

**PROCEEDINGS OF THE POLICE JURY, PARISH OF OUACHITA,
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON,
MONDAY, OCTOBER 5, 2015 AT 5:38 P.M.**

The Police Jury of the Parish of Ouachita, State of Louisiana met in a regular session in the Ouachita Parish Police Jury Meeting Room, Courthouse Building, Monroe, Louisiana on Monday, October 5, 2015 at 5:38 p.m., and was duly convened by Mr. Scotty Robinson, President.

The invocation was given by Dr. Reddix. The Pledge of Allegiance to the flag was led by Dr. Reddix.

<u>Members Present</u>	(6)
Scotty Robinson	District A
Mack Calhoun	District B
Walt Caldwell	District C
Ollibeth Reddix	District D
Shane Smiley	District E
Pat Moore	District F
<u>Members Absent</u>	(0)

APPROVAL OF AGENDA:

The president asked if there were any additions or amendments to the agenda. There were none. Motion offered by Dr. Reddix, seconded by Mr. Caldwell to approve the agenda as published. Motion passed without opposition.

PUBLIC COMMENT PERIOD:

The president asked for public comments on the agenda as approved. No one appeared or came forth to speak during this time.

ADOPTION OF MINUTES:

A motion to adopt the minutes of the regular Police Jury meeting including the committee meeting held on September 21, 2015 with changes to page two was offered by Mr. Caldwell, seconded by Ms. Moore. Motion passed without opposition.

The president announced the following service awards for the month of October.

FIRE DEPARTMENT

Andre Johnson – 30 Years

TREASURER

Anna Arnold – 5 Years

VISITORS:

The president recognized Bill Land, Land 3 Architect. Mr. Land presented Change Order No. 1 for the fire station expansion project. Mr. Land stated that the change order was to replace existing roll up doors at the Fairbanks, Kincaid, and Luna stations and that it will increase the contract amount by \$33,081. Mr. Land stated that the change order would add twenty one days to the contract. Motion offered by Dr. Reddix, seconded by Mr. Caldwell to approve Change Order No. 1. Motion passed without opposition.

A motion to recess the regular meeting and convene as the Board of Review to hear any and all appeals or protests from taxpayers on their 2015 assessments was offered by Mr. Smiley, seconded by Dr. Reddix. Motion passed without opposition.

BOARD OF REVIEW:

The taxpayers filing protests were:

- 1) **Augie J. Bosley**
- 2) **South 2nd Center LLC**
- 3) **AutoZone Store #100142, Assessment # 56733**
- 4) **AutoZone Store #100152, Assessment # 56734**
- 5) **AutoZone Store #100219, Assessment # 56735**
- 6) **Underground Station, Assessment # 146122**
- 7) **Journeys Kidz, Assessment # 184204**
- 8) **Journeys, Assessment # 75584**
- 9) **Crown Castle Towers 05 LLC, Assessment # 147941**
- 10) **Crown Castle South LLC, Assessment # 231526**
- 11) **Pinnacle Towers LLC, Assessment # 82611**
- 12) **Crown Communication, Inc., Assessment #'s 231363-818039, 231363-846448, 231363-846482, 231365-818036, 231365-818038, 231366, 231367-818042, 231367-846458, 231368, 236076**
- 13) **Gas Master Inc., Assessment #'s 219, 172, 306, 520, 971, 1202, 1087, 1802, 65758, 78802, 2204**
- 14) **Shiloh Creek Resources, Assessment #'s 240, 262, 349, 1188, 18934, 56782, 71675, 78705**

The president recognized Augie Bosley, 18 Woodberry, Monroe. Ms. Bosley spoke regarding an issue with the title to her property. Mr. Caldwell stated that the Board of Review can only address the assessment of taxes on the property.

The president recognized Stephanie Smith, Assessor. Ms. Smith spoke regarding Ms. Bosley's appeal and stated that there is an ownership dispute on the property and that the Assessor's office has assessed the property by what was filed in the Clerk of Court's office. Ms. Smith stated that the records in the Clerk of Court's office will need to be changed before the Assessor's office can make the change in their records.

The president recognized Joe Jacobs, 4150-C Old Sterlington Road, Monroe. Mr. Jacobs spoke regarding the assessments for Gas Masters Inc. and Shiloh Creek Resources and stated that his issue is with the inflated valuation that results from the applications of Tax Commission standards to “stripper” wells. These protests were filed in order to bring this issue before the Tax Commission in Baton Rouge.

No other taxpayers appeared to speak regarding the tax appeals.

Ms. Smith asked that the Board of Review uphold the assessments as prepared by the Assessor’s office and presented supporting documentation for the record.

Motion offered by Dr. Reddix, seconded by Mr. Smiley to uphold the property assessments as prepared by the parish assessor and to refer the appeals to the Louisiana Tax Commission. Motion passed with Mr. Caldwell abstaining.

Motion offered by Dr. Reddix, seconded by Ms. Moore to reconvene the regular meeting. Motion passed without opposition.

DEPARTMENT HEAD REPORTS:

The following department heads presented monthly reports.

FIRE DEPARTMENT: Chief Patrick Hemphill

Chief Hemphill stated that the burn ban is still in effect.

GREEN OAKS: Mr. Lamar Anderson, Director

Mr. Anderson presented the bid results for the Fourth Quarter Food & Food Products. Mr. Anderson stated the low bid was from Lamm Food Services for \$23,912.49. Motion offered by Dr. Reddix, seconded by Ms. Moore to accept the low bid from Lamm Food Service. Motion passed without opposition.

LIBRARY: Ms. Robin Toms, Director

Ms. Toms stated that she did not have anything to add to her written report.

LSU AG CENTER: Mr. Richard Letlow

Mr. Letlow presented the agriculture report for Ouachita Parish. Mr. Letlow stated that there will be a meeting on October 14 to teach people how to market produce.

MOSQUITO CONTROL: Ms. Shannon Rider, Director

Ms. Rider stated that there are two pools positive for West Nile and they are treating the areas.

911 OFFICE: Mr. Craig Lott

Mr. Lott stated that his office is now taking texts to 911 for AT&T and Sprint customers. This service will be available from other carries in the future.

FEDERAL PROGRAMS:

Mr. Cammack spoke regarding the certification of the Ouachita Workforce Development Board and stated that certification was needed due to a change in the congressional act. Motion offered by Dr. Reddix, seconded by Ms. Moore to certify the Ouachita Workforce Development Board. Motion passed without opposition.

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A motion to recess the regular meeting in favor of the Personnel Committee meeting was offered by Dr. Reddix, seconded by Mr. Smiley. Motion passed without opposition.

PERSONNEL COMMITTEE MEETING

The chairman, Mr. Smiley, called the Personnel Committee meeting to order at 6:09 p.m.

Motion offered by Mr. Robinson, seconded by Mr. Caldwell to accept the bid from Vantage Health Plan for the 2016 health insurance. Motion passed without opposition.

The chairman recognized Ms. Smith, Human Resources. Ms. Smith presented the quotes for the dental, vision, and life insurances for 2016 and stated that there would be a slight increase on dental and basic life and that vision and voluntary life would remain the same. Motion offered by Dr. Reddix, seconded by Mr. Robinson to renew with MetLife for dental and life insurance and to renew with Guardian for vision insurance for 2016. Motion passed without opposition.

The chairman recognized Chief Hemphill, Fire Department. Chief Hemphill recommended the following personnel actions for approval.

SICK LEAVE

Thomas, Fred	Extended Sick Leave	Effective 9/8/2015
Britt, Jay	Extended Sick Leave	Effective 9/17/2015
Roberts, John	Termination of Extended Sick Leave	Effective 9/28/2015

Motion offered by Ms. Moore, seconded by Dr. Reddix to approve the sick leave as recommended by the chief. Motion passed without opposition.

Chief Hemphill requested approval for Dusty Harris to attend the Fundamentals of Fire Investigation on November 16-20, 2015. Motion offered by Mr. Calhoun, seconded by Dr. Reddix to approve the travel request. Motion passed without opposition.

The chairman stated that Ms. Bennett could not attend the meeting. Ms. Smith presented the personnel actions for Federal Programs.

Motion offered by Dr. Reddix, seconded by Ms. Moore to promote Mary Singh to Federal Programs Case Manager. Motion passed without opposition.

Motion offered by Dr. Reddix, seconded by Ms. Moore to promote Patiece Smith to Administrative Assistant. Motion passed without opposition.

Motion offered by Dr. Reddix, seconded by Mr. Robinson to hire Devon Blackmon as Federal Programs Case Worker. Motion passed without opposition.

Motion offered by Dr. Reddix, seconded by Mr. Calhoun to hire Tiaira Willis as Administrative Assistant. Motion passed without opposition.

A motion to adjourn the Personnel Committee meeting and enter into the Public Works Committee meeting was offered by Dr. Reddix, seconded by Mr. Caldwell. Motion passed without opposition.

PUBLIC WORKS COMMITTEE MEETING

The chairman, Mr. Calhoun, called the Public Works Committee meeting to order at 6:15 p.m. The chairman recognized Mr. Crosby, Engineer.

Mr. Crosby spoke regarding Oak Circle and stated that the contractor was approximately halfway finished with removing the pavement and that all of the drainage is complete.

Mr. Crosby spoke regarding Ole Highway 15 and stated that the bid opening will be October 14.

Mr. Crosby spoke regarding Moon Lake Road and stated that the bid opening will be October 15.

Mr. Crosby spoke regarding Vernon Drive and stated that the contract has been signed.

Mr. Crosby spoke regarding Finks Hideaway Road and stated that the work on the north side of the road is progressing.

There being no other business to come before this committee, a motion to adjourn was offered by Dr. Reddix, seconded by Mr. Robinson. Motion passed without opposition. The meeting was adjourned at 6:19 p.m.

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Motion offered by Ms. Moore, seconded by Dr. Reddix to ratify and adopt all actions taken in the committee meetings. Motion passed without opposition.

MOTIONS * ORDINANCES * RESOLUTIONS:

MR. SCOTTY ROBINSON, DISTRICT A:

Mr. Robinson asked to defer the matter concerning Animal Control's shelter.

Motion offered by Dr. Reddix, seconded by Mr. Robinson to ratify the substantial completion for the LCDBG Prairie Road water project. Motion passed without opposition.

The president recognized Mr. Calhoun, District B.

MR. MACK CALHOUN, DISTRICT B:

Mr. Calhoun, seconded by Dr. Reddix offered the following resolution for adoption:

RESOLUTION NO. 15-36

A RESOLUTION PROVIDING FOR ANNUAL CERTIFICATION OF COMPLIANCE WITH THE STATE OF LOUISIANA REGARDING THE OFF-SYSTEM BRIDGE REPLACEMENT PROGRAM.

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards, and that an inventory of these bridges be maintained by each State; and,

WHEREAS, the responsibility to inspect, rate and load post those bridges under the authority of the Ouachita Parish Police Jury in accordance with those Standards is delegated by the Louisiana Department of Transportation and Development to the Ouachita Parish Police Jury;

NOW, THEREFORE:

BE IT RESOLVED by the Ouachita Parish Police Jury in legal and regular session that the Ouachita Parish Police Jury (herein referred to as the Parish) does hereby certify to the Louisiana Department of Transportation and Development (herein referred to as the DOTD) that for the period from January 1, 2015 through December 31, 2015:

1. The Parish has performed all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.
2. All bridges owned or maintained by the Parish have been structurally analyzed and rated by the Parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the LADOTD for all bridges where the maximum legal load under Louisiana State Law exceeds the load permitted under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the parish to reflect all structural changes, and obsolete structural ratings or any missing structural ratings.
3. All Parish owned or maintained bridges, which require load posting or closing, are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standards Manual Directive No. 1.1.1.8. All DOTD

supplied load-posting information concerning a bridge has been critically reviewed by the Parish Engineer prior to load posting.

4. All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplied to the Parish by the Parish by the LADOTD are noted.

These stipulations are prerequisites to participation by the Parish in the Off-System Bridge Replacement Program.

The above resolution was adopted on the 5th day of October, 2015.

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The president recognized Mr. Caldwell, District C.

MR. WALT CALDWELL, DISTRICT C:

Mr. Caldwell spoke regarding the North Louisiana Criminalistics Laboratory Operating Fund. Motion offered by Mr. Caldwell, seconded by Mr. Smiley to not provide the requested funding to the North Louisiana Criminalistics Laboratory. Motion passed without opposition.

Mr. Caldwell asked for an update on the DOTD traffic study on Highway 134. Mr. Mitchell stated that he sent the resolution to DOTD but that he has not heard back from the state.

Motion offered by Mr. Calhoun, seconded by Mr. Smiley to submit a FY 2016-2017 LCDBG application for water improvements in the Bawcomville Area. Motion passed without opposition.

Mr. Calhoun, seconded by Mr. Smiley offered the following resolution for adoption.

RESOLUTION NO. 15-37

A RESOLUTION ADDRESSING ENGINEERING ASPECTS OF THE PROPOSED FY 2016 - FY 2017 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT.

WHEREAS, the Ouachita Parish Police Jury is desirous of submitting an application to the State of Louisiana, Division of Administration for funding under the FY 2016 - FY 2017 LCDBG program for potable water improvements in the Bawcomville Area; and

WHEREAS, it is necessary to pay all engineering costs associated with the implementation of the LCDBG program to receive one bonus point, should funding become available;

NOW, THEREFORE:

BE IT RESOLVED that the Ouachita Parish Police Jury has hired the engineering firm of Lazenby & Associates, Inc. to provide engineering services relative to the LCDBG program. All engineering fees are established in the LCDBG application and are contingent upon funding of the project by the State of Louisiana, Division of Administration under the FY 2016 or the FY 2017 LCDBG program.

BE IT FURTHER RESOLVED that the Ouachita Parish Police Jury has agreed to utilize local funds to pay all engineering costs associated with the preparation and implementation of the FY 2016 - FY 2017 LCDBG program.

The above resolution was adopted on the 5th day of October, 2015. No opposition.

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Mr. Calhoun, seconded by Mr. Smiley offered the following resolution for adoption.

RESOLUTION NO. 15-38

A RESOLUTION ADDRESSING ADMINISTRATIVE ASPECTS OF THE PROPOSED FY 2016 - FY 2017 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT

WHEREAS, the Ouachita Parish Police Jury is desirous of submitting an application to the State of Louisiana, Division of Administration for funding under the FY 2016 - FY 2017 LCDBG program for potable water improvements in the Bawcomville Area; and

WHEREAS, it is necessary to pay all administrative costs associated with the implementation of the LCDBG program to receive one bonus point, should funding become available;

NOW, THEREFORE:

BE IT RESOLVED that the Ouachita Parish Police Jury has hired the administrative and engineering firms of GNF Management Company, Inc. and Lazenby & Associates, Inc. to assist in the preparation of said application for the fees of \$1,400.00 and \$1,500.00, respectively. An additional fee of \$35,000.00 will be paid to the administrative firm of GNF Management Company, Inc., for subsequent program administration of the LCDBG program. All fees are contingent upon funding of the project by the State of Louisiana, Division of Administration under the FY 2016 or the FY 2017 LCDBG program.

BE IT FURTHER RESOLVED that the Ouachita Parish Police Jury has agreed to utilize local funds to pay the above contract amount and all other administrative costs associated with the preparation and implementation of the FY 2016 - FY 2017 LCDBG program.

The above resolution was adopted on the 5th day of October, 2015. No opposition.

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Mr. Caldwell asked for an update on Old Sterlington Road. Mr. Crosby stated that there is no funding source for the project. Mr. Crosby stated that the cost estimate is \$536,000.

The president recognized Dr. Reddix, District D.

DR. OLLIBETH REDDIX, DISTRICT D:

Dr. Reddix stated that she did not have any items.

The president recognized Mr. Smiley, District E.

MR. SHANE SMILEY, DISTRICT E:

Mr. Smiley asked Mr. Crosby to speak regarding the CWF grants. Mr. Crosby recommended transferring the funds from the Pink Street project to the Day Road water well project and also transferring remaining funds from Pearl Street to the Bawcom Street project. Motion offered by Mr. Smiley, seconded by Mr. Calhoun to transfer the funds and recommended. Motion passed without opposition.

The president recognized Ms. Moore, District F.

MS. PAT MOORE, DISTRICT F:

Motion offered by Ms. Moore, seconded by Dr. Reddix to submit a FY 2016-2017 LCDBG application for sewer improvements in the Tanglewood Area. Motion passed without opposition.

Ms. Moore, seconded by Dr. Reddix offered the following resolution for adoption.

RESOLUTION NO. 15-39

A RESOLUTION ADDRESSING ENGINEERING ASPECTS OF THE PROPOSED FY 2016 - FY 2017 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT

WHEREAS, the Ouachita Parish Police Jury is desirous of submitting an application to the State of Louisiana, Division of Administration for funding under the FY 2016 - FY 2017 LCDBG program for sewer improvements in the Tanglewood Area; and

WHEREAS, it is necessary to pay all engineering costs associated with the implementation of the LCDBG program to receive one bonus point, should funding become available;

NOW, THEREFORE:

BE IT RESOLVED that the Ouachita Parish Police Jury has hired the engineering firm of Lazenby & Associates, Inc. to provide engineering services relative to the LCDBG program.

All engineering fees are established in the LCDBG application and are contingent upon funding of the project by the State of Louisiana, Division of Administration under the FY 2016 or the FY 2017 LCDBG program.

BE IT FURTHER RESOLVED that the Ouachita Parish Police Jury has agreed to utilize local funds to pay all engineering costs associated with the preparation and implementation of the FY 2016 - FY 2017 LCDBG program.

The above resolution was adopted on the 5th day of October, 2015. No opposition.

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Ms. Moore, seconded by Dr. Reddix offered the following resolution for adoption.

RESOLUTION NO. 15-40

A RESOLUTION ADDRESSING ADMINISTRATIVE ASPECTS OF THE PROPOSED FY 2016 - FY 2017 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT

WHEREAS, the Ouachita Parish Police Jury is desirous of submitting an application to the State of Louisiana, Division of Administration for funding under the FY 2016 - FY 2017 LCDBG program for sewer improvements in the Tanglewood Area; and

WHEREAS, it is necessary to pay all administrative costs associated with the implementation of the LCDBG program to receive one bonus point, should funding become available;

NOW, THEREFORE:

BE IT RESOLVED that the Ouachita Parish Police Jury has hired the administrative and engineering firms of GNF Management Company, Inc. and Lazenby & Associates, Inc., to assist in the preparation of said application for the fees of \$1,400.00 and \$1,500.00, respectively. An additional fee of \$35,000.00 will be paid to the administrative firm of GNF Management Company, Inc., for subsequent program administration of the LCDBG program. All fees are contingent upon funding of the project by the State of Louisiana, Division of Administration under the FY 2016 or the FY 2017 LCDBG program.

BE IT FURTHER RESOLVED that the Ouachita Parish Police Jury has agreed to utilize local funds to pay the above contract amount and all other administrative costs associated with the preparation and implementation of the FY 2016 - FY 2017 LCDBG program.

The above resolution was adopted on the 5th day of October, 2015. No opposition.

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ADMINISTRATIVE REPORTS:

The president recognized Mr. Cammack, Treasurer. Mr. Cammack requested approval to purchase a 2016 Ford Transit Van for the maintenance department. Mr. Cammack stated that the cost is \$26,900 and that it is on state contract. Motion offered by Mr. Calhoun, seconded by Dr. Reddix to approve the purchase of the van. Motion passed without opposition.

Mr. Cammack asked to defer the matter concerning the purchase of a vehicle for Information Systems.

The president recognized Chief Hemphill, Fire Department. Chief Hemphill stated that he did not have any additional items.

The president recognized Mr. Mitchell, Assistant District Attorney. Mr. Mitchell stated that he did not have any items.

The president recognized Mr. Murray, Public Works Director. Mr. Murray stated that he did not have any items.

BEER AND WHISKEY APPLICATIONS:

Mr. Mitchell spoke regarding the beer and whiskey applications and recommended approval. Motion offered by Mr. Smiley, seconded by Mr. Calhoun to approve the following applications. Motion passed without opposition.

- 1) SMITH, JASON T. **DBA OUTLAW WILLIE'S SALOON, 202 OLD BASTROP RD, MONROE, LA 71203, RETAIL BEER "CLASS A", RETAIL LIQUOR "CLASS C", 2015 NEW**

- 2) DUGUAY, TROY T. **COTTON PORT BREWING LLC, 5946 HORSESHOE LAKE ROAD, BLDG 3, STERLINGTON, LA 71280, RETAIL BEER "CLASS A", 2015 NEW**

OTHER BUSINESS:

There being no other business to come before the Jury, a motion to adjourn was offered by Mr. Smiley, seconded by Mr. Robinson. The meeting was adjourned at 6:40 p.m.

Scotty Robinson, President

Karen Cupit, Recording Secretary