



JACKSON PARISH POLICE JURY

Jackson Parish Courthouse
500 East Court Street, Room 301
Jonesboro, Louisiana 71251-3446

Phone: (318) 259-2361

Fax: (318) 259-5660

www.jacksonparishpolicejury.org

Notice Posted:

Thursday, January 09, 2020, 4:30 PM

January 13, 2020 Regular Meeting

MEMBERS

District 1

TODD CULPEPPER
P. O. Box 323
Quitman, LA. 71268
(318) 259-4184 (Work)
(318) 243-1084

District 2

LEWIS CHATHAM
1575 Mariah Road
Chatham, LA. 71226
(318) 235-0254

District 3

AMY C. MAGEE
2332 Walker Road
Jonesboro, LA. 71251
(318) 235-0002

District 4

JOHN W MCCARTY
2766 Hwy 155
Quitman, LA 71268
(318) 259-9694

District 5

TARNESHALA COWANS
598 Beech Springs Road
Jonesboro, LA. 71251
(318) 480-9095

District 6

REGINA H. ROWE
159 Hughes Rd.
Jonesboro, LA 71251
(318) 259-7923

District 7

LYNN TREADWAY
505 Fifth Street
Jonesboro, LA 71251
(318) 259-7673
(318) 680-8510

MEETING DATE:

Monday, January 13, 2020

MEETING TIME:

5:30 PM

PLACE OF MEETING:

**Dr. Charles H. Garrett Community Center
182 Industrial Drive
Jonesboro, LA 71251**

AGENDA:

Call to Order

Invocation

Pledge of Allegiance

Public Comments

New Term Organization Items

1. Consider and act on setting the 2020 meeting date, time, and location
2. Consider and act on adopting a resolution authorizing the 2020 President and Vice President signatures be added to the signature cards for bank accounts at Jonesboro State Bank and authorize co-signatures with the Payroll and Accounts Payable Clerks in the absence of the Secretary-Treasurer
3. Consider and act on appointment of the Secretary-Treasurer position for a 2-year term ending December 31, 2021
4. Consider and act on adopting a resolution to authorize the Secretary-Treasurer to sign documents and pay bills on behalf of the JPPJ
5. Presentation of 2020 Police Jury Committee Members
- [6.](#) Consider and act on adoption of the 2020 Jury Holiday Schedule
- [7.](#) Consider and act on adoption of 2020 Pay Schedule and employee levels as authorized by the 2020 budget

Approve Minutes

- [8.](#) Adopt the minutes of the December 9th, December 23rd, and January 6th Jury Meetings, monthly purchase orders, and the payment of all bills

Management Reports

- [9.](#) December 2019 Road Superintendent Report - *Mr. Jody Stuckey*
 - a. Accept the December 2019 Emergency/Off-Schedule Report*
- [10.](#) December 2019 Solid Waste Superintendent Report - *Mr. Robin Sessions*
11. December 2019 O.E.P. Report - *Mr. Mark Treadway*
12. December 2019 Financial Report - *Ms. Gina Thomas*
(report includes budget to actual comparisons for all funds)
- [13.](#) December 2019 Maintenance Report - *Mr. Robert "Bubba" Anderson*



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Other Business

14. December 2019 Engineering Report - Mr. Paul Riley
15. Consider and act on authorizing the President to sign the 2020 budget for the North Louisiana Criminalistics Laboratory
16. Authorize advertising for bids for providing cold mix for 2020
17. Consider and act on retaining legal counsel to review the procedures for negotiation and/or expropriation of drainage servitudes
18. Consider and act on authorizing the President to sign the 2020 Cooperative Endeavor Agreement with the Office of Veteran Affairs and release the appropriation of \$4,059.00
19. Consider and act on accepting the low bid of \$26,480.00 for a 2020 Ford Transit Connect XL Van from Jay Mallard to be used in the Coroner's Department and to suspend the monthly travel stipend
20. Consider and act on appointment to serve on Watershed Initiative Steering Committee for Regions 2 and 3
21. Consider and act on parish board appointments

Announcements & Notifications

Juror Comments

Adjourn

Gina M. Thomas, Secretary-Treasurer
Jackson Parish Police Jury
500 E. Court Street, Room 301, Jonesboro, LA. 71251
(318) 259-2361 extension 203

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Gina Thomas at (318) 259-2361, extension 203 describing the assistance that is necessary.



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WARD 2

EDDIE M. LANGSTON
770 Taylor Road
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(318) 259-7448

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2020 Holiday Schedule

Wednesday, January 1st – New Year's Day

Monday, January 20th – Martin Luther King Jr. Day

Monday February 17th – President's Day

Friday, April 10th – Good Friday

Monday, May 25th – Memorial Day

Friday, July 3rd – (*in recognition of*) Independence Day

Monday, September 7th – Labor Day

Wednesday, November 11th – Veteran's Day

Thursday November 26th – Thanksgiving Day

Friday November 27th - Thanksgiving Holiday

Thursday December 24th – Christmas Eve

Friday December 25th – Christmas Day

Thursday December 31st – New Year's Eve

**** Please see that our offices will be closed on these dates ****

	Hourly Pay Rate	Education	Years of Service or Related Experience	Additional License / Certifications	Training Level	Performance
General Laborer						
Level I	\$12.24 - \$14.28	High School Diploma or Equivalent	< 1 year	N/A	Understands basic usage of equipment, tools, and parts; receiving on-the-job training	Adheres to work schedule and takes direction from Supervisor or Crew Lead; punctual and reliable; team player
Level II	\$14.28 - \$16.32	High School Diploma or Equivalent	1 - 3+ years	N/A	Advanced skills in working with required equipment, tools, and parts; can diagnose routine repairs and maintenance; can train others on basic skills	Works independently; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$16.32 - \$18.36	2+ years of vocational college or related course work	5+ years	Class B CDL	Mastery of usage with equipment, tools, and parts; can train others on advanced skills; trained and qualified to perform set-up work	Leader in job performance, safety, and training; can act as a Crew Lead to make analytical decisions; excellent interpersonal skills; performs beyond expectation
Operator I						
Level I	\$14.28 - \$16.32	High School Diploma or Equivalent	< 1 year	N/A	Understands basic usage of equipment, tools, and parts; receiving on-the-job training; working knowledge of traffic laws and ordinances in the operation of equipment	Adheres to work schedule and takes direction from Supervisor or Crew Lead; punctual and reliable; team player
Level II	\$16.32 - \$19.38	High School Diploma or Equivalent	1 - 3+ years	Class B CDL	Advanced skills in working with required equipment, tools, and parts; can diagnose routine repairs and maintenance; can train others on basic skills	Works independently; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$19.38 - \$21.42	2+ years of vocational college or related course work	5+ years	Class A or B CDL	Mastery of usage with equipment, tools, and parts; can train others on advanced skills; trained and qualified to perform set-up work	Leader in job performance, safety, and training; can act as a Crew Lead to make analytical decisions; excellent interpersonal skills; performs beyond expectation
Operator II						
Level I	\$16.32 - \$18.36	High School Diploma or Equivalent	< 1 year	Class A CDL	Understands basic usage of equipment, tools, and parts; receiving on-the-job training; working knowledge of traffic laws and ordinances in the operation of equipment	Adheres to work schedule and takes direction from Supervisor or Crew Lead; punctual and reliable; team player
Level II	\$18.36 - \$21.42	High School Diploma or Equivalent	1 - 3+ years	Class A CDL	Advanced skills in working with required equipment, tools, and parts; can diagnose routine repairs and maintenance; can train others on basic skills	Works independently; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$21.42 - \$23.46	2+ years of vocational college or related course work	5+ years	Class A CDL	Mastery of usage with equipment, tools, and parts; can train others on advanced skills; trained and qualified to perform set-up work	Leader in job performance, safety, and training; can act as a Crew Lead to make analytical decisions; excellent interpersonal skills; performs beyond expectation
Specialty Equipment Operator						
Level I	\$16.32 - \$18.36	High School Diploma or Equivalent	< 1 year	N/A	Understands basic usage of equipment, tools, and parts; receiving on-the-job training; working knowledge of traffic laws and ordinances in the operation of equipment	Adheres to work schedule and takes direction from Supervisor or Crew Lead; punctual and reliable; team player
Level II	\$18.36 - \$21.42	High School Diploma or Equivalent	1 - 3+ years	Class B CDL	Advanced skills in working with required equipment, tools, and parts; can diagnose routine repairs and maintenance; can train others on basic skills	Works independently; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$21.42 - \$23.46	2+ years of vocational college or related course work	5+ years	Class A or B CDL	Mastery of usage with equipment, tools, and parts; can train others on advanced skills; trained and qualified to perform set-up work	Leader in job performance, safety, and training; can act as a Crew Lead to make analytical decisions; excellent interpersonal skills; performs beyond expectation
Mechanic						
Level I	\$18.36 - \$20.40	High School Diploma or Equivalent	< 2 years	N/A	Basic, journey level work with diesel engines, heavy trucks and equipment; able to perform all types routine maintenance and service duties on equipment	Adheres to work schedule and takes direction from Supervisor or Crew Lead; punctual and reliable; team player
Level II	\$20.40 - \$23.46	High School Diploma or Equivalent	2 - 5+ years	A1 - A-8 certification; special tools	Advanced skills in diagnosing and repairing equipment; can train others on basic skills	Works independently; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$23.46 - \$25.50	2+ years of vocational college or related course work	5+ years	ASE	Mastery of usage with equipment, tools, and parts; makes analytical decisions; can train others on advanced skills	Leader in job performance, safety, and training; can act as a Crew Lead to make analytical decisions; excellent interpersonal skills; performs beyond expectation
Administrative Clerk						
Level I	\$15.30 - \$17.34	High School Diploma or Equivalent	< 1 - 2 years	N/A	Basic computer software knowledge and general office policies and procedures; high level of written and verbal communication skills	Adheres to work schedule and takes direction from Supervisor; punctual and reliable; team player
Level II	\$17.34 - \$20.40	2+ years of vocational college or related course work	1 - 2+ years	Scaler; Permit Officer;	Advanced computer software applications; familiar with general ledger coding and financial impacts; working knowledge of Police Jury policies and procedures; can train others on basic skills	Works independently; performs analytical and problem solving skills; professional and teambuilding attitude; successful communication style; solid performer
Level III	\$20.40 - \$23.46	2+ years of vocational college or related course work	5+ years	CAP; OM; PHR; MOS	Mastery of computer applications and job-related processes; can train others on advanced skills; considered a subject matter expert in related department/field	Leader in job performance, safety, and training; ability to analyze budgetary decisions and department savings; excellent interpersonal skills; takes on new and challenging tasks with initiative; performs beyond expectation

Hourly Pay Rate	Education	Years of Service or Related Experience	Additional License / Certifications	Training Level	Performance
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Supervisor

Level I	\$19.38 - \$21.42	High School Diploma or Equivalent	< 2 years	Class B CDL	Basic understanding of the inner workings of the assigned department; basic computer software knowledge; high level of written and verbal communication; can train others on basic skills	Adheres to work schedule; takes direction from direct Supervisor; punctual and reliable; able to manage staff and provide documentation; works independently; professional and team building attitude; successful communication style; team player
Level II	\$21.42 - \$23.46	2+ years of vocational college or related course work	2 - 5+ years	Class A CDL	Additional Supervisory training and continuing education in public works field; advanced knowledge of departmental functions; advanced computer software skills; working knowledge of Police Jury policies and procedures; can train others on advanced skills	Leader in job performance, safety, and training; acts as a Crew Lead to make analytical decisions; excellent interpersonal skills; challenges team to excel in performance; solid performer
Level III	\$23.46 - \$25.50	2+ years of vocational college or related course work	5+ years	Class A CDL	Advanced Supervisory training and continuing education in public works field; mastery knowledge of departmental functions; advanced computer skills; considered subject matter expert in field	Sets and measures goals of department employees; ability to analyze budgetary decisions and department savings; takes on new and challenging tasks with initiative; performs beyond expectation

Superintendent

Level I	\$25.50 - \$28.56	High School Diploma or Equivalent	< 3 years	Class B CDL; CBO	Basic understanding of the inner workings of the assigned department; basic computer software knowledge; high level of written and verbal communication; can train others on basic skills	Adheres to work schedule; takes direction from direct Supervisor; punctual and reliable; able to manage staff and provide documentation; works independently; professional and team building attitude; successful communication style; team player
Level II	\$28.56 - \$31.62	2+ years of vocational college or related course work	3 - 5+ years	Class A CDL; CBO	Additional Supervisory training and continuing education in public works field; advanced knowledge of departmental functions; advanced computer software skills; working knowledge of Police Jury policies and procedures; can train others on advanced skills	Leader in job performance, safety, and training; acts as a Crew Lead to make analytical decisions; excellent interpersonal skills; challenges team to excel in performance; solid performer
Level III	\$31.62 - \$33.66	4 year degree in Engineering with Supervisory training	10+ years	Class A CDL; CBO; PE; PMP; CBPA	Advanced Supervisory training and continuing education in public works field; mastery knowledge of departmental functions; advanced computer skills; considered subject matter expert in field	Sets and measures goals of department employees; ability to analyze budgetary decisions and department savings; takes on new and challenging tasks with initiative; performs beyond expectation

* These requirements may be reviewed on a case-by-case basis; preferred, but advancement is not contingent upon them.

* Each level is considered "in addition" to any previous levels. Skills, training, etc. listed should be considered to compound with each progression.

* Not all certifications listed are required for every department, some are specialized. This is a guide of the "type" of certifications being sought.

* Rates and ranges are to be reviewed on an annual basis during budget reviews for reasonableness. Adjustments made for cost of living are to be adjusted in these rates and the updated schedule is to be adopted by the Jury.

The Jackson Parish Police Jury met Monday, December 9, 2019, at 5:15 PM in the Dr. Charles H. Garrett Community Center to conduct a public hearing on the 2019 Amended Budget and the 2020 Consolidated Budget. Members Present: Mr. Todd Culpepper, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, and Mr. Lynn Treadway. Absent: Mr. Eddie Langston and Ms. Regina Rowe. Also present: Darrell Avery, Assistant District Attorney.

The President, John McCarty called the meeting to order. The invocation was given by Mr. Culpepper and Ms. Cowans led the recitation of the Pledge of Allegiance.

The president opened the floor for comments on the 2019 Amended Budget. There were no public comments.

The president opened the floor for comments on the 2020 Consolidated Budget. Mr. Langston arrived at the public hearing. There were no public comments.

The Secretary-Treasurer pointed out the increase in capital project plans and thanked the Jury for investing their funds back into the Parish.

With no other comments, the President called for an adjournment to the hearing.

Motion Mr. Culpepper, seconded Ms. Cowans to close the public hearing. Motion carried.

The Jackson Parish Police Jury met in regular session on Monday, December 9, 2019 at 5:30 PM in the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana. Members Present: Mr. Todd Culpepper, Mr. Eddie Langston, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. Also present: Darrell Avery, Assistant District Attorney.

The meeting was called to order by the President, Mr. McCarty.

There were no public comments.

The President moved to the approval of minutes.

Motion Ms. Magee, seconded Ms. Cowans to adopt the minutes of the November 12th and December 2nd Jury Meetings, monthly purchase orders, and the payment of all bills. Motion carried.

The President called for Committee Reports.

Motion Ms. Rowe, seconded Mr. Treadway to adopt the minutes of the November 21st Finance Committee Meeting. Motion carried.

November 21, 2019

The Finance Committee met Thursday, November 21, 2019 at 12:00 PM in the Police Jury Meeting Room 301 of the Jackson Parish Courthouse, 500 E. Court Street, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Mr. John McCarty, and Ms. Regina Rowe. Absent: none.

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

There were no public comments.

The Committee reviewed the recommended 2019 budget amendments presented by the Secretary-Treasurer. The Secretary-Treasurer noted that key items included the purchase of the building and land and the capital projects for the handicapped parking lot and 2nd floor mold abatement were offset by the budgeted capital projects for the Library that did not happen. There were also additional repair costs and an increase in payroll due to the storm damage.

Motion Mr. Culpepper, seconded Ms. Rowe to recommend the Police Jury adopt the 2019 amended budget as presented. Motion carried.

The Committee reviewed the requested items for the 2020 budget. They reviewed departmental requests for capital projects and purchases. They discussed reducing the allocations for appropriations in future years. The Secretary-Treasurer stated she would prepare the final budget to be presented and reviewed at the December Business Session.

The Committee discussed the plans for the new building on Industrial Drive. They asked the Secretary-Treasurer to start getting bids for flooring and painting to prepare the building for occupancy.

The Committee reviewed letters of request from the Town of Eros and the Town of Jonesboro. They asked that the President respond to the Town of Eros request and ask that the request come from the council as the policy dictates. The Committee asked the President to respond to the Town of Jonesboro regarding their request for drainage work.

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

The President called for monthly management reports.

Mr. Jody Stucky, Road Department Superintendent, gave the November 2019 Road report noting that \$70.78 had been spent on emergency call-outs during the month. He also stated that the Vernon-Eros bridge replacement project had been completed and that the state would be performing repairs to Highway 155 and that a portion of it would be shut down for a few days.

Motion Ms. Rowe, seconded Mr. Culpepper to accept the November 2019 emergency/off-schedule report. Motion carried.

Mr. Robin Sessions, Solid Waste Department Superintendent, presented the November 2019 Solid Waste Report stating that they were making preparations for year-end.

Mr. Mark Treadway, OEP Director, gave the November 2019 OEP Report and updated the Police Jury on the progress for grants and programs.

Ms. Gina Thomas, Secretary-Treasurer, presented the November 2019 Financial Report highlighting the actual vs. budget comparisons for all funds. She noted the amended 2019 budget items and discussed the primary drivers for revenues and expenditures. She also informed the Jury that they would be acting on two proposed p

Sexual Harassment and Disaster Recovery that were state-mandated. Both policies had been reviewed in Business Session.

The November 2019 Maintenance Report was reviewed in the Jury packets.

With the completion of Management Reports, the President moved to Other Business.

Mr. Paul Riley presented the November 2019 Engineering Report. He discussed projects planned for fiscal year 2020.

The Amended 2019 Consolidated Budget was presented for adoption:

ORDINANCE 01-0114-2019
2019 CONSOLIDATED BUDGET
AS AMENDED DECEMBER 9, 2019

Jackson Parish Police Jury 2019 Amended Budget Adoption Date: December 9, 2019	2019 Original Adopted Budget	2019 Amended Budget	Budget Amendments Increase (+) Decrease (-)
<u>CONSOLIDATED REVENUE</u>			
Taxes Collected:			
Ad Valorem	\$3,127,500	\$3,170,913	\$43,413
Sales & Use	2,220,000	1,898,737	(321,263)
Severance Taxes	580,000	642,950	62,950
Other Taxes & Revenues Collected	98,500	100,466	1,966
Inter-Governmental Revenue:			
State Revenue Sharing	\$62,400	\$62,850	\$450
Parish Transportation Funds	252,000	258,440	6,440
State Aid Grants	273,625	375,373	101,748
Federal Grants	56,512	94,087	37,575
Other State Revenues & Reimbursements	79,900	80,832	932
Other Revenue:			
Licensing, Permits, & Fees	\$182,532	\$190,823	\$8,291
Fees for Services	30,000	26,334	(3,667)
Coroner's Fees	16,200	16,865	665
Library Revenue <i>(including taxes, fees, & grants)</i>	1,604,600	1,627,500	22,900
Sale of Recycle	25,000	71,052	46,052
Other Income (Interest, Refunds, Scrap, Etc.)	166,530	366,938	200,408
TOTAL REVENUE	\$8,775,298	\$8,984,160	\$208,861
<u>CONSOLIDATED EXPENSES</u>			
General Government:			
Legislative	\$(195,149)	\$(157,340)	\$(37,809)
Judicial:			
Judicial - District Attorney	(126,295)	(126,758)	463
Judicial - Clerk of Court	(13,200)	(10,094)	(3,106)
Judicial - Justices of the Peace and Constables	(30,836)	(28,977)	(1,859)
Elections - Registrar of Voters	(67,531)	(23,951)	(43,581)
Public Safety - Sheriff	(634,380)	(696,606)	62,226
Homeland Security - OEP	(22,534)	(33,222)	10,689
Coroner's Office	(94,144)	(93,759)	

Parish Promotion - LSU Ag/County Agent	(6,127)	(5,274)	(853)
General Administration & Finance	(381,353)	(389,388)	8,035
Building & Grounds Maintenance	(503,887)	(655,921)	152,034
Grants/Inter-Governmental	(65,000)	(86,310)	21,310
Appropriations & Services Provided	(91,216)	(89,944)	(1,272)
Special Revenue Funds:			
Sales & Use Tax Fund	\$(20,000)	\$(11,529)	\$(8,471)
Road Maintenance Fund	(1,636,274)	(1,676,040)	39,765
Road Asphalt Fund	(905,005)	(872,601)	(32,405)
Solid Waste Department	(1,682,784)	(1,735,624)	52,840
Health & Welfare	(131,750)	(111,092)	(20,658)
Library	(1,368,500)	(1,248,500)	(120,000)
Tourism, Culture, & Recreation	(20,400)	(15,363)	(5,037)
Petit/Grand Jury Fees	(9,900)	(4,429)	(5,471)
TOTAL OPERATING EXPENSES	\$(8,006,265)	\$(8,072,720)	\$66,455
Capital Funds:			
State Grants Fund	\$ (245,850)	\$ (326,958)	\$81,108
Federal Grants Fund	(30,286)	(37,876)	7,590
Current Year Road Program	(1,150,000)	(1,051,626)	(98,374)
Capital Projects & Improvements	(949,150)	(1,279,557)	330,407
Library Capital Projects	(425,000)	(6,500)	(418,500)
Livestock Pavilion	-0-	-0-	-0-
Statutory Reserve	-0-	-0-	-0-
Landfill Closure Fund	-0-	-0-	-0-
TOTAL CAPITAL EXPENSES	\$ (2,800,286)	\$ (2,702,516)	\$(97,770)
Debt Service Funds:			
TOTAL DEBT SERVICE (Principal Retirement & Interest)	\$(319,685)	\$(319,685)	\$-0-
TOTAL EXPENSES	\$(11,126,236)	(11,094,921)	\$(31,315)
OTHER FINANCING SOURCES (USES)			
Transfers In	-0-	-0-	-0-
Transfers Out	-0-	-0-	-0-
TOTAL OTHER FINANCING SOURCES	\$-0-	\$-0-	\$-0-
FUND BALANCES - BEGINNING	\$15,647,793	\$15,647,793	
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	\$(2,350,938)	\$(2,110,761)	\$177,546
FUND BALANCES - ENDING	\$13,296,855	\$13,537,032	

Motion Ms. Rowe, seconded Ms. Magee to adopt the 2019 Amended Consolidated Budget as presented. Motion carried.

The Consolidated 2020 Budget was offered for adoption.

ORDINANCE 02-1209-2019
2020 CONSOLIDATED BUDGET
AS ADOPTED DECEMBER 9, 2019

	2019 Projected Year Total	2020 Proposed Budget	% Change Projected 2019 Actual vs. Proposed 2020 Budget
Jackson Parish Police Jury 2020 Consolidated Budget Adoption Date: December 9, 2019			

<u>CONSOLIDATED REVENUE</u>			
Taxes Collected:			
Ad Valorem	\$3,170,913	\$3,128,903	-1%
Sales & Use	1,898,737	1,928,000	2%
Severance Taxes	642,950	675,000	5%
Other Taxes & Revenues Collected	100,466	99,800	-1%
Inter-Governmental Revenue:			
State Revenue Sharing	\$62,850	\$62,265	-1%
Parish Transportation Funds	258,440	264,000	2%
State Aid Grants	375,373	47,775	-87%
Federal Grants	94,087	56,747	-40%
Other State Revenues & Reimbursements	80,832	80,845	0%
Other Revenue:			
Licensing, Permits, & Fees	\$190,823	\$189,216	-1%
Fees for Services	26,334	26,400	0%
Coroner's Fees	16,865	16,750	-1%
Library Revenue <i>(including taxes, fees, & grants)</i>	1,627,500	1,417,500	-13%
Sale of Recycle	71,052	48,000	-32%
Other Income (Interest, Refunds, Scrap, Etc.)	366,938	230,090	-37%
TOTAL REVENUE	\$8,984,160	\$8,271,291	-8%
<u>CONSOLIDATED EXPENSES</u>			
General Government:			
Legislative	\$(157,340)	\$(231,882)	47%
Judicial:			
Judicial - District Attorney	(126,758)	(126,647)	0%
Judicial - Clerk of Court	(10,094)	(14,310)	42%
Judicial - Justices of the Peace and Constables	(28,977)	(30,336)	5%
Elections - Registrar of Voters	(23,951)	(27,821)	16%
Public Safety - Sheriff	(696,606)	(710,380)	2%
Homeland Security - OEP	(33,222)	(33,277)	0%
Coroner's Office	(93,759)	(98,474)	5%
Parish Promotion - LSU Ag/County Agent	(5,274)	(5,483)	4%
General Administration & Finance	(389,388)	(492,422)	26%
Building & Grounds Maintenance	(655,921)	(559,292)	-15%
Grants/Inter-Governmental	(86,310)	(85,525)	-1%
Appropriations & Services Provided	(89,944)	(90,153)	0%
Special Revenue Funds:			
Sales & Use Tax Fund	\$(11,529)	\$(12,000)	4%
Road Maintenance Fund	(1,676,040)	(1,764,737)	5%
Road Asphalt Fund	(872,601)	(1,042,584)	19%
Solid Waste Department	(1,735,624)	(1,828,228)	5%
Health & Welfare	(111,092)	(128,695)	16%
Library	(1,248,500)	(1,328,500)	6%
Tourism, Culture, & Recreation	(15,363)	(36,000)	134%
Petit/Grand Jury Fees	(4,429)	(8,000)	81%
TOTAL OPERATING EXPENSES	\$(8,072,720)	\$(8,654,745)	7%
Capital Funds:			
State Grants Fund	\$(326,958)	\$ -	-100%
Federal Grants Fund	(37,876)	(30,556)	-19%
Current Year Road Program	(1,051,626)	(1,356,205)	9%

Capital Projects & Improvements	(1,279,557)	(1,463,200)	14%
Library Capital Projects	(6,500)	(555,000)	8438%
Livestock Pavilion	-0-	-0-	0%
Statutory Reserve	-0-	-0-	0%
Landfill Closure Fund	-0-	-0-	0%
TOTAL CAPITAL EXPENSES	\$(2,702,516)	\$(3,404,962)	26%
Debt Service Funds:			
<i>TOTAL DEBT SERVICE (Principal Retirement & Interest)</i>	<i>\$(319,685)</i>	<i>\$(325,990)</i>	<i>2%</i>
TOTAL EXPENSES	\$(11,094,921)	\$(12,385,697)	12%
<u>OTHER FINANCING SOURCES (USES)</u>			
Transfers In	\$-0-	\$-0-	0%
Transfers Out	-0-	-0-	0%
TOTAL OTHER FINANCING SOURCES	\$-0-	\$-0-	0%
FUND BALANCES - BEGINNING	\$15,647,793	\$13,537,032	
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	\$(2,110,761)	\$(4,114,406)	95%
FUND BALANCES - ENDING	\$13,537,032	\$9,422,626	

Motion Ms. Cowans, seconded Mr. Culpepper to adopt Ordinance 02-1209-2019: operating budgets of revenue and expenditures for the fiscal year beginning January 1, 2020 and ending December 31, 2020 for General Fund, Special Revenue Funds, Debt Service Fund, and Capital Projects Funds. Motion carried by unanimous vote. This Ordinance was adopted this 9th day of December, 2019.

Motion Mr. Treadway, seconded Ms. Rowe to adopt the updated Sexual Harassment Policy. Motion carried.

Motion Ms. Rowe, seconded Ms. Magee to adopt the Disaster Recovery/Business Continuity Policy. Motion carried.

Motion Mr. Treadway, seconded Ms. Magee to amend the Operator I job description to remove "tractor-trailer" from the list of equipment. It was discussed that this equipment required a Class A CDL and should not be assigned to an Operator I. Motion carried.

Motion Ms. Magee, seconded Ms. Cowans to accept all 2020 material bids for January 1, 2020 through December 31, 2020. Motion carried.

Motion Ms. Rowe, seconded Ms. Magee to accept the donation of land on South Cooper and 7th Street (Parcel 0065024400), to pay for the cost of the appraisal of the property, and to authorize the President to sign the deed. Motion carried.

The following resolution was offered by _____ Mr. Treadway _____ and seconded by _____ Ms. Rowe _____ :

RESOLUTION

A resolution providing for canvassing the returns and declaring the results of the special election held in the Parish of Jackson, State of Louisiana, on Saturday, November 16, 2019, to authorize the levy of special taxes therein.

BE IT RESOLVED by the Police Jury of the Parish of Jackson, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Jackson, State of Louisiana, that:

SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the Parish of Jackson, State of Louisiana, on SATURDAY, NOVEMBER 16, 2019, to authorize the levy of special taxes therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the results of the special election.

SECTION 2. Procès Verbal. A Procès Verbal of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and Ex-Officio Recorder of Mortgages in and for the Parish of Jackson, who shall record the same in the Mortgage Records of said Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

SECTION 3. Promulgation of Election Results. The results of said election shall be promulgated by publication in the manner provided by law.

This resolution having been submitted to a vote; the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
District 1: Todd Culpepper	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 2: Eddie Langston	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 3: Amy Magee	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 4: John McCarty	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 5: Tarneshala Cowans	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 6: Regina Rowe	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
District 7: Lynn Treadway	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

And the resolution was declared adopted on this, the 9th day of December 2019.

 /s/ Gina M. Thomas
Secretary-Treasurer

 /s/ John W. McCarty
President

PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE PARISH OF JACKSON, STATE OF LOUISIANA, ON SATURDAY, NOVEMBER 16, 2019.

BE IT KNOWN AND REMEMBERED that on Monday, December 9, 2019, at five-thirty o'clock (5:30) p.m., at its regular meeting place, the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana, the Police Jury of the Parish of Jackson, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Jackson, State of Louisiana (the "Parish"), and being the authority ordering the special election held therein on Saturday, November 16, 2019, with the following members present:

Mr. Todd Culpepper, Mr. Eddie Langston, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway;

There being absent: none;

did, in open and public session, examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of the said election, there having been submitted at said election the following propositions, to wit:

PROPOSITION NO. 1 OF 2
(TAX CONTINUATION)

Shall the Parish of Jackson, State of Louisiana (the "Parish"), be authorized to continue to levy a five and twenty-three hundredths (5.23) mills tax on all the property subject to taxation in the Parish (an estimated \$1,133,700 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2020 and ending with the year 2029, for the purpose of maintenance of Parish roads and bridges, said millage to represent a seventeen hundredths of a mill (.17) increase (due to reappraisal) over the 5.06 mills tax authorized to be levied through the year 2019 pursuant to an election held on November 14, 2009?

PROPOSITION NO. 2 OF 2
(TAX CONTINUATION)

Shall the Parish of Jackson, State of Louisiana (the "Parish"), be authorized to continue to levy a four and fifty-five hundredths (4.55) mills tax on all the property subject to taxation in the Parish (an estimated \$986,300 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2020 and ending with the year 2029, for the purpose of asphaltting and paving roads and maintenance of such roads, said millage to represent a fifteen hundredths of a mill (.15) increase (due to reappraisal) over the 4.40 mills tax authorized to be levied through the year 2019 pursuant to an election held on November 14, 2009?

There was found by said count and canvass that:

- (i) there was a total of **2,647** votes cast **IN FAVOR OF** Proposition No. 1 and a total of **2,604** votes cast **AGAINST** Proposition No. 1, as hereinabove set forth, and it was further found and determined that there was a majority of **43** votes cast **IN FAVOR OF** Proposition No. 1 as hereinabove set forth; and
- (ii) there was a total of **2,638** votes cast **IN FAVOR OF** Proposition No. 2 and a total of **2,584** votes cast **AGAINST** Proposition No. 2, as hereinabove set forth, and it was further found and determined that there was a majority of **54** votes cast **IN FAVOR OF** Proposition No. 2 as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Proposition No. 1 and Proposition No. 2 as hereinabove set forth were duly **CARRIED** by a majority of the votes cast by the qualified electors voting at the said special election held in the Parish on Saturday, November 16, 2019.

Results by precinct are available from the Secretary-Treasurer of this Governing Authority during regular business hours or via the Louisiana Secretary of State's website (voterportal.sos.la.gov).

Exhibit "A" attached hereto and made a part of this Procès Verbal is a copy of the Notice of Special Election and proof of publication thereof.

THUS, DONE AND SIGNED at Jonesboro, Louisiana, on this, the 9th day of December 2019.

ATTEST:

/s/ Gina M. Thomas
Secretary-Treasurer

/s/ John W. McCarty
President

NOTICE OF SPECIAL ELECTION

EXHIBIT "A"

Pursuant to the provisions of a resolution adopted by the Police Jury of the Parish of Jackson, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Jackson, State of Louisiana (the "Parish"), on August 12, 2019, NOTICE IS HEREBY GIVEN that a special election will be held within the Parish on SATURDAY, NOVEMBER 16, 2019, and that at the said election there will be submitted to all registered voters in the Parish qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following propositions, to-wit:

PROPOSITION NO. 1 OF 2
(TAX CONTINUATION)

Shall the Parish of Jackson, State of Louisiana (the "Parish"), be authorized to continue to levy a five and twenty-three hundredths (5.23) mills tax on all the property subject to taxation in the Parish (an estimated \$1,133,700 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2020 and ending with the year 2029, for the purpose of maintenance of Parish roads and bridges, said millage to represent a seventeen hundredths of a mill (.17) increase (due to reappraisal) over the 5.06 mills tax authorized to be levied through the year 2019 pursuant to an election held on November 14, 2009?

PROPOSITION NO. 2 OF 2
(TAX CONTINUATION)

Shall the Parish of Jackson, State of Louisiana (the "Parish"), be authorized to continue to levy a four and fifty-five hundredths (4.55) mills tax on all the property subject to taxation in the Parish (an estimated \$986,300 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2020 and ending with the year 2029, for the purpose of asphaltting and paving roads and maintenance of such roads, said millage to represent a fifteen hundredths of a mill (.15) increase (due to reappraisal) over the 4.40 mills tax authorized to be levied through the year 2019 pursuant to an election held on November 14, 2009?

Said special election will be held at each and every polling place in the Parish of Jackson, which polls will open at seven o'clock (7:00) a.m. and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541.

The polling places at the precincts in the Parish are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

Notice is further given that a portion of the monies collected from the taxes described in the Propositions shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special election will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Dr. Charles H. Garrett Community Center, 182 Industrial Drive, Jonesboro, Louisiana, on **MONDAY, DECEMBER 9, 2019, at FIVE-THIRTY O'CLOCK (5:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special election. All registered voters of the Parish are entitled to vote at said special election and voting machines will be used.

THUS, DONE AND SIGNED at Jonesboro, Louisiana, on this, the 12th day of August 2019.

ATTEST:

 /s/ Gina M. Thomas
Secretary-Treasurer

 /s/ John W. McCarty
President

PROCLAMATION

I, the undersigned President of the Police Jury of the Parish of Jackson, State of Louisiana, the governing authority of the Parish of Jackson, State of Louisiana (the "Parish"), do hereby declare, proclaim and announce that Proposition No. 1 and Proposition No. 2 submitted at the special election held in the Parish on Saturday, November 16, 2019 were CARRIED by a majority of the votes cast at the said special election, all as described and set out in the above Procès Verbal.

THUS, DONE AND SIGNED at Jonesboro, Louisiana, on this, the 9th day of December 2019.

 /s/ John W. McCarty
President

STATE OF LOUISIANA
PARISH OF JACKSON

I, the undersigned Secretary-Treasurer of the Police Jury of the Parish of Jackson, State of Louisiana (the "Governing Authority"), the governing authority of the Parish of Jackson, State of Louisiana (the "Parish"), do hereby certify that the foregoing pages constitute a true and correct copy of the proceedings and Procès Verbal made by said Governing Authority on December 9, 2019, providing for canvassing the returns and declaring the results of the special election held in the Parish on Saturday, November 16, 2019, to authorize the levy of special taxes therein.

IN FAITH WHEREOF, witness my official signature at Jonesboro, Louisiana, on this, the 9th day of December 2019.

 /s/ Gina M. Thomas
Secretary-Treasurer

The Jury reviewed the candidates for Parish Board Members. Ms. Rowe stated she would like to keep Ms. Conchita Malone-Doyle on the Ambulance Board and the Jonesboro Fire Protection District Board. Ms. Magee stated that she had talked to several board members about their terms.

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

- Appoint Mr. Marc Thomas to the District 4 Fire Protection District Board for a 2-year term of 12/9/2019 – 12/31/2021.
- Re-appoint Ms. Ann Standley to the Library Board for a 5-year term of 12/9/2019 – 12/31/2024.
- Re-appoint Mr. Wayne Anderson to the Jonesboro Fire District Board for a 2-year term of 12/9/2019 – 12/31/2021.

No other nominees were presented. Motion carried.

The President announced that there would be an election for the 2020 officers.

Mr. Culpepper stated his concerns for voting on officers before the new Juror for District 2 took office.

Motion Mr. Culpepper to table to election of officers until the January 2020 meeting. The President declared the motion failed due to lack of a second.

The floor was opened for nominations for President.

Mr. Treadway nominated Ms. Magee. There were no other nominations and Ms. Magee was named President by acclamation.

The floor was opened for nominations for Vice President
 Mr. Langston nominated Mr. Treadway. Mr. Culpepper nominated Ms. Cowans. There were no other nominations.

A roll call vote was taken:

<u>MEMBERS:</u>	<u>Mr. Treadway:</u>	<u>Ms. Cowans:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
District 1: Todd Culpepper	_____	<u>X</u> _____	_____	_____
District 2: Eddie Langston	<u>X</u> _____	_____	_____	_____
District 3: Amy Magee	<u>X</u> _____	_____	_____	_____
District 4: John McCarty	_____	_____	_____	<u>X</u> _____
District 5: Tarneshala Cowans	_____	<u>X</u> _____	_____	_____
District 6: Regina Rowe	<u>X</u> _____	_____	_____	_____
District 7: Lynn Treadway	<u>X</u> _____	_____	_____	_____

There being a majority of the vote in favor of his election, Mr. Treadway was declared President for the year 2020.

Ms. Magee thanked the Jury for their support and thanked Mr. John for his service as President in 2019.

Being no further business, the President opened the floor for Announcements.

The Secretary-Treasurer announced that the State would be hosting Newly Elected Officials Training in Baton Rouge on January 16, 2020.

The Secretary-Treasurer announced that the 2020 Police Jury Association of Louisiana Convention would be held in Shreveport on February 12 – 14, 2020.

The President opened the floor for Jury Comments.

The Jurors thanks those in attendance and gave Christmas and Holiday wishes to all.

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

The Jackson Parish Police Jury met in Special Session Monday, December 23, 2019 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, Ms. Niki Cowans, and Mr. Lynn Treadway. Absent: Mr. Eddie Langston, Mr. John McCarty, and Ms. Regina Rowe.

Ms. Regina Rowe called in to the meeting to participate in discussions, but was not an active participant in motions or voting.

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

There were no public comments.
Mr. McCarty arrived at the meeting and assumed the gavel.

The Jury reviewed the presented organization chart for the Solid Waste Department.
Ms. Rowe asked that the job descriptions for all supervisors and the verbiage on the organization charts reflect "Working Supervisor". The Jury discussed cross training, training records, and documentation for safety and job expectations.
Motion Mr. Culpepper, seconded Mr. Treadway to adopt the Solid Waste Department Organizational Chart as presented. Motion carried.

The Jury reviewed the presented organization chart for the Road Department.
Mr. Stuckey presented a proposal for re-classification of jobs with a 90 day training period. The Jury requested guidelines on the changes with documentation for the training period and the recommended job transfers.
Motion Ms. Magee, seconded Mr. Culpepper to not take action on the adoption of the Road Department Organizational Chart until the requested documents are presented to the Jury. Motion carried.

The Jury reviewed the presented organization chart for the Administration & Maintenance Departments.
Ms. Thomas discussed the existing setup for both departments reporting to the Secretary-Treasurer. The Jury discussed training manuals and safety training.
Motion Mr. Culpepper, seconded Ms. Magee to adopt the Administration & Maintenance Departments Organizational Chart as presented. Motion carried.

Motion Mr. Culpepper, seconded Mr. Treadway to appoint Mr. James Mixon to the District 3 Fire Protection Board for a two-year term ending 12/31/2021.
Mr. Culpepper stated that he had confirmed with Mr. Langston that Mr. Mixon requested to be re-appointed.
Motion carried.

The Jury discussed the future plans for the building on Industrial Drive.

Mr. McCarty updated the Jury on the communications regarding the request for drainage work by the Jonesboro Methodist Church. Mr. Culpepper stated that the Jury has had a policy not to get involved in municipal drainage issues.

Mr. McCarty asked that the 2020 president hold a meeting with the Jackson Parish mayors to discuss the Jury's policies and intentions for the annual appropriation.

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

The Jackson Parish Police Jury met in Business Session Monday, January 6, 2020 at 5:15 PM in the Police Jury Meeting Room #301 of the Jackson Parish Courthouse, 500 E. Court Street, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Mr. Lewis Chatham, Ms. Amy Magee, Mr. John McCarty, Ms. Niki Cowans, Ms. Regina Rowe, and Mr. Lynn Treadway. Absent: none. Also present: Mr. Darrell Avery, Assistant District Attorney.

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

Mr. Treadway gave the invocation and Ms. Rowe led in the recitation of the Pledge of Allegiance.

There were no public comments.

The President called for discussion on agenda items.

Ms. Magee stated that because the Police Jury terms are not effective until January 13th, no action will be taken at the Business Session, but they are still allowed to continue with their discussion.

The Jury reviewed the appointment for the Secretary-Treasurer position for a two-year term ending 12/31/2021.

The Jury discussed changing the regular meeting date from Mondays to Tuesdays. Mr. Chatham pointed out that most of the municipalities met on the second Tuesday of the month. Mr. McCarty mentioned that there were several reasons to move the meetings to Tuesdays. He requested that the Jury have one day-time meeting per year so that citizens that are not able to travel in the evenings would have an opportunity to attend a meeting.

The President moved on to Continued Business

The Jury discussed the status of the FEMA hospital drainage project. Mr. Riley and Mr. Avery confirmed that Mr. Simmons was not interested in negotiating a sale for the two acres needed for the project as he did not want to divide his land. The Jury discussed the available options to be able to move forward with the project including purchasing the land or expropriation.

The President stated that action to retain council to research the process for the negotiations or expropriation of the land would be on the Regular Meeting Agenda. Mr. Culpepper confirmed that the action would be only to research the process.

The Jury discussed requesting a status update from the State of Louisiana on the livestock pavilion project. Mr. Avery informed the Jury on the process taken in the past to set up the original request and stated the Police Jury and Recreation District Board had done everything the state had asked but that funding had not come through. The President informed the Jury that she would contact Senator Morris and request an update.

The Jury reviewed the communications with the Town of Jonesboro regarding the request for drainage work on Cooper Avenue next to the Methodist Church. The Jury considered the matter closed.

The President moved on to New Business.

The Jury reviewed the list of 911 addresses for cemeteries as prepared by the E-911 Office. Mr. McCarty updated the Jury on the need for all cemeteries to have 911 addresses in the event that a resident passes away out of state and needs the remains transported across state lines.

The President asked that the Jury review the list to make sure all known cemeteries were included.

Mr. McCarty asked that the President send a letter of appreciation to the E-911 office for preparing the list.

The Jury discussed the Parish Transportation Act regarding the funds received for the Road Department. The President asked that Mr. Avery review the law to see if the Jury can separate the specific transportation act funds

from the general road funds and then be able to perform more of their own maintenance work for roads in the parish road system.

The President moved to discussion of other topics.

The Secretary-Treasurer presented the 2020 Budget Message Document to the Jury and reviewed highlights from the adopted 2020 budget.

The President opened the floor for announcements and notifications.

The President announced that the 2020 O.E.P. Director would remain Mr. Mark Treadway.

The Secretary-Treasurer announced that liquor applications had been received from Caney Lake Enterprises and B & M on Caney Lake and that both would be issued.

The President announced that they would be sending invitations to all parish Mayors to attend the February Business Session. She asked that each juror present a list of questions and other information to be shared with the municipalities concerning the Police Jury policies. She asked that these be submitted by the Wednesday prior to the meeting.

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

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
500 EAST COURT STREET ROOM 301
JONESBORO LA 71251-

PHONE: (318) 259-2361 FAX: (318) 259-5660

COMPLETED/PAID

PURCHASE ORDER NO: 2170

This PO number must appear on all packages
and correspondence

Page 1 of 1

VENDOR: 257

CURRY'S FRAME & BODY SHOP, INC.
2851 U.S. HWY 165 SOUTH
MONROE LA 71202

SHIP TO:

SOLID WASTE

LA

Notes to Vendor: The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/03/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00		Boomtruck repair	Repair damage to air and electrical Replace wiring harnesses, hoses assembly, hoses plus Freight for parts	12,790.0800	12,790.08
				SubTotal	12,790.08
				Sales Tax	0.00
				Order Total	12,790.08

Requested By: SH

Account Distribution

<u>REVIEWED BY</u>	<u>APPROVED BY</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
RSessions	GThomas	011-4-341-03700	PARTS, REPAIRS, SUPPLIES, E	12,790.08

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
 500 EAST COURT STREET ROOM 301
 JONESBORO LA 71251-

PHONE: (318) 259-2361 FAX: (318) 259-5660

COMPLETED/PAID

PURCHASE ORDER NO: 2176

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 and correspondence

Page 1 of 1

VENDOR: 448

UNION PARISH SANITARY LANDFILL
 P.O. BOX 723
 FARMERVILLE LA 71241

SHIP TO:

SOLID WASTE
 LA

Notes to Vendor: The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/09/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
763.71	tons	Load Tickets	Loads tranferred Loads of garbage hauled to Union Parish In November	26.4000	20,161.94
				SubTotal	20,161.94
				Sales Tax	0.00
				Order Total	20,161.94

Requested By: SH

Account Distribution

<u>REVIEWED BY</u>	<u>APPROVED BY</u>	<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
RSessions	GThomas	011-4-341-08600	DUMPING FEES	20,161.94

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
500 EAST COURT STREET ROOM 301
JONESBORO LA 71251-

DUPLICATE

PURCHASE ORDER NO: 2183

This PO number must appear on all packages
and correspondence

Page 1 of 1

PHONE: (318) 259-2361 FAX: (318) 259-5660

VENDOR: 2504

BRUCKNER TRUCK SALES INC
CORPORATE BILLING LLC
DEPT 100 PO BOX 830604
BIRMINGHAM AL 35283

SHIP TO:

SOLID WASTE

LA

Notes to Vendor: The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/17/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00		Truck Rpr Estim	ESTIMATE	25,000.0000	25,000.00
			Repair heads and replace wiring harness on Compact truck SW-201		
1.00				0.0000	0.00
				SubTotal	25,000.00
				Sales Tax	0.00
				Order Total	25,000.00

Requested By: SH

Account Distribution

REVIEWED BY	APPROVED BY	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
RSessions	GThomas	011-4-341-03700	PARTS, REPAIRS, SUPPLIES, E	25,000.00

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
500 EAST COURT STREET ROOM 301
JONESBORO LA 71251-

PHONE: (318) 259-2361 FAX: (318) 259-5660

DUPLICATE

PURCHASE ORDER NO: 2184

This PO number must appear on all packages
and correspondence

Page 1 of 1

VENDOR:

1851
FAIR'S DIESEL SERVICE, LLC
653 DAVE DUCK ROAD
JONESBORO LA 71251

SHIP TO:

SOLID WASTE

LA

Notes to Vendor:

The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/17/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00		Truck Rpr Estim	Estimate Repair and Rebuild motor --compact truck--SW-20	15,000.0000	15,000.00
				SubTotal	15,000.00
				Sales Tax	0.00
				Order Total	15,000.00

Requested By: SH

Account Distribution

REVIEWED BY	APPROVED BY	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
RSessions	GThomas	011-4-341-03700	PARTS, REPAIRS, SUPPLIES, E	15,000.00

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
500 EAST COURT STREET ROOM 301
JONESBORO LA 71251-

DUPLICATE

PURCHASE ORDER NO: 2185

This PO number must appear on all packages
and correspondence

Page 1 of 1

PHONE: (318) 259-2361 FAX: (318) 259-5660

VENDOR: 1851

FAIR'S DIESEL SERVICE, LLC
653 DAVE DUCK ROAD
JONESBORO LA 71251

SHIP TO:

SOLID WASTE

LA

Notes to Vendor: The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/17/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00		Truck Rpr Estimat	ESTIMATE Repair exhaust system on compact ---SW-207	10,000.0000	10,000.00
				SubTotal	10,000.00
				Sales Tax	0.00
				Order Total	10,000.00

Requested By: SH

Account Distribution

REVIEWED BY	APPROVED BY	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
RSessions	GThomas	011-4-341-03700	PARTS, REPAIRS, SUPPLIES, E	10,000.00

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

PURCHASE ORDER

BILL TO:

JACKSON PARISH POLICEJURY
500 EAST COURT STREET ROOM 301
JONESBORO LA 71251-

PHONE: (318) 259-2361 FAX: (318) 259-5660

DUPLICATE

PURCHASE ORDER NO: 2198

This PO number must appear on all packages
and correspondence

Page 1 of 1

VENDOR: 2662

DEERE CREDIT INC
DBA JOHN DEERE FINANCIAL LEASE
PO BOX 4450
CAROL STREAM IL 60197-4450

SHIP TO:

ROAD BARN
230 FITZPATRICK ROAD
JONESBORO LA 71251-

(318) 259-5661

Notes to Vendor: The Jackson Parish Police Jury is exempt from all sales taxes.

Order Date: 12/30/2019 Date Required: Ship Via:

Quantity	U/M	Catalog No	Description	Unit Price	Total
1.00	1	0300065275001	JD grdr	4,659.2300	4,659.23
1.00	1	0300065275001	Prop tax	6,487.0500	6,487.05
				SubTotal	11,146.28
				Sales Tax	0.00
				Order Total	11,146.28

Requested By:

Account Distribution

REVIEWED BY	APPROVED BY	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT
GThomas	GThomas	002-4-310-02500	Road: Lease Equipment	11,146.28

The listed account(s) are hereby encumbered for payment of this purchase order in compliance with the purchasing policy of the Jackson Parish Police Jury.

Authorized Signature: _____

Jackson Parish Police Jury

FY 2019

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS
 CHECK DATES 12/01/2019 TO 12/31/2019 PAY DATES 12/01/2019 TO 12/31/2019

BOTH ACCRUALS AND NON ACCRUALS

CHECK RUN 0 TO 2147483647

001-2-960-00000	General: Comm. Center Security Dep.	1,400.00
001-4-111-03200	Jury: Supplies	1,028.65
001-4-111-03300	Jury: Special Events	234.33
001-4-111-06100	Jury: Travel & Conferences	4,404.92
001-4-111-07000	Jury: Legal Fees	563.00
001-4-111-08000	Jury: Publications	1,489.88
001-4-123-03500	District Attorney: Office Expense	28,000.00
001-4-124-03500	Clerk of Court: Office Expense	296.06
001-4-124-05400	Clerk of Court: Court Attendance	240.00
001-4-141-02400	Registrar: Telephone/Internet/Netwo	203.87
001-4-141-03500	Registrar: Office Expense	168.73
001-4-142-00000	Election Expenses	594.14
001-4-151-02400	General Finance: Telephone/Internet	2,317.79
001-4-151-03500	General Finance: Office Expense	4,951.56
001-4-151-03700	General Finance: Professional Serv	3,975.00
001-4-151-04300	General Finance: Technology Tools	1,564.00
001-4-151-05300	General Finance: Dues/Memberships	50.00
001-4-151-06100	General Finance: Employee Travel	540.00
001-4-155-02820	General Maintenance: GPS Fleet Trac	80.97
001-4-194-02200	General Maintenance: Telephone/Netwo	64.89
001-4-194-02300	General Maintenance: Utilities	7,518.29
001-4-194-02400	General Maintenance: Contracted Ser	2,843.27
001-4-194-02500	General Maintenance: Uniforms	182.20
001-4-194-02700	General Maintenance: Repairs	4,200.00
001-4-194-03200	General Maintenance: Supplies	3,926.08
001-4-194-03300	General Maintenance: Gas, Oil, Tire	176.33
001-4-194-05300	General Maintenance:Christmas Decor	155.78
001-4-195-02300	Community Center: Utilities	1,292.45
001-4-195-02700	Community Center: Building Repairs	17,168.35
001-4-195-03200	Community Center: Building Supplies	56.00
001-4-197-02200	JOB: Telephone/Internet	1,058.95
001-4-197-02300	JOB: Utilities	180.17
001-4-201-05200	Sheriff: Housing of Parish Prisoner	18,903.07
001-4-201-05210	Sheriff: Prisoner Medical Expenses	1,359.77
001-4-201-05400	Sheriff: Court Attendance	408.00
001-4-201-08500	Sheriff: Courthouse Security Person	1,360.00
001-4-654-02400	LSU Ag Center: Telephone	348.62
001-4-654-02500	LSU Ag Center: Utilities	28.84
001-4-654-03500	LSU Ag Center: Supplies	90.21
	FUND 001 TOTAL	<u>113,424.17</u>
002-4-310-02300	Road: Utilities	684.74
002-4-310-02400	Road: Telephone/Internet/Mobile	754.09
002-4-310-02500	Road: Lease Equipment	12,621.23

Jackson Parish Police Jury

FY 2019

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS
 CHECK DATES 12/01/2019 TO 12/31/2019 PAY DATES 12/01/2019 TO 12/31/2019

BOTH ACCRUALS AND NON ACCRUALS	CHECK RUN 0 TO 2147483647
002-4-310-02900 Road: Culverts	25,125.60
002-4-310-03500 Road: Office Expense	133.71
002-4-310-03600 Road: Road Signs	61.00
002-4-310-03700 Road: Parts & Repairs	1,638.12
002-4-310-03800 Road: Supplies	513.85
002-4-310-04000 Road: Gravel/Reclaimed Asphalt	44,361.10
002-4-310-05500 Road: GPS Fleet Tracking	337.38
002-4-310-08500 Road: Contract Payments	55.00
002-4-313-02000 Road: Professional Services	225.00
002-4-316-00000 Road: Roadside Litter Pickup	2,880.00
002-4-500-00000 Road: Membership Dues/Fees	200.00
FUND 002 TOTAL	89,590.82
004-3-346-01000 STATE GRANT - TECHNOLOGY	-2,079.20
004-4-506-02300 UTILITIES	2,794.20
004-4-506-02400 TELEPHONE	638.57
004-4-506-03200 MAINT. SUPPLIES/GROUNDS/BUILDING	3,633.19
004-4-506-03300 TECHNOLOGY - MAINT & SUPPORT	2,886.95
004-4-506-03400 BOOKMOBILE EXPENSES	2,253.93
004-4-506-03500 OFFICE SUPPLIES	6,118.09
004-4-506-03900 PROGRAMMING	2,510.89
004-4-506-04400 BOOKS, BINDERY, PERIODICALS	6,427.30
004-4-506-06100 TRAVEL	55.10
FUND 004 TOTAL	25,239.02
006-4-312-02900 ASPHALT - CULVERTS	8,100.40
006-4-312-03700 PARTS & REPAIRS	489.97
006-4-312-05500 GPS FLEET TRACKING	364.36
FUND 006 TOTAL	8,954.73
007-4-194-00000 BUILDING & GROUNDS	193.00
007-4-401-02300 UTILITIES	1,089.81
007-4-401-05000 TELEPHONE / INTERNET SERVICE	294.77
FUND 007 TOTAL	1,577.58
009-4-655-02100 Tourism: Advertising	35.00
009-4-655-06100 Tourism: Travel Expense	172.90
FUND 009 TOTAL	207.90
011-4-341-01500 ENGINEER	7,204.88
011-4-341-02300 UTILITIES	2,090.88
011-4-341-02400 TELEPHONE	528.18
011-4-341-03300 TIRES	3,864.16
011-4-341-03400 GAS & OIL	19,020.80
011-4-341-03500 OFFICE EXPENSE	654.79
011-4-341-03700 PARTS, REPAIRS, SUPPLIES, ETC.	27,478.28
011-4-341-04350 LEASE OF EQUIPMENT	6,645.95

Jackson Parish Police Jury

FY 2019

AP ACCOUNT DISTRIBUTION BY ACCOUNT OPEN & PAID VOUCHERS
 CHECK DATES 12/01/2019 TO 12/31/2019 PAY DATES 12/01/2019 TO 12/31/2019

BOTH ACCRUALS AND NON ACCRUALS		CHECK RUN 0 TO 2147483647
011-4-341-05200	PHYSICALS/TESTS	75.00
011-4-341-05500	GPS FLEET TRACKING	350.87
011-4-341-08200	TESTING FEES	793.00
011-4-341-08300	SURVEILLANCE / ENFORCEMENT COSTS	39.95
011-4-341-08600	DUMPING FEES	20,161.92
	FUND 011 TOTAL	<u>88,908.66</u>
012-4-350-00000	AGENCY REIMBURSEMENT - OFF DUTY FEE	250.00
	FUND 012 TOTAL	<u>250.00</u>
013-4-600-08500	CONSTRUCTION - CONTRACTED	44,564.21
	FUND 013 TOTAL	<u>44,564.21</u>
017-4-300-00000	AUTOPSY PROFESSIONAL CHARGES	1,905.00
017-4-500-00000	OPC'S - OUT-OF-PARISH	1,100.00
017-4-600-00000	OFFICE SUPPLIES, MISC. EXP	131.00
017-4-700-00000	TRAVEL EXPENSE - CORONERS	252.20
017-4-715-00000	UTILITIES (PHONE/GAS/WATER/ELECTRIC	475.65
017-4-716-00000	Coroner's Office Telephone	325.74
	FUND 017 TOTAL	<u>4,189.59</u>
	GRAND TOTAL	<u><u>376,906.68</u></u>

JACKSON PARISH POLICE JURY

January 3, 2020

Road Superintendent Report

For Month Of: December

Total Spent on Emergency Call Outs: **\$97.69**

Major Asphalt Repairs Performed On: Chatham Cemetery

Special Requests/Board Projects: None

Upcoming Current Projects: 2020 Road Program

Other Items of Note: none

JACKSON PARISH POLICE JURY

Work Performed by Task Code by Township/Precinct

1

Date Range: 12/01/2019
12/31/2019

January 3, 2020

Local Code	Task Description	Regular Hrs	OT Hrs	Labor Cost	Eqp Cost	Material Cost	Total Cost
ASPH-2	SURFACE PATCHING	16.00		227.60	319.00	184.75	731.35
ASPH-4	ROUTINE POT HOLES	231.00		3,084.81	2,965.84	1,853.02	7,903.67
ASPHALT							
CULV-1	CULVERT WORK GRAVEL	45.00		724.69	1,647.50	1,854.00	4,226.19
CULV-2	CULVERT WORK ASPHALT	212.00		3,534.07	9,021.50	13,898.90	26,454.47
CULV-4	UNLOAD CULVERTS	22.00		367.28	352.00		719.28
DRAIN-1	OPEN DITCH , GRAVEL	68.00		1,159.56	1,756.75	420.00	3,336.31
DRAIN-2	OPEN DITCH , ASPHALT	38.00		619.70	1,420.50	66.50	2,106.70
DRAIN-4	WASHOUTS/ UNDERMINE	188.00		3,009.63	6,525.50	3,316.70	12,851.83
DRAINAGE							
EMERG-1	EMERG. GRAVEL	1.00		17.69	80.00		97.69
EQUIP-2	EQUIP. MAINTENANCE	19.00		268.19	176.75		444.94
GRD-1	GRADED/CLOSE OUT	39.00		689.97	2,800.00		3,489.97
GRD-4	CHECKED ROADS	17.00		283.45	203.50		486.95
GRD-7	GRADING INCOMPLETE	19.00		336.11	1,200.00		1,536.11
GRVL-1	GRAVEL SURFACE	113.00		1,897.29	6,944.25	25,495.50	34,337.04
INSPECT-1	CHECK ROADS / DRAIN.	115.00		1,911.50	1,520.10		3,431.60
INSPECT-6	CHECK LOGGER DAMAG	5.00		88.45	95.00		183.45
OFFICE-2	OFFICE WORK	254.00		6,402.92			6,402.92
R/W-1	RIGHT OF WAY GRAVEL	14.00		205.33	327.15		532.48
R/W-2	RIGHT OF WAY ASPHALT	36.00		567.12	1,007.85		1,574.97
R/W-4	ROUTINE DEBRI PICKUP	8.00		106.24	217.01		323.25
ROADSIDE							
SHOP-2	SHOP MAINT.	88.00		1,652.61	77.80		1,730.41
SIGN-1	SIGN WORK GRAVEL	6.00		98.16	126.00	75.75	299.91
TRAINING-1	TRAINING IN HOUSE	8.00		129.52	215.00	38.00	382.52
TRUCKING-1	HAULING SUPPLIES	10.00		132.95	268.75		401.70
TRUCKING-2	HAULING EQUIPMENT	6.00		79.77	161.25		241.02
WEED-0	BUSH HOG R.O.W.	96.00		1,365.76	4,061.00		5,426.76
WEED-1	BRUSH AX R.O.W.	184.00		2,480.24	10,010.00		12,490.24
	Report Totals	1,858.00	0.00	\$31,440.61	\$53,500.00	\$47,203.12	\$132,143.73

**Jackson Parish Transfer Station
Monthly Report DECEMBER 2019**

Tons of solid waste transported to Union Parish Landfill 854.68

Number of loads transported to Union Parish Landfill 40

Dumping fees paid to Union Parish \$ 22,563.53

Commercial Pickup fees collected \$ 14,275.00

Dumping fees paid by contractors \$ 1,560.65

The following cost figures are estimated cost and these totals are not collected:

Construction debris dumped at landfill and buried.

Contractors	<u>16.14</u>	\$ <u>564.90</u>	Public	<u>4.45</u>	\$ <u>155.75</u>
	(Tons)			(Tons)	

Town of Jonesboro

Solid Waste hauled by IESI (Door to door pickup in town)	<u>93.68</u>	\$ <u>3,278.80</u>
	(Tons)	

Solid Waste hauled by Town of Jonesboro	<u>11.0</u>	\$ <u>385.00</u>
	(Tons)	

Construction debris hauled by Town of Jonesboro	<u>14.33</u>	\$ <u>501.55</u>
	(Tons)	

Town of Chatham

Solid Waste	<u>5.87</u>	\$ <u>205.45</u>	Construction Debris	<u>0</u>	\$ <u>0</u>
	(Tons)			(Tons)	

Town of Quitman

Solid Waste	<u>0</u>	\$ <u>0</u>	Construction Debris	<u>0</u>	\$ <u>0</u>
	(Tons)			(Tons)	

Town of Hodge

Solid Waste	<u>15.18</u>	\$ <u>531.30</u>	Construction Debris	<u>8.27</u>	\$ <u>289.45</u>
	(Tons)			(Tons)	

Town of North Hodge

Solid Waste	<u>0</u>	\$ <u>0</u>	Construction Debris	<u>0</u>	\$ <u>0</u>
	(Tons)			(Tons)	

Town of East Hodge

Solid Waste	<u>0</u>	\$ <u>0</u>	Construction Debris	<u>0</u>	\$ <u>0</u>
	(Tons)			(Tons)	



December Maintenance Report

Completed Projects

- 6 Community Center Events
- Maintenance Training on KN Boiler
- Installation of 2 Ton Mini Split A/C unit in 911 Office by MSS (Mechanical System Services)
- Refurbishing Community Center floors
- Stripping the Health Unit parking lot
- Installing LED lighting in the Registrar of Voters Office

Ongoing Projects

- Routine landscaping of buildings and grounds
- Refurbishing the floor at the Health Unit
- Installing LED lights in the lobby of the Courthouse
- Installing LED lighting in the Tax Assessor's Office

Upcoming Projects

- Working with engineering firm (John J. Guth) for project to replace Air Handling Units #1 and #2
- Stripping the parking lot of the Community Center

**North Louisiana Crime Lab
Amended 2019 Budget and
Proposed 2020 Budget**

	<u>2019 Budget</u>	<u>Amended 2019 Budget</u>	<u>Proposed 2020</u>
Revenues:			
City Courts	1,170,500	1,290,906	1,290,906
District Courts	1,800,000	1,490,533	1,590,700
Mayor Courts	562,000	542,660	550,000
Bond Fees	98,450	92,300	93,000
Fees collected Act 432	1,045,000	1,064,358	1,064,358
Total Court Revenue:	4,675,950	4,480,757	4,588,964
Intergovernmental-Grant Revenue	350,000	356,299	350,000
Miscellaneous	50,000	29,424	50,000
Sale of Brooks Street-	0	150,595	
Total Revenue:	5,075,950	5,017,075	4,988,964
Expenditures:			
Auto Expense	10,000	13,909	14,000
Building & Grounds	75,000	107,300	93,000
Dues & Subs	26,000	18,000	18,000
Freight	4,000	4,000	2,000
Grant Expense	350,000	356,299	350,000
Insurance General	130,000	130,000	110,000
Insurance Health	290,300	298,816	310,000
Lab Equipt.Maint.Service Agreements	70,000	251,877	217,000
Lab Supplies	195,000	248,200	248,200
DNA Supplies/Expenses	265,000	341,197	330,000
Accounting-Audit	25,000	25,000	25,000
Accreditation Expenses	20,000	20,000	20,000
Office Supplies	35,000	35,000	30,000
Other Service-	20,000	20,000	5,000
Payroll Taxes	30,000	30,000	30,000
Document Examiner	27,600	27,600	27,600
Retirement Expenses	253,000	289,332	289,332
Salaries	2,410,000	2,596,435	2,661,346
Training /Proficiency Testing	30,000	25,000	25,000
Travel	20,000	20,000	20,000
Utilities	105,000	60,815	60,000
NLFSC-Utilites	240,000	225,608	225,000
NLFSC- Building Expenses Maintence	206,000	220,213	220,500
NLFSC- telecom/email system	37,000	37,000	37,000
Capital Outlays	50,000	44,122	50,000
Contingencies	<u>100,000</u>	<u>100,000</u>	
Total Expenditures	5,023,900	5,545,723	5,417,978
excess(deficiency) of revenue over (under)	<u>52,050</u>	<u>-469,773</u>	<u>-429,014</u>
Estimated beginning Fund Balance	<u>768,209</u>	<u>3,292,270</u>	<u>2,822,497</u>
Estimated Ending Fund Balance	820,259	2,822,497	2,393,483

December 03, 2019

To: Parish Level Governing Bodies

From: Jimmy Barnhill, System Director
North Louisiana Criminalistics Lab Commission

In accordance with the requirements of R.S. 40:2261-22678.4, the annual budget for the operation of the North Louisiana Criminalistics Laboratory Commission must be approved by a majority of the parish level governing bodies in the laboratory service area. On December 03, 2019 the North Louisiana Criminalistics Laboratory Commission approved the amended 2019 Budget and the Proposed 2020 Budget for the operation of the North Louisiana Criminalistics Laboratory Commission. Copies of the budgets are enclosed.

Would you please include this matter on the agenda of the next meeting of your parish level governing body for its consideration and return the enclosed form indicating the action taken.

A return envelope is enclosed for your convenience. If you have any questions, please contact Teri Pritchard, at the Shreveport Lab at 318-227-2889.

Enclosures

Please complete this form and return as soon as possible to this address:

North Louisiana Crime Lab
1630 Tulane Ave.
Shreveport, LA 71103

The _____ of _____ Parish
Parish Level Governing Body

Voted on _____ to _____ the Amended
Date approve/not approve

2019 Budget and Proposed 2020 Budget of the North Louisiana Criminalistics Laboratory Commission.

Parish Level Governing Body Officer

Title

Gina Thomas

From: Gina Thomas
Sent: Monday, January 06, 2020 1:21 PM
To: Jody Stuckey
Subject: RE: 2020 Material Bid Tabulation Sheet

We will need to re-bid and actively reach out to other known vendors, even if they are out of state.

AG Op. No. 01-0126 - When no bids are received in response to a solicitation, public entity should re-advertise and actively solicit bids from potential vendors in the area. Consideration should also be given to state contracts or contracts of other Louisiana public entities that may be accessed without bids. As a last resort, public body should consider whether the emergency provisions of the Public Bid Law may be used.

Is there anything on a state contract, even for the southern areas? We can always compare the pricing to Dreher.

Warm regards,
Gina

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### Gina M. Thomas

Jackson Parish Police Jury  
Secretary-Treasurer  
500 E. Court Street, Room 301  
Jonesboro, LA 71251  
P (318) 259-2361

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**From:** Jody Stuckey <jstuckey@jppj.org>  
**Sent:** Monday, January 06, 2020 1:00 PM  
**To:** Gina Thomas <gthomas@jppj.org>  
**Subject:** RE: 2020 Material Bid Tabulation Sheet

Just noticed that we don't have a bid for Cold-Mix for this year. Do we need to rebid? Dreher is currently the only supplier. Amethyst is not making it any longer. Dreher received the packet signed by Trey. He stated that the price would remain the same as last year.

Jody

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**From:** Gina Thomas <gthomas@jppj.org>  
**Sent:** Wednesday, December 4, 2019 10:01 AM  
**To:** Jody Stuckey <jstuckey@jppj.org>; Robin Sessions <rsessions@jppj.org>  
**Subject:** 2020 Material Bid Tabulation Sheet

I wasn't sure if Tammy had sent the 2020 material bid tabulation sheet out to you (we had the Thanksgiving holiday, so I don't think we had).

If you would like copies of the actual bid documents, just let us know and we'll send it out.

Louisiana Department of Veterans Affairs  
State of Louisiana

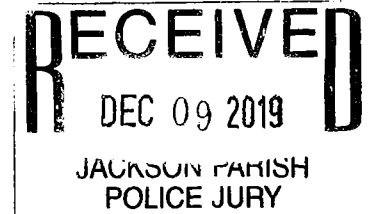
JOHN BEL EDWARDS  
GOVERNOR



JOEY STRICKLAND  
SECRETARY

December 3, 2019

The Honorable John McCarty  
President, Jackson Parish Police Jury  
500 E. Court Street, Room 301  
Jonesboro, LA 71251



Dear President McCarty,

As another fiscal year draws to an end, we are excited to share the results of our efforts to serve the 1,087 veterans and their families living in your community. With your support, our Veterans Assistance Counselors helped to bring in over \$5,018,000 in Compensation and Pension benefits from the US Department of Veterans Affairs to Jackson parish.

We look forward to continuing our partnership in the new fiscal year and have attached an updated Cooperative Endeavor Agreement (CEA) for January 1, 2020, to December 31, 2020, for your review and signature. In addition, we have included an explanation of how the requested contribution amount was determined.

Please sign the agreement as soon as you are able and return it to us either by email or mail. We will send an executed original to your office.

If you have any questions or concerns, I can be reached on my cell at (337) 578-2413 or by email at [vanessa.melancon@la.gov](mailto:vanessa.melancon@la.gov).

Once again, LDVA thanks you for your unwavering commitment to Louisiana's veterans, and we look forward to working with you to serve those who have done so much for us.

Sincerely,

Vanessa J. Melancon  
Deputy Assistant Secretary, Benefits



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**COOPERATIVE ENDEAVOR AGREEMENT**

**BETWEEN**

**JACKSON PARISH POLICE JURY**

**AND**

**LOUISIANA DEPARTMENT OF VETERANS AFFAIRS**

THIS COOPERATIVE AGREEMENT is made and entered into on \_\_\_\_\_ by and between Jackson Parish Police Jury, hereafter referred to as Parish/Municipality, a political subdivision of the State of Louisiana represented by John McCarty, President, and the Louisiana Department of Veterans Affairs (hereafter referred to as LDVA), a state agency within the Executive Branch of the State of Louisiana represented by its Secretary, Colonel Joey Strickland.

**ARTICLE I**

WHEREAS, Louisiana Revised Statutes, including but not limited to La R.S. 29:260-262, as amended and reenacted, specifically provide enabling legislation for LDVA to estimate and recover part of the operations cost of parish veterans' service offices. Specifically, La. R.S. 29:260-262 provides that LDVA shall not contribute more than seventy-five percent (75%) for the operation and maintenance of such parish veterans' service offices; that police juries and municipal governing authorities may make appropriations out of funds for the purpose of providing or assisting in providing for the maintenance and operation of veterans' service offices established by LDVA; that police juries and municipal governing authorities shall provide office space for the operation of veterans' service offices established by LDVA pursuant to law; and the cost of providing such office space shall not be considered as any payment or contribution required toward the expense of operation and maintenance of such veterans' service office space.

**ARTICLE II**

WHEREAS, Parish/Municipality desires to support local veterans and improve their access to benefits and services by providing for both the cost to maintain and operate veterans' service offices and space to house such service offices as provided by law.

**ARTICLE III**

WHEREAS, LDVA, whose physical office is located at 602 N. Fifth Street, Baton Rouge, Louisiana 70802 and whose official mailing address is P.O. Box 94095 Capitol Station, Baton Rouge, Louisiana 70804-9095, received funds in Fiscal Year 2019-2020 to provide such services to veterans in Parish/Municipality.

## ARTICLE IV

WHEREAS both LDVA and Parish/Municipality desire to memorialize their respective fiscal, operational and maintenance obligations relative to the establishment of a veterans' service office in Parish/Municipality,

NOW THEREFORE, LDVA and Parish/Municipality, each having authority to do so, agree as follows:

### I. OBLIGATIONS OF THE PARTIES.

#### A. Obligations of LDVA

1. LDVA shall provide information to veterans residing in or near Parish/Municipality and their dependents through various outlets including but not limited to the news media, internet, reading materials and personal consultation about benefits to which they are entitled, including medical services, compensation, pension programs, education, home loans, employment, benefits of patients in a nursing home, insurance benefits, referrals to housing and mental health providers and last interment benefits.
2. LDVA shall provide a highly trained Veterans Assistance Counselor at said service office.
3. LDVA shall make every reasonable effort to ensure that the designated Veterans' Service Office is staffed one (1) days per week on the following days, to wit: Tuesday, excluding applicable holidays, training periods, inclement weather closures, etc. LDVA will notify Parish/Municipality of closures as soon as the determination to close the office is made.
4. LDVA shall designate a contract monitor to ensure that the parties meet their obligations described herein and identify said person, along with their mailing address, email address and phone number to Parish/Municipality.

#### B. Obligations of Parish/Municipality

1. Parish/Municipality shall provide office space for the Veterans' Service Office that offers a safe location for LDVA employees and clients, space for private client interviews, secure storage of client files, and accessibility for disabled visitors. Said space shall be located at 322 6th Street, Jonesboro, LA 71251.
2. Parish/Municipality shall provide for all utilities, as well as 31.84% of phone and Internet service costs, as part of its obligation to provide space for the Veterans' Service Office.
3. Parish/Municipality shall provide funding to LDVA in the amount described herein to support the cost to operate and maintain the Veterans' Service Office.



## **II. FUNDING AND REPORTING**

### **A. Compensation and Disbursement**

1. Parish/Municipality shall contribute to the support of the Veterans' Service Office by paying LDVA a total of \$4,059.00 in minimum monthly payments of \$338.00.
2. Parish/Municipality shall make payments by check or electronic means only, payable to LDVA. Prior to making the first payment, Parish/Municipality shall select its preferred method and communicate the choice to LDVA as provided in Paragraph IX of Article IV in this Agreement.

### **B. Reporting**

1. LDVA shall provide a quarterly operations report on the number of veteran contacts and claims processed that period.
2. LDVA shall also include within that quarterly report any additional information that might assist in communicating and demonstrating the positive impact to the community of the services provided by LDVA.

### **C. Invoicing**

1. LDVA shall submit to Parish/Municipality an invoice for the payment described herein no later than the 15<sup>th</sup> of each month.
2. Parish/Municipality shall pay LDVA the full sum of the invoiced amount no later than 30 days after receipt of this invoice.

## **III. TERM**

- A. This Cooperative Endeavor Agreement shall be in effect from January 1, 2020, to December 31, 2020.

## **IV. TERMINATION**

- A. Parish/Municipality may terminate this Agreement at any time during the term of the Agreement by giving the Contractor written notice of its intention to terminate at least thirty (30) days before the intended date of termination. The Parish/Municipality must provide the reason for termination and reason why it cannot comply with the Louisiana Revised Statutes referenced above. Upon termination by the Parish/Municipality or the failure of Parish/Municipality to meet its obligations defined herein, LDVA may close the veterans service office operated in Parish/Municipality.

## **V. CONTROLLING LAW**

- A. The validity, interpretation, and performance of this Agreement shall be controlled by and construed in accordance with the laws of the State of Louisiana.

## **VI. LEGAL COMPLIANCE**

- A. LDVA and Parish/Municipality shall comply with all federal, state, and local laws and regulations, including, specifically, but without limitation, the Louisiana Code of Governmental Ethics (R.S. 42:1101, *et seq.*), in carrying out the provisions of this Agreement.

## **VII. PUBLIC LIABILITY/INDEMNIFICATION**

- A. Each party shall indemnify and save harmless the other party, its officers, agents, employees, contractors and assigns against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of any sums of money to any party accruing against the other party, its officers, agents, employees, contractors and assigns, growing out of, resulting from, or by reason of any act or omission of the indemnifying party, its officers, or employees while engaged in, upon or about, or in connection with the discharge or performance of the terms of this Agreement or the operation, maintenance and use of the Veterans' Service Office.
- B. Nothing herein is intended, nor shall be deemed to create a third-party beneficiary to or for any obligation by any party hereto or to authorize any third person to have any action against any party hereto arising out of this Agreement.

## **VIII. SEVERABILITY**

- A. If any term, covenant, condition, or provisions of this Agreement or the application thereof to any person or circumstances shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, condition or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term, covenant, condition, and provision of this Agreement shall be valid and be enforced to the fullest extent of the law.

## **IX. NOTICES**

- A. Legal notices to the parties shall be mailed to the following person and addresses via certified United States mail, to wit:

1. LDVA:  
Colonel Joey Strickland  
SECRETARY  
Louisiana Department Veterans Affairs  
P. O. Box 94095, Capitol Station  
Baton Rouge, Louisiana 70804-9095
2. JACKSON PARISH POLICE JURY:  
John McCarty  
PRESIDENT  
500 E. Court Street, Room 301  
Jonesboro, LA 71251

**IN WITNESS WHEREOF**, the parties have executed this Cooperative Agreement on the day, month and year first written above.

**SIGNATURES:**

**JACKSON PARISH POLICE JURY**

BY: \_\_\_\_\_

JOHN MCCARTY, PRESIDENT

Witnessed by: \_\_\_\_\_

(Signature)

(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Printed Name)

**LA DEPARTMENT OF VETERANS AFFAIRS**

BY: \_\_\_\_\_

JOEY STRICKLAND, SECRETARY

Witnessed by: \_\_\_\_\_

(Signature)

(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Printed Name)




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**Jackson Parish Police Jury Cooperative Agreement Summary  
2019-2020**

|                                    | <b>Total Parish<br/>Expenses</b> | <b>Total Parish<br/>Contribution<br/>(31.83533%)</b> | <b>Jackson Parish<br/>Police Jury Share<br/>(85% of Parish<br/>Contribution)</b> |
|------------------------------------|----------------------------------|------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>Salaries &amp; Benefits:</b>    | \$12,639                         | \$4,024                                              | \$3,420                                                                          |
| <b>Travel</b>                      | \$302                            | \$96                                                 | \$82                                                                             |
| <b>Supplies</b>                    | \$186                            | \$59                                                 | \$50                                                                             |
| <b>Postage, Equip. Maintenance</b> | \$94                             | \$30                                                 | \$25                                                                             |
| <b>Telephone &amp; Internet</b>    | \$411                            | \$131                                                | \$111                                                                            |
| <b>Professional Services</b>       | \$161                            | \$51                                                 | \$44                                                                             |
| <b>Acquisitions</b>                | \$3                              | \$1                                                  | \$1                                                                              |
| <b>OTS Migration</b>               | \$150                            | \$48                                                 | \$41                                                                             |
| <b>Subtotal:</b>                   | <b>\$13,947</b>                  | <b>\$4,440</b>                                       | <b>\$3,774</b>                                                                   |
| <b>*Administration Expense</b>     |                                  | \$336                                                | \$285                                                                            |
| <b>Total:</b>                      |                                  | <b>\$4,776</b>                                       | <b>\$4,059</b>                                                                   |

\*Costs related to human resources, accounting, payment processing, etc. (2% of total expenses)

**Economic Impact of Jackson Parish Veterans' Service Office:**

\$5,018,000 in Compensation and Pension benefits for a veteran population of 1,087.

(According to US Department of Veterans Affairs FY17 Summary of Expenditures)

# Jay Mallard

FORD • LINCOLN • MERCURY


P.O. BOX 219 • 601 HUDSON • JONESBORO, LA 71251  
(318) 259-9881 • (888) 284-2016

Dec 27

JPPJ coroner office

1 2020 Ford Transit Connect XL Van  
As per your spec's 26480.00



| REGION 2 - REGIONAL STEERING COMMITTEE COMPOSITION WORKSHEET                                                              |                  |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
|---------------------------------------------------------------------------------------------------------------------------|------------------|--------------------|----------------------------------|----------------|--------------------------------|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------|---------------------------------|-------------------------|---------------------|--------------------------------------------|---------------|
| <br>LOUISIANA<br>WATERSHED<br>INITIATIVE |                  | Floodplain Manager | Local Drainage or Levee District | Local Engineer | Natural Resources Professional | Community Representative (e.g., teacher, faith-based leader, social worker, other) | Academic in a Related Field (e.g., ecosystem function, landscape conservation, ecology, other) | Soil/Water Conservation or Agricultural Community | Regional Planning & Development District or MPO | Builder, Developer or Local HBA | Environmental Nonprofit | Chamber of Commerce | Real Estate, Insurance or Banking Industry | Maximum Total |
|                                                                                                                           | # of RSC Members | 1                  | 1                                | 1              | 1                              | 2                                                                                  |                                                                                                |                                                   |                                                 | 7                               |                         |                     |                                            | 13            |
| PARISH                                                                                                                    |                  |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| ✓ Avoyelles                                                                                                               | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Bienville                                                                                                                 | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Caldwell                                                                                                                  | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| ✓ Catahoula                                                                                                               | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| ✓ Grant                                                                                                                   | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Jackson                                                                                                                   | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| ✓ LaSalle                                                                                                                 | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Lincoln                                                                                                                   | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| ✓ Rapides                                                                                                                 | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Winn                                                                                                                      | 1                |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |
| Total Parishes                                                                                                            | 10               |                    |                                  |                |                                |                                                                                    |                                                                                                |                                                   |                                                 |                                 |                         |                     |                                            |               |

| FOR YOUR REFERENCE: WATERSHED DEMOGRAPHICS** |                                    |                        |              |                |                                    |                             |                             |                                   |               |       |                                 |
|----------------------------------------------|------------------------------------|------------------------|--------------|----------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------------|---------------|-------|---------------------------------|
| Region 2                                     | Race/Ethnicity                     |                        | Gender       |                | Age                                |                             |                             |                                   | Home Location |       |                                 |
|                                              | White Alone (Not Hispanic) Percent | Hispanic or Not White* | Percent Male | Percent Female | Persons Age 19 and Under (Percent) | Persons Age 20-34 (Percent) | Persons Age 35-54 (Percent) | Persons Age 55 and Over (Percent) | Urban         | Rural | ***English as a Second Language |
| # of RSC Members                             | 8                                  | 5                      | 7            | 6              | 3                                  | 3                           | 3                           | 4                                 | 6             | 7     | 0                               |
| Percent                                      | 63.6%                              | 36.4%                  | 50.0%        | 50.0%          | 26.2%                              | 21.7%                       | 24.4%                       | 27.7%                             | 44.3%         | 55.7% | 1.9%                            |

|                |
|----------------|
| Required       |
| Considerations |

\*\*Sources: U.S. Census Bureau, American Community Survey, 2013-2017 American Community Survey 5-Year Estimates, DP 02, DP03 and DP05 and U.S. Census Bureau, 2010 Decennial Census, P2.  
 \*\*\*The U.S. Census dataset defines this category as, "Percent Who Speak English Less Than Very Well"