

October 19, 2016

On Wednesday, October 19, 2016 at 9:00 a.m., the Police Jury of Sabine Parish, State of Louisiana met in open and regular session.

The agenda was as follows:

1. Call to Order
2. Roll Call
3. Prayer
4. Pledge of Allegiance
5. Amend the Agenda
6. Adopt the Agenda
7. Adopt the Minutes from Previous Meeting – September 21, 2016
8. Mr. Knox Ross- President and CEO of The Coordinating and Development Corporation
- 8a. General Liability, Public Entity Management Liability, Auto & Other – Renewal Quotes
- 8b. Consider Purchase of Radar Units for State Police
9. Planning Commission
10. Accept Resignation of Jim Pratt as a Commissioner of the El Camino Real East/West Corridor Commission
11. Consider Appointment of Commissioners for the Sabine Parish Ambulance Service District
12. PGRMA Group Health Renewals for 2017, 9/20/16 Letter from CCMSI
13. Federal Off System Bridge Replacement Program—Annual Certification of Compliance
14. Consider Adoption of Various Roads into the Parish Road System
15. Capital Improvement Program Priority List (3 Yr. 2017, 2018, 2019)-Reminder only
16. Authorize Payment of Approved Bills
17. Appropriate Sales Tax for October Operations (\$195,000)
18. Committee Reports
19. Operations
20. Adjourn

1. Call to Order

President Kenneth M. Ebarb called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following members were present: Willes Funderburk, “Mike” McCormic, Frances Hopkins, William E. Ruffin, “Ronny” Bison’, Eric Garcie, Kenneth Ebarb, and “Randy” Byrd.

The following member was absent: Ricky ”K-Wall” Sepulvado

3. Prayer

Prayer was led by Mr. William E. Ruffin.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. “Ronny” Bison.

5. Amend the Agenda

Resolution No. 7725

Motion by Bison and seconded by McCormic to amend the agenda as follows:

Add to Agenda the following items:

Item 8a. General Liability, Public Entity Management Liability, Auto & Other – Renewal Quotes

Item 8b. Consider Purchase of Radar Units for State Police

Prior to a vote on the motion to take up a matter not on the agenda by this public body the Police Jury President allowed an opportunity for public comment on the motion. There being no public comments the vote was as follows:

Yeas: 8 Nays: 0 Absent: 1

6. Adopt the Agenda

Resolution No. 7726

Motion by Ruffin and seconded by Byrd to adopt the agenda as amended.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

Police Jury President, Kenneth M. Ebarb, allowed a period of public comment on any items on the agenda. Mr. Ebarb advised everyone that they would be allowed to comment later during the meeting on particular agenda items if they desire.

Mrs. Alice Sepulvado addressed the Police Jury concerning a dust issue on Hummingbird and Kenneth Bell roads. Mrs. Sepulvado suffers from asthma and inquired if anything could be done to alleviate the dust problem. Another lady living on Kenneth Bell Road addressed the Jury concerning her son's health problems related to dust. It was noted that Mr. Doug Olivier, the Parish Road Superintendent, has examined the roads and has discussed the issue with them. Mr. Olivier stated that using oil sand to surface the road was the only viable solution to the problem.

7. Adopt the Minutes from Previous Meeting – September 21, 2016

All Police Jurors had previously been provided a written copy of the minutes of the regular meeting held September 21, 2016.

Resolution No. 7727

Motion by McCormic and seconded by Bison to adopt the minutes of the September 21, 2016 Police Jury meeting.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

8. Mr. Knox Ross – President and CEO of The Coordinating and Development Corporation

Mr. Knox Ross, President and CEO of The Coordinating and Development Corporation, was unable to attend the meeting.

8a. General Liability, Public Entity Management Liability, Auto & Other – Renewal Quotes

Mr. Randy Walsworth of Phares, Lites & Walsworth Agency, Inc. was in attendance and addressed the Jury. The Police Jurors were provided with the renewal quote on General Liability, Employee Benefit Plans Liability, and Professional Liability included in Policy # ZLP-14T1582A, and Commercial Automobile Liability # 810-396M2784, all with Travelers Indemnity Company, effective November 1, 2016 to November 1, 2017. Since the policy year begins November 1, 2016 the Police Jury needs a renewal of the policy before that date to bind the coverage.

Listed below are the annual premiums:

| | |
|--|-----------|
| General Liability-\$1,000,000 each occurrence and \$1,000,000 aggregate, with a \$10,000 deductible. | \$200,965 |
| Terrorism Coverage | Included |

| | |
|---|-------------------------|
| Public Entity Management Liability claims-made form, aggregate limit \$1,000,000, each wrongful act, \$1,000,000, each wrongful act deductible \$10,000, retroactive Date 02/01/1986. | \$ 3,432 |
| Employee Benefits Liability claims-made form, aggregate limit \$3,000,000, each employee limit \$1,000,000, each employee deductible \$1,000 | \$ 192 |
| Automobile Liability –Number of Vehicles 47, Number of Trailers 16, \$1,000,000 CSL | <u>\$ 37,961</u> |
| Total Premium | <u>\$242,550</u> |

A 25% down payment is due at inception (prior to 11/1/2016) with 25% installments due February 1st, May 1st and August 1st (beginning of each quarter of the policy 2/1/2017, 5/1/2017 and 8/1/2017). A \$6 installment fee will be added to each of the three installments. All payments should be paid to Travelers as follows:

| | <u>Premium</u> | Fee | Total |
|-----------|---------------------|----------------|---------------------|
| 11/1/2016 | \$ 60,636.00 | -0- | \$ 60,636.00 |
| 2/1/2017 | \$ 60,638.00 | \$ 6.00 | \$ 60,644.00 |
| 5/1/2017 | \$ 60,638.00 | \$ 6.00 | \$ 60,644.00 |
| 8/1/2017 | <u>\$ 60,638.00</u> | <u>\$ 6.00</u> | <u>\$ 60,644.00</u> |
| | <u>\$242,550.00</u> | <u>\$18.00</u> | <u>\$242,568.00</u> |

Resolution No. 7728

Motion by Ruffin and seconded by Garcie to accept the renewal of Travelers Indemnity Company Policies on General Liability, Employee Benefit Plans Liability, and Professional Liability included in Policy # ZLP-14T1582A, and Commercial Automobile Liability # 810-396M2784, for the policy period November 1, 2016 to November 1, 2017, as provided/presented by Mr. Randy Walsworth of Phares, Lites & Walsworth Agency, Inc. in accordance with the following quote:

| | |
|---|-------------------------|
| General Liability-\$1,000,000 each occurrence and \$1,000,000 aggregate, with a \$10,000 deductible. | \$200,965 |
| Terrorism Coverage | Included |
| Public Entity Management Liability claims-made form, aggregate limit \$1,000,000, each wrongful act, \$1,000,000, each wrongful act deductible \$10,000, retroactive Date 02/01/1986. | \$ 3,432 |
| Employee Benefits Liability claims-made form, aggregate limit \$3,000,000, each employee limit \$1,000,000, each employee deductible \$1,000 | \$ 192 |
| Automobile Liability –Number of Vehicles 47, Number of Trailers 16, \$1,000,000 CSL | <u>\$ 37,961</u> |
| Total Premium | <u>\$242,550</u> |

A 25% down payment is due at inception (prior to 11/1/2016) with 25% installments due February 1st, May 1st and August 1st (beginning of each quarter of the policy 2/1/2017, 5/1/2017 and 8/1/2017). A \$6 installment fee will be added to each of the three installments. All payments should be paid to Travelers as follows:

| | <u>Premium</u> | Fee | Total |
|-----------|---------------------|----------------|---------------------|
| 11/1/2016 | \$ 60,636.00 | -0- | \$ 60,636.00 |
| 2/1/2017 | \$ 60,638.00 | \$ 6.00 | \$ 60,644.00 |
| 5/1/2017 | \$ 60,638.00 | \$ 6.00 | \$ 60,644.00 |
| 8/1/2017 | <u>\$ 60,638.00</u> | <u>\$ 6.00</u> | <u>\$ 60,644.00</u> |

\$242,550.00

\$18.00

\$242,568.00

And, to approve the down payment and installments listed hereinabove, with all payments to be made to Travelers along with a \$6 installment fee added to the final three installments; with the Secretary Treasurer further authorized to sign the required policy forms.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

8b. Consider Purchase of Radar Units for State Police

On August 16, 2006, the Sabine Parish Police Jury adopted Resolution No. 5785 which authorized the purchase of a new radar unit for the state trooper assigned to Sabine Parish. The Police Jury has recently been requested to purchase four new radar units for the State Police to use in the Parish. The units are expected to cost approximately \$3,200 each.

Mr. Ruffin noted that, in the past, a representative of the State Police has attended a Police Jury meeting to explain the need for new radar units. It was noted that the Police Jury has no mandate to purchase radar units for the State Police. Mr. McCormic suggested that the Police Jury contact other parishes to determine how radars are provided to the State Police in those parishes. The Jury then tabled this item until the November 16, 2016 meeting.

9. Planning Commission

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission, reported to the Police Jury.

He noted that he is beginning to receive paperwork on some new subdivisions currently being formed in the Parish.

10. Accept Resignation of Jim Pratt as a Commissioner of the El Camino Real East/West Corridor Commission

The Sabine Parish Police Jury has received the formal written resignation of Mr. Jim Pratt, dated September 28, 2016, as a commissioner of the El Camino Real East/West Corridor Commission.

Resolution No. 7729

Motion by McCormic and seconded by Hopkins to accept the resignation of Mr. Jim Pratt as a commissioner of the El Camino Real East/West Corridor Commission.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

11. Consider Appointment of Commissioners for the Sabine Parish Ambulance Service District

On September 21, 2016, the Police Jury adopted Resolution No. 7707 to accept the resignations of the five commissioners of the Sabine Parish Ambulance Service District, effective October 10, 2016.

President Ebarb appointed a committee to work on replacement of the five commissioners of the Sabine Parish Ambulance Service District. The committee members are as follows:

Mrs. Frances Hopkins – Chairman

Mr. “Ronny” Bison

Mr. Mike McCormic

Mr. Kenneth Ebarb.

12. PGRMA Group Health Renewals for 2017, 9/20/16 Letter from CCMSI

Jurors were provided with a copy of a September 20, 2016 letter from Yvette L. Murphy, Group Health Manager, Cannon Cochran Management Services, Inc. (CCMSI), also signed by Roland Dartez, Executive Director, Police Jury Association.

The PGRMA (Parish Government Risk Management Agency) and Cannon Cochran Management Services, Inc. (CCMSI) will provide a group health plan renewal effective January 1, 2017.

\$750.00 deductible/\$3,500.00-out of pocket maximum (standard plan). This is the current PPO benefit and is being offered for the 2017 plan year at a 5% rate increase. The rate increase is based on the current loss ratio of 44.79% and ongoing claims.

Dental Plan: PGRMA is also offering basic dental coverage for the employees of the Sabine Parish Police Jury at no cost increase for the 2017 plan year.

Case Management/Utilization Review: Managed Care Concepts, is providing the following services:

- Pre-certification
- Concurrent and retrospective reviews
- Identifying and utilizing the most cost-effective services while maintaining professional standards of care
- Case Management
- Healthy Tracks Diabetic Program

Benefits: There are no benefit plan changes for the PGRMA Group Health Plan for the 2017 Plan Year.

Also included with the letter were the renewal premiums, effective January 1, 2017, as follows:

| | |
|---------------------|------------|
| Employee Only | \$1,351.95 |
| Employee + Spouse | \$2,635.44 |
| Employee + Children | \$2,109.19 |
| Employee + Family | \$3,448.99 |
| Medicare Supplement | \$ 761.58 |

Life & AD&D remain at \$10,000 Employee (\$2,000 Spouse, \$1,000 Child) with Monthly Premium of \$6.50 for employee and \$1.25 for Dependents.

The loss history amounts for years ending December 31, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, and through August 31, 2016 were included. The Jury must either renew or decline continuation of coverage.

Resolution No. 7730

Motion by Ruffin and seconded by Bison:

BE IT RESOLVED to renew PGRMA Group Health Plan for 2017 covering eligible employees and their dependents, as well as eligible retirees and their eligible dependent spouses with a 5% increase in rates, with no benefit changes.

BE IT FURTHER RESOLVED to authorize the Secretary Treasurer to sign the Acceptance of the Renewal Offer (dated September 20, 2016) for Continuation of Coverage of PGRMA Group Health Plan-Renewal 2017, and

BE IT FURTHER RESOLVED, that there shall be no change in the percentage portion of the premiums that the Sabine Parish Police Jury currently pays for eligible employees and dependents, as well as eligible vested retirees and their eligible dependent spouses [as defined in Resolution No. 6931, 12/21/2011], renewal effective January 1, 2017.

BE IT FURTHER RESOLVED, to allow employees or elected officials to enroll in dental coverage (with proof of active medical insurance coverage required) with the employees or elected officials being responsible for the cost of electing this option.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

13. Federal Off System Bridge Replacement Program—Annual Certification of Compliance

Resolution No. 7731
ANNUAL CERTIFICATION
OF COMPLIANCE WITH
STATE OF LOUISIANA
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 Sabine Parish in accordance with those Standards is delegated by the Louisiana Department of Transportation and Development to Sabine Parish.

THEREFORE, BE IT RESOLVED by the governing authority of Sabine Parish (herein referred to as the Parish) that the Parish in regular meeting assembled does hereby certify to the Louisiana Department of Transportation and Development (herein referred to as DOTD) that for the period 1 October 2015 through 30 September 2016:

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 LA DOTD 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.S. 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 LA DOTD are noted.

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

This resolution was considered section by section and as a whole and upon motion of Byrd, being seconded by Funderburk was adopted by the following vote on this the 19th day of October, 2016.

Yeas: 8 Nays: 0 Absent: 1

14. Consider Adoption of Various Roads into the Parish Road System

The Road and Shop Committee, the Planning Commission, and the Parish Road Superintendent have reviewed several roads and have determined that they meet the criteria to be adopted into the Parish Road System. It is recommended that these roads be adopted into the Parish Road System.

Resolution No. 7732

Motion by Funderburk and seconded by McCormic to adopt the following roads into the Parish Road System.

Acacia
Booger Red Road
Bowien Lane
Busby Drive
Catfish Drive
Chief Drive
Cozy Point Road
Hicks Drive
Ruby Lane
Swindoll Drive
Tulip Lane
Trimble Road
Remington Road
Honeysuckle Drive
Blackie Lane
Park Road
Peason Cutoff
Shuteye
Union Cutoff
Boise Hickory Woods Road
Cole Phares
Cart Bayou
Old Highway 482 (from Bill Ebarb to Solan's Camp)- .75 miles.
The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

15. Capital Improvement Program Priority List (3 Yr. 2017, 2018, 2019)-Reminder only

Jurors were reminded the Jury needs to adopt a three (3) year Capital Improvement Program Priority List for roads for the years 2017, 2018, and 2019. This must be prior to January 1, 2017 in order to comply with the Parish Transportation Act. Road Superintendent Doug Olivier needs to be working with the Jurors on the list.

16. Authorize Payment of Approved Bills

Resolution No. 7733

Motion by Ruffin and seconded by McCormic to pay the approved bills.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

17. Appropriate Sales Tax for October Operations (\$195,000)

Resolution No. 7734

Motion by Ruffin and seconded by Bison to appropriate and transfer \$195,000.00 from the Sales Tax Fund to the Parishwide Transportation Fund for October 2016 operations.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

18. Committee Reports

There were no committee reports.

19. Operations

Mr. Olivier, Parish Road Superintendent, briefly described the major road projects undertaken during the prior month.

20. Adjourn

Resolution No. 7735

Motion by Ruffin and seconded by Funderburk to adjourn.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1

s/William E. Weatherford
William E. Weatherford
Secretary Treasurer

s/Kenneth M. Ebarb
Kenneth M. Ebarb
President