

The Jackson Parish Police Jury met in regular session on Tuesday, October 12, 2021 at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Mr. Lewis Chatham, Ms. Amy Magee, Ms. Tarneshala Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: Mr. John McCarty. Also present, Mr. Darrell Avery, Assistant D.A.

The President, Ms. Amy Magee, called the meeting to order. Mr. Culpepper gave the invocation and Ms. Rowe led in the recitation of the Pledge of Allegiance.

The President opened the floor for public comments.

Mr. Floyd Knox, Library Director, stated that the Library Board would like to rescind their request for financial emancipation due to concerns with employee insurance and retirement programs.

The President moved to the approval of minutes.

Motion Ms. Cowans, seconded Mr. Treadway to adopt the minutes of the September 13th and October 4th Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President moved to Committee Reports.

Motion Mr. Chatham, seconded Mr. Treadway to adopt the following minutes from September 15th Grants Committee meeting. Motion carried.

*Grants Committee
September 15, 2021*

The Grants Committee met Wednesday, September 15, 2021, at 12:15 PM in The Nathaniel Zeno Jr. Meeting Room, Jackson Parish Police Jury Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Ms. Amy Magee, and Ms. Tarneshala Cowans. Absent: none.

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

There were no public comments.

The Committee reviewed the expenditures to-date for the ARP funding. No new items were presented.

The Committee discussed funding for water sector grants. No recommendations were made.

No other projects for American Rescue Plan funding were discussed.

The Chair invited Mr. Brad Roller, Operations Manager, to present other grant opportunities. Motion Mr. Culpepper, seconded Ms. Cowans to recommend the Police Jury authorize Mr. Roller to use Act 119 funding to request the purchase of a generator for the Administrative Building, a forklift, and a sandbagging station. Motion carried.

There were no other recommendations or letters of request.

The date of the next Grants Committee meeting was noted as Wednesday, October 13th at 12:00 PM. The Chair stated they would start meeting monthly until they received the next round of ARP funding.

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

Motion Ms. Rowe, seconded Mr. Chatham to authorize Act 119 funds for the purchase of a forklift, sandbag station, and generator for the Administrative Building. Motion carried.

Motion Ms. Cowans, seconded Mr. Treadway to adopt the following minutes from September 15th Operations Committee meeting. Motion carried.

*Operations Committee
September 15, 2021*

The Operations Committee met Wednesday, September 15, 2021, at 5:15 PM in The Nathaniel Zeno Jr. Meeting Room, Jackson Parish Police Jury Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Lewis Chatham, Ms. Amy Magee, and Mr. John McCarty (arrived at the fourth discussion item). Absent: none. Also present: Brad Roller, Operations Manager, Robin Sessions, Solid Waste Superintendent, Jody Stuckey, Road Superintendent, and Gina Thomas, Secretary-Treasurer.

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

There were no public comments.

Ms. Magee noted that Mr. McCarty was not present and moved agenda items 7 and 8 to be discussed after item 2.

The Chair invited Mr. Roller to discuss departmental concerns and requests for the Maintenance Department.

The Chair invited Ms. Thomas to discuss departmental concerns and requests for the Administrative Department.

The Chair invited Mr. Sessions to discuss departmental concerns and requests for the Solid Waste Department.

The Chair invited Mr. Stuckey to review the weekly road maintenance report.

Mr. McCarty arrived at the meeting.

The Committee continued with agenda item 3.

The Committee discussed the Saturday shift at the landfill and noted that it was temporarily closed. Mr. Sessions discussed the options to modify the permit. No recommendations were made to re-open the Saturday shift.

The Chair invited Mr. Sessions to discuss the routes and schedules for the solid waste crews.

The Committee reviewed the request from the Town of Jonesboro to send them the invoice for the garbage brought from Waste Connection. No recommendations were made to change the billing procedure and the Committee instructed Administration to continue billing each contractor separately.

The Chair invited Mr. Riley to discuss the preliminary RFPs for solid waste collection. The Chair asked the Committee members to review the RFPs and provide feedback at the next meeting.

The Committee reviewed the request from the town of Chatham for work on Chatham Mill Loop. Ms. Magee stated the project had been approved in a previous year, but it was not budgeted for 2021. Mr. Stuckey stated the Road Department could install the culvert and budget the asphalt for the 2022 program.

The Committee reviewed the request from the Village of Quitman for tree removal on Gunter Road. The Committee discussed needing waivers for the right of way in order to perform the work.

Mr. Chatham updated the Committee on the plans for the state to burn the debris at the Pardue Loop property.

The Committee reviewed the road reports for roads that had been tabled.

Motion Mr. Chatham, seconded Mr. McCarty to recommend the Police Jury send Bolds Road to a public hearing to receive comments on how the road serves the public. Motion carried.

No changes were made on the previous recommendations to send Bryant, Canard, Aberdon, and McKeever roads to a public hearing to receive comments on how the road serves the public.

The Committee reviewed the road reports for roads that had not yet been reviewed by the Police Jury. The Committee did not change the recommendation to take no action on Lynn Dewitt Road.

Motion Mr. McCarty, seconded Mr. Chatham to recommend the Police Jury send Viola Road to a public hearing to receive comments on how the road serves the public. Motion carried.

The Committee did not change the recommendation to send C. Osborn Road to a public hearing to receive comments on how the road serves the public.

The Committee did not change the recommendation to take no action on Tim Staples Road.

Motion Mr. Chatham, seconded Mr. McCarty to recommend the Police Jury send Annie Tatum Road to a public hearing to receive comments on how the road serves the public. Motion carried.

The Committee did not change the recommendation to send Henderson Road to a public hearing to receive comments on how the road serves the public.

Motion Mr. Chatham, seconded Mr. McCarty to recommend the Police Jury send Flowers Road to a public hearing to receive comments on how the road serves the public. Motion carried.

The Committee did not change the recommendation to take no action on Swiss Road.

The Committee did not change the recommendation to take no action on Tatum Road.

There were no other departmental concerns or requests discussed.

The dates of the next Operations Committee were set for Wednesday, October 13th at 5:15 PM for the Road Department and Monday, October 18th at 5:15 PM for the Solid Waste Department.

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

Motion Mr. Chatham, seconded Mr. Culpepper to authorize the Road Department to perform the requested tree removal work on Gunter Road for the Village of Quitman. Motion carried.

Mr. Culpepper questioned if items 6 – 15 on the agenda had been previously tabled. The Secretary-Treasurer clarified that item #6 had been tabled in the Operations Committee, items #7 - #10 had been tabled by the Police Jury, and that items #11 – #15 had never been presented to the full Jury. Ms. Rowe stated she was not ready to take her roads off the table. Mr. Avery stated the motion would be to first remove the items from the table and then to take action on them.

No action or discuss took place on items #6 - #10.

Motion Mr. Chatham, seconded Mr. Treadway to table action on items #11 - #15 until Mr. McCarty could be present for the meeting. Motion carried.

Motion Mr. Culpepper, seconded Mr. Chatham to adopt the following minutes from September 29th Parish Cleanup Committee meeting. Motion carried.

*Parish Cleanup Committee
September 29, 2021*

The Parish Cleanup Committee met Wednesday, September 29, 2021 at 12:00 PM in The Nathaniel Zeno Jr. Meeting Room of the Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members present: Mr. John McCarty, Ms. Tarneshala Cowans (arrived at item #3), and Mr. Lynn Treadway. Absent: none.

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

There were no public comments.

The Chair stated they would re-schedule the presentation from Mr. Hairston for the Adopt a Road program.

The Committee discussed the 2021 Parish Cleanup event.

The Committee discussed setting a budget for an event in 2022.

Ms. Cowans arrived at the meeting.

The Committee discussed involvement in future cleanup events. Mr. McCarty stated he would like each Police Juror to select a team from their area to participate.

The Committee discussed the recycle program.

The Committee discussed enforcement of littering and dumpster diving.

The date of the next meeting was not set at this time.

Motion Ms. Cowans, seconded Mr. Treadway to adjourn. Motion carried.

Motion Ms. Cowans, seconded Mr. Chatham to adopt the following minutes from September 29th and October 5th Finance Committee meetings. Motion carried.

*Finance Committee
September 29, 2021*

The Finance Committee met Wednesday, September 29, 2021 at 12:15 PM in The Nathaniel Zeno Jr. Meeting 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 Chair, Ms. Tarneshala Cowans, called the meeting to order.

There were no public comments.

Mr. Brad Roller, Operations Manager, presented costing information for the construction of four gravel bin site locations.

The Committee reviewed the quotes for new sound equipment needed in the Jackson Parish courtroom. The Secretary-Treasurer stated it would come out of the general fund and it would require a budget amendment.

Mr. Roller presented the low bids for upgrading the lighting in the Clerk of Court's office to LED fixtures. Motion Ms. Magee, seconded Mr. McCarty to recommend the Jury accept the low bid from HL Electric to upgrade the lighting in the Clerk of Court offices to LED. Motion carried.

The Committee discussed requesting funding through capital outlay to repair Lakeshore Drive. Ms. Magee stated they could do the road in phases so that they Police Jury's 25% match could be spread out over a few years.

Motion Ms. Magee, seconded Mr. McCarty to recommend the Jury request capital outlay funding for repairs to Lakeshore Drive with the Police Jury responsible for a 25% match. Motion carried.

The Committee reviewed the 2021 surplus list from the previous month. The Operations Manager stated several items that had been approved for surplus had been found to have no value or were worth more in scrap metal. The Secretary-Treasurer stated they would have an updated list to present at the October meeting to replace the current list.

The Secretary-Treasurer reviewed the month-to-date financials, purchase orders, and year-to-date budget. She requested that the Committee meet each week in October for 2022 budget sessions.

The Committee reviewed the Library Board's budget amendments.

The Committee discussed the letter of request from the Library Board for fiscal emancipation. Motion Ms. Magee, seconded Mr. McCarty to recommend the Jury deny the request from the Library Board for fiscal emancipation. Motion carried.

The date and time for the next Finance Committee was set for Tuesday, October 5th at 12:00 PM.

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

*Finance Committee
October 5, 2021*

The Finance Committee met Tuesday, October 5, 2021 at 12:00 PM in The Nathaniel Zeno Jr. Meeting Room of the Jackson Parish Police Jury Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members present: Ms. Amy Magee and Ms. Tarneshala Cowans. Absent: Mr. John McCarty.

The Chair, Ms. Tarneshala Cowans, called the meeting to order. Ms. Magee gave the invocation and Ms. Cowans led in the recitation of the Pledge of Allegiance.

There were no public comments.

The Chair invited the Secretary-Treasurer to present the 2022 budget plans. The Committee reviewed the proposed 2021 budget amendments and proposed 2022 budget for the Health Unit, Petit/Grand Jury Fees, Law Enforcement Witness Fees, Statutory Reserve, Landfill Closure, Livestock Pavilion, and 2015 Road Certificates of Debt funds.

The date and time for the next Finance Committee was set for Wednesday, October 13th at 12:00 PM.

Motion Ms. Magee, seconded Ms. Cowans to adjourn. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to accept the low quote from HL Electric for LED lighting in the Clerk of Court's Office. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to accept the low bid for sound equipment for the courtroom.

Motion Mr. Chatham, seconded Mr. Treadway to authorize requesting capital outlay funds for repairing Lakeshore Drive and committing a 25% match per phase for three phases from the Police Jury. Mr. Culpepper raised concern with reserving funds. Motion carried with Mr. Culpepper voting "Nay."

Motion Ms. Rowe, seconded Mr. Chatham, to authorizing the surplus items from the updated 2021 surplus list and disposing of the items with no value that had previously been approved. Motion carried.

No action was taken on the request from the Library Board for fiscal emancipation due to Mr. Knox's public comments and statement to rescind the request.

With the conclusion of Committee Reports, the President called for monthly management reports. Mr. Brad Roller, OEP Director, gave the September 2021 OEP Report. Mr. Culpepper left the meeting.

Mr. Brad Roller, Operations Manager, gave the September 2021 Operations Report. Mr. Culpepper returned to the meeting.

Mr. Jamie Holland, Road Department Operator II, gave the September 2021 Road report noting that \$1,922.42 had been spent on emergency call-outs/off-schedule work. Motion Mr. Culpepper, seconded Mr. Chatham to accept the September 2021 emergency/off-schedule reports. Motion carried.

Mr. Robin Sessions, Solid Waste Department Superintendent, gave the September 2021 Solid Waste report.

Ms. Gina Thomas, Secretary-Treasurer, gave the September 2021 Financial Report noting the budget to actual comparisons. Ms. Thomas stated she would propose a temporary load to the Road Fund to the Finance Committee to cover the fund's expenses until their reimbursement for Hurricane Laura debris hauling was processed.

The President moved on to Other Business.

Mr. Richard Aillet, Riley Company of Louisiana, gave an update on parish engineering projects.

Motion Mr. Culpepper, seconded Ms. Rowe to accept Change Order No. 1 for the 2021 Road Program. Motion carried.

Motion Mr. Culpepper, seconded Mr. Chatham, to approve the substantial completion of the 2021 Road Project. Motion carried.

Motion Mr. Culpepper, seconded Mr. Chatham to adopt the Parish Transportation Fund Certification for 2021.

PARISH TRANSPORTATION FUND CERTIFICATION

The Jackson Parish Police Jury hereby certifies that the funds made available under the Parish Transportation Fund, for the year 2021, have been expended in accordance with the standards established by law. The Jackson Parish Police Jury has adopted a system of road administration which requires the approval of the governing body for expenditures, the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, a construction program based on engineering plans and specifications, and a selective maintenance program.

District 1: Yea District 2: Yea District 3: Yea District 4: Absent
District 5: Yea District 6: Yea District 7: Yea

Yeas: 6
Nays: 0
Absent: 1
Abstaining: 0

Motion carried.

CERTIFICATION

I, Gina M. Thomas, Secretary-Treasurer of the Jackson Parish Police Jury, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted at a regular meeting of the Jackson Parish Police Jury on October 12, 2021.

/s/ Gina M. Thomas
Gina M. Thomas, Secretary-Treasurer

Motion Mr. Chatham, seconded Mr. Treadway to approve the annual bridge certification and authorize the President to sign the "Official Listing of Off-System Bridges" for 2021.

ANNUAL CERTIFICATION OF COMPLIANCE WITH STATE OF LOUISIANA OFF SYSTEM BRIDGE REPLACEMENT PROGRAM

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges be maintained by each state; and

WHEREAS, the responsibility to inspect, rate and load post these bridges under the authority of Jackson Parish in accordance with those Standards is delegated by Louisiana Department of Transportation and Development to Jackson Parish,

THEREFORE, BE IT RESOLVED by the governing authority of Jackson Parish that the Parish in regular meeting assembled does hereby certify to the Louisiana Department of Transportation and Development (herein referred to as the DOTD) that for a period October 1, 2020 through September 30, 2021 :

The Parish has performed all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.

All bridges owned and maintained by the Parish have been structurally analyzed and rated by the parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the LA DOTD for all bridges where the maximum legal load under Louisiana State law exceeds the load permitted under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish. Load Posting information has been updated by the Parish to reflect all structural changes, any obsolete structural ratings or any missing structural ratings.

All Parish owned or maintained bridges which require load posting or closing are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standard Manual Directive No. 1.1.1.8. All DOTD supplied load posting information concerning a bridge has been critically reviewed by the Parish Engineer prior to load posting.

All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplied to the Parish by the LA DOTD are noted.

Roll Call Vote:

District 1: Yea District 2: Yea District 3: Yea District 4: Absent

District 5: Yea District 6: Yea District 7: Yea

Yeas: 6
Nays: 0
Absent: 1
Abstaining: 0

Motion carried.

CERTIFICATION

I, Gina M. Thomas, Secretary-Treasurer of the Jackson Parish Police Jury, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted at a regular meeting of the Jackson Parish Police Jury on Tuesday, October 12, 2021.

/s/ Gina M. Thomas
Gina M. Thomas, Secretary-Treasurer

Motion Mr. Chatham, seconded Mr. Culpepper to authorize a 12-month extension of Solid Waste excavator lease. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to authorize the advertisement for 2022 material bids. Motion carried.

The Police Jury considered the request from the JHHS Drama Club for the use of the Community Center for their production.

Motion Mr. Chatham, seconded Mr. Treadway to table action on the request for use of the Community Center until Mr. Avery can research the waiving of rental fees. Motion carried.

The Jury reviewed Parish Board Appointments.

Motion Mr. Culpepper, seconded Mr. Chatham appoint the following parish board members:

- Re-appoint Mr. Ralph Lafitte to the Hodge Fire District Board for a 2-year term ending 12/31/2023.
- Reappoint Ms. Kelly Anderson to the Quitman Fire District Board for a 2-year term ending 12/31/2023.
- Reappoint Mr. Joel Burnum to the Quitman Fire District Board for a 1-year term ending 12/31/2022.
- Reappoint Mr. Jim Justice to the Quitman Fire District Board for a 2-year term ending 12/31/2023.
- Reappoint Mr. John Kavanaugh to the Quitman Fire District Board for a 1-year term ending 12/31/2022.
- Reappoint Mr. Bill Jimmerson to the Quitman Fire District Board for a 2-year term ending 12/31/2023.
- Accept the resignation of Mr. Billy Wayne Pullig from the District 4 Fire District Board.
- Appoint Mr. Frankie Harris to the District 4 Fire District Board to complete the term ending 12/31/2021.

Motion carried.

The President opened the floor for announcements and notifications.

The Jury discussed the bid results from the hospital drainage project. Mr. Aillet discussed the communication with FEMA.

The Jury discussed the plans for the 2021 Veterans Program.

The President asked the Jurors to review the proposed Solid Waste RFPs prior to the Operations Committee meeting.

The President opened the floor for Juror comments.

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