



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 30, 2020, 4:00 PM

February 3, 2020 Business Session

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, February 03, 2020

MEETING TIME:

5:15 PM

PLACE OF MEETING:

**Jackson Parish Courthouse
500 E. Court Street, Room 301
Jonesboro, LA 71251**

AGENDA:

Call to Order

Invocation

Pledge of Allegiance

Public Comments

Presentations & Recognized Guests

1. Jackson Parish Mayor's Meeting

Committee Reports

2. Discuss committee compliance guidelines

3. January 24, 2020 Operations Committee: *Chairman Amy Magee*

a. Review Road Superintendent recommendations

4. January 27, 2020 Policy & Personnel Committee: *Chairman Tarneshala Cowans*

5. January 28, 2020 Project Committee: *Chairman Regina Rowe*

6. January 29, 2020 Finance Committee: *Chairman Todd Culpepper*

a. Review recommendation for reducing 2020 appropriations

Continued Business (Discussion and Review)

7. Discuss status of open projects

8. Review parish board appointments

New Business (Discussion and Review)

9. Discuss 2020 LSU Ag Center appropriation

10. Review letter of request from North Hodge

11. Review recommended salary schedule for Coroner's Office

12. Discuss appointing an Official Journal

Action Items

13. Consider & act on appointing Mr. Walter Kotz to complete the term of Constable, District B

Discussion of Other Topics

Announcements and Notifications



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Adjourn

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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.

	Municipality							Total Appropriations
	Chatham	East Hodge	Eros	Hodge	Jonesboro	North Hodge	Quitman	
2020:								
Annual Appropriation	\$ 6,750.00							
Prior Balance From Past Projects	\$ 6,237.50	\$ -	\$ -	\$ 5,000.00	\$ 27,500.00	\$ -	\$ -	
Current Year Special Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Description/Notes:</i>								
Outstanding Coroner's Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
On Non-Compliance List (Y/N)?	N	N	N	N	N	N	N	
Annual Appropriation Amount	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	
Total Appropriation Award	\$ 512.50	\$ 6,750.00	\$ 6,750.00	\$ 1,750.00	NO AWARD	\$ 6,750.00	\$ 6,750.00	\$ 29,262.50
Check Date, Number, Etc.								

327 Industrial Drive
Jonesboro, LA 71251

DATE: November 14, 2019

Phone (318) 259-8799 Fax (318) 259-8363

FOR THE MONTH OF: Oct-2019

BILL TO:

Jackson Parish Police Jury
500 E. Court St, Room 301
Jonesboro, LA 71251

DESCRIPTION	DAYS	RATE	TOTAL
Inmate Housing			
JPPJ1	704	\$ 24.39	\$ 17,170.56
JPPJ3	654	\$ 20.00	\$ 13,080.00
Hodge	54	\$ 20.00	\$ 1,080.00
Jonesboro PD	326	\$ 20.00	\$ 6,520.00
Chatham PD	0	\$ 20.00	\$ -
North Hodge PD	61	\$ 20.00	\$ 1,220.00
			\$ -
Total Inmate Housing for the month			39,070.56
Medical (see documents included):			
I H S PHARMACY		410.32	
LabCorp		-	
Mitchell's Pharmacy		379.70	
Dr. Gaddis - dentist bill		840.00	
Total Medical			1,630.02
CREDITS			\$ -
		TOTAL	\$ 40,700.58

PLEASE MAKE CHECKS PAYABLE TO JACKSON PARISH CORRECTIONAL CENTER
REMIT TO: 287 Industrial Drive Jonesboro, LA 71251

PLEASE SEND A COPY OF THIS INVOICE WITH YOUR REMITTANCE AND
EXPLAIN ANY DIFFERENCES BETWEEN THE AMOUNTS BILLED AND THE
AMOUNTS PAID IF DIFFERENCES EXIST.

Timothy Busto, Warden
 327 Industrial Drive
 Jonesboro, LA 71251
 Phone (318) 259-8799 Fax (318) 259-8363

DATE: December 17, 2019

FOR THE MONTH OF: Nov-2019

BILL TO:

Jackson Parish Police Jury
 500 E. Court St, Room 301
 Jonesboro, LA 71251

DESCRIPTION	DAYS	RATE	TOTAL
Inmate Housing			
JPPJ1	806	\$ 24.39	\$ 19,658.34
JPPJ3	612	\$ 20.00	\$ 12,240.00
Hodge	69	\$ 20.00	\$ 1,380.00
Jonesboro PD	346	\$ 20.00	\$ 6,920.00
Chatham PD	0	\$ 20.00	\$ -
North Hodge PD	42	\$ 20.00	\$ 840.00
			\$ -
Total Inmate Housing for the month			41,038.34
Medical (see documents included):			
I H S PHARMACY		885.34	
Mitchell's Pharmacy		4,596.03	
Total Medical			5,481.37
CREDITS			\$ -
		TOTAL	\$ 46,519.71

PLEASE MAKE CHECKS PAYABLE TO JACKSON PARISH CORRECTIONAL CENTER
 REMIT TO: 287 Industrial Drive Jonesboro, LA 71251

PLEASE SEND A COPY OF THIS INVOICE WITH YOUR REMITTANCE AND
 EXPLAIN ANY DIFFERENCES BETWEEN THE AMOUNTS BILLED AND THE
 AMOUNTS PAID IF DIFFERENCES EXIST.

Operations Committee
January 24, 2020

The Operations Committee met Friday, January 24, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Lewis Chatham, Ms. Amy Magee, and Mr. Lynn Treadway. Absent: none. Also in attendance, Ms. Regina Rowe.

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

Ms. Rowe asked if she could speak on the agenda item for the Road Department organization chart and employee classification recommendations. Ms. Magee stated that she will allow for special public comments on that agenda item at that time.

With no other public comments, the Chairman continued with agenda items.

The Committee reviewed the recommended specs for the Road Department equipment request. Ms. Magee asked that the Committee table the review of the specs and requested that the Secretary-Treasurer review the GPS reports to determine if there is equipment stationed at the road department during the day that could be utilized.

Motion Mr. Treadway, seconded Mr. Chatham to table the requested equipment until the Secretary-Treasurer presents the report. Motion carried.

The Road Superintendent presented the recommended training and safety protocols based off of the DOTD/LTAP procedures. He explained the overall policy to guide in the training, testing, certification, and re-certification procedures that each employee would go through for the eligible equipment. He presented a sample training manual for a piece of equipment along with the certification tests. The Secretary-Treasurer stated that the information was correct, but that it would need to be formatting onto the standard letterhead.

The Committee reviewed the materials and agreed that the training and safety protocols were ready to be presented to the Police Jury for adoption.

The Road Superintendent presented the Committee with an updated Organization Chart and the following recommendations to be reviewed and recommended to the Police Jury for adoption:

- Reclassify Mark Mobley from Operator II-Level II to Specialty Equipment Operator-Level II
- Reclassify Kirk Halbrook from Specialty Equipment Operator-Level I to Operator I-Level II
- Reclassify Jimmy Dorsey from Operator I-Level II to Operator II-Level I
- Reclassify Jack Williams from General Laborer-Level II to Operator I-Level I
- Post a job vacancy in the Road Department for General Laborer and authorize pre-employment proceedings
- Move the Road Department Superintendent position on the Organization Chart from the Asphalt/Drainage Crew to the off-site crews as presented
- Establish a crew leader setup designation and create a policy to define the scope of work

The Committee agreed with the four employee reclassification recommendations. They requested that Mark Mobley, Jimmy Dorsey, and Jack Williams complete the necessary training and documentation in order to fill the new rolls.

The Committee agreed to recommend filling the vacancy of General Laborer.
The Committee agreed to recommend the Jury adopt the updated Organization Chart as presented.
The Committee recommended that the Policy and Personnel Committee review the scope of work, establish a job description, and determine an appropriate pay rate for a Crew Lead setup designation.
Motion Mr. Chatham, seconded Mr. Treadway to recommend the Jury take adopt the presented recommendations. Motion carried.

The Parish Engineer, Mr. Paul Riley presented the options for the preliminary 2020 Road Program. Mr. Riley explained the different programs and estimated costs to address roads on the Asphalt Overlay list, the Chip Seal-Preventative Maintenance list, and the Oil list. He explained the current Capital Improvements Policy and the options for lists. He stated he would measure the roads and get more definitive cost estimates.

Motion Mr. Treadway, seconded Mr. Chatham to recommend the Jury authorize the Riley Co. to create a formal 3-year Road Plan for 2020 – 2022. Motion carried.

The Committee reviewed the opinion from Mr. Darrell Avery regarding removal of parish roads and guidelines for defining a “public use road”.

Mr. Riley presented the existing Road Capital Improvements Policy and stated that this year the Jury would need to adopt a new policy and procedure for 2021 – 2023. He asked that the Committee review the current policy and present questions and suggestions for changes at the next committee meeting.

The Solid Waste Superintendent presented the Committee with information on the recycle program and explained the changes from the company collecting paper and cardboard.

The Secretary-Treasurer informed the Committee that the Cooperative Endeavor Agreement with the Union Parish Landfill would end in 2020 and that she had been in contact with Union Parish to begin drafting a new agreement.

The Maintenance Supervisor presented the Committee with the approved projects for 2020.

The Secretary-Treasurer stated that as final decisions are made regarding the new offices on Industrial Drive that the administrative staff would need to be reviewed.

The Committee discussed establishing a new position of Operations Manager that would report directly to the Secretary-Treasurer and be over the operations of Solid Waste, Road, and Maintenance. They also discussed this position taking on job duties of building inspections, road permitting, flood permitting, providing general planning and oversight, and eventually taking over the OEP duties.
Motion Mr. Chatham, seconded Mr. Treadway to recommend the Policy and Personnel Committee review the scope of work, establish a job description, and determine an appropriate pay rate for the position of Operations Manager. Motion carried.

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

Policy & Personnel Committee
January 27, 2020

The Policy & Personnel Committee met Monday, January 27, 2020 at 5:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Lewis Chatham, Ms. Tarneshala Cowans, and Ms. Regina Rowe. Absent: none. Also in attendance, Ms. Amy Magee and Mr. John McCarty.

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

With no other public comments, the Chairman continued with agenda items.

The Committee reviewed the recommendations from the Operations Committee.

Recommendation #1 was to establish a scope of work and setup pay rate for an existing Operator II to be the designated crew leader on-site. The Committee asked the Secretary-Treasurer to meet with the Road Superintendent and Operator II's and present the scope of job duties involved in the position and present it at the February Business Session. They discussed that this designation is to be a setup rate, not a new job classification and that it is to be assigned to one of the Operator II's on the Asphalt/Drainage Crew as a "working leader" designation. The decision making is limited to on-site decisions that are in coordination with the overall road plan and assignments from the Road Superintendent.

Motion Ms. Rowe, seconded Mr. Chatham to recommend the Police Jury adopt a new policy for Crew Lead Setup. Motion carried.

Recommendation #2 was to establish a job description, scope of job duties, and pay schedule for a new position of Operations Manager. The Committee asked the Secretary-Treasurer to request job descriptions, duties, and salary ranges from other parishes and present it at the February Business Session.

Motion Ms. Rowe, seconded Mr. Chatham to recommend the Police Jury adopt the new position of Operations Manager. Motion carried.

The Secretary-Treasurer updated the Committee with the progress made on the updated Personnel Manual from 2019 and asked that the Committee establish a schedule to continue the reviews until the manual is finalized.

The Secretary-Treasurer updated the Committee on the project to codify the parish ordinances and asked that the Committee establish a schedule to review each ordinance and recommend amendments.

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

Project Committee
January 28, 2020

The Project Committee met Tuesday, January 28, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Ms. Amy Magee, and Ms. Regina Rowe. Absent: none. Also in attendance, Mr. John McCarty, Parish Engineer Mr. Paul Riley, and attorney Mr. Bill Carter.

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

With no other public comments, the Chairman continued with agenda items.

The Committee opened the floor to Mr. Riley and Mr. Carter to explain the process for negotiations for acquiring servitudes. Mr. Riley gave a summary of the FEMA Hospital Drainage Project and stated that the Police Jury needed to acquire drainage servitudes on two acres of land owned by Mr. Herbert Simmons. Mr. Carter stated that first, they would need to try verbal negotiations with the property owner. They discussed that if the negotiations were unsuccessful, then the Jury would need to vote on further action.

Motion Ms. Magee, seconded Mr. Culpepper to recommend the Police Jury retain Mr. Bill Carter to negotiate the acquisition of drainage servitudes for the hospital drainage project. Motion carried.

The Committee recognized Ms. Julie Rogers and Ms. Kiki Wardlaw to present on design plans for the new office building on Industrial Drive. The Committee reviewed the floor plans and samples for the remodel project.

Motion Ms. Magee, seconded Mr. Culpepper to recommend the Police Jury authorize the Secretary-Treasurer to acquire and award bids for remodeling the Industrial Drive office building. Motion carried.

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

Finance Committee
January 29, 2020

The Finance Committee met Wednesday, January 29, 2020 at 12:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Mr. Todd Culpepper, Mr. John McCarty, and Ms. Tarneshala Cowans. Absent: none. Also in attendance, Ms. Amy Magee.

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

With no other public comments, the Chairman continued with agenda items.

The Secretary-Treasurer presented the January purchase orders to-date and explained the process of blanket purchase orders for annual expenses. She stated that they would review the monthly purchase orders and the budgeted financial each month.

The Secretary-Treasurer presented the 2020 approved inter-fund transfers for review and explained the timing of when the entries would be posted.

The Committee discussed the requested appropriation for the LSU Ag Center. The Chairman discussed the mandated offices that the Police Jury was required to maintain and the declining revenues due to reduced oil and gas production in the parish. The Committee discussed a reduction of all non-mandated appropriations and for having the requesting organizations present more information on the programming and funding sources.

Motion Mr. McCarty, seconded Ms. Cowans to recommend the Police Jury reduce all 2020 appropriations by 10% and to authorize the President to sign and execute the LSU Ag Center appropriation for the 10% reduction of \$14,580. Motion carried.

The Committee discussed the invitation for all parish Mayors to attend the February Business Session to discuss the Police Jury's policies and expectations for annual appropriations and requests for assistance. The Committee asked President Magee to address the following items at the meeting:

- 10% reduction for 2020 appropriations
- LGAP and other grant opportunities
- Non-compliance list
- Verification of the funding expenditures
- Appropriate items for request being for road work, drainage issues, or equipment
- Providing financials and annual budget
- Police Jury policy on what is within the scope of work our Road Department performs
- Continued assistance for routine pothole and grading work

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



Jackson Parish Police Jury

2020 Appropriations

Non-mandated expenditures distributed to other organizations

Organization	Budget Amount	10% Reduction	Notes
Office of Veteran Affairs	\$5,000	\$4,500	Issued appropriation of \$4,059.00 in January (19% reduction from budget)
Pinebelt MPAA	\$20,000	\$18,000	Summer worker program administrated by Pinebelt
LSU Ag Center	\$16,200	\$14,580	Office personnel support plus additional \$5,483 in budgeted expense for office phone, utilities, and supplies
Municipal Appropriations	\$33,763	** \$29,262.5	Based on eligibility of \$7,500 award
JP Heritage Museum	\$10,000	\$9,000	Support for operations
Sparta Groundwater Commission	\$1,250	\$1,125	Education
North Louisiana Economic Partnership	\$2,500	\$2,250	
Trailblazers, Inc.	\$1,200	\$1,080	Education
Watershed District Board	\$240	** \$240 (set rate)	Monitoring system for lake



Jackson Parish Police Jury

Continued Business

Monday, February 3, 2020 Business Session

- Hospital Drainage Project
 - Project Committee recommended retaining attorney Mr. Bill Carter, Jr. to meet with Mr. Herbert Simmons and try to negotiate the sale of drainage servitudes
 - Once the servitudes are secured, the engineers are ready to take the project out for bid
 - Updated budget, design plans, and extension have all been approved by FEMA
- Livestock Pavilion Project
 - A letter requesting status has been sent to Senator Jay Morris (attached)
 - No response received at this time
- Review of the Transportation Act and Public Bid Law
 - Meeting with parish engineer and Mr. Darrel Avery to review funding restrictions for the Transportation Act and Public Bid Law as well as defining a public use road and establishing procedures for removing roads from the system
 - The Operations Committee will continue to work on this
- Solid Waste Bin Sites
 - Two sites have been approved for 2020 through budget
 - The Project Committee will need to review the project and begin planning
- Library Parking Lot – Chatham location
 - A letter has been sent to the School Board requesting the remaining lease to the Town of Chatham be re-assigned to the Police Jury to allow for the Library to build a parking lot. (communication attached)
- Personnel Policy Manual
 - The Secretary-Treasurer has requested the Policy & Personnel Committee establish a schedule to review the manual until it is finalized and ready to present to the Police Jury for adoption
- Ordinance Codification
 - The Secretary-Treasurer has requested the Policy & Personnel Committee establish a schedule to review the ordinances for codification and recommend amendments
- Certification of land on Industrial Drive
 - Requires the relocation of the Town of Jonesboro's effluent line
- Sandbag Policy
 - Work with the Sheriff's Office to establish a new sandbag location and sign an agreement specifying responsibilities for materials and distribution.
- Flood Mapping
 - Ordinance will be presented in March to be introduced for adoption.
 - Community events will be scheduled for the spring.



Northwest Region Office
262 Research Station Drive
Bossier City, Louisiana 71112
(318)741-7430
Fax: (318)741-7433

Invoice#: PG006334-FY20

January 1, 2020

TO: Mr. Kenneth Pardue
Jackson Parish Police Jury
500 E. Court St., Room 301
Jonesboro, LA 71251

RE: Billing for Local Support for Extension Programs
Louisiana Cooperative Extension Service, LSU AgCenter

Time Period Covered: July 1, 2019 – June 30, 2020

Extension Programs:

**Nutrition & Health
Character Education
Natural Resources**

**4-H Youth Development
Horticulture**

Amount Due: \$16,200.00

We appreciate your support of Extension Programs and want you to know that you are providing essential financial support for Extension agents to provide educational programs in the areas listed above for the people of Jackson Parish. Cooperation and financial support from the local, state, and federal levels are necessary for the continuation of research-based educational programs designed to address critical needs and improve the quality of life for the citizens of your parish.

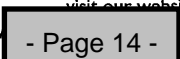
Submitted by: 
Patrick D. Colyer; Regional Director
Northwest Region

Please make check payable to: Louisiana Cooperative Extension Service

Remit to: Patrick D. Colyer; Regional Director
Northwest Region, LSU AgCenter
262 Research Station Drive
Bossier City, Louisiana 71112

Cc: Kayla McGuire

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www.  m

STATE OF LOUISIANA
PARISH OF JACKSON

COOPERATIVE ENDEAVOR AGREEMENT

BE IT KNOWN, that on the dates hereinafter mentioned, before the undersigned Notaries Public and in the presence of the undersigned legal and competent witnesses, came and appeared:

THE JACKSON PARISH POLICE JURY, a political subdivision of the State of Louisiana, represented here by Amy Magee, its duly authorized President, hereinafter sometimes referred to as POLICE JURY; and Louisiana State University Ag Center, (LSUAC), represented herein by its duly authorized agent, who, upon being sworn, declared that they have entered into a cooperative endeavor agreement as set forth herein, that agreement being as follows:

THE PARTIES acknowledge and confirm that this Cooperative Endeavor Agreement constitutes a Public Purpose and will fulfill a public need within the parish, all in accordance with Article VII, Sec. 14 of the Louisiana Constitution.

LSUAC provides extension programs within Jackson Parish which include Nutrition and Health, Character Education, Natural Resources, 4-H Youth Development and Horticulture, all of which are beneficial to the people of Jackson Parish;

LSUAC cannot provide these valuable services to the people of Jackson Parish, at a high level, without financial support for Extension agents to provide educational programs in the areas specified above.

POLICE JURY recognizes it has an obligation to the citizens of Jackson Parish to educate its children and citizens in the vitally important matters set forth herein.

THE PARTIES acknowledge that cooperation and financial support from The POLICE JURY is necessary for the continuation of research based educational programs designed to address critical needs and improve the quality of life for the citizens of Jackson Parish.

THE PARTIES acknowledge that LSUAC has requested assistance for the period July 1, 2019 – June 30, 2020, in the amount of \$14,580.00.

COOPERATIVE ENDEAVOR AGREEMENT (page 2)

POLICE JURY agrees that it will provide the sum of \$14,580.00, for the time period stated, and for the purposes, causes and reasons set forth herein, and specifically finds that the costs expended are commensurate with the benefits received.

THE PARTIES do hereby ratify payments made in prior years by the POLICE JURY to LSUAC, for the same purposes, causes and reasons expressed herein.

THUS, DONE AND SIGNED on the dates and at the places hereinafter indicated.

STATE OF LOUISIANA
PARISH OF JACKSON

THUS, DONE AND SIGNED by the Jackson Parish Police Jury at my office in Jonesboro, Louisiana

this _____ day of _____, 20____.

WITNESSES:

JACKSON PARISH POLICE JURY

BY: _____

President

NOTARY PUBLIC

STATE OF LOUISIANA
PARISH OF JACKSON

THUS, DONE AND SIGNED by authorized agent for LSU Ag Center in _____,

Louisiana this _____ day of _____, 20____.

WITNESSES:

LSU AG CENTER

BY: _____

Printed Name: _____

NOTARY PUBLIC



VILLAGE OF NORTH HODGE
P.O. Box 520 | Hodge, Louisiana 71247
northhodgemayor@att.net

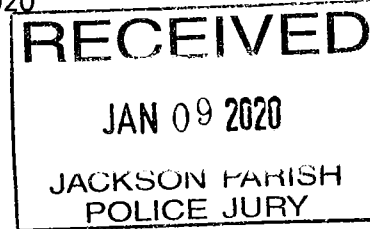


Phone: 318-259-4272

Fax: 318-259-1055

Mayor Kathy Robertson

January 3, 2020



To: Jackson Parish Police Jury
500 E. Court St. #301
Jonesboro, LA 71251


Re: Lowery Road, North Hodge
Road Repairs

To Whom It May Concern:

This letter is a request to have some road repairs done on Lowery Road in North Hodge, Louisiana. The road in question is an old road, with some parts being washed out, leaving dips and bumps, making it hard on vehicles. A citizen, who lives down the road, has come to me seeking help. After speaking with Mr. Treadway, any help with this matter would be greatly appreciated.

If you have any questions, please feel free to contact me at 318-259-4272.

Thank you,


Kathy Robertson, Mayor

West's Louisiana Statutes Annotated Louisiana Revised Statutes Title 43. Public Printing and Advertisements
Chapter 4. Official Journals of Political Subdivisions Part I. Official Journal of Parishes, Municipalities, and
School Boards

LSA-R.S. 43:140

§ 140. Definitions

Effective: June 12, 2011

Currentness

As used in this Chapter, the following terms shall have the meanings ascribed to them in this Section:

(1) "Bona fide paying subscribers" shall mean persons who have subscribed at a subscription rate which is not nominal, whether by mail subscriptions, purchases through dealers and carriers, street vendors and counter sellers, or any combination thereof, but shall not include free circulation, sales at token or nominal subscription price, and sales in bulk for purposes other than for resale for individual subscribers.

(2) "General paid circulation" shall not include publications when one-half or more of all copies circulated are provided free of charge to the ultimate recipients, or are paid for at nominal rates by the ultimate recipients.

(3) "Newspaper" shall mean a publication that during each year of the five year period prior to the first publication of any legal or official notice therein:

(a) Has been published at regular intervals of not less than weekly.

(b) Has been originated and published for the dissemination of current news and intelligence of varied, broad, and general public interest, including regular news coverage of local public meetings and events, and is not devoted to the interests of, or published for the entertainment or instruction of, or has a circulation restricted to, any particular sect, denomination, labor or fraternal organization, or other special group or class of citizens.

(c) Has not been published primarily for advertising purposes and has not contained more than seventy-five percent advertising in more than one-half of its issues, excluding separate advertising supplements inserted into but separately identifiable from any regular issue or issues.

(d) Has maintained a general paid circulation to bona fide paying subscribers within the area the publication is required.

(4) "Nominal rate(s)" shall mean a price which is so small or slight that it is not considered real or substantial in comparison with what might reasonably be expected.

(5) "Office" shall mean the newspaper's principal public business office and need not be the place at which the newspaper's printing presses are physically located. A newspaper shall have only one principal public business office; however, any newspaper with a principal business office in a parish adjoining Jefferson Parish which within one year prior to June 1, 1986, has actually published official proceedings of any municipal corporation, parish council, police jury, or school board in Jefferson Parish shall be deemed to be published in an office physically located in both the parish where the newspaper maintains its principal business office and Jefferson Parish.

Credits

Added by Acts 1986, No. 378, § 1, eff. July 2, 1986. Amended by Acts 2011, 1st Ex.Sess., No. 36, § 1.

LSA-R.S. 43:140, LA R.S. 43:140
Current through the 2019 Regular Session.

End of Document

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West's Louisiana Statutes Annotated Louisiana Revised Statutes Title 43. Public Printing and Advertisements
Chapter 4. Official Journals of Political Subdivisions Part I. Official Journal of Parishes, Municipalities, and
School Boards

LSA-R.S. 43:142

§ 142. Qualifications of newspaper

Effective: May 22, 2014

Currentness

A. The newspaper:

(1) Shall have been published in an office physically located in the parish in which the body is located for a period of five years preceding the selection.

(2) Shall not have missed during that period as many as three consecutive issues unless caused by fire, flood, strike, or natural disaster.

(3) Shall have maintained a general paid circulation in the parish in which the body is located for five consecutive years prior to the selection.

(4) Shall have been entered in a U.S. post office in that parish under a periodical permit in that parish for a period of five consecutive years prior to the selection.

B. The provisions of this Section relating to the five-year requirement shall not contravene any contract existing between any governing body and a newspaper on and prior to May 11, 1970; nor shall the five-year requirement herein be applied in assessing the qualifications of a newspaper which was in existence on May 11, 1970; nor shall any provision of this Chapter prohibit a publication from becoming an official journal in Jefferson Parish if the publication is qualified to publish judicial advertisements and legal notices in Jefferson or Orleans Parish or has actually published official proceedings within one year prior to June 1, 1986, of any municipal corporation, parish council, police jury, or school board within Jefferson Parish.

Credits

Amended by Acts 1950, No. 289, § 1; Acts 1952, No. 276, § 1; Acts 1970, No. 111, § 1; Acts 1986, No. 378, § 1, eff. July 2, 1986; Acts 1997, No. 422, § 1; Acts 2011, 1st Ex.Sess., No. 36, § 1; Acts 2014, No. 197, § 1, eff. May 22, 2014.

LSA-R.S. 43:142, LA R.S. 43:142
Current through the 2019 Regular Session.

WESTLAW

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6. Circulation and publication period

§ 142. Qualification of newspaper

9 A.R.S. 4201 of 1989 Louisiana Statutes Annotated Louisiana Revised Statutes Effective: May 22, 2014 (Approx. 2 pages)

7. Continuity of publication

10. Estoppel

3-4. Location of paper

3. Location of paper - In general

4. Location of paper - Outside state

2. Newspaper, generally

4. Outside state, location of paper

6. Publication period and circulation

11. Review

8. School board journal

5. Time in existence

1. Construction and application

A municipality may not limit newspapers considered for selection as the "official journal" to daily, rather than weekly, newspapers; any newspaper must simply meet the necessary qualifications. Op.Atty.Gen., No. 89-347, June 13, 1989.

2. Newspaper, generally

"Newspaper" is publication appearing at regular intervals, at short periods of time, usually in sheet form, and containing "news," and fact that publication has only limited circulative does not prevent it from coming within definition. McDonald v. Shreveport Mut. Bldg. Ass'n, Sup.1933, 178 La. 645, 152 So. 318. Newspapers ⇨ 3(2)

3-4. Location of paper

3. Location of paper - In general

Acts 1912, No. 141, § 22, as amended by Acts 1928, No. 201, requiring a municipality to select as an official printer the editor or owner of an established newspaper published in municipality did not require that newspaper awarded contract as official journal be established in municipality and have its physical plant there, but the word "established" related only to newspaper's business in the sense that it was a definitely fixed and settled business in the newspaper world as contradistinguished from one that was just starting out on its career. Bardwell v. Town of Clinton, App.1938, 180 So. 148. Newspapers ⇨ 3(3)

A newspaper was "published" in a town, within meaning of Acts 1912, No. 141, § 22, as amended by Acts 1928, No. 201, requiring municipalities to select as an official printer the editor or owner of an established newspaper published in municipality, and was properly awarded contract as official journal of town, notwithstanding newspaper was printed in another town, where material to be printed was prepared in town, and newspaper was brought to town, entered in post office as second-class matter, and distributed and put in circulation from town. Bardwell v. Town of Clinton, App.1938, 180 So. 148. Newspapers ⇨ 3(3)

Newspaper was "published" in town, notwithstanding newspaper was printed out of town, where material was prepared in town, newspaper was entered as second-class matter in town post office, bore name of town in its date line, and was put into circulation in town. Addison v. Town of Amite City, App.1935, 161 So. 364.

Official journal must have publication office within parish but need not have printing facilities within the parish. Op.Atty.Gen. No. 90-347A, May 18, 1990.

An official journal selected under the provisions of Acts 1935, 2nd Ex.Sess., No. 8 was not required to be physically and mechanically printed in the parish. Op.Atty.Gen., 1940-42, p. 2751.

A newspaper edited and published in East Feliciana Parish could be considered the official journal of the parish even though the owner and printer resided in West Feliciana Parish. Op.Atty.Gen., 1940-42, p. 2747.

Newspaper selected as official journal of a parish should be published and printed in a newspaper plant actually and physically located within the parish. Op.Atty.Gen., 1940-42, p. 2721.

A newspaper printed outside of the parish, but put in circulation, issued and sent by mail or otherwise to subscribers from within the parish and entered in a post office within the parish is being "published" in the parish. Op.Atty.Gen., 1936-38, p. 659.

A contract entered into with an official printer whose paper is published outside parish or town with which contract is made is not invalidated by subsequent establishment of a newspaper in the parish or town. Op.Atty.Gen., 1936-38, p. 657.

Where an official journal was being selected, and there was a newspaper with its office and printing establishment located in the parish, town or city, newspapers located without limits of parish, town or city, could not be considered. Op.Atty.Gen., 1934-36, p. 886.

Where newspapers were published in parish, police jury could not have its ordinances and allowances published in a newspaper in an adjoining parish. Op.Atty.Gen., 1934-36, p. 884.

School board could not use newspaper published in adjoining parish to publish its proceedings where there were newspapers published in the parish in which board was situated. Op.Atty.Gen., 1934-36, p. 884.

Newspaper selected as official journal of parish must be published in parish, unless there is no other newspaper domiciled therein. Op.Atty.Gen., 1924-26, p. 410.

4. Location of paper - Outside state

Also listed as **Outside state, location of paper**

Newspaper would not be deemed to be partially printed outside the state merely because comic strips which were printed outside the state were inserted in newspaper. Op.Atty.Gen., 1948-50, p. 430.

Newspaper partially printed outside the state did not meet requirements of Acts 1940, Ex.Sess., No. 13, § 4, as amended by Acts 1940, No. 156, § 2, as amended by Acts 1946, No. 194, § 2, and consequently was not eligible to bid for printing of school board journal. Op.Atty.Gen., 1948-50, p. 427.

Publisher of newspaper printed in Junction City, Arkansas just across the state line from Junction City, Louisiana, was not eligible for appointment as official printer for Junction City, Louisiana. Op.Atty.Gen., 1942-44, p. 1100.

4. Outside state, location of paper

See Location of paper - Outside state

5. Time in existence

Newspaper which had only been in business for two years could not be used by town as its official journal under requirement of LSA-R.S. 43:142 that official journal be physically located in parish for period of five years. Op.Atty.Gen., No. 81-750, July 15, 1981.

A newspaper, in order to qualify under this section, not only had to be a newspaper which was established and published and printed in a newspaper plant actually and physically located in the parish, but this was required for a period of two years immediately preceding the selection. Op.Atty.Gen., 1960-62, p. 244.

Insofar as publication of municipal ordinances was concerned, law did not require anything other than all notices and publications required of municipalities be published in some paper published in municipality, and newspaper published in town for five weeks would be qualified to publish town council proceedings and ordinances. Op.Atty.Gen., 1914-16, p. 695.

6. Circulation and publication period

Also listed as **Publication period and circulation**

Newspaper published every day but Sunday is "daily" paper. State ex rel. Item Co. v. Commissioner of Public Finances of City of New Orleans, Sup.1926, 161 La. 915, 109 So. 675.

Where Sunday edition designated Item-Tribune was part of morning paper designated Morning Tribune, legal publication published in both papers would be valid as published in same paper. State ex rel. Item Co. v. Commissioner of Public Finances of City of New Orleans, Sup.1926, 161 La. 915, 109 So. 675. Newspapers ¶ 3(2)

6. Publication period and circulation

See Circulation and publication period

7. Continuity of publication

Semiweekly publication having 1,043 regular subscribers distributed throughout parish was "newspaper" qualified to advertise legal notices of sale. Pugh v. Prudhomme, Sup.1935, 181 La. 113, 158 So. 638. Newspapers ¶ 3(2)

Newspaper, otherwise qualified, which has missed more than three consecutive issues in last year period, is not eligible for designation as official journal of parish. Op.Atty.Gen., 1946-48, p. 605.

Suspension of a publication due to floods, being an act of God, will not preclude selection of the paper as the official journal. Op.Atty.Gen., 1940-42, p. 2732.

8. School board journal

School Board may, but is not required, to select its official journal through public bidding, and even if public bids are solicited, is not required to accept low bid. School Board is only required to select its official journal from a newspaper that meets the requirements of R.S. 43:142. Op.Atty.Gen., No. 09-0188 (Oct. 2, 2009), 2009 WL 3785560.

9. Content of paper

Daily publication devoted to legal news was not "newspaper" qualified to publish judicial and legal proceedings and judicial sales. McDonald v. Shreveport Mut. Bldg. Ass'n, Sup.1933, 178 La. 645, 152 So. 318. Newspapers ¶ 3(2)

Even if publication is devoted chiefly to particular class, profession, trade, or calling, it will not be deprived of character as "newspaper" if it also devotes columns to dissemination of news of importance and interest to general public. McDonald v. Shreveport Mut. Bldg. Ass'n, Sup.1933, 178 La. 645, 152 So. 318. Newspapers ¶ 3(2)

10. Estoppel

In suit by mortgagor of property sold under executory process, alleging invalidity of sale because publication in paper devoted to legal news was not in "newspaper," defendant's plea of estoppel was not available under facts. McDonald v. Shreveport Mut. Bldg. Ass'n, Sup.1933, 178 La. 645, 152 So. 318. Mortgages And Deeds Of Trust ¶ 2007

11. Review

Newspaper publisher's appeal from denial of injunction against town's using rival newspaper as official journal of the municipality would not be entertained where, before any decision would become final, appointment of rival newspaper as town's official journal would have expired, thus rendering case moot. Brown v. Town of Lake Providence, App. 2 Cir.1967, 200 So.2d 764. Appeal And Error ¶ 781(4)

West's Louisiana Statutes Annotated Louisiana Revised Statutes Title 43. Public Printing and Advertisements
Chapter 4. Official Journals of Political Subdivisions Part I. Official Journal of Parishes, Municipalities, and
School Boards

LSA-R.S. 43:146

§ 146. Designation of other newspaper when no newspaper published in the parish

Currentness

Where there is no newspaper published in an office physically located within the parish which meets the requirements of R.S. 43:140(3), a newspaper in an adjoining parish may be designated as the official journal.

Credits

Amended by Acts 1986, No. 378, § 1, eff. July 2, 1986.

LSA-R.S. 43:146, LA R.S. 43:146

Current through the 2019 Regular Session.

End of Document

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Search Notes of Decisions

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- 4. Adjoining parish
- § 146C Designation of official newspaper when no newspaper published in the parish**
- 1. A.R.S. 4-1-10 Louisiana Statutes Annotated Louisiana Revised Statutes (Approx. 2 pages)
- 2. Period of publication
- 3. School boards

1. Construction and application

Municipalities must select qualified newspaper published and printed therein as official journal, but if none is published and printed therein, municipality may select qualified newspaper published and printed elsewhere within parish. Op.Atty.Gen., 1946-48, p. 473.

LSA-Const.1921, Art. 21 (see, now, LSA-Const. Art. 13, § 1) made no provision in case there was no paper published in the particular parish for the propositions for amending the constitution to be published in a paper published in an adjoining parish. Op.Atty.Gen., 1940-42, p. 2745.

Newspaper selected as official journal of parish must be published in parish, unless there is no other newspaper domiciled therein. Op.Atty.Gen., 1924-26, p. 410.

2. Period of publication

Where no newspaper was established in town for 12 months next preceding selection of a public printer, right given to police jury or municipal authority to select newspaper outside of parish carried with it right to select one published in place where publication was to be made which might not have legal requirements as to length of period of publication. Op.Atty.Gen., 1914-16, p. 692.

3. School boards

Under ordinary circumstances, a school board may designate as its official journal a newspaper in an adjoining parish only when there is no newspaper published in an office physically located within the parish which meets the requirements of LSA-R.S. 43:140(3). Op.Atty.Gen., No. 92-448, Sept. 21, 1992.

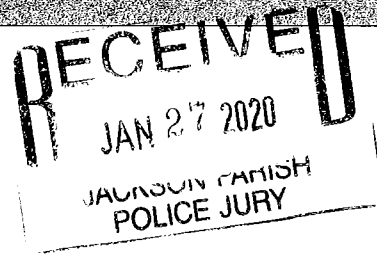
4. Adjoining parish

St. Helena *Echo* is published in Greensburg and there the police jury cannot designate a newspaper of an adjoining parish as the official journal. Op.Atty.Gen., No. 90-114, March 14, 1990.



The Jackson Independent

Friday, January 24, 2020



RE: Status of Jackson Independent

Good News. The Jackson Independent will return to weekly publishing beginning with this week's issue, Thursday, January 30, 2019. As you may be aware, the Jackson Independent did not produce a newspaper last week because it was party to a bankruptcy filing by its owner.

The Natchitoches Times has entered into a "Keeper Agreement" with the U.S. Bankruptcy Court, Western District of Louisiana, Monroe Division. The agreement basically allows us to produce a weekly newspaper for the community while these proceedings run their course.

The Natchitoches Times is the publisher of community newspapers throughout Northwest, La. Including newspapers in the neighboring communities of Winnfield, Coushatta, and Arcadia. In addition, the Natchitoches Times publishes the monthly Piney Woods Journal.

We ask you to please continue to send your news releases, meeting notices, public notices and photographs to the same email address you have been sending, thejacksonindependent@gmail.com. In addition, during this transition, please add a second email recipient of independent@natchitochestimes.com as we make this transition.

We hope to make this as smooth a transition as possible and thank you for reading the Jackson Independent.

Sincerely,

A handwritten signature in black ink, appearing to be "S. Colwell".

352-3618

Steve Colwell-General Manager
Natchitoches Times Newspapers

Gina Thomas

From: Crystal Richard <crystalsrichard@gmail.com>
Sent: Wednesday, January 29, 2020 1:05 PM
To: abrown@jacksonparishsheriff.com
Cc: Gina Thomas; Cody & Lyn Richard
Subject: RE: Jackson Parish official journal

Dear Sheriff Brown:

Thank you for your reply. First, as a representative of a newspaper I'm sorry to see this happening to your constituency and believe it could have certainly been avoided by the management of the Jackson Independent, but that doesn't help now. In the matter of help, we at the Ruston Daily Leader will help you and others in any way we can regardless of whether or not you use us as your official journal in the end. At present, we are the legal official journal for every municipality and legal entity in Lincoln Parish and are very familiar with the legal process and requirements.

If there is a bona fide, qualified newspaper being published in your parish, such would be the required official journal and if there is none (which now appears to possibly be the case but that has not been definitively determined), the public entities can select any qualified adjoining parish paper. We believe we are legally qualified to serve you in the absence of a Jackson Parish published newspaper but that determination must necessarily be made by your legal counsel and depends ultimately on the fate and facts of the former Jackson Independent.

We hope using us does not become necessary for your Parish's sake but we will be ready if you need it.

We have been unable to ascertain the status of the former Jackson Parish newspaper entity, and the record shows the entity Jonesboro Newspapers, Inc. (as listed in their required masthead information required for Periodicals Postal permit) is not a functioning Louisiana corporation since it was administratively terminated in July 2016 by the LA Secretary of State. Former "owner" Chris Smith has filed personal bankruptcy, it appears from court records - no filing as such by the entity though it appears it did not exist - calling into question the validity of their mailing permit, which of course would call into question its validity even if it is transferred to another entity attempting to reconstruct the newspaper.

We are sure your legal counsel can ascertain that no other entity (including ours) can "stand in" for the former Jackson Independent without the proper requirements being in order. It is a matter of public record, required to be published in the newspaper, as to who owned or held the Periodicals Class Permit for the former Jackson Independent and whether or not that was even properly held by the former owner can be determined by a probe to your Postmaster by your legal counsel or representative. Whoever "owns" the permit now, valid or invalid, would be a matter for the bankruptcy court to decide and it is possible they have done so though we cannot find any record of it.

To answer your questions about the Ruston Daily Leader, we do have some general paid circulation in Jackson Parish (an official journal requirement) and our parish is adjoining (required when a newspaper is not present in the parish). Should we ever be the official journal of the Jackson Parish entities by request, we are available to distribute in the parish (and are doing so) via mail to any person willing to subscribe to the newspaper. However, it must be noted that it is not our intention now or in the future to revive or take over the former Jackson Independent in any way, and if some other legitimate entity is willing to do that as a legitimate continuing entity it would be ideal for your citizenry. Every community your size deserves a functioning newspaper entity, for the public good.

For our part, we also have digital e-version edition available the morning of publication (5 days a week) that is sent by email to any subscriber wishing to receive the newspaper digitally in a digital replica of the

version. Our online service uses digital archiving and is word searchable for ease of review and recapture on any material published, including legal notices. We also upload all of our legal notices to the Louisiana Press Association website of state legal notices. We can offer you and anyone else interested a complimentary one month subscription (provide me with email addresses).

Let us know what we can do to assist you in any way and it is our sincere desire that someone stand legitimately into the gap left unceremoniously by Mr. Smith's departing management - a management which incidentally still owes us for \$1500 in printing billing for the production of the newspaper prior to their taking it to the Natchitoches Times for printing.

I have cc'd Ms. Thomas at the Police Jury as she and I have also corresponded. Ms. Mosley at the School Board office has called Cody, our General Manager, but I do not have an email address for her or for Mayor Thompson.

Call or email with any questions, thank you and again I'm sorry for this mess you've been handed.

Crystal S. Richard, Esq.
Ruston Newspapers, Inc.
850-814-4444 Mobile
crystalsrichard@gmail.com



JACKSON PARISH POLICE JURY

Courthouse

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

Phone: (318) 259-2361

Fax: (318) 259-5660

www.jacksonparishpolicejury.org

January 17, 2020

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(318) 243-1084

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WARD 3

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WARD 4

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WARD 5

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WARD 6

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Jonesboro, LA 71251
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WARD 7

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

Louisiana Secretary of State
Elections Division
P.O. Box 94125
Baton Rouge, LA 70804

Re: Resignation of Jackson Parish Constable, District B

To whom it may concern,

Please see the enclosed documents of resignation for Ms. Emma Austin, Jackson Parish Constable, District B.

Her last worked day was December 31, 2019.

The Jackson Parish Police Jury would like to put forth the following candidate to be appointed to complete the vacant term:

Walter Kotz
3898 Vernon Eros Road
Eros, LA 71238
(318) 249-2551

Thank you for your consideration.

Warm regards,

Amy Magee, President
Jackson Parish Police Jury

Distributed to:

Office of the Attorney General
Louisiana Justice Court Training
P.O. Box 44365
Baton Rouge, LA 70804-4365

Dept. of Public Safety and Corrections
Public Safety Services
Municipal Fire and Police Supplemental Pay
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Baton Rouge, LA 70896



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January 15, 2020

MEMBERS

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Jonesboro, LA 71251
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WARD 7

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

Re: Resignation of Jackson Parish District B Constable, Emma Lee Austin Jones

This is official noticed to be distributed to the below agencies of the resignation of Ms. Emma Lee Austin Jones, Constable for District B in Jackson Parish as requested on December 31, 2019, filed and effective on this 15th day of January, 2020.

Emma Lee Austin Jones
Emma Lee Austin Jones, District B
Constable

1/15/2020
Date

Thus done and signed by the Jackson Parish Police Jury at my office in Jonesboro, Louisiana this 15 day of January, 2020

THIS INSTRUMENT WAS NOTARIZED AS TO SIGNATURES ONLY, AND WAS NOT PREPARED BY NOTARY, OR THIS OFFICE.

Rachel Shively
Notary Public

Distributed to:

Office of the Attorney General
Louisiana Justice Court Training
P.O. Box 44365
Baton Rouge, LA 70804-4365

Rachel Shively, # 146567
Deputy Clerk of Court, Jackson Parish, LA
Ex-Officio Notary Public
Secretary of State
Elections Division
P.O. Box 94125
Baton Rouge, LA 70804

Dept. of Public Safety and Corrections
Public Safety Services
Municipal Fire and Police Supplemental Pay
P.O. Box 66614, Box B-8
Baton Rouge, LA 70896

Emma Lee Austin
2037 Vernon Eros Rd.
Ruston, Louisiana 71270

To whom it may concern,

I, Emma Lee Austin, District B Constable of Jackson Parish Louisiana am resigning as being Constable. As of December 31, 2019.

I have served 17 years and have enjoyed working with Attorney General Office and Secretary of state and Jackson Parish Police Jury.

Emma Lee Austin
Emma Lee Austin

1-5-2020

Date

K. Scott Murry
Notary

