

August 15, 2018

On Wednesday, August 15, 2018 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. Accept the Minutes of the Previous Meeting, July 18, 2018
8. Mrs. Gaylyn Whittle- Discuss Amy Street
9. Planning Commission
10. Discuss McManus Road
11. Discuss Liddy Turnpike
12. Adopt a Resolution Ordering and Calling Special Elections to be Held in (i) Road District No. 16, Ward 2 of Sabine Parish Louisiana and (ii) Road District 9, Ward 3 of Sabine Parish, Louisiana to Authorize the Levy of Special Taxes Therein
13. Review Bids to Repair, Improve, and Modernize the Courthouse Elevator
14. Review Bids for a Self-Contained Purpose-Built Boom Mower
15. Authorize Payment of Approved Bills
16. Appropriate Sales Tax for August Operations (\$215,000)
17. Committee Reports
18. Operations
19. Adjournment

1. Call to Order

President Ronald L. Bison called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following jurors were present: Willes Funderburk, Mike McCormic, "Charlie" Brown, William E. Ruffin, "Ronny" Bison, Eric Garcie, Ricky "K-Wall" Sepulvado, Kenneth M. Ebarb, and "Randy" Byrd.

3. Prayer

Prayer was led by Mr. William E. Ruffin.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Charlie Brown.

5. Amend the Agenda

There was no amendment to the agenda.

Police Jury President, Ronald L. Bison, allowed a period of public comment on any item on the agenda. There were no public comments at this time.

6. Adopt the Agenda

Resolution No. 8118

Motion by McCormic and seconded by Ebarb to adopt the agenda.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

7. Accept the Minutes of the Previous Meeting, July 18, 2018

All Police Jurors have previously been provided a written copy of the minutes of the regularly scheduled meeting held July 18, 2018.

Resolution No. 8119

Motion by Sepulvado and seconded by Byrd to accept the minutes of the July 18, 2018 regularly scheduled Police Jury meeting.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

8. Mrs. Gaylyn Whittle- Discuss Amy Street

Mrs. Gaylyn Whittle was in attendance and addressed the Police Jury concerning a proposed subdivision development on Amy Street. She expressed her concerns about the condition of Amy Street and the impact such a development would have on the street and the safety of the citizens living on it.

Mrs. Susan Duhon provided a packet of information concerning Amy Street to all the jurors. She and Mrs. Patricia Lucci voiced their concerns about the possible development of a new subdivision on Amy Street.

Mr. Bison noted that Amy Street was accepted into the Parish Road System many years ago without it being built to meet the current road standards of the Police Jury. Mr. Nugent, Chairman of the Sabine Parish Planning Commission, informed the Jury that Amy Street has a fifty-foot right-of way available for improvements to the road.

Mr. Nugent further reported that he has not received formal written descriptions of or plans for the proposed subdivision.

Mr. Bison stated that the Police Jury could not act at this time because of a lack of complete information concerning the proposed subdivision. He expressed appreciation to the residents of Amy Street for the thoughtful and well-prepared presentation of their concerns.

9. Planning Commission

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission, had no additional comments at this time.

10. Discuss McManus Road

This item was tabled at the July 18, 2018 meeting pending research by the Parish Secretary Treasurer to determine if the annual amount of two hundred dollars could be voluntarily added to the property tax assessment of the individuals living on McManus Road to provide funds to defray the cost of overlaying the road.

Mr. Weatherford reported that he had discussed the matter with District Attorney Don Burkett. Mr. Weatherford informed the Jury that it is his opinion the Jury cannot add a two-hundred-dollar assessment to the citizens living on McManus Road. However, the citizens can donate any amount they desire to the Police Jury with the stipulation that the funds are to be restricted and only to be used to defray the cost of overlaying the road.

Mr. Garcie expressed his desire to work with the citizens living on McManus Road to improve the condition of the road. Mr. Garcie said that he would consider placing the overlay of McManus Road on the 2019 Parish Transportation Act Priority List.

11. Discuss Liddy Turnpike

During the regularly scheduled meeting of the Police Jury on July 18, 2018, the Jury adopted Resolution No. 8109 requesting the Packaging Corporation of America, the Kansas City Southern Railroad Company, and the Louisiana Department of Transportation and Development to refrain from any action that would cause the closure of Liddy Turnpike and to work closely with the Jury to keep the road open to the public.

A meeting between Ronald L. Bison, President of the Police Jury, Susan Slay, Mayor of the Village of Fisher, and representatives of the Louisiana Department of Transportation and Development, Kansas City Southern Railroad Company, and the Packaging

Corporation of America has been scheduled on August 24th to discuss the matter and try to develop a mutually satisfactory plan to keep the road open.

12. Adopt a Resolution Ordering and Calling Special Elections to be Held in (i) Road District No. 16, Ward 2 of Sabine Parish Louisiana and (ii) Road District 9, Ward 3 of Sabine Parish, Louisiana to Authorize the Levy of Special Taxes Therein

Road District 16, Ward 2, and Road District 9, Ward 3, plan to hold special elections on December 8, 2018 on the levy of additional ad valorem taxes to be used for road improvements and repairs. On June 20, 2018, the Jury publicly announced a Public Meeting to be held on August 15, 2018 to authorize the levy of ad valorem taxes.

Resolution No. 8120

The following resolution was offered by Ruffin and seconded by Brown:

RESOLUTION

A resolution ordering and calling special elections to be held in (i) Road District No. 16, Ward 2 of Sabine Parish, Louisiana and (ii) Road District No. 9, Ward 3 of Sabine Parish, Louisiana, to authorize the levy of special taxes therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

BE IT RESOLVED by the Police Jury of the Parish of Sabine, State of Louisiana (the "Governing Authority"), acting as the governing authority of (i) Road District No. 16, Ward 2 of Sabine Parish, Louisiana and (ii) Road District No. 9, Ward 3 of Sabine Parish, Louisiana (the "Districts"), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Sections 30 and 32 of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5 and Chapter 6-A of the Louisiana Election Code, and other constitutional and statutory authority, special elections are hereby called and ordered to be held in the Districts on **SATURDAY, DECEMBER 8, 2018**, between the hours of seven o'clock (7:00) a.m. and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said elections there shall be submitted to all registered voters qualified and entitled to vote at the said elections under the Constitution and laws of this State and the Constitution of the United States, the following propositions, to-wit:

**ROAD DISTRICT NO. 16, WARD 2
PROPOSITION (TAX)**

Shall Road District No. 16, Ward 2 of Sabine Parish, Louisiana (the "District"), levy a fifteen (15) mills tax on all the property subject to taxation within the District for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028 (an estimated \$171,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of constructing, improving, maintaining and/or repairing public roads and bridges in the District, including ditching and drainage therefor and will not be used for salaries, employee benefits, or the purchase of equipment?

**ROAD DISTRICT NO. 9, WARD 3
PROPOSITION (TAX)**

Shall Road District No. 9, Ward 3 of Sabine Parish, Louisiana (the "District"), levy a ten (10) mills tax on all the property subject to taxation within the District for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028 (an estimated \$221,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of constructing, improving, maintaining and/or repairing public roads and bridges in the District, including ditching and drainage therefor and will not be used for salaries, employee benefits, or the purchase of equipment?

SECTION 2. Publication of Notice of Elections. A Notice of Special Elections shall be published in the *Sabine Index*, a newspaper of general circulation within the Districts, published in Many, Louisiana, and being the official journal of the Districts, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the elections, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

Notwithstanding the foregoing, prior to the publication of the Notice of Election, the President is authorized and directed to make any amendments to the foregoing propositions that may be required to comply with any state or federal regulatory agencies.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Police Jury Room of the Courthouse, 400 Capitol Street, Many, Louisiana, on **WEDNESDAY, JANUARY 16, 2019, at NINE O'CLOCK (9:00) A.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special elections.

SECTION 4. Polling Places. The polling places for the precincts in the Districts are hereby designated as the polling places at which to hold the said elections, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special elections as herein provided, and shall make due returns of said elections for the meeting of the Governing Authority to be held on Wednesday, January 16, 2019, as provided in Section 3 hereof. All registered voters in the Districts will be entitled to vote at the special elections and voting machines shall be used.

SECTION 6. Authorization of Officers. The Secretary-Treasurer of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said elections, the necessary equipment, forms and other paraphernalia essential to the proper holding of said elections and the President and/or Secretary-Treasurer of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the elections.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Sabine Parish and the Registrar of Voters of Sabine Parish, as notification of the special elections, in order that each may prepare for said elections and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special elections as herein provided, and in the event said elections carry for further consent and authority to levy and collect the special taxes provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS</u>	<u>YEAS</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINING</u>
Willes Funderburk	X			
Mike McCormic	X			
Charlie Brown	X			
William E. Ruffin	X			
Ronald L. Bison	X			
Eric Garcie	X			
Ricky Sepulvado	X			
Kenneth M. Ebarb	X			
Randy Byrd	X			

And the resolution was declared adopted on this, the 15th day of August 2018.

/s/ William E. Weatherford
Secretary-Treasurer

/s/ Ronald L. Bison
President

EXHIBIT "A"

NOTICE OF SPECIAL ELECTIONS

Pursuant to the provisions of a resolution adopted by the Police Jury of the Parish of Sabine, State of Louisiana (the "Governing Authority"), acting as the governing authority of (i) Road District No. 16, Ward 2 of Sabine Parish, Louisiana and (ii) Road District No. 9, Ward 3 of Sabine Parish, Louisiana (the "Districts"), on August 15, 2018, NOTICE IS HEREBY GIVEN that special elections will be held within the Districts on **SATURDAY, DECEMBER 8, 2018**, and that at the said elections there will be submitted to all registered voters in the Districts qualified and entitled to vote at the said elections under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following propositions, to-wit:

**ROAD DISTRICT NO. 16, WARD 2
PROPOSITION (TAX)**

Shall Road District No. 16, Ward 2 of Sabine Parish, Louisiana (the "District"), levy a fifteen (15) mills tax on all the property subject to taxation within the District for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028 (an estimated \$171,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of constructing, improving, maintaining and/or repairing public roads and bridges in the District, including ditching and drainage therefor and will not be used for salaries, employee benefits, or the purchase of equipment?

**ROAD DISTRICT NO. 9, WARD 3
PROPOSITION (TAX)**

Shall Road District No. 9, Ward 3 of Sabine Parish, Louisiana (the "District"), levy a ten (10) mills tax on all the property subject to taxation within the District for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028 (an estimated \$221,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of constructing, improving, maintaining and/or repairing public roads and bridges in the District, including ditching and drainage therefor and will not be used for salaries, employee benefits, or the purchase of equipment?

Said special election for Road District No. 16, Ward 2 Proposition will be held at the polling places at the following precincts of the District which polls will open at seven o'clock (7:00) a.m., and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, to wit:

PRECINCTS

1-2(PART)
2-1(PART)
2-2
2-2A
2-3(PART)
2-5(PART)

Said special election for Road District No. 9, Ward 3 Proposition will be held at the polling places at the following precincts of the District which polls will open at seven o'clock (7:00) a.m., and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, to wit:

PRECINCTS

2-1(PART)
2-4(PART)

2-4A(PART)
2-5
2-6
2-6A(PART)
6-2(PART)

The polling places at the precincts in the Districts are hereby designated as the polling places at which to hold the said elections, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

Notice is further given that a portion of the monies collected from the taxes described in the Propositions shall be remitted to certain state and statewide retirement systems in the manner required by law.

The said special elections will be held in accordance with the applicable provisions of Chapter 5 and Chapter 6-A of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said elections, as provided in this Notice of Special Elections, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Police Jury Room of the Courthouse, 400 Capitol Street, Many, Louisiana, on **WEDNESDAY, JANUARY 16, 2019, at NINE O'CLOCK (9:00) A.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special elections. All registered voters of the Districts are entitled to vote at said special elections and voting machines will be used.

THUS DONE AND SIGNED at Many, Louisiana, on this, the 15th day of August, 2018.

ATTEST:

/s/ William E. Weatherford
Secretary-Treasurer

/s/ Ronald L. Bison
President

13. Review Bids to Repair, Improve, and Modernize the Courthouse Elevator

On July 2, 2018 the Police Jury advertised for bids to repair, improve, and modernize the elevator located in the Sabine Parish Courthouse. Written bids were accepted until 10:00 a.m. on August 8, 2018 at which time the bids received were opened and read aloud by the Secretary Treasurer.

The Police Jury received only one bid. That bid was from Otis Elevator Company in the amount of one hundred and ninety-three thousand eight hundred and thirty-five dollars (\$193,835.00).

Resolution No. 8121

Motion by Ruffin and seconded by Garcie to accept the low bid from Otis Elevator Company, Shreveport, Louisiana, in the amount of one hundred and ninety-three thousand eight hundred and thirty-five dollars (\$193,835.00) to repair, improve, and modernize the elevator located in the Sabine Parish Courthouse and to authorize President Ronald L. Bison to sign any documents necessary to execute the contract.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

14. Review Bids for a Self-Contained Purpose-Built Boom Mower

On July 13, 2018 the Police Jury advertised for bids for a self-contained purpose-built boom mower with a Tier III engine. Written bids were accepted until 10:00 a.m. on August 14, 2018 at which time the bids received were opened and read aloud by the Secretary Treasurer.

The Police Jury received one bid. That bid was from Covington Sales & Service, Inc. as follows:

Description	Bid Price
Mower Max 24 Foot Boom Mower	\$183,000.00
Mower Max 26 Foot Boom Mower	\$186,500.00
Mower Max 30 Foot Boom Mower	\$190,750.00

Resolution No. 8122

Motion by Ebarb and seconded by Funderburk to table further consideration of the bid received from Covington Sales & Service, Inc. for a self-contained purpose-built boom mower with a Tier III engine until the next regularly scheduled meeting on September 19, 2018.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

15. Authorize Payment of Approved Bills

Resolution No. 8123

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

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

16. Appropriate Sales Tax for August Operations (\$215,000)

Resolution No. 8124

Motion by Ruffin and seconded by Funderburk to appropriate and transfer \$215,000.00 from the Sales Tax Fund to the Parishwide Transportation Fund for August 2018 operations.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

17. Committee Reports

Road and Shop Committee:

Mr. Byrd reported that the Road and Shop Committee met August 14, 2018. He noted that there were a few recommendations that the Committee would like the full Jury to consider:

The Road and Shop Committee recommended that the position of Mechanic Helper, which is open due to a resignation, not be filled at this time. The Committee recommended that an additional full-time mechanic be hired at the hourly rate of \$14.18 per hour.

Resolution No. 8125

Motion by Byrd and seconded by McCormic to hire a second full-time mechanic with a beginning rate of pay of \$14.18 per hour with scheduled pay increases as provided by the Police Jury's "STEP Plan". Employment will be contingent upon passing the required physical examination and drug test.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Mr. Byrd informed the Jury that Secretary Treasurer Weatherford had suggested noting the beginning and ending GPS coordinates of work performed on the daily work sheets prepared by the road foremen. To do this, the Jury will have to purchase five (5) GPS units. Mr. Sepulvado noted that an additional two (2) GPS units were needed for the enforcement officers.

Resolution No. 8126

Motion by Byrd and seconded by Brown to purchase seven (7) GPS units; five (5) for road foremen and two (2) for enforcement officers.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Courthouse and Jail Committee:

Mr. Sepulvado reported that the new counter tops for the dispatcher's office have been installed.

He also noted that the State of Louisiana is in the process of updating the computer hardware for the Parish Clerk of Court's Office. The jury will be required to update the electrical system for the Clerk's office to accommodate the new equipment.

18. Operations

Road Superintendent Douglas Olivier reminded the jurors that it is once again time to start considering which roads they would like to recommend for the Parish Transportation Act Priority List. He assured the jurors that the work on all roads included on the 2018 Priority List will be completed this year. President Bison asked all jurors to have their recommendations for the 2019 Priority List by the next regular meeting.

Mr. Olivier also requested the jurors to begin developing their list of roads that will be worked during 2019 using the funds of the individual road districts.

Mr. Olivier informed the jurors that the cost of asphalt has increased \$25 per ton. This price increase will affect the 2019 bids for asphalt products.

Mr. McCormic commented on the performance of the garbage compactor stations, noting that some locations consistently produce heavier compacted loads than others. He suggested educating the compactor operators working at the locations producing light loads.

There was a general discussion concerning the mechanical condition of the Parish's compactor units. It was noted that the compactors are over twelve (12) years old. Mr. Garcie suggested placing pressure gauges on the compactors to measure the compaction power of the units.

Mr. Bison suggested that the Police Jury develop a plan to repair and/or replace inefficient compactors. Secretary Treasurer Weatherford informed the Jury that there are sufficient budgeted funds available to purchase a garbage compactor.

Resolution No. 8127

Motion by Sepulvado and seconded by Ebarb to purchase a stationary garbage compactor.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Mr. Funderburk left the meeting.

19. Adjournment

Resolution No 8128

Motion by Ebarb and seconded by McCormic to adjourn.

The voting was as follows:

Yeas: 8 Nays: 0 Absent: 1- Funderburk

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

s/Ronald L. Bison
Ronald L. Bison
President