

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.