

The Jackson Parish Police Jury met in regular session on Monday, April 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, Mr. John McCarty, Ms. Tarneshala Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. 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. Jeff Hairston asked the Police Jury to consider an "Adopt a Road" program to promote parish cleanliness. Ms. Amy Bayles from the Caney Lake Community presented plans for signs for community beautification and asked the Police Jury to consider partnering with them for a program.

The President moved to the approval of minutes.

Motion Mr. Treadway, seconded Ms. Cowans to adopt the minutes of the March 8th and April 5th Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President moved to Committee Reports.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the following minutes from the March 5th and 26th Policy and Personnel Committee meetings. Motion carried.

*Policy & Personnel Committee
March 5, 2021*

The Policy & Personnel Committee met Friday, March 5, 2021 at 11:30 AM in The Sunshine Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. Also in attendance: Mr. Jody Stuckey, Road Superintendent.

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

There were no public comments.

The Chair asked Mr. Stuckey to discuss the two vacancies for the Operator I positions at the Road Department. Mr. Stuckey stated that after their two Operator I's resigned, they did not fill the positions because it was the off season. He stated that he would only need one position filled at the present time. Motion Mr. Culpepper, seconded Mr. Treadway to recommend the Jury authorize posting the transfer notice and proceed with the hiring procedures for one Operator I position and leave the second position vacant. Motion carried.

The Committee discussed the COVID-19 Policy and the additional guidance from the CDC on reducing the quarantine period.

Motion Mr. Culpepper, seconded Mr. Treadway to recommend the Jury amend the COVID-19 Policy to include the new guidance from the CDC on the reduced time period for quarantines. Motion carried.

The Committee discussed the policy for leave accruals being based on a calendar year. The Secretary-Treasurer explained the system limitations for processing leave by calendar year and requested that the

Police Jury amend the policy so that the leave accrual date will be based on the date of hire and perform a one-time true-up to correct those employees whose leave balances were affected.

Motion Mr. Treadway, seconded Mr. Culpepper to recommend the Jury amend the accrual leave date policy to be based on the employee hire date and to perform a one-time true up to correct the affected balances from 2019 to current. Motion carried.

The Committee discussed the Attendance and Punctuality Policy.

Motion Mr. Culpepper, seconded Mr. Treadway to recommend the Jury amend the scope of the policy to apply to hourly workers only and to add a statement that salaried workers would use the system for attendance tracking only. Motion carried.

The date of the next Policy & Personnel Committee was not set at this time.

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

*Policy & Personnel Committee
March 26, 2021*

The Policy & Personnel Committee met Friday, March 26, 2021 at 11:00 AM in The Sunshine Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper and Ms. Regina Rowe. Absent: Mr. Lynn Treadway.

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

There were no public comments.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Police Jury accept the retirement of Ms. Linda Blackstock from the Road Department, effective March 31, 2021. Motion carried.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Police Jury adopt the updated Organization Chart as presented. Motion carried.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Police Jury continue to have Maintenance Staff on-premises during all Community Center events, including governmental events, and to allow the management team to flex their weekly schedules if needed. Motion carried.

The date of the next Policy & Personnel Committee was not set at this time.

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

Motion Mr. Culpepper, seconded Mr. Chatham to post the transfer opportunity and vacancy for the open position of Road Department Operator I. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to adopt the amended COVID-19 Policy. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to adopt the amended Accrual Leave Date Policy and authorizing a one-time true up to update affected balances. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to adopt the amended Attendance and Punctuality Policies for Hourly and Salary personnel. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to accept the retirement of Ms. Linda Blackstock, effective March 31, 2021. Motion carried.

Motion Mr. Treadway, seconded Ms. Rowe to adopt the amended Organization Chart. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the Community Center Staffing Policy. Motion carried.

Motion Ms. Cowans, seconded Mr. Treadway to adopt the following minutes from the March 11th and 26th Operations Committee meetings. Motion carried.

*Operations Committee
March 11, 2021*

The Operations Committee met Thursday, March 11, 2021 at 3:00 PM in The Sunshine Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Lewis Chatham and Ms. Amy Magee. Absent: Mr. John McCarty. Also in attendance: Mr. Robin Sessions, Solid Waste Superintendent.

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

There were no public comments.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury adopt a policy to send a notice with the Solid Waste customer's 2nd invoice for non-payment notifying them that the bin will be picked up if not paid by the third month and that there would be a \$75.00 re-location fee to have the bin returned. Motion carried.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury notify the Delta Community College about their commercial bin being charged at the regular rate. Motion carried.

Motion Mr. Chatham, seconded Ms. Magee to amend the agenda to include recommendations for the results of the sales tax proposal election. Motion carried unanimously.

The Committee made the following recommendation in the event the sales tax proposal passes:

- *Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury not renew the existing 0.6% sales tax when it expires if the existing sales tax proposal passes.
 - *The Committee discussed the amount of revenue needed to run the operation and how much revenue would be estimated from the 1% sales tax. The Committee determined that the surplus collections from the current year until the expiration of the existing tax would be enough to cover the capital needs of the department and that the 1% would cover the annual expenses for the operation.**

Motion carried.

The Committee made the following recommendation in the event the sales tax proposal fails:

- *Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury modify the residential dumping permit for the landfill and begin charging contractors at the rate of \$45/ton for dumping, but continue allowing residents to dump for free if they are present and have a Jackson Parish ID. Motion carried.*
- *Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury pick up all bins at the existing road-side sites and consolidate them to one site on the existing properties designated for future bin sites. Motion carried.*

- *Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury request proposals for disposal companies to take over waste disposal for Jackson Parish. Motion carried.*
- *Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury notify all municipalities that they will begin being charged for dumping at the same rate as the contractors, currently \$45/ton for disposal to the Union Parish landfill. Motion carried.*

The date of the next Operations Committee was set for March 25th at 3:00 PM.

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

*Operations Committee
March 26, 2021*

The Operations Committee met Friday, March 26, 2021 at 12:15 PM in The Sunshine Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Lewis Chatham and Ms. Amy Magee. Absent: Mr. John McCarty.

The meeting was called to order by the Chair, Ms. Amy Magee.

There were no public comments.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury amend the 2021 Road Program to exclude the asphaltic surface treatment program. Motion carried.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury authorize the Riley Company to advertise for bids for the 2021 Road Program. Motion carried.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury authorize the Road Department to perform the requested work for the Recreation District and they would provide the materials. Motion carried.

Motion Mr. Chatham, seconded Ms. Magee to recommend the Police Jury have the inoperable exterior lamp posts removed from the Courthouse lawn. Motion carried.

The date of the next Operations Committee was set for Friday, April 23rd at 12:15 PM.

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

Motion Mr. Chatham, seconded Mr. Treadway to adopt the Solid Waste Commercial Billing Policy. Motion carried.

Motion Ms. Rowe, seconded Mr. Treadway to authorize the notification to the Delta Community College for their commercial bin. Motion carried.

The Police Jury considered the recommendations for the sales tax results.

The following motion was made, contingent upon the new sales tax election of 1% passing:

Motion Mr. Chatham, seconded Mr. Treadway to not renew the existing 0.6% sales tax when it expires contingent upon the new sales tax election of 1% passing. Mr. Culpepper stated that this motion would only be a recommendation for the future Police Jury, because they don't have the authority to restrict the renewal. Motion carried with Mr. Culpepper voting "Nay".

The following motions were made, contingent upon the new sales tax election of 1% failing:

Motion Mr. Treadway, seconded Mr. Chatham to impose a fee of \$45/ton to contractors to cross the scales at the landfill, and continue allowing residents to dump for free if present with a Jackson Parish ID. Motion carried with Ms. Rowe voting "Nay".

Motion Mr. Chatham, seconded Mr. Treadway to pick up all remaining road-side bin sites and set up temporary consolidated sites in the areas that do not have access to a nearby model site. Ms. Magee stated that the road-side bins would be collected as soon as possible and used at the temporary site locations. Motion carried with Mr. Culpepper voting "Nay".

Motion Mr. Treadway, seconded Mr. Chatham to authorize requesting proposals from disposal companies to take over part or all of the solid waste operation. A roll call vote was taken:
District 1: Nay, District 2: Yay, District 3: Yay, District 4: Nay, District 5: Nay, District 6: Nay, District 7: Yay
Motion failed.

Motion Mr. Chatham to notify all municipalities that they and their contractors will be charged \$45/ton to cross the scales at the landfill and transfer station. No action was taken due to a lack of a second.

Motion Mr. Chatham, seconded Mr. treadway to amend the 2021 Road Program to exclude the chip seal treatment projects. Motion carried with Mr. Culpepper voting "Nay".

Motion Mr. Chatham, seconded Ms. Rowe to authorize the Road Department to perform the requested work for the Recreation District to prepare the area for the west parking lot. Motion carried.

Motion Mr. Chatham, seconded Mr. Treadway to authorize the Maintenance Department to remove the white pole lights from the Courthouse grounds. Motion carried.

Motion Ms. Cowans, seconded Mr. McCarty to adopt the following minutes from the March 19th Finance Committee meeting. Motion carried.

*Finance Committee
March 19, 2021*

The Finance Committee met Friday, March 19, 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. Also in attendance, Mr. Darrell Avery, Assistant D.A and Mr. Jody Stucky, Road Department Superintendent.

The Chairman, Ms. Tarneshala Cowans, 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 Enterprise to give a presentation on a cost savings program for fleet leasing.

The Secretary-Treasurer presented the financials to-date and stated they were making final adjustments to the accrued receivables and payable for the upcoming FEMA reimbursements.

The Committee reviewed the letter of request from the Library and Mr. Avery stated that he would research the options for the Police Jury.

The Committee reviewed the recommendations from the Operations Committee for the results from the sales tax proposal.

The date and time for the next Finance Committee was set for Wednesday, April 21st at 12:00 PM.

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

Motion Mr. Chatham, seconded Mr. Treadway to adopt the following minutes from the March 26th Project Committee meeting. Motion carried.

*Project Committee
March 26, 2021*

The Project Committee met Monday, March 26, 2021 at 4:30 PM in The Nathaniel Zeno Jr. Meeting Room, Jackson Parish Administrative Building, 160 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Mr. Lewis Chatham, and Ms. Amy Magee. Absent: none.

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

There were no public comments.

The Chair invited Ms. Angela Holder from the Jackson Parish Library to give a presentation for the construction of two outdoor children's museums in Jackson Parish that would be handicapped and disability accessible. Ms. Holder showed the Committee the plans for location and shared the community impacts. Ms. Magee asked what types of partnerships they Library was requesting. Ms. Holder stated the Library Board would be meeting to discuss the specifics and share more information. Mr. Chatham thanked Ms. Holder for her presentation and the Committee stated their desire to be involved.

The Committee discussed giving attorney Robert Moore an office in the Courthouse that can be used for public defending.

Motion Ms. Magee, seconded Mr. Culpepper to recommend the Police Jury authorize the Maintenance Department to relocate their office to the west end of the Courthouse and allow the existing office and conference room to be used for the purposes of a public defender's office. Motion carried.

The Secretary-Treasurer and Mr. Paul Riley from the Riley Co. updated the Committee on the status of the hospital drainage project.

The Committee reviewed the proposed Jackson Parish Police Jury seal designs.

The date of the next Policy & Personnel Committee was not set at this time.

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

Motion Mr. Chatham, seconded Ms. Rowe to approve the request from the Town of Chatham for the placement of their sign on Police Jury property, contingent upon the state's approval for the use in their right-of-way. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to procure North Delta Regional Planning Commission for re-apportionment and mapping services and authorize the President to execute an agreement with the Jackson Parish School Board for cost sharing. Motion carried.

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

Mr. Jody Stuckey, Road Department Superintendent, gave the March 2021 Road report noting that \$5,251.33 had been spent on emergency call-outs/off-schedule work. He stated the crews had completed the prep work for the 2021 road program and would begin working on the 2021 Road Maintenance Asphalt List.

Motion Mr. Culpepper, seconded Mr. McCarty to accept the March 2021 emergency/off-schedule reports.
Motion carried.

Mr. Robin Sessions, Solid Waste Superintendent, gave the March 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 Region 8 training regarding evacuation shelters.

Ms. Gina Thomas, Secretary-Treasurer, presented the March 2021 Maintenance and Financial Reports highlighting the actual vs. budget comparisons for all funds. She discussed the final 2020 variance to budget and stated the 2021 quarter 1 budget amendments would be presented to the Finance Committee.

The President moved on to Other Business.

Mr. Paul Riley, Parish Engineer, gave the March 2021 Engineering Report and discussed the 2021 road program.

Motion Mr. Treadway, seconded Mr. Culpepper to authorize the Parish Engineer to advertise for bids for the 2021 Road Program. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham, to adopt a resolution to enter into agreements with the Riley Company and Frye Magee associated with administration and engineering services for the FY 2022-2023 LCDBG program. Motion carried.

Motion Mr. Treadway, seconded Mr. Chatham to accept the low bid for oversized gravel from Ruston RockIn, LLC.
Motion carried.

Motion Ms. Rowe, seconded Mr. Chatham honor May 1st as National Loyalty Day. National Loyalty Day is set aside for the reaffirmation of loyalty to the United States and the recognition of the heritage of American Freedom.
Motion carried.

PROCLAMATION

- WHEREAS,** America was founded by patriots who risked their lives to bring freedom to our Nation and our citizens are grateful for our Founding Fathers and confident in the principles that lead us forward.
- WHEREAS,** we believe deeply in freedom and self-government, values embodied in our cherished documents and defended by our troops over the course of generations.
- WHEREAS,** we are inspired by the patriotic service of the men and women who wear our Nation's uniform with honor and decency. The military spouses and families who stand by their loved ones represent the best of the American spirit, and we are profoundly grateful for their sacrifice.
- WHEREAS,** all citizens can express their loyalty to the United States by flying the flag, participating in our democracy, and learning more about our country's grand story of courage and simple dream of dignity.

WHEREAS, the Congress, by Public Law 85-529, as amended, has designated May 1 of each year as "Loyalty Day." This Loyalty Day, and throughout the year, we ask all Americans to join us in reaffirming our allegiance to our Nation.

NOW THEREFORE, we, the Jackson Parish Police Jury do hereby proclaim May 1, 2021, as

Loyalty Day

In the Parish of Jackson.

We call upon the people of Jackson Parish to participate in this national observance and to display the flag of the United States on Loyalty Day as a symbol of pride in our Nation.

ATTEST:

/s/ Amy Magee
Amy Magee, President

Motion Mr. Culpepper, seconded Mr. McCarty to appoint the following Parish Board members:

- Re-appoint Ms. Christie Weeks to the Tourism Board for a 3-year term ending 12/31/2023
- Re-appoint Ms. Joyce Amos Smith to the Tourism Board representing District 5 for a 3-year term ending 12/31/2023
- Re-appoint Mr. Kent Hightower to the Watershed Commission Board representing District 5 for a 4-year term ending 12/31/2024

The President asked for nominees for a Police Juror representative to serve on the Parish Broadband Steering Committee.

Ms. Rowe nominated Ms. Tarneshala Cowans.

Motion Ms. Rowe, seconded Mr. Culpepper to appoint Ms. Tarneshala Cowans to represent the Police Jury on the Parish Broadband Steering Committee. Motion carried.

The Police Jury discussed other board nominees. Ms. Magee stated the final committee would need to be submitted to Representative McFarland's office by June.

The President opened the floor for announcements and notifications.

The President announced the 2020 audit fieldwork would take place April 12th – 16th.

The President announced the 2020 Police Jury Convention would take place May 12th – 14th.

The President announced the Personal Financial Disclosure Statements would be due June 8, 2021.

The President recognized Mr. Murphy Chestnut from Senator Kennedy's Office.

The President opened the floor for to Juror Comments.

Mr. McCarty announced the Parish-wide Cleanup Event on June 12, 2021.

Mr. Chatham displayed the sign from the Highway 34 Dedication to 2nd Lt. Harvel Moore Memorial Highway.

Mr. Culpepper discussed the solid waste fund and expenditures.

Ms. Magee asked for volunteers to serve on parish boards.

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