



JACKSON PARISH POLICE JURY
Jackson Parish Police Jury Administrative Building
160 Industrial Drive
Jonesboro, Louisiana 71251-3446
Phone: (318) 259-2361
www.jacksonparishpolicejury.org

April 26, 2021 Policy & Personnel Committee 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) 475-0893

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

DATE: Monday, April 26, 2021
TIME: 11:30 AM
LOCATION: Jackson Parish Police Jury Administrative Building
Nathaniel Zeno Jr. Meeting Room
160 Industrial Drive
Jonesboro, LA 71251

AGENDA:

Call to Order

Invocation & Pledge of Allegiance

Public Comments

Agenda Items

1. Discuss and recommend guidelines for board recognition
2. Discuss and recommend strategies for operational effectiveness
3. Discuss and recommend policy for The Sunshine Room
4. Discuss and recommend modified duty policy
5. Discuss and recommend action on Groundwater Protection Ordinance

Set Date & Time of Next Meeting

Adjourn

Committee: Ms. Regina Rowe, **Chairman**
Mr. Todd Culpepper
Mr. Lynn Treadway

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Gina Thomas at (318) 259-2361, extension 3 describing the assistance that is necessary.

It is possible that a quorum of the Police Jury may be in attendance at the meeting, but no action of the Police Jury as a whole will be taken.

Manager Guide: The Pros and Cons of a Phased Return to Work

Published on April 12, 2015

Introduction:

The many years I have worked in occupational health has frequently brought me up against the idea of a phased return to work or rehabilitation programmes with Managers. And to be honest, they are not easy to manage or organise. For example, home care managers in social services always told me to get workers back to work fully fit or not at all. They did not have jobs for those on 'light duties.'

Today with the new option on the fitness for work certificate (formerly sick note) for a phased return to work, my work is somewhat easier, as phased returns are now a written option on the fit note.

The Fit Note:

GP's now issue workers with fit notes; these have the following options available:

1. Not fit for work
2. May be fit for work taking into account the following
 - Phased return
 - Altered hours
 - Amended duties
 - Workplace adaptations

The assessment of whether your employee is not fit for work or may be fit for work (and any other advice in the fit note) is classed as advice, and you as a manager decides whether or not to accept it.

Fit for Work Service:

The new national Government scheme run by Health Management Ltd will be available for workers who are off sick for longer than 4 weeks and currently rolling out across the UK (2015).

For more information on how this will work in effect [click here to be taken to the easy to read advice booklet](#)

Free health and work advice through a website and telephone line to help with absence prevention.

Free referral for an occupational health assessment for employees who have reached, or whose GPs expects them to reach, four weeks of sickness absence. Employees will normally be referred by their GP. From Autumn 2015 in England and Wales and Spring 2015 in Scotland employers can also make a referral after their four weeks of absence.

And most interesting of all:

*from 1st January 2015 the Government is also introducing a tax exemption of up to **£500 (per year, per employee)** on medical treatments recommended to help their employees return to work. This will be applicable to treatments recommended by health professionals within Fit for Work and health professionals within employer-arranged occupational health services.*

Phased Return to Work:

A phased return to work is generally offered after sickness absence longer than 4 weeks and gives employees a way of coming back to work before they are fully fit by doing less hours and modifying their duties so that full recovery takes place at work in a gradually increasing working hours return to work plan. For many though the options above can be blurred as a phased return could also be called altered hours or amended duties; due to this I will deal with phased returns in a generic sense rather than a literal one.

So which option suits your needs best? Are you the type of manager that embraces the phased return approach or one that prefers the 'stay at home till your fully fit to return to work'?

The decision you make is important as there are consequences to each choice, for example, returning a person to work early means more work is getting done but you may have to supervise more.

To help you weigh up the options, I have set out a Managers pros and cons of phased returns to work to help you decide.

Advantages of a Phased Return to Work

1. An early return allows employees to build up their strength, capacity and tolerance to work in a stepped manner rather than remaining at home until they are totally fit. This type of programme is especially helpful after long-term sickness when there has been a serious health incident and work is strenuous or demanding e.g. high volume

workload in an office environment where mistakes could be costly to you.

2. A phased return to work has the potential to reduce costs by getting people back to work earlier and reducing the need for other workers to cover their work.
3. Employees return much earlier and settle back down into normal life, which improves their overall well-being.
4. Legislation requirements - 4.1. The Management of Health and Safety Regulations sets out the principles of risk assessment which is especially relevant for a safe return to work after illness. - 4.2. The Equality Act 2010 is relevant for those who are disabled as defined by the Act and who may need to be redeployed
5. Employees have a personal structured phased return to work specific to themselves, their work and their capabilities agreed with you
6. Improve morale: How workers are treated whilst off sick has a huge impact on how they view the company and you so this type of programme improves the overall positive culture and morale of the company.
7. The UK workforce is ageing which makes long term illness more likely; a phased return to work plan will encourage workers to return to work rather than retire early

Disadvantages of a Phased Return to Work

1. Phased returns involve more input from the you as you have to draft and agree the work programme. During the phased return you need meet regularly with the employee for feedback on how the return to work is going and agree the next step up in the phased return as they return to full duties.
2. You have to continually monitor progress to ensure that the rehabilitation programme is going as planned.
3. Difficulties can occur due to problems with recovery or relapse, in these cases, you should discuss progress with the individual and adjust as necessary. This can become frustrating as recovery can be slower than expected

4. You might be unsure of the medical facts if you don't have an occupational health service. Also staff may go into embarrassing details about their health.
5. You believe that the worker is trying to get one over on you or that the rehabilitation programme will become permanent.
6. Rehabilitation programme are more difficult to implement in jobs where safety issues may impact on work or in smaller companies as there are less options.
7. The GP may not agree with what you are suggesting
8. Paying workers becomes difficult when they are doing reduced hours, also counting days off sick. If all goes well it is not likely to be a problem but there could be issues if this is not agreed up front.

How can Occupational Health services help:

One way to get over most of the disadvantages to a phased return to work is to talk to or engage an occupational health service. This provides objective and independent advice on what would be an appropriate return to work programme using the phasing method for an individual.

There are also free national helplines and websites for managers and HR to access of small businesses.

National Occupational Health Resources - click on links

England

Scotland: Telephone 0800 019 2211

Wales: Telephone 0800 107 0900

An individual assessment by occupational health considers the health incident and recovery rate of your worker and making suggestions of what this might be. The phased return to work may also contain other recommendations to start with, such as reduced lifting, standing, or even travelling during the working day. Occupational health professionals understand both the health issue and the workplace; recommendations are practical and take into account the business needs as well as the individual's capability and motivation. More importantly, your own occupational health service will know your company and what is likely to give you the least amount of work in terms of supervision of workers health.

Employers will be given full advice on how the programme should progress and date when full contractual duties can be resumed. In more complicated cases occupational health consults with

an individuals specialists and GP's involved in the case for specific health advice and to keep them informed of how work is being managed.

Phased return plan

The table below sets out a format for a full time worker (37 hours +) phased return to work beginning at stage 1 and moving through an 8 week programme of increasing hours. Typically a phased return of 8 stages would be used for someone who has been absent for periods longer than three months but this can be modified accordingly..

Hours of work increase									
Stage	Total days worked in week	No. of days worked consecutively	No. of hours worked in week	Mon	Tues	Wed	Thur	Fri	
1	1	1	3-5	Any day					
2	2	1	6-10		3-5		3-5		
3	3	1	12-15	4-5		4-5		4-5	
4	4	2	20	5	5	Off	5	5	
5	4	2	24	6	6	Off	6	6	
6	4	2	30	7.5	7.5	Off	7.5	7.5	
7	4	3	30						
8	4	4	30						
Last	5	5	37.5						

The number of hours and days initially set to start the gradual return process will be determined by the physical and mental demands of the job which you as a manager will know well. It will also depend on how serious the health condition is and the length of absence. Consider also other elements such as the length and type of journey to and from work.

Once you and your worker agree the phased return programme, regular reviews are necessary to monitor progress.

It is important you both agree progression through the programme. Increasing hours of work without a review of progress could result in a relapse as recovery stalls.

Work Hardening

In some cases of long term absence workers lose self-confidence or self-esteem; in this case consider encouraging visits to work prior to starting the phased return for coffee or lunch before D Day. This can be for 1-4 weeks in severe cases.

Reduced hours per day

Workers may lose physical and mental stamina after a serious illness. Some will worry about whether they can manage a full day or not realise how much fitness they have lost by being ill. Offering reduced working hours per day allows workers to return to work early because a shorter day gives a taster of being back at work without the full day to work through and a more achievable goal.

Increasing Hours of Work

Increasing the hours of work from the start point can be done in 2 ways.

1. Increase number of days on site/working
2. Increase number of hours worked on site/worked per day.

Also consider regular increases on a staged basis, whether each stage consists of one or two weeks depends on the workload and the workers response at that time. If possible encourage a regular increase of 3-5 hours of work per stage and always suggest that you are available if experiencing problems.

Progress is likely to be quite fast in the early part of the rehabilitation programme and likely to slow down if the health condition is not improving as it should.

Reduced Days Worked - Non-consecutive day working

Phased returns to work usually involve returning to work at an point agreed between the organisation or manager, worker and GP and depends on the level of fitness at the time of return.

The idea here is to provide the worker with a longer recovery time between work shifts. This helps avoid over exertion and minimises a relapse. Workers who lack confidence in their own capability to return to work benefit most from this approach, it also prevents the over-confident from extending themselves too early.

This programme is especially helpful for building up to work that requires large amounts of physical or mental stamina.

The number of days worked should increase smoothly over a period of time. Consider whether home-working would help the worker, especially between site-attendances if they travel a lot. Home working as part of a phased return offers an added value of getting more hours of work out of the individual due to the reduction in travel time and less stress.

The start back date depends on length of absence and extent of incapacity

- Most people start at Stage 2-3
- A stage is generally a week, though 2 weeks per stage is often useful.
- If a stage goes with difficulty, maintain it for another week and consider reassessment of the phased return
- If it goes well, move up a stage.
- If it goes really well, move up 2 stages

Travelling outside Peak Times

For some employees who are returning after a physical illness, there may be concerns around travelling on public transport during peak hour times. This is often associated with:

- Fears of re-injury from the push and shove on and off transport
- Inability or difficulty with steps
- Lack of seating during travel due to physical instability, pain, discomfort or low stamina
- Increased journey time during peak travel
- Anxiety provocation

Travel outside peak hours does not necessarily require a shorter working day, as it is possible to work normal hours around either an early start or a later finish.

Temporary Modification to Roles

Consider all aspects of the job role and if the worker can do all tasks or maybe avoid some in the first stages of the RTW programme. Tasks that are excluded should be clearly set out and agreed.

Temporary re-deployment

If a worker is not capable of returning to job at first then consider the possibility of returning to some form of work available elsewhere in the organisation. This will need co-ordination with HR so that it is clear how long the role is open for and arranging reviews prior to moving back to the contracted job when further recovery is made.

Work Task re-design

For some health conditions and permanent disability it may be possible to redesign the job in the face of a musculoskeletal condition which may be preventing successful return to a substantive role. Occupational health services can advise workers on how to undertake tasks with less risk to their underlying health issue, provide advice on regaining physical stamina or how to break tasks down into manageable chunks to enable them to be completed.

Conclusion:

This article has outlined why and how you should deal with a phased return to work. There are obvious advantages such as early return, increased morale and retention of staff with the added incentive of claiming back money; but there are also serious issues which may make a phased return untenable due to safety issues or workers recovery not going to plan. There are also issues with knowing if what you are doing is right or safe.

I believe that managers are able to deal with phased returns to work especially with the support of different types of information and services available to them. However, this can take up precious time so engaging your own occupational health services may, in the long run, be more cost effective and give you a good return on investment.

GROUNDWATER PROTECTION ORDINANCE

Be it ordained on this _____ Day of _____, 20____, by the Police Jury of Jackson Parish, State of Louisiana the following:

SECTION A. TITLE AND PURPOSE

This ordinance, titled the Groundwater Protection Ordinance, establishes a Drinking Water Protection Critical Area around each water well serving an active public water system.

The underlying purpose and intent of this ordinance is to safeguard the health, safety, and lives of the public by protecting ground water from contamination.

SECTION B. APPLICABILITY

This Groundwater Protection Ordinance, and the Drinking Water Protection Critical Area(s) created hereby, shall apply to and include all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. These activities/facilities/uses must comply with the requirements of both the Drinking Water Protection Critical Area(s) and any applicable land use regulations or covenants, public or private.

This ordinance (Groundwater Protection Ordinance) is distinct from and not a part of any land use regulations or covenants, public or private, that may exist in the Parish of _____ Jackson _____.

SECTION C. DEFINITIONS

ABANDONED WATER WELL - A well that's use has been permanently discontinued; its pumping equipment has been permanently removed; the well is in such a state of disrepair that it cannot be used to supply water and/or has the potential for transmitting surface contaminants into an aquifer; the well poses potential health or safety hazards, or the well is in such a condition that it cannot be placed in the active, standby, or inactive status.

ABOVE GROUND STORAGE TANK (AST) - A vessel, used to store petroleum products or chemicals that is fixed permanently in place (stationary) on foundations, racks, cradles or stilts, or on the ground. The term does not include tanks mounted on wheels, trolleys, skids, pallets, or rollers or produced substance storage tanks directly related to oil and gas production and gathering operations.

ANIMAL FEEDLOT/ DAIRIES - A lot or facility (other than an aquatic animal production facility) where animals have been, are, or will be stabled or confined and fed or maintained for a total of 45 days or more in any 12-month period, and crops,

vegetation, forage growth, or post-harvest residues are not sustained in the normal growing season over any portion of the lot or facility.

APPLICANT - Person or persons applying for a special permit for a facility within the Drinking Water Protection Critical Area(s).

AQUIFER - A water-bearing rock, sand or gravel layer that will yield water in a usable quantity to a well or spring.

CLASS I WELL - Wells used to inject hazardous wastes or dispose of non-hazardous industrial waste and treated municipal sewage below the deepest underground source of drinking water.

CLASS II WELL - Wells used to inject fluids associated with the production of oil and natural gas or fluids and compounds used for enhanced hydrocarbon recovery. These wells normally inject below the deepest underground source of drinking water (USDW) except in cases where the USDW contains producible quantities of oil or gas.

CLASS III WELL - Wells that inject fluids used in subsurface mining of minerals.

CLASS V WELL - Wells not included in the other classes that inject nonhazardous fluid into or above an underground source of drinking water. (The seven major types of Class V wells include drainage wells, geothermal reinjection wells, domestic wastewater disposal wells, mineral and fossil fuel recovery related wells, industrial/commercial/utility disposal wells, recharge wells and miscellaneous wells. Class V injection wells also include all large-capacity cesspools and motor vehicle waste disposal wells.)

CONTAMINATION - The presence of a material that may cause or significantly contribute to a present or potential risk to human health, safety, welfare, or that is present in groundwater resources or to the natural environment such that it degrades the quality of the resource so as to constitute a hazard and/or impair its use.

DELINEATION - Determining the outline or shape of a drinking water protection area.

DRINKING WATER PROTECTION AREA - The area around a drinking water source, such as a well or surface water intake, such as delineated by the Louisiana Department of Environmental Quality as part of the Source Water Assessment Program. This area is shown on Source Water Assessment Program maps and contains the Drinking Water Protection Critical Area.

DRINKING WATER PROTECTION CRITICAL AREA - A 1000 ft. radial boundary from any water well serving an active public water system.

GROUNDWATER - The water contained in the interconnected pores located below the ground in an aquifer.

HAZARDOUS MATERIALS - A material that may cause or significantly contribute to a present or potential risk to human health, safety, welfare, to ground water resources or to the natural environment.

OR

That is defined in the following categories:

Ignitable: A gas, liquid or solid which may cause fires through friction, absorption of moisture, or which has low flash points. Examples: white phosphorous and gasoline.

Carcinogenic: A gas, liquid, or solid which is normally considered to be cancer causing or mutagenic. Examples: PCB's in some waste oils. Explosive: A reactive gas, liquid or solid that will vigorously and energetically react uncontrollably if exposed to heat, shock, pressure or combinations thereof. Examples: dynamite, organic peroxides and ammonium nitrate.

Highly toxic: A gas, liquid, or solid so dangerous to man as to afford unusual hazard of life. Example: chlorine gas.

Moderately Toxic: A gas, liquid or solid that through repeated exposure or in a single large dose can be hazardous to man.

Corrosive: Any material, whether acid or alkaline, which will cause severe damage to human tissue, or in case of leakage might damage or destroy other containers of hazardous materials and cause the release of their contents. Examples: battery acid and phosphoric acid.

OR

The following items listed below and byproducts, reaction products, or waste products generated from the use, handling, storage, or production of these items.

Acid and base cleaning solutions, antifreeze and coolants, new or used, arsenic and arsenic compounds, batteries, new and used, brake and transmission fluid, oils/greases/lubricants, brine solution casting and foundry chemicals, caulking agents and sealants, cleaning solvents, cutting fluids, degreasing solvents, disinfectants, electroplating solutions, explosives, fertilizers, food processing wastes, fuels and additives, glues, adhesives, and resins, greases, hydraulic fluid industrial and commercial janitorial supplies, industrial sludges and stillbottoms, inks, printing and photocopying chemicals, laboratory chemicals, metal finishing solutions, oils (petroleum based), paints, primers, thinners, dyes, stains, wood preservatives, paint solvents, and paint removing compounds, pesticides and herbicides, plastic resins and catalysts, plasticizers, photo development chemicals, pool chemicals, roofing chemicals and sealers, solders and fluxes, tanning industry chemicals, transformer and capacitor oils/fluids.

IMPERVIOUS SURFACE - A surface covered by a material that is relatively impermeable to water.

INACTIVE WATER WELL - A well is considered to be inactive if it is not presently operating but is maintained in such a way that it can be put back in operation, with a minimum of effort, to supply water.

NORMAL HOUSEHOLD USE - Storage or use of a hazardous material in quantities less than 5 gallons if liquid or 50 pounds if solid.

PERSON - An individual, corporation, joint venture, incorporated association, public or private corporation, partnership, governmental body or other similar entity, public or private.

PROMISCUOUS DUMP - Any collection of solid waste either dumped or caused to be dumped or placed on any property either public or private, whether or not regularly used, and not authorized by the administrative authority (Louisiana Department of Environmental Quality).

PUBLIC WATER SUPPLY - A water supply that provides water through constructed conveyances to the public for at least 15 service connections or regularly serves an average of at least 25 individuals daily for at least 60 days per year.

SANITARY LANDFILL - A landfill for the disposal of commercial or residential solid waste by deposit in a landfill in layers covered with suitable cover material of a depth and at a frequency adequate to control disease vectors and odors, and in such a manner that minimizes the risk to human health and the environment.

SECURED STORAGE - Natural or created barrier to site ingress or egress around the entire perimeter of the hazardous materials storage area.

SOURCE WATER ASSESSMENT PROGRAM - Section 1453 of the Safe Drinking Water Act Amendments of 1996 required each state to develop a Source Water Assessment Program that will: delineate areas providing drinking water for all public water supplies (ground water and surface water) and inventory drinking water supplies for potential contaminants which may have adverse effects on human health.

WELL - Any excavation that is drilled, cored, bored, washed, driven, dug, jetted, or otherwise constructed for conveying ground water to the surface, monitoring ground water levels or other characteristics, providing cathodic protection, or providing a method of injecting water into the aquifer system from above the earth's surface.

SECTION D. ESTABLISHMENT AND DELINEATION OF THE DRINKING WATER PROTECTION CRITICAL AREA(S)

This ordinance **hereby** establishes within the parish of Jackson certain Drinking Water Protection Critical Areas, each defined as the area within a 1000 foot radial boundary from any water well serving an active public water system.

SECTION E. PROHIBITED USES

The following uses, unless granted a special exception, are prohibited within the Drinking Water Protection Critical Area(s): abandoned water wells, above ground storage tanks, agriculture chemical- formulation/distribution facilities, airports, animal feed lots/dairies, asphalt plants, auto/boat/tractor/small engine shops, battery recyclers, body shop/paint shops, car washes, cemeteries, chemical plants, class I injection wells, class II injection wells, class III injection wells, class V injection wells, dry cleaner/laundromats, funeral homes, furniture stripping facilities, golf courses, hospitals, irrigation wells, lumber mills, metal plating/metal working facilities, military facilities, nonfunctional on-site sewage systems, nuclear plants, oxidation ponds, paper mills, petroleum bulk plants, pipeline compressor stations, plant nurseries, port facilities, power plants, printing shops, promiscuous dumps, railroad yards- switching/loading and offloading/maintenance, salvage yards, sand/gravel pits, sanitary landfills, sewer lift stations, sewer treatment plants, truck terminals, underground storage tanks, wood preserving plants.

SECTION F. EXCEPTIONS

Any of the land uses, facilities or activities identified in Section E lawfully in existence on the effective date of this ordinance may continue to exist on the parcel upon which it is located. Replacement or repair of said uses is permissible. If any of these land uses, facilities, or activities undergoes a change of ownership it may continue to exist providing the type of use remains the same. If any of these land uses, facilities, or activities ceases to operate for a period of _____ the Jackson Parish Police Jury may deem it to be abandoned. Then, restarting an abandoned operation is prohibited unless a special permit is granted by the _____.

A.) Uses and Activities Requiring Special Permit

The following uses and activities are permitted only upon the issuance of a special permit by the Jackson Parish Police Jury under such conditions as there exists an undue hardship and as they may require:

1. Enlargement or alteration of existing uses that do not conform to the Drinking Water Protection Critical Area(s);
2. Restarting operation of a use the Jackson Parish Police Jury deemed to be abandoned that was previously in lawful existence on the effective date of this ordinance;
3. Those activities that involve the handling of hazardous materials in quantities greater than those associated with normal household use, permitted in any land use regulation or covenant, public or private (except as prohibited in Section E).

The burden is on the applicant to show undue hardship.

B.) Procedures for issuance of special permit

1. The Special Permit Granting Authority (SPGA) for this ordinance shall be the Jackson Parish Police Jury. Such special permit shall be granted if the Jackson Parish Police Jury determines that the intent of this bylaw/ordinance, as well as its specific criteria, is

met. The SPGA shall not grant a special permit under this section unless the petitioner's application materials include, in the SPGA's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section.

2. Upon receipt of the special permit application, the SPGA shall transmit one copy to the Policy Jurors for their notification. Failure to respond in writing within 30 days of receipt by the Jackson Parish Police Jurors shall indicate approval or no desire to comment by said agent. The applicant shall furnish the necessary number of copies of the application.
3. The SPGA may grant the required special permit only upon finding that the proposed use meets the prohibited uses standards as specified in Section E of this bylaw, all federal, state, and local regulations, and any regulations or guidelines adopted by the SPGA.
4. The applicant shall file 3 copies of a site plan and attachments. The site plan shall be drawn at a proper scale as determined by the SPGA and be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments shall at a minimum include provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures; provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces.
5. Appeals from denial of special permits shall be submitted in writing (letter form) to the Jackson Parish Police Jury within thirty days of receipt of denial. The Jackson Parish Police Jury shall conduct a review and render a decision within thirty days of receipt of appeal request. Adverse decision of the Jackson Parish Police Jury shall be appealed to the state district court.

SECTION G. SAVING CLAUSE

Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the ordinance as a whole or any other part thereof and shall not invalidate any special permit previously issued thereunder.

SECTION H. COMPLIANCE

- A. Based upon the determination that there is a violation of this ordinance, the jurisdiction shall conduct an attempt at informal reconciliation with the violator. As part of such informal reconciliation, the jurisdiction shall:
 - a. Notify the violator by mail of the violation of this ordinance and desire of the jurisdiction to correct the violation through informal reconciliation.

The statement shall also indicate that should the violator refuse to allow the recommended corrective actions within the time set forth by the jurisdiction, action may be taken to correct the violation and the violator will be billed for the cost of taking the corrective action.

- b. Make a good faith effort to meet the violator and resolve/correct the violation.
- B. If after taking the steps above and after a period of 30 days following the mailing of the notice of the violation, the jurisdiction in good faith determines that the violator is unwilling to participate in informal reconciliation and take the corrective actions prescribed, the jurisdiction shall notify the violator by mail of the termination of the informal reconciliation.
- C. The jurisdiction may take corrective actions deemed necessary following 30 days after notifying the violator by mail of the notice of termination of the informal reconciliation, and bill the violator for the reasonable cost of such action.
- D. Citizen Complaints. The jurisdiction is not limited to enforcing this ordinance on citizen complaint. The jurisdiction may enforce this ordinance on its own cognizance. However, any person may submit a verbal or written complaint alleging a violation of this ordinance. Upon receipt of such complaint, the jurisdiction shall conduct an investigation of the allegations and present its findings both to the complainant and the property owner involved and follow the procedures set forth herein above.

SECTION I. ENFORCEMENT

A. Civil

This ordinance may be enforced civilly by suit for injunctive relief or by any other appropriate civil remedy.

B. Criminal

In lieu of a civil enforcement proceeding, a person found in violation of this ordinance shall be imprisoned for a period of time not to exceed _____ months or pay a fine of not more than _____ or both.

The effective date of this ordinance shall be the _____ day of ____, 20____.