

The Jackson Parish Police Jury met in regular session on Monday, October 12, 2020 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, Mr. John McCarty, Ms. Regina Rowe, Ms. Tarneshala Cowans, and Mr. Lynn Treadway. Absent: none.

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

The President opened the floor for public comments

The President recognized Mr. Chris Bowman and invited him to address the Jury.

The President and Jurors presented Certificates of Appreciation to the following groups to recognize their efforts to restore Jackson Parish in the aftermath of Hurricane Laura:

- Town of Chatham
- Chatham Police Department
- Village of East Hodge
- East Hodge Police Department
- Town of Eros
- Eros Police Department
- Village of Hodge
- Hodge Police Department
- Hodge Fire Department District 1
- Town of Jonesboro
- Jonesboro Fire Department
- Jonesboro Police Department
- Jonesboro Fire Department District 1
- Village of North Hodge
- North Hodge Police Department
- Village of Quitman
- Quitman Police Department
- Quitman Fire Department District 1
- District 2 Fire Department
- District 3 Fire Department
- District 4 Fire Department
- Jackson Parish Sheriff's Office
- Ambulance Service District
- Jackson Parish Police Jury OEP Department, Mr. Mark Treadway
- Jackson Parish Police Jury Road Department
- Jackson Parish Police Jury Solid Waste Department
- Jackson Parish Police Jury Maintenance Department
- Jackson Parish Police Jury Administration Department
- National Guard
- Shreveport National Weather Service
- State Fire Marshall's Office
- Region 8 GOHSEP
- National Guard
- Senator Jay Morris

- Representative Jack McFarland
- Entergy
- McCartney Oil
- Reed Plumbing
- WestRock

The President read aloud a Proclamation for Volunteer Appreciation Day in recognition of the Jackson Parish businesses, houses of worship, and citizen volunteers:

WHEREAS, since the early days of our nation, volunteers have played a vital role in our greatest challenges and triumphs. Volunteer service, whether in times of war or peace is integral in addressing community issues and helps to unite us around a common purpose while still addressing critical needs.

WHEREAS, Hurricane Laura made landfall near Cameron, Louisiana on Thursday, August 27, 2020; and in her aftermath, the residents of Jackson Parish found their communities in a ‘state of emergency’. The health and well-being of our families, friends, and neighbors which are critical to the continued vitality and prosperity of our parish was threatened.

WHEREAS, our Houses of Worship, our local businesses and our citizens have been dedicated to enriching our towns and villages for decades and have worked hard to make Jackson Parish a better place for everyone. These individuals understand that citizen volunteers are critical to the community.

WHEREAS, the residents of Jackson Parish were able to depend on these volunteers to use their unique knowledge and awareness of the needs in their communities to combine their assets and resources to render an invaluable service during the Jackson Parish Recovery.

WHEREAS, these selfless volunteers were comprised of our businesses, our faith-based organizations, and our citizens. They demonstrated commitment through their tireless service. They showed compassion by providing for their neighbors and friends. And dedication through passionate involvement and contributions to the overall success of the Jackson Parish Recovery.

WHEREAS, it is important to recognize those who give of themselves for the betterment of their communities, the Jackson Parish Police Jury considers it necessary and proper to highlight those individuals from our businesses, Houses of Worship and citizens for their unwavering support during this critical time.

THEREFORE, the Jackson Parish Police Jury has set aside a day for citizen volunteer service to honor these volunteers, “who through their shared commitment to community service” ,encourage hope, promote benevolence, demonstrate compassion, and strengthen bonds in the Jackson Parish Community. We call upon the citizens of Jackson Parish, as you engage in your activities of service, to use your knowledge, skills, ideas, and creativity to honor, advocate for, and bring awareness to Volunteerism.

NOW THEREFORE, BE IT PROCLAIMED

VOLUNTEER APPRECIATION DAY
SATURDAY, OCTOBER 17, 2020

IN WITNESS THEREOF, I HAVE HEREUNTO SET
MY HAND AND CAUSED THE GREAT SEAL OF
THE JACKSON PARISH POLICE JURY TO BE
AFFIXED TO IT AT THE PARISH SEAT
IN JONESBORO THIS 12TH DAY OF OCTOBER, 2020.

/s/
AMY MAGEE, PRESIDENT
JACKSON PARISH POLICE JURY

The President moved to the approval of minutes.

Motion Mr. Treadway, seconded Mr. Culpepper to adopt the minutes of the September 14th Regular Meeting, and September 14th, September 23rd, and October 5th Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President moved to Committee Reports.

Motion Mr. Culpepper, seconded Mr. Treadway to adopt the following minutes from the September 23rd Operations Committee meeting. Motion carried.

*Operations Committee
September 23, 2020*

The Operations Committee met Wednesday, September 23, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Ms. Amy Magee, Mr. Lewis Chatham, and Mr. Lynn Treadway. Absent: none. Also in attendance: Mr. Jody Stuckey, Road Superintendent, Mr. Robin Sessions, Solid Waste Superintendent, and Mr. Paul Riley, Engineer.

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

There being no public comments, the Chair moved on to agenda items.

The Chair updated the Committee on the LDEQ review of the land on Pardue Loop. She stated that because of the existing debris from the 2019 tornadoes, LDEQ would not approve the site and would instead use the old Quitman Road Barn location.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury authorize the Road Department to clear the Pardue Loop site for future use. Motion carried.

The Committee discussed requesting the State of Louisiana to do a controlled burn of the debris. Mr. Chatham said that he would make the request.

Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury authorize the Road Department to repair and complete the fencing and gates around the property. Motion carried.

The Committee reviewed the Revocation of Public Road Policy and the qualifications that had been given to the Parish Engineer at the June 18, 2020 Operations Committee Meeting. They reviewed the first round of road studies and made the following recommendations:

- o Motion Ms. Magee, seconded Mr. Treadway to recommend the Jury adjust the parish maintenance on Bob Watkins Road to end at the turnaround at 250 Bob Watkins Road and keep the remaining portion of the road in the Parish Road System due to there being three landowners and two houses. Motion carried.*
- o Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury adjust the parish maintenance on Bryant Road to end at the 183 Bryant Road mailbox and keep the remaining portion of the road in the Parish Road System due to there being multiple landowners and houses. Motion carried.*

- *Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury leave Fails Road in the Parish Road System due to there being multiple landowners and houses and a property owner needing access to their land from this road to avoid being landlocked. Motion carried.*
- *Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury adjust the parish maintenance on Folks Road to end at the property line of Patsy Ruth Mathews and keep the remaining portion of the road in the Parish Road System due to there being multiple landowners and houses. Motion carried.*
- *Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury bring Go Thru Road to a public hearing for the Jury to hear comments on how the road serves the public. Motion carried.*
- *Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury bring Into Road to a public hearing for the Jury to hear comments on how the road serves the public. It was noted that the property owner on all three sides of the road is the same person and they had requested the Jury remove the road from the Parish Road System. Motion carried.*
- *Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury leave Palmer Road in the Parish Road System due to there being multiple landowners and one house. Motion carried.*
- *Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury adjust the parish maintenance on Preacher Martin Road to end at the Randy Ewing and Huey Morgan property line and keep the remaining portion of the road in the Parish Road System due to there being three landowners and two houses. Motion carried.*
- *Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury leave Thunder Road in the Parish Road System due to there being two landowners and two houses. Motion carried.*
- *Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury bring Womack-Otwell Road to a public hearing for the Jury to hear comments on how the road serves the public. Motion carried.*

Mr. Sessions requested the Jury authorize overtime, if needed, in order for the Solid Waste Department to grind and haul debris.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury authorize the Solid Waste Department to use overtime, if needed, for grinding and hauling debris. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury authorize Mr. Darrell Avery to negotiate a land purchase for the land adjacent to the Solid Waste Landfill to be used for future expansion. Motion carried.

Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury authorize the Solid Waste Department to research grant opportunities for equipment purchases for boom trucks with larger capacity. Motion carried.

The Committee discussed the exit interview from the 2019 audit and Ms. Magee explained that they received negative feedback from the surplus balance in the Library Fund. They discussed the fund balance for the Solid Waste Fund and the continued trend of the sales tax revenues not covering the expenses for the operation. The Secretary-Treasurer stated that when the Solid Waste Fund runs at a deficit, the additional funding comes from the General Fund. The Committee discussed long-term plans for revenue sources for the Solid Waste Fund to be able to restore the parish-wide recycle program, construct the final model bin sites, and purchase the necessary equipment for the operation.

Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury propose a rededication of \$1.5M from the Library Fund to the Solid Waste Fund to the Jackson Parish voters in an open election. Motion carried.

Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury propose a new ad valorem tax of 2 mills for the Solid Waste Fund to the Jackson Parish voters in an open election. Motion carried.

The Committee requested that Mr. Glen Kirkland, Tax Assessor be present at the October Business Session to answer questions from the Jury.

The Secretary-Treasurer gave a business update on the status of the debris removal, the Industrial Drive office building, and the new application process for building permits.

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

Motion Mr. Treadway, seconded Mr. Chatham to authorize the clearing and fencing of the Pardue Loop property. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to authorize overtime as needed for the Solid Waste Department for grinding debris. Motion carried.

Motion Ms. Rowe, seconded Ms. Cowans to authorize Darrell Avery to research land purchase options. Motion carried.

Motion Mr. Culpepper, seconded Mr. Chatham to authorize a grant request for Solid Waste equipment. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to hold a public hearing in November for the following roads:

- Bob Watkins Road - adjust where Parish maintenance ends
- Bryant Road - adjust where Parish maintenance ends
- Fails Road - adjust where Parish maintenance ends
- Folks Road - adjust where Parish maintenance ends
- Go Thru Road - hear comments on how the road serves the public
- Into Road - remove the road as requested by the property owner
- Palmer Road - adjust where Parish maintenance ends
- Preacher Martin Road - adjust where Parish maintenance ends
- Womack-Otwell Road - hear comments on how the road serves the public

Motion carried with Ms. Rowe voting "Nay".

Motion Mr. McCarty, seconded Ms. Cowans to adopt the following minutes from the September 24th Finance Committee meeting. Motion carried.

*Finance Committee
September 24, 2020*

The Finance Committee met Thursday, September 24, 2020 at 5:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. John McCarty and Ms. Tarneshala Cowans. Absent: Mr. Todd Culpepper.

The meeting was called to order by Mr. McCarty. Mr. McCarty gave the invocation and Ms. Cowans led in the recitation of the Pledge of Allegiance.

There were no public comments.

The Secretary-Treasurer presented the month-to-date purchase orders, financial statements, and budget vs. actual budget report. She reviewed the Master Fund trial balance and discussed the restricted fund balances. The Committee reviewed the Revenue and Expenditure report and the budget report for current

vs. actual. They discussed the budgeted deficit in the Solid Waste fund and that it is given large allocations from the General Fund to sustain operations.

The Committee reviewed the submitted estimates for a new air conditioning unit for the Coroner's lab area in the Blake Building.

Motion Ms. Cowans, seconded Mr. McCarty to recommend the Jury award the low bid to Southern Air Conditioning for \$4,500. Motion carried.

The Committee reviewed the submitted estimate for an upgraded Courthouse generator for \$99k. The Secretary-Treasurer stated that she and the Maintenance Supervisor had developed a "Pre-storm Checklist" that had been implemented that would ensure that the generator fuel levels are checked before, during, and after a storm event in addition to other preparative items.

The Committee did not take any action on the estimate. Mr. McCarty stated that he would like to see the Maintenance department use the checklist and save the cost of a new generator.

The Committee discussed the "Opinion of Probable Cost" for road repairs in East Hodge for \$50,000. The Committee stated that they want to help East Hodge with the repairs, but they want to see if they can pursue funding opportunities from the state first through the LGAP and Economic Development grants. The Committee requested that the President meet with Mayor Mims to review the grant opportunities and offer assistance to help them request funding through the state and then have the Committee review additional assistance if needed. No action was taken or recommendation made to the Jury.

The Secretary-Treasurer reviewed the budget changes to-date and gave explanation for the larger changes noting that the net impact was a \$603.45 increase to expenses.

Motion Ms. Cowans, seconded Mr. McCarty to recommend the Jury approve the 2020 budget amendments as presented. Motion carried.

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

Motion Mr. Culpepper, seconded Mr. Treadway to accept the low bid of \$4,500 from Southern Air Conditioning for an a/c unit in the Coroner's Office. Motion carried.

Motion Ms. Cowans, seconded Mr. Chatham to adopt the following 2020 budget amendments:

- Decrease General Fund (\$5,000.00)
- Decrease Road Fund (\$40,600.00)
- Increase Sales Tax Fund \$3.00
- Increase Asphalt Fund \$43,200.00
- Increase Health Unit Fund \$200.00
- Decrease Solid Waste Fund (\$16,360.30)
- Increase Off Duty Witness Fees Fund \$500.00
- Increase Certificates of Debt Fund \$3.00
- Increase OEP Fund \$18,757.75
- Increase Coroner's Fund \$1,400.00
- Decrease Petit/Grand Jury Fund (\$1,500.00)

Net Total Change \$603.45

Motion carried.

Motion Mr. Treadway, seconded Mr. McCarty to adopt the following minutes from the October 7th Project Committee meeting. Motion carried.

*Project Committee
October 7, 2020*

The Project Committee met Wednesday, October 7, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Ms. Amy Magee, and Ms. Regina Rowe. Absent: none. Also present, Hospital COO Jason Thomas, and Parish Engineer Paul Riley.

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

There were no public comments.

The Committee reviewed the letter of acceptance from Mr. Simmons for the offer to purchase 9.9 acres behind the Jackson Parish Hospital at the appraised value of \$44,550 and all closing costs, including, but not limited to costs of preparation of the deed, Act of Partial Release to be executed by the lender, Iberia Bank, and recording costs.

The Committee reviewed the Hospital Boards intention to bare half of the cost of the appraised value.

Mr. Riley stated that they would need to get an updated survey and description of the property.

Motion Mr. Culpepper, seconded Ms. Magee to recommend the Jury purchase the land at the appraised value, authorize acquiring a new survey and description of the property, and authorize the President to execute a Cooperative Endeavor Agreement with the Jackson Parish Hospital to split the cost of the land.

Motion carried.

The Committee discussed the final plans for the new building on Industrial Drive. They discussed names for the building and meeting rooms, department relocations, security, and additional uses for the building.

Mr. Culpepper proposed naming the Jury Meeting Room the "Nathaniel Zeno Meeting Room".

Ms. Magee proposed building a fenced area for storage for OEP equipment.

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

Motion Mr. Culpepper, seconded Ms. Rowe to authorize the purchase of an approximate 9.9 acre tract, being a portion of a larger tract identified as Jackson Parish Assessor's No. 0095019510 and being owned by Common Touch, L.L.C., for a purchase price of \$44,550.00, in connection with the Jackson Parish Hospital Drainage Project. The motion passed unanimously.

Motion Ms. Rowe, seconded Mr. Culpepper to authorize the President to execute a Cooperative Endeavor Agreement with the Jackson Parish Hospital to split the costs of 9.9 acres of land. Motion carried.

Motion Ms. Rowe, seconded Mr. Chatham, to name the new office building at 160 Industrial Drive, Jonesboro the "Jackson Parish Police Jury Administrative Building". Motion carried.

Motion Mr. Treadway, seconded Mr. Culpepper to name the interior meeting rooms at the Jackson Parish Police Jury Administrative Building "The Sunshine Room" for the front meeting room and the "Nathaniel Zeno Jr. Meeting Room" for the Jury Meeting Room. Motion carried.

The President called for monthly management reports.

Mr. Brad Self, Road Department Supervisor, gave the September 2020 Road report noting that \$30,255.11 had been spent on emergency call-outs/off-schedule work. He reviewed the work performed by the asphalt crew and the upcoming projects.

Motion Mr. Culpepper, seconded Mr. McCarty to accept the September 2020 emergency/off-schedule reports. Motion carried.

Mr. Edquado Howard, Solid Waste Supervisor, gave the September 2020 Solid Waste report noting the tonnages collected in the parish and municipalities.

Mr. Mark Treadway, OEP Director, gave the September 2020 OEP Report and updated the Jury on the activities performed during the Hurricane Laura relief and the Hurricane Delta preparations.

Mr. Robert “Bubba” Anderson, Maintenance Supervisor, gave the September 2020 Maintenance report summarizing the completed and upcoming projects.

Ms. Gina Thomas, Secretary-Treasurer, presented the September 2020 Financial Report highlighting the actual vs. budget comparisons for all funds. She discussed the proposed budget amendments and gave a summary of suggested amendments for October. She gave a summary of the 2019 audit report.

The President moved on to Other Business.

Mr. Paul Riley, Parish Engineer with the Riley Co. gave the September 2020 Engineering report. He presented the 2021-2023 Road Priority Lists for the Jury to review and adopt at the November Regular Meeting. He updated the Jury on the progress of the 2020 Road Program.

Motion Mr. Culpepper, seconded Mr. Treadway to approve the annual bridge certification and authorize the President to sign the “Official Listing of Off-System Bridges” for 2020.

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, 2019 through September 30, 2020: 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 Yay District 2 Yay District 3 Yay District 4 Yay
District 5 Yay District 6 Yay District 7 Yay

Yeas: 7
Nays: 0
Absent: 0
Abstaining: 0

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, 2020.

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

Motion Mr. Culpepper, seconded Mr. Chatham to adopt the Parish Transportation Fund Certification for 20 20 .

PARISH TRANSPORTATION FUND CERTIFICATION

The Jackson Parish Police Jury hereby certifies that the funds made available under the Parish Transportation Fund, for the year 20 20 , 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: Yay District 2: Yay District 3: Yay District 4: Yay
District 5: Yay District 6: Yay District 7: Yay

Yeas: 7
Nays: 0
Absent: 0
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, 2020.

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

Motion Ms. Rowe, seconded Mr. Culpepper to appoint the following parish board members:

- Re-appoint Mr. Alton Fallin to the District 2 Fire Board for a 2-year term ending 12/31/22
- Re-appoint Mr. Mack Williams to the District 2 Fire Board for a 2-year term ending 12/31/22
- Re-appoint Mr. Terrance Blankenship to the Jonesboro Fire Board for a 2-year term - 12/31/22
- Re-appoint Ms. Wilda Smith to the Heritage Museum Board for a 5-year term ending 12/31/26
- Accept the resignation of Ms. Vickie Pace from the Watershed District Board
- Appoint Mr. Kent Hightower to the Watershed District Board to complete the term of Vickie Pace, ending 3/6/2021

Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to authorize the President to execute a temporary right of way agreement with Amber Lowe for access through the Police Jury's property on Bond Street, Jonesboro. Motion carried.

The President opened the floor for announcements and notifications.

Ms. Magee asked for the status of the 2020 Veteran's Event.

Ms. Rowe announced that the Sparta Groundwater Commission meeting would be held on Wednesday, October 14th at the Community Center at 2:00PM and invited the Jurors to attend.

The President opened the floor for to Juror Comments.

The President called for the adjournment of the meeting.

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