

**PROCEEDINGS OF THE POLICE JURY, PARISH OF OUACHITA,
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING
HELD ON, MONDAY, MAY 6, 2013 AT 5:37 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, May 6, 2013 at 5:37 p.m., and was duly convened by Mr. Shane Smiley, President.

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

<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. Mr. Mitchel asked to add Ordinance No. 9014 to the agenda for introduction only. He explained that a contractor had called today regarding availability to perform work related to this ordinance and that adding the matter to the agenda would facilitate scheduling the work if the ordinance passes. Motion offered by Mr. Calhoun, seconded by Dr. Reddix to add the ordinance to the agenda. Motion passed without opposition.

Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve the agenda as amended. 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 April 15, 2013, was offered by Dr. Reddix, seconded by Mr. Robinson. Motion passed without opposition.

A motion to adopt the minutes of the special Police Jury meeting held on April 26, 2013, was offered by Dr. Reddix, seconded by Mr. Robinson. Motion passed with Mr. Smiley and Ms. Moore abstaining.

SERVICE AWARDS FOR THE MONTH OF MAY:

Animal Control

Toby Danna – 15 Years

Fire Department

Ricky McCarthy – 25 Years

Jimmy Mobley – 25 Years

Kevin Hill – 25 Years

Christopher Lenard – 25 Years

Craig Crawford – 25 Years

Roger Greer – 25 Years

David Lehne – 25 Years

Jeffery Raney – 25 Years

Ronald Wallace – 25 Years

Randal Howard – 25 Years

Green Oaks

Lamar Anderson – 15 Years

Charlotte South – 15 Years

Nelse Ward – 15 Years

Public Works

James Williams – 20 Years

Purchasing

Leslie Jones – 10 Years

Treasurer

Laura Williams – 5 Years

Karen Cupit – 20 Years

WIA

Sharon Jones – 5 Years

VISITORS:

The president recognized Bill Land, Land 3 Architect, Inc. Mr. Land presented the substantial completion certificates for the courthouse chillers. Motion offered by Mr. Calhoun, seconded by Mr. Robinson to accept the substantial completions. Motion passed without opposition.

Mr. Land presented the bid results for the Health Unit roof and stated that the lowest conforming bid was from Terry's Roofing and Sheet Metal in the amount of \$342,000. Motion offered by Dr. Reddix, seconded by Mr. Robinson to accept the lowest conforming bid from Terry's Roofing and Sheet Metal. Motion passed without opposition.

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.

FEDERAL PROGRAMS: Ms. Doretha Bennett, Director

Motion offered by Dr. Reddix, seconded by Ms. Moore to accept Amendment #1 to the WIA contract. Motion passed without opposition.

Motion offered by Dr. Reddix, seconded by Ms. Moore to accept the Trade Adjustment Integration contract. Motion passed without opposition.

FIRE DEPARTMENT: Chief Patrick Hemphill

Chief Hemphill stated that he did not have any items to add to his written report.

GREEN OAKS: Mr. Lamar Anderson, Director

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

LIBRARY: Ms. Robin Toms, Director

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

OCC: Warden Patrick Johnson

Warden Johnson requested approval to purchase four vehicles. Mr. Cammack stated that this purchase was included in the budget for 2012 but the vehicles were never purchased, and that the 2013 budget would be later amended to reflect these purchases. Motion offered by Mr. Caldwell, seconded by Mr. Calhoun to approve the purchase of four vehicles. Motion passed without opposition.

Mr. Caldwell asked for an update on the video conferencing. Warden Johnson stated that the Request for Proposals is finished and he would be sending it out this month.

PRE-TRIAL DETAINEES: Ms. Julia Kirby, Coordinator

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

FAMILY JUSTICE CENTER: Ms. Judy Bell

Ms. Bell distributed a handout and gave an update on the Family Justice Center. Ms. Bell stated that the project coordinator has resigned and requested to hire Amelia Papillion to the position of project coordinator. Mr. Cammack stated that this item was on the Personnel Committee meeting and asked to take it up at this time. Motion offered by Mr. Caldwell, seconded by Mr. Robinson to open the position of project coordinator and hire Amelia Papillion to the position. 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. Robinson, seconded by Mr. Caldwell. Motion passed without opposition.

PERSONNEL COMMITTEE MEETING

The chair, Dr. Reddix, called the Personnel Committee meeting to order at 5:57 p.m.

The chair recognized Mr. Smiley. Mr. Smiley spoke regarding the Homeland Security director's position and stated that the Homeland Security Council interviewed three candidates and recommended hiring Archie Neal Brown. Motion offered by Mr. Smiley, seconded by Mr. Calhoun, to hire Archie Neal Brown to the position of Homeland Security director. Motion passed with Mr. Caldwell abstaining.

Dr. Reddix spoke regarding updating the personnel manual. Dr. Reddix stated that she has been meeting with the department heads regarding the matter and presented the updates that have been requested to date. Dr. Reddix explained that once the updates were completed the updated personnel manual would be submitted for adoption by formal ordinance or resolution. Motion offered by Ms. Moore, seconded by Dr. Reddix to accept the updates presented by Dr. Reddix. Motion passed with Mr. Caldwell abstaining.

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

SICK LEAVE

Greer, Steve	Extended Sick Leave	Effective 04/10/2013
Thornton, Bruce	Extended Sick Leave	Effective 04/16/2013
Wallace, Ronald	Extended Sick Leave	Effective 04/19/2013

Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve the sick leave as recommended by the chief. Motion passed without opposition.

ADMINISTRATIVE LEAVE WITH PAY

Lawrence, Ronald	Administrative Leave with Pay	Effective 04/04/2013
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Motion offered by Mr. Caldwell, seconded by Dr. Reddix to approve the administrative leave with pay as recommended by the chief. Motion passed without opposition.

LEAVE WITHOUT PAY

Mobley, Jimmy	Military Leave Without Pay	Effective 04/19/2013
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Motion offered by Mr. Robinson, seconded by Mr. Caldwell to approve the leave without pay as recommended by the chief. Motion passed without opposition.

TERMINATION

Lawrence, Ronald	Retired	Effective 05/02/2013
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Motion offered by Mr. Smiley, seconded by Mr. Caldwell to approve the termination as recommended by the chief. Motion passed without opposition.

Chief Hemphill recommended hiring Timothy Strong to the position of firefighter recruit contingent upon passing necessary medical exams. Motion offered by Mr. Smiley,

seconded by Mr. Caldwell to approve the new hire as recommended by the chief. Motion passed without opposition.

The chair recognized Mr. Cammack, Treasurer. Mr. Cammack spoke regarding the sick leave donation request and stated that upon resignation an employee requested to donate 24 hours of sick leave to a fellow employee. Discussion ensued. After discussion, motion offered by Mr. Robinson, seconded by Mr. Caldwell to deny the sick leave donation request. Motion passed without opposition.

Mr. Cammack spoke regarding the payroll position and stated that with Patti Robideaux retiring duties would be shifted to other employees. Mr. Cammack requested a salary increase for Robin White, Laura Williams, and Sonya Abundiz. Motion offered by Mr. Caldwell, seconded by Mr. Smiley to approve a 10% salary increase for Robin White, Laura Williams, and Sonya Abundiz with a probationary increase for Robin White in 90-180 days. Discussion ensued. After discussion, motion passed without opposition.

Mr. Cammack spoke regarding the computer tech probationary increase and stated that he and Mr. Morris performed an evaluation on Robert Gaines and recommended a 10% salary increase. Motion offered by Mr. Caldwell, seconded by Mr. Smiley to approve the salary increase for Robert Gaines. Motion passed without opposition.

The chair recognized Ms. Bennett, Federal Programs. Ms. Bennett requested to hire Tracie Pohlman to the position of Disability Resource Coordinator. Motion offered by Mr. Caldwell, seconded by Ms. Moore to hire Tracie Pohlman. Motion passed without opposition.

Ms. Bennett spoke regarding the salary increases for WIA employees. Ms. Bennett stated that the current WIA employees will be sharing duties between WIA and Section 8. Ms. Bennett discussed the responsibilities of each employee. Discussion ensued. Motion offered by Ms. Moore, seconded by Dr. Reddix to approve the salary increases as recommended. Motion failed with Mr. Calhoun, Mr. Smiley, and Mr. Robinson opposing and Mr. Caldwell abstaining.

Ms. Bennett recommended assigning Rondreca Burt, Kylie Hendry, and Deidra Willis to Section 8. Motion offered by Mr. Caldwell, seconded by Mr. Smiley to assign Rondreca Burt, Kylie Hendry, and Deidra Willis to Section 8 at their current salaries. Motion passed without opposition.

There being no other business to come before this committee, a motion to adjourn and enter into the Public Works Committee meeting was offered by Mr. Caldwell, seconded by Mr. Robinson. Motion passed without opposition.

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Ms. Moore and Dr. Reddix exited the meeting at this point.

PUBLIC WORKS COMMITTEE MEETING

The chairman, Mr. Calhoun, called the Public Works Committee meeting to order at 7:13 p.m. The chairman recognized Mr. Murray, Director.

Ms. Moore returned to the meeting at this point.

Mr. Murray presented the bid results for three tandem axle dump trucks and recommended accepting the lowest conforming bid from Cooper Truck Center in the amount of \$266,802. Motion offered by Mr. Caldwell, seconded by Mr. Robinson to accept the low bid from Cooper Truck Center. Motion passed without opposition.

The chairman recognized Joey Riggin, Lazenby & Associates. Mr. Riggin spoke regarding the Highland Subdivision Disaster Recovery project and stated that the lien period ended May 2.

Mr. Riggin spoke regarding the Green Springs project and stated that the project has been advertised for bids and the bid opening will be May 30.

Mr. Riggin spoke regarding the OCC Sewer project and stated that the lien period has ended.

There being no other business to come before this committee, a motion to adjourn and reconvene the regular meeting was offered by Mr. Smiley, seconded by Mr. Caldwell. Motion passed without opposition. The meeting was adjourned at 7:15 p.m.

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MOTIONS * ORDINANCES * RESOLUTIONS:

The president recognized Mr. Robinson, District A.

MR. SCOTTY ROBINSON, DISTRICT A:

Mr. Robinson asked that the matter concerning Stan Wall Road be deferred until the next meeting of the Jury.

The president recognized Mr. Calhoun, District B.

MR. MACK CALHOUN, DISTRICT B:

Mr. Calhoun asked for an update on the T-1A Canal project. Mr. Riggin stated that GNF Management is still working on obtaining the rights-of-way. No action was taken on this item.

Mr. Calhoun asked for an update on the Vernon Drive Canal. Mr. Riggin stated that they are still working on the plans and specifications and they should advertise for bids within the next week. No action was taken on this item.

Dr. Reddix returned at this point in the meeting.

Mr. Calhoun offered the following ordinance for introduction.

ORDINANCE NO. 9014

AN ORDINANCE REVOKING THAT PORTION OF MOUTH-OF-CYPRESS ROAD LOCATED NORTH AND WEST OF SAID ROAD'S EASTERNMOST INTERSECTION WITH THE SOUTH BOUNDARY OF THE SW/4 OF THE SE/4 OF SEC, 3, T15N, R3E; AND, FURTHER PROVIDING WITH RESPECT THERETO.

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The president recognized Mr. Caldwell, District C.

MR. WALT CALDWELL, DISTRICT C:

Mr. Caldwell asked for an update on Keystone Road. Mr. Riffin stated that the project has been advertised for bids and the bid opening will be May 30. No action was taken on this item.

Mr. Caldwell asked for an update on the bridge at Bartholomew Woods Subdivision. Mr. Mitchell stated that both Ouachita and Morehouse Parishes have approved the cooperative endeavor agreement. No action was taken on this matter.

The president recognized Dr. Reddix, District D.

DR. OLLIBETH REDDIX, DISTRICT D:

Dr. Reddix asked for an update on the Stonegate Road project in Pine Bayou subdivision. Mr. Riffin said the survey crew is scheduled to perform the topographic survey later in the week. No action was taken on this matter.

Dr. Reddix asked for an update on the H-1 Canal Disaster Recovery project. Mr. Riffin stated that the project is under construction. No action was taken on this matter.

MR. SHANE SMILEY, DISTRICT E:

Mr. Smiley spoke regarding the cooperative endeavor agreement with the Ouachita Council on Aging and stated that they requested funding in the amount of \$10,000 and that it was included in the 2012 budget. Motion offered by Mr. Smiley, seconded by Mr. Calhoun to enter into a cooperative endeavor agreement with the Ouachita Council on Aging. Motion passed without opposition.

The president recognized Ms. Moore, District F.

MS. PAT MOORE, DISTRICT F:

Ms. Moore asked for an update on the Ouachita RV Park. Mr. Mitchell stated that he has not been able to talk to the City of Monroe and that he wanted to talk to Mr. Cole on the meeting with DEQ. Mr. Cole stated that DEQ said it was not in their jurisdiction and that he has contacted the City of Monroe. No action was taken on this matter.

Ms. Moore asked for an update on Harmon Johnson Road. Mr. Riggin stated that the survey and plan sheets have been completed. No action was taken on this item.

Ms. Moore asked for an update on Moore Road Bridge. Mr. Riggin stated that DOTD is still working on the environmental. No action was taken on this matter.

Ms. Moore asked for an update on the J-1D and J-1E Canals. Mr. Riggin stated that the plans and specifications, right-of-way maps and agreements are complete and GNF Management is obtaining the signatures for the rights-of-way. No action was taken on this matter.

Ms. Moore asked that the matter concerning Charmingdale Subdivision drainage be deferred until the next meeting of the Jury.

Ms. Moore stated that the ribbon cutting and dedication for the Hadley Street Bridge will be on Friday, May 17 at 9:00 a.m.

ADMINISTRATIVE REPORTS:

The president recognized Mr. Cammack, Treasurer.

FISCAL: Mr. Brad Cammack, Treasurer

Mr. Cammack spoke regarding the invoice from North Delta Regional Planning and stated that the invoice was for the redrawing of district lines and the invoice was in the amount of \$15,000. Motion offered by Ms. Moore, seconded by Mr. Caldwell to approve payment of the invoice. Motion passed without opposition.

Mr. Cammack informed the Jury that he will be on vacation the week of June 3-7.

Mr. Cammack informed the Jury that the audit is ongoing.

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 additional items.

BEER AND WHISKEY APPLICATIONS:
There were none.

OTHER BUSINESS:

There being no other business to come before the Jury, a motion to adjourn was offered by Mr. Robinson, seconded by Mr. Caldwell. The meeting was adjourned at 7:38 p.m.

A D J O U R N !

Shane Smiley, President

Karen Cupit, Recording Secretary