

The Jackson Parish Police Jury met in regular session on Monday, March 8, 2021 at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper (arrived at item 18), Ms. Amy Magee, Mr. John McCarty, Ms. Tarneshala Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Mr. Lewis Chatham. Also present, Mr. Darrell Avery, Assistant D.A.

The President, Ms. Amy Magee, called the meeting to order.

The President opened the floor for public comments.

Mr. James Ginn, Alderman for District A, Jonesboro, discussed the water issues during the emergency declarations and thanked the Police Jury for the water they provided.

Mr. Lester Allen discussed issues with Shenandoah Lane.

The President moved to the approval of minutes.

Motion Mr. Treadway, seconded Ms. Rowe to adopt the minutes of the February 8th, February 11th, and March 1st Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President moved to Committee Reports.

Motion Mr. Treadway, seconded Ms. Cowans to adopt the following minutes from the February 11th Operations Committee meeting. Motion carried.

*Operations Committee
February 11, 2021*

The Operations Committee met Thursday, February 11, 2021 at 3:00 PM in The Sunshine Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Lewis Chatham, Ms. Amy Magee, and Mr. John McCarty. Absent: none. Also in attendance: Mr. Jody Stuckey, Road Superintendent, Mr. Robin Sessions, Solid Waste Superintendent, and Mr. Robert "Bubba" Anderson, Maintenance Supervisor.

The meeting was called to order by the Chair, Ms. Amy Magee. Mr. McCarty gave the invocation and Mr. Chatham led in the recitation of the Pledge of Allegiance.

There were no public comments.

The Chair stated that the trustee program had been temporarily suspended by the Sheriff's Office and that if reinstated, it would have more restrictions. The Committee discussed the extra workload for the Maintenance Staff. Mr. Chatham asked if they had considered a temp agency or high school student workers.

The Chair stated that the contract for the Maintenance Department uniforms through AmeriPride ended. Mr. Anderson stated that they would like to work with a different vendor. The Committee asked that they present something once the new contract was selected. The Secretary-Treasurer stated that they would stay within the current year's budget.

The Chair opened the floor for additional concerns and requests from the Maintenance Department. Ms. Magee stated the importance of schedules for the staff to keep things running smoothly.

The Chair asked for an update on the relocation of the Administrative Clerks. The Secretary-Treasurer stated that the Solid Waste Administrative Clerk had been relocated and that they were waiting on the desk to be completed for the Road Administrative Clerk. She stated that the Police Jury would need to decide if they wanted to upgrade the existing road program software to a cloud-based system or upgrade to a new system that could be utilized by all departments. Mr. Sessions detailed the changes in operations due to the relocation of the Administrative Clerk. The Committee discussed re-allocating a portion of the salary for the Solid Waste Administrative Clerk to the General Fund since their role would take on some general administrative duties. The Committee discussed the relocation of the Road Administrative Clerk.

The Chair opened the floor for additional concerns and requests from the Administrative Department. The Secretary-Treasurer discussed the office hours and rotating lunch breaks to allow public access throughout the day without closing from 12:00 – 1:00. The Committee stated the department can work out their own schedules.

The Chair presented the letter of request from Plum Hill Missionary Baptist Church requesting road work to the Jackson Parish side of the road. The Committee discussed that this road is on the Road Department Maintenance List for 2022 and could possibly be completed in 2021 if it is within budget. Motion Mr. McCarty, seconded Mr. Chatham to recommend the Jury authorize the President to send a response letter to Plum Hill Missionary Baptist Church.

The Chair opened the floor for additional concerns and requests from the Road Department. The Committee discussed the policy for missed punches in lieu of the current suspensions issued. The Committee requested the Policy and Personnel Committee to review this policy.

The Chair opened the floor to discuss strategies for the Solid Waste Department. Mr. Sessions presented the operational changes for moving the Administrative Clerk and the requirements for the DEQ Landfill Permit. He stated that there is possibly an extra truck that used to be dedicated to the Recycle Program that could be used by the Administrative Staff to go back and forth between departments.

The Chair discussed the practice of charging the public for mixed garbage. Mr. Sessions updated the Committee on the current practice to first request the garbage be separated and if not separated, it would either be refused or the person would be charged. Ms. Magee asked if they had a sign with the fees and regulations. Mr. Sessions stated it was at the entrance to the landfill.

Ms. Magee stated that Mr. John Moore would be out of town but that he had requested a discussion regarding the mixed garbage fees.

The Chair opened the floor for additional concerns and requests from the Solid Waste Department. Mr. Sessions stated that the grinder was beginning to show wear and tear and asked that the Jury consider putting a size limit for the debris accepted at the landfill. He discussed the exemption of fees for the school system, Jonesboro Housing Authority, and the municipalities.

The date of the next Operations Committee was set for March 11th at 3:00 PM.

Motion Mr. McCarty, seconded Mr. Chatham to adjourn. Motion carried.

Motion Mr. McCarty, seconded Ms. Rowe to approve letter of response from President to Plum Hill Missionary Baptist Church. Motion carried.

Motion Ms. Cowans, seconded Mr. Treadway to adopt the following minutes from the February 26th Finance Committee meeting. Motion carried.

Finance Committee

February 26, 2021

The Finance Committee met Friday, February 26, 2021 at 12:00 PM in The Sunshine Room of the Jackson Parish Police Jury Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members present: Ms. Amy Magee, Mr. John McCarty, and Ms. Tarneshala Cowans. Absent: none.

The Chairman called the meeting to order. Mr. McCarty gave the invocation and Ms. Magee led in the recitation of the Pledge of Allegiance.

There were no public comments.

The Chairman invited the Secretary-Treasurer to present the month-to-date financials. The Committee reviewed the funds' balances, and the Secretary-Treasurer discussed the timing of accruals. She stated that they were coming in favorably to the 2020 year-end forecast due to higher than projected revenues and that updated 2020 year-end reports would be reviewed at the March meeting. The Committee reviewed the monthly purchase orders and discussed month-to-date budget vs. actual.

Motion Ms. Magee, seconded Mr. McCarty to recommend the Jury authorize the President to execute the 2021 Cooperative Endeavor Agreement with the LSU Ag Center for \$10,000 as budgeted. Motion carried.

The Committee reviewed the proposal from Acadian Fleet Management to upgrade the GPS devices in the fleet for a 2-year contract commitment.

Motion Mr. McCarty, seconded Ms. Magee to recommend the Jury authorize the President to execute the 2-year contract with Acadian Fleet Management in exchange for upgraded GPS devices. Motion carried.

The Committee reviewed the proposal for a credit card system to enable the Police Jury to accept electronic and on-line payments. The Secretary-Treasurer stated that this system could be covered under the CARES act because it enables electronic forms of payment and reduces contact.

Motion Ms. Magee, seconded Mr. McCarty to recommend the Jury authorize the President to execute the contract with FISERV for a credit card system. Motion carried.

The Committee discussed upcoming grant opportunities.

The Chairman invited Ms. Tammy Collinsworth, member of the North Delta Regional Planning Commission Board, to present information about the North Louisiana Economic Development grant. She presented the eligibility information for projects and discussed the need for the municipalities to submit projects. She stated the board's preference for infrastructure projects, especially for water systems. The Committee discussed applying for maintenance on the remaining portion of Gansville Road from Industrial Drive to the airport.

Ms. Magee stated that she had notified the Town of Jonesboro and Alderman Nia Johnson about the opportunity.

The Secretary-Treasurer presented the information for the LCDBG grant for HVAC units and requested that the Police Jury submit an application for the remaining air handling units at the courthouse to be replaced and/or upgraded.

Motion Mr. McCarty, seconded Ms. Magee to recommend the Police Jury submit grant applications for the maintenance of Gansville Road and for the courthouse air handling units. Motion carried.

The Committee reviewed the appraisal for the land adjacent to the Blake Building for a value of \$19,750. Ms. Magee said she did not see a benefit to them owning the property. Mr. McCarty said that he would like to see the price come down.

Motion Ms. Magee, seconded Mr. McCarty to recommend the Police Jury decline the offer to purchase the land adjacent to the Blake Building. Motion carried.

The Committee reviewed the letter of request from the Jackson Parish Library for financial emancipation. Ms. Magee stated that she does not want to proceed with this until the Parish Attorney has time to review it.

Motion Ms. Magee, seconded Mr. McCarty to table discussion on the Library's request for financial emancipation until the Parish Attorney can provide guidance. Motion carried.

The date and time for the next Finance Committee was set for Friday, March 19th at 12:00 PM.

Motion Ms. Magee, seconded Mr. McCarty to adjourn. Motion carried.

Motion Ms. Rowe, seconded Ms. Cowans to authorize the President to sign and execute the 2021 Cooperative Endeavor Agreement with the LSU Ag Center for \$10,000. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe authorize the President to execute the 2-year contract with Acadian Fleet Management in exchange for upgraded GPS devices at no cost to the Jury. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to authorize the President to execute the contract with FISERV for a credit card system to be covered by the CARES Act. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to authorize the DRA Federal Assistance grant application for road maintenance on Gansville Road. Motion carried.

Motion Mr. Treadway, seconded Mr. McCarty to authorize the LCDBG grant application for courthouse HVAC units. Motion carried.

Motion Mr. Treadway, seconded Ms. Cowan decline the offer to purchase the land adjacent to the Blake Building. Motion carried.

With the conclusion of Committee Reports, the President called for monthly management reports.

Mr. Jody Stuckey, Road Department Superintendent, gave the February 2021 Road report noting that \$24,339.79 had been spent on emergency call-outs/off-schedule work. He stated the crews had begun the prep work for the 2021 road program.

Motion Ms. Rowe, seconded Mr. Treadway to accept the February 2021 emergency/off-schedule reports. Motion carried.

Mr. Robin Sessions, Solid Waste Superintendent, gave the February 2021 Solid Waste report noting the rise in tonnage from year to year.

The President updated the Jury on the activities of the OEP Department giving details on the water distributed throughout the parish during the emergency declaration.

Ms. Gina Thomas, Secretary-Treasurer, presented the February 2021 Maintenance and Financial Reports highlighting the actual vs. budget comparisons for all funds and discussed the pending accruals. She presented the spending-to-date for the Hurricane Laura debris removal project.

The President moved on to Other Business.

Motion Mr. McCarty, seconded Mr. Tredway to authorize the advertisement for bids for oversized gravel material. Motion carried.

Motion Mr. Treadway, seconded Mr. McCarty to accept the price of \$100 for the sale of recycled bins. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to adopt a resolution of support for the Village of Hodge for their application for the Louisiana Watershed Initiative Round 1. Motion carried.

Mr. Culpepper arrived at the meeting.

Motion Mr. Treadway, seconded Ms. Cowans to appoint the following Parish Board members:

- Re-appoint Ms. Dawn Slezak to the Tourism Board for a one-year term ending 12/31/2021.
- Re-appoint Mr. Rickey Cash to the Recreation District Board for a 3-year term ending 2/28/2024.
- Re-appoint Mr. Oswald "Bert" Brown to the Watershed District Board for a 2-year term ending 12/31/2022.
- Re-appoint Ms. DeNeise Barlow to the Tourism Board for a 3-year term ending 12/31/2022.

Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to leave the Regular Police Jury meetings at the Community Center with no virtual option. Motion carried.

The Police Jury reviewed the updated photos for the nuisance complaint on 833 Hodge School Road, Hodge, LA. Motion Ms. Rowe, seconded Mr. Treadway to accept the property of 833 Hodge School Road, Hodge, LA as abated and clear it from open complaints with no further action taken. Motion carried.

The President opened the floor for announcements and notifications.

Mr. McCarty discussed the Parish cleanup event and asked each Juror to appoint two people from their district to assist with the event. The tentative date was set for June 12th.

The President opened the floor for to Juror Comments.

Motion Mr. Culpepper, seconded Mr. Treadway to adjourn. Motion carried.

Motion Mr. Culpepper, seconded Ms. Rowe to adjourn. Motion carried.