jimmy Jernigan, Whest Shirley, and Tommy Tiffie
Absent:	Jerry Beatty
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Shirley
Pledge of Allegiance:	Mr. Probst

1) Invocation, pledge, and roll call of members

2) An in globo motion was made by Mr. Shirley seconded by Mr. Cook to approve the minutes of the following: Regular meeting of November 12, 2019, Finance Committee meeting on October 28, 2019, Finance Committee meeting held November 12, 2019, and Public Works Committee meeting held November 12, 2019. Motion carried unanimously.

3) Mr. Wilkinson announced Mr. Timothy Vanier as the new Director of the Office of Emergency Preparedness. Mr. Vanier spoke of his background both in the military and the entities that he has had the privilege to work with to help bring experience to the department. He stated his goals were to bring enthusiasm to the department, to improve the lifestyle of the parish by working with all emergency personnel to help train and better the community. Mr. Dunbar asked Mr. Vanier about his grant writing experience. Mr. Vanier responded that he had a 90% success rate with grant writing for the Vidalia Fire Department.

4) Committee reports and action were next discussed:
Public Works Committee:

a) RFPS – for Solid Waste – Discussion of the proposals received were discussed. A motion was made by Mr. Parker seconded by Mr. Cook to select Waste Pro as the most responsible proposal. Motion carried unanimously.

b) Grant Management Proposals were next discussed. The Public Works Committee had met and asked that the proposals be scored. Ms. Burley reviewed the scoring criteria and complemented the proposals received from four companies: Rostan Solutions, Fields Professional Services and Consulting, H.Davis Cole Consulting Engineers, and Quality Engineering and Surveying. Based on the scoring, Rostan Solutions received the highest score. A motion was made by Mr. Cook seconded by Mr. Jernigan to approve Rostan Solutions. Motion carried unanimously.

- c) Chemical Bids were next discussed. A motion was made by Mr. Jernigan seconded by Mr. Probst to reject bids. Motion carried unanimously. A motion was made by Mr. Jernigan seconded by Mr. Tiffiee to approve to re-advertise for bid solicitation. Motion carried unanimously.
- d) Material bids were next reviewed. Bids were received by Two J Ranch and Blain. A motion was made by Mr. Parker seconded by Mr. Tiffiee to approve the bids accordingly. Motion carried unanimously.
- e) FEMA Grant DR-4622 was next discussed. The Public Works committee had previously reviewed the list of roads damaged by seepage water that would be submitted to FEMA to help fund repairs under the declaration. Re-asphalting those roads damaged versus rebuilding these roads using a high grade aggregate that was more cost effective and could be maintained better was discussed. The Public Works Committee asked Ms. Burley to get with the jurors over the districts most heavily effected on input on how to proceed. After much discussion, the jurors agreed that a high-grade aggregate was the better option. A motion was made by Mr. Probst seconded by Mr. Jernigan to proceed with cost proposals for repairs using aggregate surface. Motion carried unanimously.

Finance Committee:

- a) Cooperative Endeavor Agreement with Fifth Levee District – Ms. Heather Malone was asked to address the board on discussions held with the Fifth Levee District to revise the CEA. Ms. Malone discussed the prior CEA addressed the responsibilities and assurances for maintenance and repairs the FLD needed assurances of by the Jury. USACE will hold the FLD responsible for overseeing the structure and inspection reports. The CEA holds the Parish responsible for making repairs within fourteen days of proper notice of any inspection findings. Also discussed were the requirements for funding to be placed in an escrow account once the structure is completed. Since the structure is not insurable, the account will serve as a self-funded means to making repairs. Repair and replacement costs were determined by Jordan, Kaiser, and Sessions for periodic repairs to the gates and replacement costs of the structure. An estimated amount of \$250,000 to cover the most extensive repairs was determined. With the CEA, the CPPJ will agree to put \$25,000 per year aside in escrow until the \$250,000 is reached. These funds will be used to make repair costs and be replenished when used. By executing the CEA with the FLD, this will allow USACE to continue to move forward on the 408 permit. A motion was made by Mr. Parker to approve the CEA seconded by Mr. Probst and carried unanimously.
- b) Discussion of budget amendments needed for IT upgrade to comply with the Legislative Auditors requirements for off-site backup to create a disaster recovery and businesses continuity plan. Ms. Burley had discussed with to the Finance Committee, the different options available. A request was made to ask for a change in scope of the unspent LGAP 18-19 grant. A motion was made by Mr. Parker seconded by Mr. Cook to approve requesting the change of scope to help meet compliance issues. Motion carried unanimously.
- c) Quotes for Worker’s Compensation Insurance were solicited. Two quotes were received from Gallagher (our current carrier) for \$32,807 and from CCSMI for \$36,235. A motion was made by Mr. Probst seconded by Mr. Jernigan to approve the quote received by Gallagher and give authority to the President and Secretary/Treasurer to execute the documents accordingly. Motion carried unanimously.

- 5) Electrical work needed in the Assessor's office was again discussed. Proposals depicting the work needed were sent to the previous companies who had submitted quotes. Three proposals were received from Olsen Electric, Natchez Heating and Cooling, and Miss Lou Electric. While Natchez Heating and Cooling submitted the lowest cost, Mr. Parker addressed the need to support the small businesses in the Parish. A motion was made by Mr. Parker seconded by Mr. Tiffiee to award the proposal to Olsen Electric. Motion carried unanimously.
- 6) Resolution 19-027 supporting the LGAP 19-20 grant application was next reviewed. The grant requests funding for a new tractor to help maintain the Parish. The current age of the tractor fleet for the parish averages fifteen years. A motion was made by Mr. Tiffiee seconded by Mr. Probst to approve the resolution of support for the grant application. Motion carried unanimously. (See Addendum)
- 7) A request for payment was received from Concordia Waterworks under CWEF 15-16 grant in the amount of \$6,888.38. Once payment has been processed and completed, the grant can be submitted for close out. A motion was made by Mr. Parker seconded by Mr. Shirley to approve the payment request. Motion carried unanimously.
- 8) A motion was made by Mr. Jernigan seconded by Mr. Tiffiee to advertise for a public hearing to establish a 5 ton load limit on Loop Road. (A public hearing to establish a 25 mph speed limit on Temple Road has also been declared.) Motion carried unanimously.

9) Project of the Parish were next discussed.

Brushy Bayou: With the approval of the CEA with the Fifth Levee District approved, moving forward for 408 permitting can now be furthered. The final platting and information is needed for the borrow pit. Mr. Jones with JKS stated this would be complete by Friday. Mr. Austin Lipsey is working on changes to the ROWs and easements needed for land owners to execute.

Courtroom Renovations: Courtroom renovations are on schedule. A change order for a monitor for the Jury side of the room is needed for ADA compliancy. This monitor will be located closer to the Jury box so jurors can better view evidence as presented.

Washington Heights: A Notice to Proceed from the Parish had just been issued to JABAR. JABAR will begin mobilization to start the project as weather allows. A pre-construction meeting is scheduled for Friday, December 13th at 10 am.

Vidalia Canal: Mr. Guillory had reached out to Rig Masters for pricing information on a floating trackhoe in which to reach the areas needed in the Vidalia Canal. Pricing was not cost effective as \$40,000 was needed to mobilize the unit and approximately \$40,000 a month to rent plus operating costs.

12) Ordinance Violations of the Parish were next discussed. Mr. Jernigan asked that Mr. Guillory get with the land owners across from Temple Road. The farmers and equipment are tearing up the road where they are hauling and stacking cotton modules.

13) Under the Secretary/Treasurer's report, Ms. Burley reviewed the discussion held at last meeting regarding the Watershed Initiative. With the help of Ms. Malone, a response to submit during the open comment period had been prepared. A motion was made by Mr. Parker seconded by Mr. Probst to approve the President to sign and submit the letter. Ms. Burley also reminded the Jurors the next meeting will be held on December 16th which is the third Monday of the month and the only meeting scheduled for December.

14) A motion was made by Mr. Probst seconded by Mr. Parker and carried unanimously to approve the occupational license for: The Creative Place, Misti Ellis, 4892 Hwy 84, Vidalia for graphic design and painting services. Motion carried unanimously.

15) Superintendent's work orders were next discussed. A motion was made by Mr. Dunbar seconded by Mr. Jernigan and carried unanimously to approve the following:

Washrock – 16 yards on Duck Road, 16 yards on Sanson, 16 yards on Luttrell, 8 yards on Emfinger, 15 yards on Calkins, 15 yards on Foreman, and 14 yards on Butch. 300 tons of 610 Limestone was distributed throughout the parish. Mr. Jernigan asked that 28 yards of washrock be placed on Wilson, 28 yards on Temple and 14 yards on Boyette. Mr. Parker asked for limb pick up in the 1B district. Discussion of work needed in the canal off of Hwy 15 was also held.

The damage to the roads behind Serio Blvd was also discussed. A request to send the letter to the contractors over the housing project to meet with Mr. Guillory on repairs needed to the roads in this area.

Mr. Jernigan asked that a letter be sent to 228 Shady Acres that the culvert needed to be replaced.

16) Work orders of the parish were next reviewed. No action taken.

17) Under correspondence, Mr. Brant Jones with JKS and Mr. Bill Beasley discussed the work performed on the Brushy Bayou weir. The weir was brought down only about two feet after a letter was sent to the WLF to address the lowering of the rock pile. Lowering of the area completely across the canal another three feet is still needed to bring the pile down to the original approved height. Mr. Jones stated that he had talked to USACE and the building up of the weir was never permitted. The canal is responsible for 129 square miles of drainage through the weir location. A motion was made by Mr. Jernigan seconded by Mr. Parker to send a letter to the WLF showing the surveyed and certified original elevation. The letter is to include repayment of all costs incurred and the potential costs of removing the weir and surveys to support the work was completed satisfactorily. Motion carried unanimously.

Also distributed to the Jurors were:

Hospital Board: 11/12 agenda

Fire District #2: 10/8 minutes, 11/14 agenda

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

Sandi T. Burley, Secretary / Treasurer

RESOLUTION 19-028

Upon a motion by Mr. Tiffie duly seconded by Mr. Probst, the following resolution was offered to-wit:

RESOLUTION 19-028

WHEREAS, the Concordia Parish Police Jury is in need of funding to purchase a tractor for use by the Parish work force for the purpose of cleaning and improving drainage and maintenance of canals and ditches;

WHEREAS, the Concordia Parish Police Jury does not have sufficient funds for a capital outlay purchase of this equipment;

WHEREAS, the current tractors used to perform work of the Parish are at least fifteen years old and in need of constant repairs;

WHEREAS, the Concordia Parish Police Jury will also use this equipment to aid in assisting the municipalities of the Parish when asked to help with mowing of ditches, canals, recreational facilities, etc.;

NOW, THEREFORE, BE IT RESOLVED, that the Concordia Parish Police Jury in regular session convened and does hereby request the funding through the LGAP 2019-2020 grant to fund the purchase of this much needed equipment;

BE IT FURTHER RESOLVED, that the President of the Concordia Parish Police Jury, Jimmy Wilkinson or any successor thereto, is hereby authorized to sign any and all documents needed to procure this grant and the Secretary/Treasurer Sandi Burley or any successor thereto, is hereby authorized to oversee the reporting and administration of the grant.

THE VOTE BEING:

YEAS: 8 NAYS: 0 ABSENT: 1 ABSTAIN: 1

MOTION CARRIED AND THIS RESOLUTION WAS DECLARED ADOPTED ON THIS 25th DAY OF NOVEMBER, 2019

Jimmy Wilkinson, President

Sandi T. Burley, Secretary/Treasurer

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on November 25, 2019, at which meeting a quorum was present and voting. Concordia Parish Police Jury, Vidalia, Louisiana, this 26th day of November, 2019

Jimmy Wilkinson, President

Sandi T. Burley, Secretary/Treasurer