

January 16, 2019

On Wednesday, January 16, 2019 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 Regular Meetings, November 21, 2018 and December 19, 2018
8. Mr. Cedric Floyd- Discuss Assisting with the 2021 Parish Redistricting
- 8(b). Approve a Cooperative Endeavor Agreement with Pine Belt Multi-Purpose Community Action Agency, Inc.
9. Planning Commission
10. Approve the 2019 Police Jury Committees as Recommended by President Bison
11. Set the Speed Limit on Red Oak Road at 25MPH
12. Examine and Canvass the Returns and Declare the Results of the Special Elections for Wards 2 and 3
13. Adopt the 2018 Louisiana Compliance Questionnaire
14. Parish Transportation Act Certificate
15. Consider Hiring James Carver to Assist With the New Landfill Contract.
16. Consider Hiring Carlton Salley as a Permanent Equipment Operator for Wards 7 & 9
17. Approve Expenditure of Up to \$75,000 for Software and Hardware for the Administrative Office
18. Authorize Payment of Approved Bills
19. Appropriate Sales Tax for January Operations (\$230,000)
20. Committee Reports
21. Operations
22. 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

Public comments on the motion to amend the agenda were allowed prior to any vote to add the item to the agenda.

Resolution No. 8216

Motion by Ruffin and seconded by Ebarb to amend the agenda to include the following item:

8(b). Approve a Cooperative Endeavor Agreement with Pine Belt Multi-Purpose Community Action Agency, Inc.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Police Jury President, Ronald L. Bison, allowed a period of public comment on any item on the agenda. Mr. Bison advised everyone that they would be allowed to comment later during the meeting on particular agenda items, if they desire. There were no public comments at this time.

6. Adopt the Agenda

Resolution No. 8217

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

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

7. Accept the Minutes of the Previous Regular Meetings, November 21, 2018 and December 19, 2018

All Police Jurors have previously been provided a written copy of the minutes of the regular meetings held on November 21, 2018 and December 19, 2018.

Resolution No. 8218

Motion by Sepulvado and seconded by Brown to accept the minutes of the regular meetings held on November 21, 2018 and December 19, 2018.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

8. Mr. Cedric Floyd- Discuss Assisting with the 2021 Parish Redistricting

Mr. Cedric Floyd; President and C.E.O. of Data Center a national demographics, redistricting, and planning company, was in attendance and addressed the Police Jury concerning his possible assistance in preparing the 2021 Parish Redistricting Plan.

Mr. Ruffin reminded the Jury that Mr. Floyd assisted the Police Jury with the 2011 Parish Redistricting Plan and that he also assisted the Sabine Parish School Board. Mr. Floyd provided the Jury a listing of thirty-eight (38) clients that he has provided service.

Mr. Floyd noted that he is an expert witness (Demographer) in every federal court in the state. Mr. McCormic asked him to briefly describe the redistricting process. Mr. Floyd then quickly explained the major steps involved in redistricting.

He stated that the work product that he would provide to the Police Jury would be turn-key with all required legal documents prepared by his firm.

President Bison instructed Secretary Treasurer Weatherford to request proposals from both Data Center and Strategic Demographics/Redistricting L. L. C so that the Jury can make a decision and engage a demographer during the February 20, 2019 meeting.

8(b). Approve a Cooperative Endeavor Agreement with Pine Belt Multi-Purpose Community Action Agency, Inc.

The Sabine Parish Police Jury has received a letter, dated January 9, 2019, from the Pine Belt Multi-Purpose Community Action Agency, Inc. formally requesting funding in the amount of \$5,000. The funds will be utilized to assist in the operation of the agency programs administered within Sabine Parish. This funding is budgeted in the 2019 General Fund Budget.

Resolution No. 8219

Motion by Ruffin and seconded by Garcie to authorize President Bison to execute a Cooperative Endeavor Agreement with the Pine Belt Multi-Purpose Community Action Agency, Inc. to provide 2019 funding to the Agency in the amount of \$5,000.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

9. Planning Commission

No Member of the Sabine Parish Planning Commission was present.

10. Approve the 2019 Police Jury Committees as Recommended by President Bison

President Bison began his term of office on January 1, 2019. Each Juror has received a copy of the membership of the Police Jury Committees recommended by President Bison.

Resolution No.8220

Motion by Ruffin and seconded by Ebarb to adopt the following committees with membership as recommended by President Bison:

Finance Committee:

Ruffin – Chairman
McCormic
Bison
Ebarb

Personnel Committee:

Ebarb - Chairman
Sepulvado
McCormic
Funderburk

**Solid Waste Committee:
Committee:**

Jury President (Chairman & Contract Admin.)
Ebarb
McCormic
Sepulvado

Courthouse & Jail

Sepulvado - Chairman
Byrd
Brown
Funderburk

Road and Shop Committee:

Sepulvado – Chairman
McCormic
Byrd
Bison

Pinebelt Liaison:

(No Chairman)
Ruffin
Garcie

Fenders Cemetery:

(No Chairman)
Ruffin
Brown

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

11. Set the Speed Limit on Red Oak Road at 25MPH

Mr. Sepulvado described some complaints and problems caused by motorists speeding on Red Oak Road. He informed the jurors that deputy sheriffs have recommended that the speed limit for the road be lowered. Mr. Ebarb reminded everyone that the speed limit for all parish roads is 35 miles per hour unless a different speed limit is posted on the road.

ORDINANCE 1 of 2019

AN ORDINANCE ESTABLISHING THE SPEED LIMIT FOR RED OAK ROAD

WHEREAS, the Sabine Parish Police Jury is responsible for the safety of individuals traveling on parish roads, and

WHEREAS, the current posted speed limit for Red Oak Road allows drivers to travel at speeds of up to forty-five (45) miles per hour without being issued a citation, and

WHEREAS, the Sabine Parish Police Jury has determined that this is a dangerous speed for travel on Red Oak Road,

NOW THEREFORE BE IT ORDAINED, that the maximum speed limit for any vehicle travelling on Red Oak Road shall be twenty-five (25) miles per hour.

BE IT FURTHER ORDAINED, that this ordinance shall be in effect January 31, 2019 and it shall be published one time in the Official Journal of the Parish of Sabine, State of Louisiana, along with any other minutes of the meeting.

The foregoing ordinance having been offered upon a motion by McCormic and seconded by Ruffin was then submitted to an official vote and the vote thereupon was recorded as follows to wit:

Yeas: Willes Funderburk, "Mike" McCormic, "Charlie" Brown, William E. Ruffin, "Ronny" Bison, Eric Garcie, Ricky "K-Wall" Sepulvado, Kenneth Ebarb, and "Randy" Byrd.

Nays: 0

Abstain: 0

Absent: 0.

Thereupon, the President declared this ordinance adopted on this the 16th day of January 2019, at the regular meeting of the Police Jury of the Parish of Sabine.

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

s/Ronald L. Bison
Ronald L. Bison
President

12. Examine and Canvass the Returns and Declare the Results of the Special Elections for Wards 2 and 3

Resolution No.8221

It was then moved by McCormic, seconded by Ebarb, and unanimously carried that the Police Jury of the Parish of Sabine, State of Louisiana (the "Governing Authority"), canvass the returns and declare the result of the special elections 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:

PROCÈS VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTIONS 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, ON SATURDAY, DECEMBER 8, 2018.

BE IT KNOWN AND REMEMBERED that on Wednesday, January 16, 2019, at nine o'clock (9:00) a.m., at its regular meeting place, the Police Jury Room of the Courthouse, 400 Capitol Street, Many, Louisiana, 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"), and being the authority ordering the special elections held therein on Saturday, December 8, 2018, with a quorum being present, did examine the official certified tabulations of votes cast at the said elections

and did examine and canvass the returns of said elections, there having been submitted at said elections 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?

The canvass of the results of the election showed that: (i) there was a total of **63** votes cast **IN FAVOR OF** Road District No. 16, Ward 2 Proposition and a total of **201** votes cast **AGAINST** Road District No. 16, Ward 2 Proposition, as hereinabove set forth, and it was further found and determined that there was a majority of **138** votes cast **AGAINST** Road District No. 16, Ward 2 Proposition and (ii) there was a total of **158** votes cast **IN FAVOR OF** Road District No. 9, Ward 3 Proposition and a total of **372** votes cast **AGAINST** Road District No. 9, Ward 3 Proposition, as hereinabove set forth, and it was further found and determined that there was a majority of **214** votes cast **AGAINST** Road District No. 9, Ward 3 Proposition as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Road District No. 16, Ward 2 Proposition and Road District No. 9, Ward 3 Proposition as hereinabove set forth were duly **DEFEATED** by a majority of the votes cast by the qualified electors voting at the said special elections.

Results by precinct are available from the Secretary-Treasurer of this Governing Authority during regular business hours or via the Louisiana Secretary of State's website (voterportal.sos.la.gov).

THUS DONE AND SIGNED at Many, Louisiana, on this, the 16th day of January, 2019.

ATTEST: /s/ Ronald L. Bison
President

/s/ William E. Weatherford
Secretary-Treasurer

13. Adopt the 2018 Louisiana Compliance Questionnaire

The Louisiana Compliance Questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The questionnaire must be completed by the President and Secretary Treasurer and it must be presented to and adopted by the Police Jury by means of a formal resolution in an open meeting. The completed questionnaire and a copy of the adoption resolution must be given to the auditor at the beginning of the audit.

A copy of the completed Louisiana Compliance Questionnaire for 2018 was provided to each juror.

Resolution No.8222

Motion by Sepulvado and seconded by Brown:

WHEREAS the Louisiana Compliance Questionnaire is a required part of the financial audit of the Sabine Parish Police Jury and it is required to be presented to and adopted by the Police Jury in an open meeting,

NOW THEREFORE BE IT RESOLVED that the Louisiana Compliance Questionnaire for the 2018 financial audit as prepared by the President and Secretary Treasurer is hereby adopted.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

14. Parish Transportation Act Certificate

Louisiana Revised Statute 48:758(C) requires the parish governing authority to certify annually to the legislative auditor, or, where applicable, the certified public accountant, that the funds made available under the Parish Transportation Fund Act have been expended in accordance with the standards established by law.

Resolution No. 8223

Motion by Ruffin and seconded by Ebarb:

WHEREAS the Sabine Parish Police Jury has received funds through the Parish Transportation Fund Act during the fiscal year ended December 31, 2018, and

WHEREAS Louisiana Revised Statute 48:758(C) requires the parish governing authority to certify annually to the legislative auditor, or, where applicable, the certified public accountant, that the funds made available under the Parish Transportation Fund Act have been expended in accordance with the standards established by law.

NOW THEREFORE BE IT RESOLVED that the Police Jury President is authorized to sign a certificate of the Sabine Parish Police Jury to the Legislative Auditor that funds made available during the year January 1, 2018 to December 31, 2018, pursuant to Louisiana Revised Statutes 48:751-760, have been expended in accordance with provisions contained in those statutes and other standards established by law.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

15. Consider Hiring James Carver to Assist with the New Landfill Contract

The Landfill Management Contract will expire on April 29, 2019. Secretary Treasurer Weatherford has been notified by Mr. Don Burkett, District Attorney for Sabine Parish acting in his capacity as legal counsel for the Police Jury, that work on a new contract needs to begin. Mr. Burkett has suggested that the Police Jury engage Mr. James Carver to assist in preparation of the new contract.

President Bison instructed Secretary Treasurer Weatherford to contact Mr. Carver and obtain his rates for service.

Resolution No. 8224

Motion by Ruffin and seconded by Funderburk to authorize President Bison to engage the services of an attorney with experience in environmental law to assist District

Attorney Don Burkett and the Sabine Parish Police Jury in the negotiation and execution of a new landfill management contract.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

16. Consider Hiring Carlton Salley as a Permanent Equipment Operator for Wards 7 & 9

The Police Jury has hired Mr. Carlton Salley as a temporary employee working as an equipment operator primarily in Road Districts 4 and 20 (Wards 7 and 9) on November 19, 2018. Mr. Salley is authorized to work thirty-six (36) hours each week at the beginning pay rate of \$11.27 per hour. Resolution No. 8194, which authorized the employment of Mr. Salley, requires the Jury to reconsider hiring him as a permanent employee during the regularly scheduled meeting on January 16, 2019.

Resolution No. 8225

Motion by Byrd and seconded by McCormic to table consideration of the hiring of Carlton Salley as a permanent equipment operator until a position opens.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

17. Approve Expenditure of Up to \$75,000 for Software and Hardware for the Administrative Office

On October 31, 2018, the Police Jury approved Resolution No. 8175 authorizing the Secretary Treasurer to contact computer hardware and software vendors and review their products to make recommendations to the Jury for improvements to and replacement of the current information system with total cost not to exceed fifty thousand dollars (\$50,000).

Secretary Treasurer Weatherford's research and inquiries of prospective vendors indicates that the cost of new software and hardware will exceed the set limit of \$50,000. He requested that the Jury increase the expenditure limit to \$75,000.

Resolution No. 8226

Motion by Ruffin and seconded by Brown to authorize the Secretary Treasurer to contact computer hardware and software vendors and review their products to make recommendations to the Jury for improvements to and replacement of the current information system with total cost not to exceed seventy-five thousand dollars (\$75,000).

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

18. Authorize Payment of Approved Bills

Resolution No. 8227

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

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

19. Appropriate Sales Tax for January Operations (\$230,000)

Resolution No. 8228

Motion by Ruffin and seconded by Funderburk to appropriate and transfer \$230,000.00 from the Sales Tax Fund to the Parishwide Transportation Fund for January 2019 operations.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

20. Committee Reports

Road and Shop Committee:

Mr. Randy Byrd reported that the Road and Shop Committee had two recommendations for consideration by the full Jury:

1. Purchase an end-dump trailer rather than replace the wrecked 14-yard dump truck.
2. Purchase of a new pickup truck for use by enforcement officer Todd McNeely.

Mr. Byrd noted that the Jury already owns an over the road tractor to pull the end-dump trailer which will be used solely to stock the parish's maintenance yards. There was a brief discussion concerning the condition of the truck currently being used by enforcement officer McNeely. It was noted that three quotes have been obtained for a replacement pickup truck with the lowest quote being received from Julian Foy Motors, Inc. The lowest quote was \$29,980. Since the quoted price is less than \$30,000, there is no legal requirement for letting public bids for the pickup truck.

Resolution No. 8229

Motion by Byrd and seconded by McCormic to advertise for public bids for an end-dump trailer with bid specifications as provided by Road Superintendent Hughes.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Resolution No. 8230

Motion by Byrd and seconded by McCormic to purchase a new 2019 Chevrolet 1500 Silverado, 4-wheel drive, double cab pickup truck from Julian Foy Motors, Inc. at the lowest quoted price received (\$29,980.00). The vehicle will be used by a parish enforcement officer, Mr. Todd McNeely, and will be paid for through the Sales Tax Fund.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

21. Operations

Mr. Mike McCormic discussed the possibility of contracting with a grant writer to obtain available grant funding for the parish.

Road Superintendent Hughes reported that Paddie Road is listed on police jury records as Joe Paddie Road. He requested that the name Joe Paddie Road be changed to Paddie Road and that the length of the road be corrected to seven tenths (.7) of a mile. He also noted that four tenths (.4) of a mile of Joe Paddie Road is named Hammon Loop and he requested that the road be renamed.

Resolution No. 8231

The following resolution was offered by Sepulvado and seconded by McCormic:

WHEREAS, Joe Paddie Road, with a length of approximately one and one tenth of a mile, is named Paddie Road and Hammon Loop in the emergency responder's (911) directory, and

WHEREAS, the police jury desires its road names to be consistent with the emergency responder's (911) directory,

NOW, THEREFORE, BE IT RESOLVED that seven tenths (.7) of a mile of Joe Paddie Road be renamed Paddie Road, and

BE IT FURTHER RESOLVED that four tenths (.4) of a mile of Joe Paddie Road be renamed Hammon Loop.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Road Superintendent Hughes requested the jury's approval to register the Sabine Parish Police Jury with the Louisiana Department of Environmental Quality (D.E.Q.) as a tire collection agency. When properly registered, DEQ will pick up the parish's waste tires at no charge. Mr. Veuleman reminded the jury that in the past the police jury had been registered with D.E.Q. as a tire collection agency.

President Bison instructed Road Superintendent Hughes to pursue renewing or obtaining registration with D.E.Q. as a tire collection agency.

There followed a general discussion of litter problems within the parish and the methods that might be utilized to combat littering. Mr. Bison instructed Road Superintendent Hughes to investigate the possibility of purchasing cameras to deter littering.

Mr. Mike Presley addressed the jury concerning sales and ad valorem taxes paid in Sabine Parish and the recent, December 8th, tax propositions.

Mr. Ebarb, Chairman of the Personnel Committee, requested clarification on whether the Personnel Committee or the Road Superintendent will be responsible for interviewing and recommending hiring of the road foremen.

Resolution No. 8232

Motion by Garcie and seconded by Ruffin to change the hiring policy for road foremen to authorize the Road Superintendent to consult with the Juror(s) of the affected road district(s) to select the road foreman with the final decision to be the sole responsibility of the Road Superintendent.

The voting was as follows:

Yeas: 7 Nays: 2 – Byrd, Bison Absent: 0

22. Adjournment

Resolution No. 8233

Motion by Brown and seconded by Funderburk to adjourn.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

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

s/Ronald L. Bison
Ronald L. Bison
President