

**PARISH POLICE JURY  
REGULAR MEETING  
December 10, 2018  
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, Jimmy Jernigan, Joseph Parker, Sr., Adam Probst, Whest Shirley and Tommy Tiffie
Absent:	Jerry Beatty
Secretary Treasurer:	Sandi T. Burley
Invocation:	Mr. Parker
Pledge of Allegiance:	Mr. Tiffee

Old Business: None

A motion was made by Mr. Probst seconded by Mr. Tiffie to approve the minutes of the regular meeting of November 26, 2018 as mailed. Motion carried.

Mr. Wilkinson introduced Ms. Lora Grady, LA State Program Director for Vista Corp. Vista Corp is a federal agency that oversees volunteers over the country. Ms. Grady introduced her co-worker, Ms. Jillian Winters who distributed and reviewed with the Jurors the services in which they proved. The primary focus on Vista is to focus on resources and volunteerism within the community. Services such as the Foster Grandparent Program works in school systems as “grandparent” to students needing extra attention and help in the classroom. Vista focuses on bringing volunteers to the community who are dedicated for one year to partnership with the Parish to establish programs that they may face. Mr. Wilkinson asked about the types of grant services they provide. Ms. Grady and Ms. Winters provided examples of programs across the country and those they are working on with neighboring Parishes. Mr. Parker explained some of the issues with getting veterans the help they deserve. Ms. Grady explained this was a type of program they could look at providing by establishing volunteers to set up programs to help educate veterans through the benefits program. Other programs discussed were helping veterans with scholarships that they may not know about to help them further their education at community colleges. With no further questions, Mr. Wilkinson thanked them for their presentation and attendance.

The 2019 Meeting Schedule was distributed for review. Discussion ensued regarding for the December meeting. Since this meeting is only held once for that month, a recommendation was to meet on the third Monday of December in 2019. A motion was made by Mr. Parker seconded by Mr. Probst to approve the 2019 meeting schedule with a meeting held on the third Monday on December 16, 2019. Motion carried unanimously.

The 2019 Holiday Schedule was also distributed for review. Discussion was held regarding the days observed by the barn. There are two Friday holidays in which the barn observes on a different day. On a motion by Mr. Tiffée seconded by Mr. Probst the holiday schedule was approved with the barn observing Good Friday on April 18<sup>th</sup>, and post-Thanksgiving on November 27<sup>th</sup>. Motion carried unanimously.

A request to re-appoint Ms. Jackie Young to the Library Board was received. On a motion by Mr. Cook seconded by Mr. Tiffée, Ms. Young’s re-appointment to the Library Board for a five year term. Motion carried unanimously.

Bids were opened for chemical and material quotes for 2019. Chemical bids were received by Helena, Red River Specialites, VM Distribution, and Nutrien Ag Solutions. The following bids were received and reviewed by the Public Works Committee for awarding.

2019 CHEMICAL BIDS					
Chemical	Quantity	Helena	Red River Specialites	VM Distribution Partners	Nutrien Ag Solutions **
Esplanade 200 SC	2 x 2.5 gl	1169.92	1169.92	1169.92	<b>1113.60</b>
Roundup Pro Concentrate	30 gl	<b>15.50</b>	16.72	16.83	15.65
Escort XP	8 x 16 oz	3.50	2.95	2.91	<b>2.62</b>
Outrider	10 x 20 oz	<b>13.80</b>	18.87	13.97	14.75
Opensight	6 x 1.25 lb	84.00	87.50	84.00	<b>70.66</b>
Method 240 SL	2 x 2.5 gl	318.72	318.72	318.75	318.72
Target 6 Plus (MSMA)	2 x 2.5 gl	<b>22.50</b>	27.65 *	n/b	25.00
Induce	2 x 2.5 gl	21.50	9.98 *	n/b	<b>12.17 *</b>
Grounded	2 x 2.5 gl	18.75	33.25 *	n/b	<b>10.03 *</b>
			*Substitutions made		
			** Rejected - SDS sheets were not included for all chemicals		

After reviewing the bids and required information, a motion was made by Mr. Parker seconded by Mr. Probst to award the 2019 chemical bid to Helena Agri-Enterprises as the most responsible bidder, noting Nutrien Ag Solutions did not submit SDS sheets for all chemicals quoted, only substitutions. Motion carried unanimously.

Material bids were received by Two J and Blain Companies. Prices were quoted based on delivery to the barn or picked up by the barn on-site of the companies. The following bids were provided:

2019 GRAVEL BID						
PRICES FOR GRAVEL DELIVERED TO PARISH BARN			PRICES FOR GRAVEL LOADED AT CONTRACTORS STOCK PILE ONTO PARISH TRUCKS			
	TWO J	BLAIN				
				TWO J	BLAIN	
DELIVERY PRICE PER MILE PER TON	6.75	0.21				
C-1 GRAVEL	N/B	34.50		C-1 GRAVEL	N/B	27.00
C-2 GRAVEL	N/B	33.50		C-2 GRAVEL	N/B	26.00
C-3 GRAVEL	N/B	24.00		C-3 GRAVEL	N/B	16.50
WASH MAINTENANCE GRAVEL	N/B	23.50		WASH MAINTENANCE GRAVEL	N/B	16.00
PEA GRAVEL	N/B	24.00		PEA GRAVEL	N/B	16.50
COARSE SAND	N/B	12.00		COARSE SAND	N/B	4.50
HEAVY CLAY PIT RUN GRAVEL (PI 12-20)	N/B	15.75		HEAVY CLAY PIT RUN GRAVEL (PI 12-20)	N/B	8.25
OVERSIZED WASH GRAVEL	N/B	24.5		OVERSIZED WASH GRAVEL	N/B	17.00
LIMESTONE	31.25	N/B		LIMESTONE	24.50	N/B
RIP RAP	39.5	N/B		RIP RAP	33.75	N/B

After reviewing the bids and required information, a motion was made by Mr. Probst seconded by Mr. Jernigan to award the 2019 gravel bid to The Blain Companies and the rip rap and limestone to TWO J, noting prices received by The Blain Companies were approximately fifty cents per ton over prior year's bid. Motion carried unanimously.

The Finance Committee previously met to review and comment on the proposed 2019 budget. These were distributed in advance to the Jurors for further review and comment. A motion was made by Mr. Tiffie seconded by Mr. Parker to publish a notice for open hearing and proposed 2019 consolidated budget beginning December 10, 2018 and closing January 14, 2019. The full proposed 2019 budget and subsequent information will be included as an addendum to the minutes.

The Parish has received notice that the dozer will be ready for delivery in 2018. A Motion was made by Mr. Parker seconded by Mr. Probst to amend the Capital Outlay line item in the 2018 Highway budget for payment of the dozer. Motion carried unanimously.

A motion was made by Mr. Parker seconded by Mr. Tiffie to add to the agenda the ratification of purchase orders. Motion carried.

A motion was made by Mr. Probst seconded by Mr. Cook to ratify the purchase order requisition as presented. Motion carried.

A letter of intent was received by Pinell and Martinez LLC for continued audit services in 2019. A motion was made by Mr. Tiffie seconded by Mr. Cook to approve the letter of intent. Motion carried unanimously.

The Parish and IBTS have been working to revise and reduce the permit fee schedule for our constituents. A revised rate schedule was discussed and submitted to IBTS at prior meetings. The new rate schedule based on requests was distributed for Jurors to review. Mr. Wilkinson thanked Mr. Walters for working with the Parish to reduce permitting costs. A motion was made by Mr. Dunbar seconded by Mr. Tiffie, to accept the revised IBTS rated. Motion carried unanimously.

The Parish, DA's office, and Jordan Kaiser and Sessions have been working on agreements for prospective right of ways and easements potentially needed for Phase II of the Brushy Bayou project. Mr. Austin Lipsey of the DA's office prepared and submitted the legal documents along with the resolutions needed for adoption by the Jurors in which to execute the documents. The rights of ways requested are based on the approval of Phase II. A motion was made by Mr. Parker seconded by Mr. Cook to approve the resolutions to Abundant Life Properties, Lorraine Jackson, Sam Calvert and George and Lynette Tanner. Motion carried. Resolutions are recorded as addendum to the minutes which included the surveys, boundaries, and coordinates provided by Jordan Kaiser and Sessions.

Open projects of the Parish were next on the agenda. The following updates were provided:

Brushy Bayou: Documentation is being gathered to support a recalculation of the BCA in order to receive the additional funding needed. All permit and supporting documentation has been sent to USACE for approval. Signatures for ROWs and easements will be scheduled. Waiting on GOHSEP to approve the reallocation of funds in Phase I which also include moving Wetland Mitigation from Phase II to Phase I.

Courtroom Renovations: An email was sent to Mr. Lee with the FP&C department in Baton Rouge on the status of the review of the project and the approval needed to move forward. Mr. Lee responded that the document review and project is in-progress.

Washington Heights Sewer: Denmon Engineering and the Parish will open bids on December 18<sup>th</sup> at 11 am in the Parish Meeting Room. Construction is expected to start by February and an expected completion date of July 2019.

Under Ordinance Violations a motion was made by Mr. Parker seconded by Mr. Dunbar send a letter to IBTS requesting assistance with a structure near the address of 512 Lower Levee Road. The homeowner has reported that the structure is being used as a garbage dump site and accumulating stray dogs that cause further chaos to the area. Mr. Walters was present to address this request. Stating that while the Parish and IBTS have no agreement to provide this service, they are willing to treat the Parish as they do other clients with a rate of \$100 to provide a report and pictures for moving forward with contacting the land owner of the issue and determining a solution.

A motion by Mr. Dunbar seconded by Mr. Parker to send Ms. Odell Bowman of 387 Freeman Road an ordinance violation to cut grass and remove debris. Mr. Dunbar requested after this time, he would like to address the burned trailer that was being torn down, but still needs to be removed. Motion carried.

Under the Secretary / Treasurer's Report, Ms. Burley discussed the upcoming bid opening for Washington Heights and the procedures and deadlines that follow. She also reviewed any upcoming meetings and project deadlines that remain for the rest of the year.

There were no occupational licenses or alcohol permits to approve.

Under the Superintendent's Work Requests the following was approved on a motion by Mr. Dunbar seconded by Mr. Probst:

35 yards of washrock on Forest; 7 yards of washrock on Temple; 7 yards of washrock on Adams; 7 yards of washrock on Plouden Bayou; 40.89 tons of 610 on Centennial. Mr. Dunbar asked that the potholes on Moose Lodge Extension be addressed; Mr. Jernigan asked for 29 yards of pitrun on Grisby Road; and Mr. Tiffie asked for work do be done on Como Road. Motion carried.

Work orders since the previous meeting were distributed and discussed. No action was taken by the Jurors.

A motion was made by Mr. Jernigan seconded by Mr. Cook for the 2019 officers to remain as is. Motion carried unanimously.

Changes to Consolidated Committees were on the agenda to be discussed, primarily if changes in officers. Mr. Wilkinson asked for consideration to be given to narrowing committees to three Jurors instead of 4 to allow the President to attend and participate in discussion or when necessary another Juror who needs to participate in discussion without the jeopardy of a quorum.

Mr. Wilkinson opened the meeting to any public comment and correspondence. Distributed was the December 11<sup>th</sup> agenda, July 10<sup>th</sup> minutes, December Financial Report, and 2018 and 2019 budgets/actuals of the Concordia Parish Communications District. No action taken by the Jurors.

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

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Sandi T. Burley, Secretary / Treasurer