

**PROCEEDINGS OF THE POLICE JURY, PARISH OF OUACHITA,
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING
HELD ON, MONDAY, FEBRUARY 4, 2013 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, February 4, 2013 at 5:38 p.m., and was duly convened by Mr. Shane Smiley, President.

The invocation was given by Mr. Calhoun. The Pledge of Allegiance to the flag was led by Mr. Calhoun.

<u>Members Present</u>	(5)
Scotty Robinson	District A
Mack Calhoun	District B
Walt Caldwell	District C
Shane Smiley	District E
Pat Moore	District F
<u>Members Absent</u>	(1)
Ollibeth Reddix	District D

APPROVAL OF AGENDA:

The president asked if there were any additions or amendments to the agenda. Mr. Cammack stated that there were two items to add to the agenda. The first was for the OCC camera system. Mr. Cammack stated that approval of the Jury was needed in order for OCC to advertise for Request for Proposals. Mr. Cammack stated that the second item was for a Homeland Security grant extension. Mr. Cammack stated that action was needed on both items before the next meeting of the Jury. Mr. Crosby asked to add the Certificate of Substantial Completion for the OCC sewer project. He added that this action was needed at this time so as not to delay the clear lien period. Motion offered by Mr. Calhoun, seconded by Mr. Caldwell to approve the agenda with the amendments.

Dr. Reddix entered the meeting at this point.

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.

A motion to adopt the minutes of the regular police jury meeting including the Committee Meetings held on January 22, 2013, was offered by Mr. Caldwell, seconded by Mr. Calhoun. Motion passed with Mr. Smiley abstaining.

PUBLIC HEARING:

The president convened a Public Hearing on Ordinance No. 9009 - An ordinance amending Section 14-1 of the Compiled Ordinances of the Ouachita Parish Police Jury, to establish a speed limit of fifteen (15) miles per hour for Barr Lane; providing for a public hearing; and further providing with respect thereto. No one appeared to speak in favor of or against said ordinance. Motion offered by Ms. Moore, seconded by Mr. Calhoun to close the Public Hearing. Motion passed without opposition.

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

Green Oaks

Jermaine Cooper – 10 Years

Fire Department

Donnie Holloway – 25 Years

John Cox – 25 Years

Todd Thompson – 25 Years

Mervyn Matlock – 25 Years

Roderick Simmons – 25 Years

James Lofton – 25 Years

Michael Demoss – 25 Years

Jay Barfield – 25 Years

David Harris – 25 Years

Michael Young – 25 Years

Dinnon Butler – 25 Years

Mark Bennett – 25 Years

Steven McMullen – 25 Years

VISITORS:

The president recognized Bill Land with Land 3 Architect Inc. Mr. Land presented the bid results for the courthouse chiller 2. Mr. Land stated that the low conforming bid for the base bid and alternate bid was from Byrnes Mechanical Contractors Inc. in the amount of \$168,200. Mr. Cammack stated this item was under Mr. Calhoun's name and asked to take the matter up at this time. Motion offered by Mr. Calhoun, seconded by Dr. Reddix to accept the low conforming bid for chiller 2. Motion passed without opposition.

Mr. Land spoke regarding the roof replacement at OCC. Motion offered by Mr. Calhoun, seconded by Mr. Robinson to approve Mr. Land to prepare plans and specifications for replacing the roofs on Dorms C and D with funds from the 2007 Major Repairs Fund. Discussion ensued. Mr. Cammack stated that the estimated amount would be \$250,000 which included the architect's fees. Mr. Land stated that the roofs on Dorm F and laundry building were also in need of repairs. Mr. Cammack stated the estimated amount to include Dorm F and laundry building would be \$500,000. Mr. Calhoun amended his motion to approve Mr. Land to prepare plans and specifications for replacing the roofs on Dorms C, D, F and laundry building. Motion passed without opposition.

The president recognized Rev. James Johnson of 985 Moore Road, Monroe. Rev. Johnson spoke regarding Parker Road. Rev. Johnson stated his concerns with the closing of Parker Road for the replacement of a cross-drain. Rev. Johnson asked if repairs could be made within one day. Mr. Murray stated that the cross-drain failed so they will have to close the road in order to make repairs. Mr. Murray stated that the Public Works Department would try to get the work done within one day but it may take two days.

DEPARTMENT HEAD REPORTS:

The following department heads presented monthly reports.

CODE ENFORCEMENT:

Deputy Wayne Heckford

Deputy Heckford stated that he did not have any items to add to his written report.

FIRE DEPARTMENT:

Chief Patrick Hemphill

Chief Hemphill asked to take up the matter regarding the Fire Management Software RFP. Chief Hemphill recommended accepting the proposal from New World. Motion offered by Ms. Moore, seconded by Mr. Caldwell to accept the proposal as recommended. Motion passed without opposition.

GREEN OAKS:

Mr. Lamar Anderson, Director

Mr. Anderson stated that he did not have any items to add to his written report.

HOMELAND SECURITY & EMERGENCY PREPAREDNESS AGENCY:

Mr. Tracy Hilburn, Director

Mr. Hilburn spoke regarding the grant extension for Homeland Security. Mr. Hilburn stated that the money has to be spent by March 31. Mr. Hilburn stated the funds had designated uses including the setup of a backup dispatch location. Motion offered by Ms. Moore, seconded by Mr. Robinson to allow Homeland Security to expend grant funds for the designated projects. Motion passed without opposition.

Mr. Hilburn distributed a press release regarding an early warning system for the parish. ALERT FM will allow the Homeland Security office to notify residents of emergency information via ALERT FM receivers and smartphone applications for Apple iOS and Google Android. The system was purchased with grant funding. There is a local distributor of the receivers.

LIBRARY:

Ms. Robin Toms, Director

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

MOSQUITO CONTROL:

Ms. Shannon Rider, Director

Ms. Rider requested to purchase two replacement trucks in the amount of \$16,225.50. Motion offered by Mr. Robinson, seconded by Dr. Reddix to approve the purchase. Motion passed without opposition.

Ms. Rider presented the 2013 chemical bid results. Motion offered by Mr. Robinson, seconded by Dr. Reddix to award the various chemical bids to the following lowest conforming bidders: Adapco, Target Specialty Products, Clarke Mosquito Control., AllPro Vector Group HPI Inc. and Univar USA. Motion passed without opposition.

The president asked to take up the travel request at this time. Motion offered by Mr. Caldwell, seconded by Mr. Calhoun to approve Mr. Rider to travel to Atlantic City, NJ for the AMCA Annual Meeting. Motion passed without opposition.

OCC CORRECTIONS:

Warden Patrick Johnson

Warden Johnson asked for approval to go out for RFP for the video visitation system at OCC. Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve the warden and Mr. Lee Morris to go out for RFP. Motion passed without opposition.

911 OFFICE:

Mr. Craig Lott

Mr. Lott stated that he did not have any items to add to his written report.

SECTION 8 HOUSING:

Ms. Doretha Bennett, Interim Director

Ms. Bennett stated that 861 applications were accepted for the waiting list. Ms. Bennett also stated she is cross training other staff to work in the Section 8 office. Mr. Mitchell spoke regarding the rental rate analysis that was under Dr. Reddix's name on the agenda and stated that Mr. Roark would get in contact with Ms. Bennett to get a quote on doing the analysis. No action was taken.

WORKFORCE INVESTMENT:

Ms. Doretha Bennett, Director

The president asked to take up the matter concerning the WIA Disability Resource Coordinator Contract. Motion offered by Dr. Reddix, seconded by Mr. Calhoun to accept the grant. Motion passed without opposition.

The president asked to take up the WIA personnel items at this time. Motion offered by Dr. Reddix, seconded by Mr. Robinson to approve the job description for the disability resource coordinator. Motion passed without opposition.

Motion offered by Dr. Reddix, seconded by Mr. Calhoun to open two positions for Office Assistant I and hire Terri Lowens and Jacqueline Arnold for those positions and to open the positions for Office Assistant II and hire Kylie Hendrix for that position. Motion passed without opposition.

Mr. Cammack asked to take up the item for the OCC camera system RFP at this time. Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve the warden to go out for RFP for the camera system. 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 Mr. Caldwell, seconded by Mr. Calhoun. Motion passed without opposition.

PERSONNEL COMMITTEE MEETING

The chair, Dr. Reddix, called the Personnel Committee meeting to order at 6:38 p.m. The chair recognized Chief Hemphill, Fire Department.

Chief Hemphill recommended the following personnel actions for approval.

TERMINATION

Fowler, Bobby	Retired	Effective 02/01/2013
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Motion offered by Mr. Calhoun, seconded by Mr. Caldwell to approve the termination as recommended by the chief. Motion passed without opposition.

PROMOTIONS

Barfield, Jay	From Sub. Dist. Chief	To Prob. Dist. Chief	Effective 02/04/2013
Matlock, Billy	From Perm. Fire Driver	To Prob. Fire Captain	Effective 02/04/2013

Motion offered by Ms. Moore, seconded by Mr. Calhoun to approve the promotions as recommended by the chief. Motion passed without opposition.

SICK LEAVE

Matlock, Billy	Termination of Extended Sick Leave	Effective 01/19/2013
McMullen, Artie	Termination of Extended Sick Leave	Effective 01/29/2013

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

The chair recognized Mr. Anderson, Green Oaks. Mr. Anderson asked to open two female positions and one male position for Juvenile Detention Officer II part-time. Motion offered by Mr. Robinson, seconded by Mr. Calhoun to open the positions. Motion passed without opposition.

There being no other business to come before this committee, a motion to adjourn was offered by Mr. Caldwell, seconded by Mr. Robinson. Motion passed without opposition.

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A motion to enter into the Public Works Committee meeting was offered by Mr. Robinson, seconded by Mr. Calhoun. Motion passed without opposition.

PUBLIC WORKS COMMITTEE MEETING

The chairman, Mr. Calhoun, called the Public Works Committee meeting to order at 6:41 p.m. The chairman recognized Mr. Kevin Crosby, Engineer.

Mr. Crosby recommended approval of Change Order No. 1 in the amount of \$1,600 for Highland Subdivision OCD/DRU project. The Town of Sterlington will pay for the charges. Motion offered by Mr. Caldwell, seconded by Dr. Reddix to approve the change order as recommended. Motion passed without opposition.

Mr. Crosby stated that the Martin Luther King Drive OCD/DRU project is complete and final inspection was done on January 30 and asked the Jury to accept the substantial completion. Motion offered by Dr. Reddix, seconded by Mr. Smiley to accept the substantial completion. Motion passed without opposition.

Mr. Crosby stated that construction on the H-1 Canal is set for March 4.

Mr. Crosby stated that Mr. Roark will have a broker's opinion on the T-1A Canal later in the week and that Mr. Roark will start on the J-1D and J-1E Canals within the next week.

Mr. Crosby stated that the OCC sewer project is complete and asked the Jury to accept the substantial completion. Motion offered by Mr. Smiley, seconded by Dr. Reddix to accept the substantial completion. Motion passed without opposition.

Mr. Crosby stated that he received the core results on Keystone Road and Harmon Johnson Road. Mr. Crosby stated that he would meet with Mr. Murray later in the week to work on planning for these projects.

Mr. Crosby stated that he is working on Green Springs, Oak Circle, Town & Country and Tanglewood drainage projects. Mr. Crosby stated that he has been in contact with the state on the Oak Circle project.

Mr. Crosby stated that the plans and specifications are ready on the Vernon Drive project. Mr. Crosby also stated that he may be able to do a pre-application for Statewide Flood Control for the project along with Hannah's Run and Lonewa. Mr. Crosby stated that the estimated cost would be \$6,000 for each application. Discussion ensued. No action was taken.

Mr. Crosby stated that the advance check prints were submitted to DOTD for Moore Road Bridge.

Mr. Calhoun asked for an update on the Ike Kelly Road Bridge. Mr. Murray stated that the pile-driving contractor has moved equipment to the site.

There being no other business to come before this committee, a motion to adjourn and reconvene the regular meeting was offered by Dr. Reddix, seconded by Mr. Robinson. Motion passed without opposition. The meeting was adjourned at 6:55 p.m.

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MOTIONS * ORDINANCES * RESOLUTIONS:

The president recognized Mr. Robinson, District A.

MR. SCOTTY ROBINSON, DISTRICT A:

Motion offered by Mr. Robinson, seconded by Dr. Reddix to accept the lowest conforming bid from Southern Roofing & Vinyl Siding, LLC in the amount of \$28,000 for repairs on the courthouse and annex roofs. Motion passed without opposition.

Mr. Robinson, seconded by Dr. Reddix, offered the following ordinance for adoption.

ORDINANCE NO. 9009

AN ORDINANCE AMENDING SECTION 14-1 OF THE COMPILED ORDINANCES OF THE OUACHITA PARISH POLICE JURY, TO ESTABLISH A SPEED LIMIT OF FIFTEEN (15) MILES PER HOUR FOR BARR LANE; PROVIDING FOR A PUBLIC HEARING; AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, a decrease of the speed limit for Barr Lane to fifteen (15) miles per hour is in the public interest;

NOW, THEREFORE:

BE IT ORDAINED by the Ouachita Parish Police Jury in legal and regular session that Section 14-1 of the Compiled Ordinances of the Ouachita Parish Police Jury, be, and is hereby, supplemented and amended to establish and provide for a specific speed limit of fifteen (15) miles per hour for Barr Lane.

The Ordinance was introduced on the 22nd day of January, 2013.

The ordinance was submitted to a roll call vote, and the vote thereon was as follows

YEAS: (6) Mr. Scotty Robinson, District A; Mr. Mack Calhoun, District B; Mr. Walt Caldwell, District C; Dr. Ollibeth Reddix, District D; Mr. Shane Smiley, District E; and Ms. Pat Moore, District F.
NAYS: (0)
ABSTAIN: (0)
ABSENT: (0)

The ordinance was adopted this 4th day of February 2013.

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Mr. Robinson, seconded by Mr. Caldwell, offered the following resolution for adoption.

RESOLUTION NO. 13-04

A RESOLUTION APPROVING AN AMENDMENT OF THE ROADSIDE “SET-BACK” LINE OF LOT 27, UNIT 2, CALVERT COUNTRY ESTATES SUBDIVISION; AND, FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the Plat of Calvert Country Estates Subdivision, Unit 2, on file in Plat Book 20, Page 63 of the records of the Ouachita Parish Clerk of Court establishes a roadside set-back line 30 feet from the right-of-way line of St. Andrews Drive affecting a portion of Lot 27 of said subdivision;

WHEREAS, in order to accommodate the construction of a home on said Lot 27, the owner has requested that the 30’ portion of the roadside set-back line for this lot be reduced to 25’ from the right-of-way line;

WHEREAS, the requested 25’ set-back exceeds the minimum 20’ front set-back required by the Ouachita Parish subdivision regulations; and,

WHEREAS, the Ouachita Parish Public Works Department has determined that the requested 25’ set-back line is sufficient to preserve adequate site-distances along St. Andrews Drive and that the reduction of the present 30’ set-back on the lot in question to 25’ does not present any safety issue or otherwise impair the public interest; and,

NOW THEREFORE:

BE IT RESOLVED that the Ouachita Parish Police Jury hereby approves the reduction of the 30’ roadside “set-back” line affecting a portion of Lot 27, Unit 2, Calvert Country Estates Subdivision to 25’ and authorizes the Clerk of Court to file such Plats or other documents as are reasonable and necessary to memorialize said reduction of the set-back line on the lot in question;

BE IT FURTHER RESOLVED, that the Clerk of Court is hereby requested to note the adoption of this Resolution and note its substance on the plat of said Unit 2, Calvert Country Estates Subdivision on file in Plat Book 20, Page 63 of the records of the Ouachita Parish Clerk of Court.

The above resolution was adopted on the 4th day of February 2013. No opposition.

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The president recognized Mr. Calhoun, District B.

MR. MACK CALHOUN, DISTRICT B:

Motion offered by Mr. Calhoun, seconded by Mr. Robinson to purchase six tons of lime for \$500 for the nursery pond and have the Public Works Department to haul the lime. Motion passed without opposition.

The president recognized Mr. Caldwell, District C.

MR. WALT CALDWELL, DISTRICT C:

Motion offered by Mr. Caldwell, seconded by Mr. Robinson to apply for an LGAP grant for chemicals for Bayou Desiard for \$15,000. Motion passed without opposition.

The president recognized Dr. Reddix, District D.

DR. OLLIBETH REDDIX, DISTRICT D:

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

MR. SHANE SMILEY, DISTRICT E:

Mr. Smiley stated that Mr. Hilburn has submitted a letter of resignation and that his last day will be March 31. Motion offered by Mr. Smiley, seconded by Mr. Robinson for the Police Jury, acting in its capacity as fiscal agent for the Ouachita Parish Office of Homeland Security and Emergency Preparedness, to open the position of Homeland Security director and advertise for the position. 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 approve Change Order No. 1 for Shady Grove Elementary School Safe Routes to School project. Motion passed without opposition.

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ADMINISTRATIVE REPORTS:

The president recognized Mr. Cammack, Treasurer.

FISCAL: Mr. Brad Cammack, Treasurer

Mr. Cammack reminded the jurors that the Annual Police Jury Convention will be February 20-22.

Mr. Cammack stated that the Police Jury offices will be closed February 18 and the next meeting will be on Tuesday, February 19.

The president recognized Mr. Mitchell, Assistant District Attorney.

LEGAL: Mr. Jay B. Mitchell, Assist. Dist. Attorney

Mr. Mitchell stated that he did not have any items.

The president recognized Mr. John Tom Murray, Public Works Director.

PUBLIC WORKS: Mr. John Tom Murray, 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. Mr. Mitchell stated approval was needed for the Northeast LA Motorcyclists for Kids to use the Cheniere Lake Park. Motion offered by Mr. Robinson, seconded by Mr. Calhoun to approve the following applications and allow use of the park for the special event. Motion passed without opposition.

- 1) **FRANKLIN, WAYNE** **DBA BROKEN PROMISES LOUNGE, 1600 JONESBORO RD., WEST MONROE, LA 71292, RETAIL BEER “CLASS A”, RETAIL LIQUOR “CLASS C”, 2013 RENEWAL**

- 2) **WHITFIELD, SHATERICA** **DBA SUGAA SHACK, 601 SMITH STREET, WEST MONROE, LA 71292, AFTER HOURS, 2013 NEW**

- 3) **LANGSTON, JIMMY** **SPECIAL EVENT PERMIT FOR THE NORTHEAST LA MOTORCYCLISTS FOR KIDS, LOCATION CHENIERE LAKE PARK ON JUNE 13-15, 2013 - CLASS A BEER PERMIT**

OTHER BUSINESS:

There being no other business to come before the Jury, a motion to adjourn was offered by Mr. Robinson, seconded by Mr. Calhoun. The meeting was adjourned at 7:15 p.m.

A D J O U R N !

Shane Smiley, President

Karen Cupit, Recording Secretary