

**PROCEEDINGS OF THE POLICE JURY, PARISH OF OUACHITA,  
STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING  
HELD ON, MONDAY, JULY 1, 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, July 1, 2013 at 5:40 p.m., and was duly convened by Mr. Shane Smiley, President.

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

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

**APPROVAL OF AGENDA:**

The president asked if there were any additions or amendments to the agenda. There were none. Motion offered by Mr. Caldwell, seconded by Mr. Robinson 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.

A motion to adopt the minutes of the regular Police Jury meeting including the Committee Meetings held on June 17, 2013, was offered by Mr. Caldwell, seconded by Mr. Calhoun. Motion passed without opposition.

**SERVICE AWARDS FOR THE MONTH OF JULY:**

**911 Office**  
Kimberly Manhart – 15 Years

**VISITORS:**

The president recognized Tana Trichel with the Northeast Louisiana Economic Alliance. Ms. Trichel distributed a handout and spoke regarding four possible sites in Ouachita Parish to be certified for projects.

The president recognized Dorothy Dupree with the J. S. Clark Cemetery Advisory Board. Ms. Dupree stated that the advisory board had submitted rules and regulations to Mr. Mitchell. Mr. Mitchell stated that he will put the rules and regulations in the form of an ordinance to bring before the Jury.

**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. Ms. Moore spoke regarding illegal dumping and asked Deputy Heckford to offer suggestions on how to prevent the illegal dumping.

**FEDERAL PROGRAMS:**

**Ms. Doretha Bennett, Director**

Motion offered by Dr. Reddix, seconded by Ms. Moore to accept Amendment #1 to the LaJET 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.

**HOMELAND SECURITY:**

**Mr. Neal Brown, Director**

Mr. Brown 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.

**911 OFFICE:**

**Mr. Craig Lott**

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

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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 Dr. Reddix. Motion passed without opposition.

**PERSONNEL COMMITTEE MEETING**

The chair, Dr. Reddix, called the Personnel Committee meeting to order at 6:03 p.m.

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

**SICK LEAVE**

Matlock, Mervyn	Extended Sick Leave	Effective 05/01/2013
Amin, Ismail	Extended Sick Leave	Effective 05/23/2013

Jordan, Perry	Extended Sick Leave	Effective 06/11/2013
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Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve the sick leave as recommended by the chief. Motion passed without opposition.

**TERMINATIONS**

Green, Benjamin	Resigned	Effective 06/13/2013
Jordan, Donald	Retired	Effective 06/25/2013

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

**PROMOTION**

Roberts, J.	From Fire Driver	To Prob. Fire Captain	Effective 07/01/2013
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Motion offered by Ms. Moore, seconded by Mr. Calhoun to approve the promotion as recommended by the chief. Motion passed without opposition.

Chief Hemphill recommended hiring Xavier Mathis, Jimmy Stewart, and T. Parnell to the position of probationary firefighter contingent upon their passing all required tests. Motion offered by Ms. Moore, seconded by Dr. Reddix to approve the new hires as recommended by the chief. Motion passed without opposition.

The chair recognized Mr. Cammack, Treasurer. Mr. Cammack spoke regarding the travel request for Lee Morris and stated that Mr. Morris was requesting to travel to Marshall County, Alabama to review their network for the 911 Office upgrade project. Mr. Cammack also stated that Mr. Morris was requesting to travel to Cherokee County, Alabama and Calcasieu Parish, Louisiana for the Jail Management Software project at the Ouachita Correctional Center and Green Oaks Juvenile Detention Center. Mr. Cammack also stated that employees from the 911 Office and Green Oaks are included in the travel request. Motion offered by Mr. Robinson, seconded by Mr. Calhoun to approve the travel request. Motion passed without opposition.

Mr. Cammack spoke regarding the personnel action for mosquito control and stated that Ms. Rider recommended promoting Prentice Woods to the position of Pest Control Inspector I. Motion offered by Mr. Robinson, seconded by Mr. Smiley to promote Prentice Woods. Motion passed without opposition.

The chair recognized Mr. Anderson, Green Oaks. Mr. Anderson spoke regarding the continuing education request for Jermaine Cooper and recommended approval. Motion offered by Mr. Caldwell, seconded by Mr. Calhoun to approve the continuing education request subject to police jury policy. Motion passed without opposition.

The chair recognized Mr. Murray, Public Works. Mr. Murray recommended promoting James McClellan to the position of Survey Aide II. Motion offered by Mr. Caldwell, seconded by Mr. Calhoun to promote James McClellan based on the recommendation of the Public Works Director. 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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## **PUBLIC WORKS COMMITTEE MEETING**

The chairman, Mr. Calhoun, called the Public Works Committee meeting to order at 6:09 p.m. The chairman recognized Mr. Murray, Director.

Mr. Murray spoke regarding the cooperative endeavor agreement with LA DOTD and stated that DOTD identified three roads for their Roadway Departure Program. Mr. Murray stated that the project will allow for additions signs to be placed on Finks Hideaway Road, Keystone Road, and Old Sterlington Road. Mr. Murray also stated that funding will come from DOTD and the installation of the signs will be done by the Public Works Department. Motion offered by Mr. Robinson, seconded by Dr. Reddix to approve the cooperative endeavor agreement. Motion passed without opposition.

The chairman recognized Kevin Crosby, Engineer. Mr. Crosby spoke regarding Change Order No. 2 for the H-1 Canal project. Mr. Crosby stated that the change order was in the amount of \$546 and recommended approval. Motion offered by Dr. Reddix, seconded by Mr. Robinson to approve Change Order No. 2 for the H-1 Canal project. Motion passed without opposition.

Mr. Crosby spoke regarding Change Order No. 1 for the Clearwater Circle project. Mr. Crosby stated that the change order was for material changes and recommended approval. Motion offered by Mr. Robinson, seconded by Dr. Reddix to approve Change Order No. 1 for the Clearwater Circle project. Motion passed without opposition.

Mr. Crosby spoke regarding the 2013 Road Program and stated that he needed authorization to prepare the list. Motion offered by Mr. Robinson, seconded by Dr. Reddix to authorize Mr. Crosby to prepare the 2013 Road Program list. Motion passed without opposition.

Mr. Crosby spoke regarding the Wallace Dean development and stated that he needed to talk to Mr. Mitchell and Mr. Murray and that there would be a meeting with the landowner's engineer later in the week.

Mr. Crosby spoke regarding the T-1A Canal disaster recovery project and stated that GNF Management is still in the process of getting quotes for the right-of-way agent.

Mr. Crosby spoke regarding the Vernon Drive Canal LGAP project and stated that the contractor will begin on the project on July 8.

Mr. Crosby spoke regarding Moon Lake Road and stated that the appeal letter has been sent to FEMA.

Mr. Crosby spoke regarding the Bayou Desiard Ecosystem Restoration project and stated that he needs to talk to Jim Lee with the Facility Planning office regarding the funding for the project.

Mr. Crosby spoke regarding Keystone Road and stated that the contractor is off this week and work will resume next week. Mr. Crosby stated that the project should be completed within two or three weeks.

Mr. Crosby spoke regarding Stonegate Drive and stated that the Public Works Department will clean out the drains but that the LGAP project will be done on Althea Drive. Mr. Crosby stated that the plans and specifications should be ready by the next meeting.

Mr. Crosby spoke regarding the East Town and Country drainage project and stated that he will be sending the letter of appeal to FEMA later in the week.

Mr. Crosby spoke regarding the Ouachita RV Park and stated that he will be meeting with Dr. Vines.

Mr. Crosby spoke regarding Moore Road Bridge and stated that final plans will be submitted later in the week.

Mr. Crosby spoke regarding the J-1D and J-1E Canals disaster recovery project and stated that GNF Management is still in the process of getting quotes for the right-of-way agent.

Mr. Crosby spoke regarding the Charmingdale Subdivision LGAP project and stated that Mr. Cammack will be sending a letter to the state.

The chair recognized Mr. Cammack, Treasurer. Mr. Cammack spoke regarding the invoices from Lazenby and Associates, Inc. and stated that he needed approval to pay invoices for the drainage study for Frenchman's Bend Subdivision, the LA 143-US 165 Connector project, and the engineering report for the Safe Routes to School applications. Motion offered by Mr. Caldwell, seconded by Mr. Robinson to approve Mr. Cammack to pay invoices 12918, 12926, and 12935 from the general fund. Motion passed without opposition.

There being no other business to come before this committee, a motion to adjourn and reconvene the regular meeting was offered by Mr. Robinson, seconded by Mr. Smiley. Motion passed without opposition. The meeting was adjourned at 6:27 p.m.

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**MOTIONS \* ORDINANCES \* RESOLUTIONS:**

The president recognized Mr. Robinson, District A.

**MR. SCOTTY ROBINSON, DISTRICT A:**

Mr. Robinson stated that he did not have any additional items.

The president recognized Mr. Calhoun, District B.

**MR. MACK CALHOUN, DISTRICT B:**

Mr. Calhoun asked Mr. Crosby when the rights-of-way will be obtained for the T-1A Canal project. Mr. Crosby stated that they will be able to move forward once they receive the quotes from the right-of-way agents.

The president recognized Mr. Caldwell, District C.

**MR. WALT CALDWELL, DISTRICT C:**

Mr. Caldwell stated that he did not have any additional items.

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

**RESOLUTION NO. 13-29**

**A RESOLUTION APPOINTING JOTT DELCAMBRE TO THE BOARD OF COMMISSIONERS OF THE TOWN AND COUNTRY DRAINAGE DISTRICT NO. 1 FOR A FIVE (5) YEAR TERM BEGINNING JULY 1, 2013 AND ENDING JULY 1, 2018; AND, FURTHER PROVIDING WITH RESPECT THERETO.**

**WHEREAS**, Jott Delcambre has expressed a desire to serve on the Board of Commissioners of the Town and Country Drainage District No. 1;

**NOW, THEREFORE:**

**BE IT FURTHER RESOLVED** by the Ouachita Parish Police Jury in legal and regular sessions that Jott Delcambre, 3325 Deborah Drive, Monroe, Louisiana 71201, be and hereby is appointed to the Board of Commissioners of the Town & Country Drainage District No. 1 for a five (5) year term beginning July 1, 2013, and ending July 1, 2018.

The above resolution was adopted on the 1<sup>st</sup> day of July, 2013.

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The president recognized Ms. Moore, District F.

**MS. PAT MOORE, DISTRICT F:**

Ms. Moore spoke regarding the LCDBG Prairie Road Water District application and stated that Mr. Fontana attended the LCDBG workshop and that she would like Mr. Fontana to speak to the Jury at the next meeting.

**ADMINISTRATIVE REPORTS:**

The president recognized Mr. Cammack, Treasurer.

**FISCAL: Mr. Brad Cammack, Treasurer**

Mr. Cammack presented the bid results for the food and food products for Green Oaks and stated that the lowest conforming bid was from Sysco Food Service in the amount of \$22,798.14. Motion offered by Mr. Caldwell, seconded by Dr. Reddix to accept the low bid from Sysco Food Service. Motion passed without opposition.

The president recognized Mr. Mitchell, Assistant District Attorney.

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

Mr. Mitchell spoke regarding intergovernmental agreement between the Green Oaks Juvenile Detention Center and Caddo Parish and stated that it is a reciprocal agreement to house juvenile detainees in the event of an emergency. Motion offered by Dr. Reddix, seconded by Mr. Caldwell to approve the agreement. Motion passed without opposition.

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:**

Mr. Mitchell spoke regarding the beer and whiskey applications and recommended approval for the first application. Mr. Mitchell recommended approval for the second application subject to a completed act of sale being received. Motion offered by Mr. Robinson, seconded by Mr. Caldwell to approve the following applications. Motion passed without opposition.

- 1) **ARYA, JESSICA**                      **DBA EXCEL EXPRESS LLC, 1013 HIGHWAY 557, WEST MONROE, LA 71292, RETAIL BEER “CLASS B”, RETAIL LIQUOR “CLASS D”, 2013 NEW OWNER**
  
- 2) **MAHAJAN, RAJINDER**            **RISHI OF MONROE III LLC DBA SAI U PAK IT, 5600 DESIARD ST., MONROE, LA 71203, RETAIL BEER CLASS “B”, RETAIL LIQUOR CLASS “D”, 2013 NEW OWNER**

**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 6:35 p.m.

**A D J O U R N !**

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Shane Smiley, President

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Karen Cupit, Recording Secretary