

March 20, 2019

On Wednesday, March 20, 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 Meeting, February 20, 2019
8. Planning Commission
9. Adopt an Ordinance Increasing the Monthly Salary for Police Jurors
10. Adopt an Ordinance Temporarily Moving the Polling Place for Precincts 6-4,6-4a, 6-4b, and 8-2 from the North Sabine Fire Protection District Fire Station, 919 Hammond Street, Zwolle, Louisiana to the Veterans of Foreign Wars Hall, 860 Dahlia Vines Road, Zwolle, Louisiana
11. Adopt an Ordinance to Reduce the Speed Limit on Brumley Road to 25MPH
12. Review and Clarify Ordinance 1 of 2018
13. Discuss Bids for a New End Dump Trailer and Road Emulsion Sealer
14. Award Contract for Redistricting Services
15. Adopt a Resolution Authorizing the Parish President to Request Engineer's Qualifications Statements
16. Adopt a Resolution Authorizing the Parish President to Request Administrative Consultant's Proposal for Services.
17. Adopt a Fair Housing Proclamation
18. Proclaim April 22-26, 2019 as National Community Development Week
19. Adopt a Resolution Referencing the Benefits of CDBG and the Negative Impacts Funding Cuts Would Cause
20. Authorize Subgrantee Certification Regarding Section 3
21. Discuss LGAP Grant for New Roof for Office of Emergency Preparedness Building
22. Consider a Policy for Pipelines Crossing Parish Roads
23. Consider a Policy for Repair of Driveways for Handicapped Citizens
24. Authorize Entering a Cooperative Endeavor Agreement with Mr. Garald Harvey
25. Authorize Entering a Cooperative Endeavor Agreement with Sabine Parish Dixie Youth Baseball, Inc.
26. Discuss Ward 1 Withdrawal from Cooperative Endeavor Agreement
27. Consider Rescheduling the Regular Police Jury Meeting of May 15, 2019 to May 14, 2019
28. Consider Hiring a Solid Waste Site Manager
29. Consider Hiring Mr. James Hickman
30. Consider Adoption of Delo Largo Road in Road District 9, Ward 3, into the Parish Wide Road System
31. Consider Adoption of Cole Phares Lane in Road District 9, Ward 3, into the Parish Wide Road System
32. Consider Adoption of Cart Bayou Lane in Road District 9, Ward 3, into the Parish Wide Road System
33. Consider Abandoning Ammie Lane Located in Ward 1, Road District 18
34. Authorize the Financing of a Kubota Excavator Through Sabine State Bank
35. Authorize Payment of Approved Bills
36. Appropriate Sales Tax for March Operations (\$230,000)
37. Committee Reports
38. Operations
39. Executive Session - Discuss Sabine Parish Water District No. 1
40. 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, and "Randy" Byrd.

The following member was absent: Kenneth M. Ebarb.

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. 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. 8256

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

The voting was as follows:

Yea: 8 Nay: 0 Absent: 1 - Ebarb

7. Accept the Minutes of the Previous Regular Meeting, February 20, 2019

All Police Jurors have previously been provided a written copy of the minutes of the regular meeting held on February 20, 2019.

Resolution No. 8257

Motion by Brown and seconded by Garcie to accept the minutes of the regular meeting held on February 20, 2019.

The voting was as follows:

Yea: 8 Nay: 0 Absent: 1 - Ebarb

8. Planning Commission

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission was in attendance but had no matters to bring before the Police Jury.

9. Adopt an Ordinance Increasing the Monthly Salary for Police Jurors

Pursuant to Louisiana Revised Statute 33:1233, a public hearing considering increasing the monthly salary for police jurors was held on March 20, 2019 at eight thirty o'clock a.m. in the police jury meeting room. Louisiana Revised Statute 33:1233A(2)(b)(ii) provides for a maximum allowable salary of one thousand six hundred dollars (\$1,600.00) per month for each member of the police jury with an allowable increase in the salary of the police juror serving as president of the police jury in an amount not to exceed four hundred dollars (\$400.00) per month. Currently, police jurors are paid a salary of eight hundred dollars (\$800.00) per month with the police jury president receiving an additional one hundred dollars (\$100.00) per month.

ORDINANCE 2 of 2019

**AN ORDINANCE SETTING THE MONTHLY SALARY OF POLICE JURORS
AND THE POLICE JURY PRESIDENT**

WHEREAS, the monthly salaries of the Sabine Parish police jurors have not been adjusted for increases in the costs of performing their duties for many years, and

WHEREAS, Louisiana Revised Statute 33:1233A(2)(b)(ii) sets the maximum salary allowable at one thousand six hundred dollars (\$1,600.00) per month for each member of the police jury, and

WHEREAS, Louisiana Revised Statute 33:1233A(2)(b)(ii) allows the police jury to increase the salary of the police juror serving as president of the police jury in an amount not to exceed four hundred dollars per month more than the salary established for members of the police jury.

NOW THEREFORE BE IT ORDAINED, that the salary for each police juror, except the police juror serving as president of the police jury, be set at one thousand two hundred dollars (\$1,200.00) per month, and

BE IT FURTHER ORDAINED, that the salary of the police juror serving as president of the police jury be set at one thousand three hundred dollars (\$1,300.00) per month, and

BE IT FURTHER ORDAINED, that this ordinance shall be in effect April 1, 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 Ruffin and seconded by Funderburk was then submitted to an official vote and the vote thereupon was recorded as follows to wit:

<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			

Thereupon, the President declared this ordinance adopted on this the 20th day of March 2019, at the regular meeting of the Police Jury of the Parish of Sabine.

s/ Ronald L. Bison
Ronald L. Bison
President

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

10. Adopt an Ordinance Temporarily Moving the Polling Place for Precincts 6-4, 6-4a, 6-4b, and 8-2 from the North Sabine Fire Protection District Fire Station, 919 Hammond Street, Zwolle, Louisiana to the Veterans of Foreign Wars Hall, 860 Dahlia Vines Road, Zwolle, Louisiana

The October 12, 2019 regularly scheduled Open Primary/Gubernatorial Election will be held on the same day as the Zwolle Tamale Festival. Because of the expected congestion on Hammond Street, the police jury desires to temporarily move the polling place.

ORDINANCE 3 of 2019

**AN ORDINANCE TEMPORARILY MOVING THE POLLING PLACE FOR
PRECINCTS 6-4, 6-4a, 6-4b, AND 8-2 FROM THE NORTH SABINE FIRE
PROTECTION DISTRICT FIRE STATION, 919 HAMMOND STREET,**

**ZWOLLE, LOUISIANA TO THE VETERANS OF FOREIGN WARS HALL, 860
DAHLIA VINES ROAD, ZWOLLE, LOUISIANA**

WHEREAS, the parish wide election scheduled for October 12, 2019 will fall on the weekend of the Zwolle Tamale Fiesta, and

WHEREAS, the polling place for Precincts 6-4, 6-4a, 6-4b, and 8-2 is located at 919 Hammond Street, Zwolle, Louisiana which is along the main parade route, and

WHEREAS, Hammond Street will be blocked and voters will be unable to access the polls

NOW THEREFORE BE IT ORDAINED, that, the polling place for precincts 6-4, 6-4a, 6-4b, and 8-2 be temporarily moved (**for the October 12, 2019 election only**) from the North Sabine Fire Protection District Fire Station located at 919 Hammond Street, Zwolle, Louisiana, to the Veterans of Foreign Wars Hall located at 860 Dahlia Vines Road, Zwolle, Louisiana. Subsequent to the October 12, 2019 election, the polling place for Precincts 6-4, 6-4a, 6-4b, and 8-2 will revert back to the North Sabine Fire Protection District Fire Station located at 919 Hammond Street, Zwolle, Louisiana

BE IT FURTHER ORDAINED, that this ordinance shall be in effect May 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 Ruffin and seconded by McCormic was then submitted to an official vote and the vote thereupon was recorded as follows to wit:

Yea: 8 - Funderburk, McCormic, Brown, Ruffin, Bison, Garcie, Sepulvado, and Byrd

Nay: 0

Abstain: 0

Absent: 1 – Ebarb

Thereupon, the President declared this ordinance adopted on this the 20th day of March 2019, at the regularly scheduled meeting of the Police Jury of the Parish of Sabine.

s/ Ronald L. Bison
Ronald L. Bison
President

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

11. Adopt an Ordinance to Reduce the Speed Limit on Brumley Road to 25MPH

ORDINANCE 4 of 2019

AN ORDINANCE ESTABLISHING THE SPEED LIMIT FOR BRUMLEY ROAD

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

WHEREAS, the current speed limit for Brumley 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 Brumley Road,

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

BE IT FURTHER ORDAINED, that this ordinance shall be in effect March 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 Brown and seconded by Byrd was then submitted to an official vote and the vote thereupon was recorded as follows to wit:

Yea: 8 - Willes Funderburk, "Mike" McCormic, "Charlie" Brown, William E. Ruffin, "Ronny" Bison, Eric Garcie, Ricky "K-Wall" Sepulvado, and "Randy" Byrd.

Nays: 0

Abstain: 0

Absent: 1 – Kenneth M. Ebarb

Thereupon, the President declared this ordinance adopted on this the 20th day of March 2019, at the regular meeting of the Police Jury of the Parish of Sabine.

s/Ronald L. Bison
Ronald L. Bison
President

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

12. Review and Clarify Ordinance 1 of 2018

There was a general discussion concerning Ordinance 1 of 2018, An Ordinance for Roads, Bridges, Culverts and Ditches. The discussion centered primarily upon the definition of a responsible party as used in the following clause:

(a) At any time excessive damage is caused to any parish road by the use of motor vehicles or equipment belonging to or under the direction of **any responsible party** which is beyond the ordinary and normal usage of such roads, such parties shall at their own expense , repair or restore the portion of any road so damaged to a passable condition. It is the express intent of the parish police jury that the parish road department be a last provider of said repair and restoration work.

(b) The stated policy shall be implemented and placed into effect as to **all responsible parties** who make extensive use of the parish roads for the purpose of any type construction, development, or industrial projects, including but not limited to the drilling of oil or gas wells, large construction projects, removal of timber or any other natural resources...

The consensus of the police jury was that the term "**responsible party**" means the owner of the timber or other commodities or resources at the time they are transported on parish roads.

President Bison noted that the police jury has a duty to protect the interest of the citizens of the parish while promoting industry within the parish. He asked members of industry to work with the police jury to repair parish roads they damage.

13. Discuss Bids for a New End Dump Trailer and Road Emulsion Sealer

Secretary Treasurer Weatherford informed the jury that advertisements for bids for an end-dump trailer and application of road emulsion sealer had been published in the official journal. The bids were to be opened at 10:00 a.m. on February 27, 2019; however, no bids were received.

Resolution No. 8258

Motion by Byrd and seconded by Sepulvado to re-advertise for public bids for:

- A new 2019 end dump trailer

- Application of a refined tar-based sealer to selected roads

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

14. Award Contract for Redistricting Services

Mr. Bill Blair with Strategic Demographics, L.L.C. and Mr. Cedric Floyd with Data Center have previously addressed the police jury and described the redistricting services they could provide.

Both have provided engagement proposals. Strategic Demographics, L.L.C. will perform the 2021 redistricting services for a fee of \$16,000. Data Center proposes to perform 2021 redistricting services for a fee of \$17,500.

Mr. Ruffin noted that Data Center has provided these services to the Sabine Parish Police Jury in the past and they did a very good job.

Resolution No.8259

Motion by Ruffin and seconded by McCormic to authorize President Bison to execute an engagement agreement with Data Center to perform the 2021 redistricting services for the Sabine Parish Police Jury at a fee not to exceed \$17,500.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

15. Adopt a Resolution Authorizing the Parish President to Request Engineer's Qualifications Statements

The police jury has received a draft resolution from The Coordinating & Development Corporation authorizing the president of the police jury to request engineer's qualifications statements for the Fiscal Year 2020/2021 LCDBG Application.

R E S O L U T I O N N O . 8260

**A RESOLUTION AUTHORIZING THE
PARISH PRESIDENT TO REQUEST ENGINEER'S
QUALIFICATIONS STATEMENTS**

The following resolution offered by Ruffin and seconded by Sepulvado:

WHEREAS, the Parish of Sabine intends to apply for funding under the Louisiana Community Development Block Grant program in order to make public facility improvements;

NOW, THEREFORE, BE IT RESOLVED that the Parish President or his designated representative is hereby authorized to request statements of qualifications from engineers on the above referenced project as soon as possible, and to execute a contract for LCDBG engineering services with the firm that scores highest in the selection process. Points shall be assigned to each firm submitting a statement of qualifications based upon the following criteria:

- (1) Experience of the firm with this type of construction project under the LCDBG Program during past five calendar years (10 points maximum) – 10 points shall be awarded for firms under contract with more than 10 grantees during past 5 calendar years (identify grantee and type of project); 5 points for firms under contract with 1-10 grantees during past 5 calendar years (identify grantee and type of project); 0 points for firms with no previous experience.
- (2) Proximity of firm to local governing body (10 points maximum) - 10 points for firms located less than 100 miles away; 5 points for firms located 100 miles away or more.

- (3) Length of time the firm or project engineer has been in business (10 points maximum) - 10 points shall be awarded to firms or project engineers who have been in business over 10 years; 5 points to firms or project engineers who have been in business 5 to 10 years; and 1 point to firms or project engineers who have been in business less than 5 years.

Points will be awarded from zero to ten for each category, to firms submitting statements of qualifications in accordance with the points system described above, by the Parish President or his designee. In the event of a tie, 1 point will be awarded to the firm which the Parish of Sabine believes will best represent its interests. Negotiations with the firm receiving the highest number of points shall begin immediately.

The foregoing resolution was submitted to a vote as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

16. Adopt a Resolution Authorizing the Parish President to Request Administrative Consultant's Proposal for Services.

The police jury has received a draft resolution from The Coordinating & Development Corporation authorizing the president of the police jury to request administrative consultant's proposal for services for the Fiscal Year 2020/2021 LCDBG Application.

R E S O L U T I O N N O . 8261

**A RESOLUTION AUTHORIZING THE
PARISH PRESIDENT TO REQUEST ADMINISTRATIVE
CONSULTANT'S PROPOSAL FOR SERVICES**

The following resolution offered by Sepulvado and seconded by Byrd:

WHEREAS, the Parish of Sabine intends to apply for funding under the Louisiana Community Development Block Grant (LCDBG) program in order to make public facility improvements;

NOW, THEREFORE, BE IT RESOLVED that the Parish President or his designated representative is hereby authorized to request proposals for professional services from administrative consultants on the above referenced project as soon as possible, and to execute a contract for LCDBG administrative consultant's services with the firm that scores highest in the selection process. Points shall be assigned to each firm submitting a proposal based upon the following criteria:

- (1) Educational background of project manager who will be assigned to project (10 points maximum) – 10 points shall be awarded to managers who have a College degree; 7 points to managers who have an Associate degree; 4 points to managers who have a high school diploma.
- (2) Firm's experience in administering LCDBG projects during the last four calendar years (10 points maximum) – 10 points shall be awarded to firms who have administered more than 5 LCDBG projects; 5 points to firms who have administered 1 - 5 LCDBG projects; 0 points to firms who have never administered LCDBG projects.
- (3) Length of time the firm has been in business (10 points maximum) – 10 points shall be awarded to firms who have been in business over 10 years; 5 points to firms who have been in business 5 to 10 years; 1 point to firms who have been in business less than 5 years.

(4) Proximity of firm to local governing body (10 points maximum) - 10 points for firms located less than 100 miles away; 5 points for firms located 100 miles away or more.

(5) Price Consideration (10 points maximum) – 10 points shall be awarded to the firm whose price proposal is less than \$25,000; 7 points shall be awarded to the firm whose price proposal is between \$25,000 and \$30,000; 5 points shall be awarded to the firm whose price proposal is between \$30,001 and \$35,000; 2 points shall be awarded to the firm whose price proposal is more than \$35,000.

Points will be awarded from zero to ten for each category, to firms submitting statements of qualifications in accordance with the points system described above, by the Parish President or his designee. In the event of a tie, 1 point will be awarded to the firm which the Parish of Sabine believes will best represent its interests. Negotiations with the firm receiving the highest number of points shall begin immediately.

The foregoing resolution was submitted to a vote as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

17. Adopt a Fair Housing Proclamation

The Sabine Parish Police Jury has been requested by the Office of Community Development, Division of Administration, of the State of Louisiana, to proclaim April 2019 as Fair Housing Month. April 15, 2019, marks the fifty-first anniversary of the National Fair Housing Law of 1968 that prohibits discrimination in housing and declares a national policy to provide, within constitutional limits, for fair housing in the United States.

Resolution No. 8262

Motion by Ruffin and seconded by Sepulvado to adopt the following proclamation:

PROCLAMATION

WHEREAS, the 51st Anniversary of the National Fair Housing Law, Title VIII of the Civil Rights Act of 1968, during the month of April, is an occasion for all Americans – individually and collectively- to rededicate themselves to the principle of freedom from housing discrimination whenever it exists; and

WHEREAS, this law guarantees for each citizen the critical, personal element of freely choosing a home; and

WHEREAS, a fair housing law has been passed by the State of Louisiana, and implementation of the law requires the positive commitment, involvement, and support of each of our citizens; and

WHEREAS, the Sabine Parish Police Jury is to provide leadership in the effort to make fair housing not just an idea, but an ideal for all our citizens; and

WHEREAS, barriers that diminish the rights and limit the options of any citizen to freely choose a home will ultimately diminish the rights and limit the options of all.

NOW, THEREFORE, the Sabine Parish Police Jury does hereby proclaim the month of April 2019 as **FAIR HOUSING MONTH**.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

18. Proclaim April 22-26, 2019 as National Community Development Week

Through the Community Development Block Grant (CDBG) Program, funding for sewer, water, street improvements, and economic development projects has allowed local governments within the state of Louisiana to address infrastructure issues within their boundaries. These projects improve the quality of life for low- and moderate-income persons as well as for all their citizens, which would otherwise not be possible without the Program.

The Sabine Parish Police Jury desires to recognize the good work of the program.

Resolution No. 8263

Motion by Ruffin and seconded by Sepulvado to adopt the following proclamation:

PROCLAMATION

WHEREAS, the Community Development Block Grant Program has operated since 1974 to provide local governments with the resources required to primarily meet the needs of low- and moderate- income persons; and

WHEREAS, the Community Development Block Grant Program is among the few remaining federal programs available to address the needs of low- and moderate- income persons and small cities; and

WHEREAS, the Community Development Block Grant Program has provided the state of Louisiana with important and flexible assistance to meet the needs of low- and moderate- income residents of small cities by funding sewer, water, and street improvement projects, economic development projects, and other public improvement projects; and

WHEREAS, Congress and the nation acknowledge the critical value of the Community Development Block Grant Program and the significant projects that rely on its funds for support; and

WHEREAS, the week of April 22-26, 2019, has been reserved for recognition and appreciation of the Community Development Block Grant Program

NOW, THEREFORE, the Sabine Parish Police Jury does hereby proclaim the week of April 22-26, 2019, as **National Community Development Week**.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

19. Adopt a Resolution Referencing the Benefits of CDBG and the Negative Impacts Funding Cuts Would Cause

Resolution No. 8264

Motion by Sepulvado and seconded by Funderburk to adopt the following resolution:

WHEREAS, the week of **April 22-April 26, 2019**, has been designated as National Community Development Week. The Sabine Parish Police Jury has been a participant in the Community Development Block Grant (CDBG) Program which funds public infrastructure, economic development, and housing programs in this community, and

WHEREAS, in this community and communities throughout the nation, forty-five years of Community Development Block Grant Program funding has developed a strong relationship between this local government and its residents, principally those of low-to moderate- income, and

WHEREAS, this community recognizes that the Community Development Block Grant Program is a partnership of federal, state, and local government and community and business efforts, and that the services funded by the CDBG Program relies heavily on the dedication and good will of our combined efforts,

THEREFORE BE IT RESOLVED, that during *National Community Development Week 2019*, this community will give special thanks and recognition to all participants whose hard work and devotion to the neighborhoods and their low- and moderate- income residents help to ensure the quality and effectiveness of the Community Development Block Grant Program, and

BE IT FURTHER RESOLVED, that the Sabine Parish Police Jury hereby petitions the U. S. Congress and Administration to recognize the outstanding work being done locally and nationally by the Community Development Block Grant Program, and of its vital importance to the community and to the people who live in its lower income neighborhoods, and

BE IT FURTHER RESOLVED, that copies of this resolution be conveyed to the appropriate elected and appointed officials of the federal government and that this community's name be added to the roll of those committed to the preservation and full funding of the Community Development Block Grant Program and maintenance of its essential features over the course of the next session of Congress.

The foregoing resolution was submitted to a vote as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

20. Authorize Subgrantee Certification Regarding Section 3

In order to qualify for Community Development Block Grant Program matching funds reimbursement for Disaster Recovery Grant 4263, the Sabine Parish Police Jury must execute a certification regarding Section 3. The Community Development Block Grant Program Rider contains supplementary general conditions for use with procurement contracts and subrecipient agreements that are funded in whole or in part by HUD.

Resolution No. 8265

Motion by Byrd and seconded by Funderburk to authorize President Bison to execute the Subgrantee Certification Regarding Section 3.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

21. Discuss LGAP Grant for New Roof for Office of Emergency Preparedness Building

On March 7, 2019, the Police Jury was notified that it had been awarded a FY 2018-2019 Local Government Assistance Program (LGAP) Grant in the amount of \$20, 800 which is dedicated to the installation of an exterior metal roof with new gutters and down spouts on the Parish's Office of Emergency Preparedness (O.E.P.) Building. The grant requires a minimum local match of \$22,528 and the contract must be signed by President Bison.

Mr. David Davis addressed the police jury and presented rough plans for the installation of a metal roof to the building and a cost estimate.

Resolution No. 8266

Motion by McCormic and seconded by Sepulvado:

WHEREAS, the Sabine Parish Police Jury has been awarded a Local Government Assistance Program (LGAP) Grant in the amount of \$20,800 dedicated to the installation of an exterior metal roof with new gutters and down spouts on the Parish's Office of Emergency Preparedness (O.E.P.) Building, and

WHEREAS, the estimated cost of installing a new metal roof on the building is expected to be in excess of the grant amount and the required local match,

THEREFORE, BE IT RESOLVED, that the police jury will provide funds from its General Fund sufficient to pay the cost of the installation of the new metal roof on the Parish's Office of Emergency Preparedness (O.E.P.) Building in excess of the LGAP grant.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

Resolution No. 8267

Motion by McCormic and seconded by Funderburk to authorize President Bison to execute the FY 2018-2019 LGAP Grant Contract.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

22. Consider a Policy for Pipelines Crossing Parish Roads

Secretary Treasurer Weatherford informed the police jury that some pipeline companies had requested guidance as to the allowable angles of approach to parish roads. A review of adopted policies and procedures did not provide any information concerning the allowable angles for pipelines crossing parish roads.

Resolution No. 8268

Motion by Ruffin and seconded by Brown to table consideration of the allowable angles of approach for pipelines to parish roads and to refer the question to the Road and Shop Committee.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

23. Consider a Policy for Repair of Driveways for Handicapped Citizens

Secretary Weatherford addressed the Jury concerning an ordinance for the repair of driveways for the handicapped. There are some criteria that must be met before the police jury can provide assistance by repairing driveways:

- Access to the homes of the handicapped by emergency vehicles must be a necessity.
- The person receiving assistance must be temporarily disabled or permanently handicapped.
- The person must be unable to function without help from an outside source.
- The person must be the owner of the property at which he resides.
- The person must provide evidence that he is financially "needy".

ORDINANCE 5 of 2019

**AN ORDINANCE RELATING TO THE REPAIR OF DRIVEWAYS OF THE
HANDICAPPED**

WHEREAS, it is the duty of the Police Jury of Sabine Parish to ensure the safety and welfare of the citizens of the Parish; and

WHEREAS, access to the homes of the handicapped is a necessity for emergency vehicles;

NOW THEREFORE BE IT ORDAINED by the Sabine Parish Police Jury that the following criteria must be met before the Police Jury can work on the driveways of handicapped citizens:

SECTION 1:

A person must be temporarily disabled or permanently handicapped:

- a. A person must have a doctor's statement indicating he is temporarily disabled or permanently handicapped.
- b. A person must be unable to function without help from an outside source (public transportation, friend, or relative).
- c. A person must be the owner of the property at which he resides.

SECTION 2:

A person must provide evidence that he is "needy" as determined by the following criteria:

- a. A person must provide evidence that the total household income for the preceding calendar year was no more than one hundred and fifty percent (150%) of the applicable Department of Health and Human Services federal poverty level.
 - Prior year federal income tax return.
 - Statement of social security benefits and /or other retirement or disability income currently being received.
- b. A person must provide a signed and notarized statement that he has provided the Sabine Parish Police Jury a complete and accurate reporting of his total household income and that he owns no unimpaired real or personal property with a fair market value greater than \$75,000.

SECTION 3:

Repair of a driveway for handicapped accessibility must be limited to one location only, and

BE IT FURTHER ORDAINED, that once the above criteria have been met, the Parish Road Superintendent and the Police Jurors will decide on the course of action to be taken in repairing the drive. and

BE IT FURTHER ORDAINED, that this ordinance shall be in effect April 1, 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 Ruffin and seconded by Funderburk was then submitted to an official vote and the vote thereupon was recorded as follows to wit:

Yea: 8 - Willes Funderburk, "Mike" McCormic, "Charlie" Brown, William E. Ruffin, "Ronny" Bison, Eric Garcie, Ricky "K-Wall" Sepulvado, and "Randy" Byrd.

Nays: 0

Abstain: 0

Absent: 1 – Kenneth M. Ebarb

Thereupon, the President declared this ordinance adopted on this the 20th day of March, 2019, at the regularly scheduled meeting of the Police Jury of the Parish of Sabine.

s/ Ronald L. Bison
Ronald L. Bison
President

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

Mr. Garald Harvey is developing a new business on Shuteye Road. His business will require trucks weighing in excess of the allowable load limit (15 tons) to travel a short distance on Shuteye Road to ingress and egress the plant site.

Resolution No. 8269

Motion by Byrd and seconded by Sepulvado to authorize entering into a Cooperative Endeavor Agreement with Mr. Garald Harvey whereby trucks weighing in excess of the established load limit for Shuteye Road can travel to and from his business site in exchange for his agreement to repair any damage caused by the trucks and to further authorize President Bison to execute the agreement.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

25. Authorize Entering a Cooperative Endeavor Agreement with Sabine Parish Dixie Youth Baseball, Inc.

Every year, the Sabine Parish Police Jury provides the Sabine Parish Dixie Youth \$5,000, which is split equally between the six municipalities that participate in the program. This amount of funding is included in the 2019 Police Jury Budget.

Resolution No.8270

Motion by Byrd and seconded by Sepulvado to authorize Jury President Bison to execute a cooperative endeavor agreement with the Sabine Parish Dixie Youth to provide \$5,000 in funding for the program.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

26. Discuss Ward 1 Withdrawal from Cooperative Endeavor Agreement

On September 27, 2017, all police jurors entered a cooperative endeavor agreement whereby equipment purchased by an individual road district could be used in mutual support of other road districts for construction, repairs and maintenance of roads, bridges, causeways, dikes, dams, levees and highways within the boundary of Sabine Parish, Louisiana.

Mr. Willes Funderburk addressed the jury to explain the reasons why he would like to withdraw from the agreement. Mr. Ruffin made a motion to allow Mr. Funderburk to withdraw from the cooperative endeavor agreement.

There followed a discussion of problems encountered by the participating road districts during 2018. President Bison reminded the other jurors of the significant savings realized as a result of the agreement. Road Superintendent Hughes described his plans to utilize the equipment of the various road districts to realize savings while at the same time ensuring that the equipment needed by the individual road districts is available.

Mr. Funderburk agreed to continue to participate in the agreement. Mr. Ruffin, then withdrew his motion.

27. Consider Rescheduling the Regular Police Jury Meeting of May 15, 2019 to May 14, 2019

The May 2019 meeting for the Police Jury is scheduled for 9:00 a.m. on May 15, 2019. Due to a scheduling conflict, the Jury desires to reschedule the May 2019 meeting to Tuesday, May 14, 2019 at 9:00 a. m. in the Police Jury Meeting Room of the Sabine Parish Courthouse, 400 S. Capitol Street, Many, Louisiana.

Resolution No 8271

Motion by Ruffin and seconded by Brown to reschedule the regularly scheduled May 2019 meeting from Wednesday, May 15, 2019, to Tuesday, May 14, 2019, at 9:00 a. m. in the Police Jury Meeting Room of the Sabine Parish Courthouse, 400 S. Capitol Street, Many, Louisiana.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

28. Consider Hiring a Solid Waste Site Manager

Resolution No. 8242, adopted February 20, 2018, established the position of Solid Waste Site Manager. The Solid Waste Committee was tasked to develop a job description and recommend the hours of work and rate of pay for the position. The jury was provided a draft job description.

Resolution No.8272

Motion by Ruffin and seconded by Byrd:

WHEREAS, the Solid Waste Committee has developed a job description for the Solid Waste Site Manager and recommended the hourly rate of pay and the hours to be worked by that employee,

NOW BE IT RESOLVED, that the job description developed by the Solid Waste Committee be adopted, and

BE IT FURTHER RESOLVED, that the hourly rate of pay be set at \$11.61 per hour, and

BE IT FURTHER RESOLVED, that the Solid Waste Site Manager be a part-time employee authorized to work no more than twenty-one and one-half (21 ½) hours each week

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

29. Consider Hiring Mr. James Hickman

No action taken by the police jury.

30. Consider Adoption of Delo Largo Road in Road District 9, Ward 3, into the Parish Wide Road System

Del Largo Drive, located in Ward 3, Road District 9, has been maintained by the police jury for many years and has been tacitly dedicated to the parish. It has been determined that the road meets the criteria to be adopted into the Parish Wide Road System.

Resolution No.8273

Motion by Sepulvado and seconded by Byrd to adopt Del Largo Drive in Ward 3, Road District 9, into the Parish Wide Road System.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

31. Consider Adoption of Cole Phares Lane in Road District 9, Ward 3, into the Parish Wide Road System

Cole Phares Lane, located in Ward 3, Road District 9, has been maintained by the police jury for many years and has been tacitly dedicated to the parish. It has been determined that the road meets the criteria to be adopted into the Parish Wide Road System.

Resolution No. 8274

Motion by Sepulvado and seconded by Byrd to adopt Cole Phares Lane in Ward 3, Road District 9, into the Parish Wide Road System.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

32. Consider Adoption of Cart Bayou Lane in Road District 9, Ward 3, into the Parish Wide Road System

Cart Bayou Lane, located in Ward 3, Road District 9, has been maintained by the police jury for many years and has been tacitly dedicated to the parish. It has been determined that the road meets the criteria to be adopted into the Parish Wide Road System.

Resolution No. 8275

Motion by Sepulvado and seconded by Byrd to adopt Cart Bayou Lane in Ward 3, Road District 9, into the Parish Wide Road System.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

33. Consider Abandoning Ammie Lane Located in Ward 1, Road District 18

Consideration of the abandonment of Ammie Lane was tabled until the April meeting.

34. Authorize the Financing of a Kubota Excavator Through Sabine State Bank

Ward 7, Road District 4, and Ward 9, Road District 20, propose to purchase a Kubota KX057-4R1AP excavator on state contract at a cost of \$62,508.86. Mr. Byrd desires to finance this purchase through a capital lease with Sabine State Bank and Trust.

Resolution No. 8276

Motion by McCormic and seconded by Byrd:

WHEREAS, Ward 7, Road District 4, and Ward 9, Road District 20 can purchase a Kubota KX057-4R1AP excavator on state contract at a cost of \$62,508.86, and

WHEREAS, Mr. Randy Byrd, police juror for Ward 7, Road District 4, and Ward 9, Road District 20, desires to finance the purchase of the excavator through a capital lease with Sabine State Bank and Trust for a period of five (5) years at an interest rate of 4.75%,

NOW BE IT RESOLVED, that the purchase a Kubota KX057-4R1AP excavator on state contract through a capital lease at a cost of \$62,508.86 be hereby authorized, and

BE IT FURTHER RESOLVED, that President Ronald L. Bison be hereby authorized to execute the lease agreement with Sabine State Bank and Trust bearing an interest rate of 4.75% and any other documents necessary to complete the purchase of the excavator.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

35. Authorize Payment of Approved Bills

Resolution No. 8277

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

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

36. Appropriate Sales Tax for March Operations (\$230,000)

Resolution No. 8278

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 March 2019 operations.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 - Ebarb

37. Committee Reports

Courthouse and Jail Committee:

Repairs to the Mount Zion voting booth have been completed.

The chiller for the air conditioning system in the courthouse has been repaired.

Renovations to the elevator in the courthouse are scheduled to begin in May.

38. Operations

Road Superintendent Hughes noted that the parish enforcement officers are currently using their personal cell phones to conduct parish business.

Resolution No. 8279

Motion by McCormic and seconded by Byrd to either pay the parish enforcement officers fifty dollars (\$50) per month for the use of their personal cell phones for parish business or, at their option, to provide them with a parish owned cell phone.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 – Ebarb

Road Superintendent Hughes requested that the jury consider hiring a third enforcement officer. He informed the jurors that the two existing enforcement officers cannot adequately monitor the volume of activity in the parish. The Jury referred this request to the Personnel Committee and the Finance Committee to determine if it is feasible to hire an additional enforcement officer.

39. Executive Session - Discuss Sabine Parish Water District No. 1

President Ronald L. Bison requested that the Police Jury enter an executive session to discuss allegations of misconduct at the Sabine Parish Water District No. 1. The Police Jury may go into executive session by a two-thirds vote of the members present at an open meeting that has been properly convened.

Resolution No. 8280

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

WHEREAS, the Sabine Parish Police Jury desires to discuss allegations of misconduct at the Sabine Parish Water District No. 1.

THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury enter executive session.

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>
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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	
Randy Byrd	X

And the resolution was declared adopted on this, the 20th day of March 2019.

All members of the audience were requested to leave the Police Jury meeting room and the Police Jury went into executive session.

Resolution No. 8281

Motion by Brown and seconded by Ruffin to exit executive session.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 – Ebarb

The audience was requested to return to the Police Jury meeting room.

40. Adjournment

Resolution No. 8282

Motion by Brown and seconded by McCormic to adjourn.

The voting was as follows:

Yea: 8 Nays: 0 Absent: 1 – Ebarb

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

s/Ronald L. Bison
Ronald L. Bison
President