

March 18, 2020

On Wednesday March 18, 2020 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. Public Comments
8. Accept the Minutes of the Previous Regular Meeting Held February 19, 2020
9. Planning Commission:
 - (a) Jewel of the Lake Estates to Begin Two Year Maintenance Period for Adoption into Parish-wide Road System
 - (b) Northview Subdivision to Begin Two Year Maintenance Period for Adoption into Parish-wide Road System
10. Consider Abandonment of a Portion of the Right of Way of Glen Oaks Drive Located in Ward 2, Road District 16
11. Appoint Mr. Harold Stanley Cook as Constable of District 2 to Complete the Term of Mr. Jerry Singletary
12. Parish Transportation Act Certificate
13. Authorize Advertising for Bids for a 14 Yard Dump Truck for Road District 1 (Ward 6) and Road District 11 (Ward 10)
14. Authorize Advertising for Bids for a 6 Yard Dump Truck for Road District 16 (Ward 2) and Road District 9 (Ward 3)
15. Review and Accept Bid for New Industrial Scale for the Solid Waste Landfill Exit
16. Authorize Purchase of Lift for the Road Department Shop
17. Approve Entering a Cooperative Endeavor Agreement with the Town of Many to Make Repairs to McDonald Drive
18. Authorize Entering a Cooperative Endeavor Agreement with Pine Belt Multi-Purpose Community Action Agency, Inc.
19. Consider Increasing the Master Mechanic's Base Salary to \$23.00 Per Hour
20. Consider Increasing the Mechanics Base Salary to \$18.55 Hour
21. Consider Extending the Employment of the Part-time Clerical Employee to Assist at the General Administration Office Until June 30, 2020
22. Approve Paying Peter Chreene, Matthew Cook and Benjamin Shaw \$50 Per Month for Parish Use of Their Personal Cell Telephones
23. Adopt Language Access Plan for Limited English Proficiency Persons
24. Declare Road Department Property Surplus and Authorize the Sale of the Surplus Property by On-line Auction
25. Appoint the Commissioners for the Sabine Parish Fire District 1, Wards 1 & 2
26. Approve Proposed Disposal Fees for the Sabine Parish Sanitary Landfill
27. Authorize Payment of Approved Bills
28. Appropriate Sales Tax for March Operations (\$237,000)
29. Committee Reports
30. Operations
31. Enter Executive Session- Discuss an Employee's Professional Competence
32. Adjournment

1. Call to Order

President Mike McCormic called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following jurors were present: "Bo" Stewart, Mike McCormic, "Charlie" Brown, William E. Ruffin, "Jeff" Davidson, 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.

6. Adopt the Agenda

Resolution No. 8503

Motion by Sepulvado and seconded by Davidson to adopt the agenda.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

7. Public Comments

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

Mr. David Davis, Director of the Sabine Parish Homeland Security and Emergency Preparedness, addressed the Police Jury concerning the COVID-19 virus. He noted that the virus is spreading throughout Louisiana and is a serious condition. Mr. Davis informed the Jury that there will be increased testing of individuals for the virus. To date, there have been no reported cases of the virus within Sabine Parish.

8. Accept the Minutes of the Previous Regular Meeting Held February 19, 2020

All police jurors have previously been provided written copies of the minutes of the regular meeting held February 19, 2020.

Resolution No. 8504

Motion by Brown and seconded by Davidson to accept the minutes of the regular meeting held February 19, 2020.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

9. Planning Commission

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission, addressed the Police Jury. He noted that two subdivisions had requested that the Police Jury begin the two-year maintenance period for adoption of roads into the parish-wide road system. The roads must be maintained by the owners for a two-year period and meet the applicable standards for a parish road to be adopted into the system. Jewel of the Lake Estates is a 32-lot subdivision and Northview Subdivision is a 10-lot subdivision.

- (a) Jewel of the Lake Estates to Begin the Two-Year Maintenance Period for Adoption of Jewel Drive into the Parish-wide Road System.

Resolution No. 8505

Motion by Garcie and seconded by Stewart to begin the two-year maintenance period required for Jewel Drive, approximately 1800 feet in length, to be accepted into the parish-wide road system.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, and Byrd

Nays: 1 - Ebarb

Abstain: 0

Absent: 0

- (b) Northview Subdivision to Begin the Two-Year Maintenance Period for Adoption of Nyla Road into the Parish-wide Road System

Resolution No. 8506

Motion by Ruffin and seconded by Sepulvado to begin the two-year maintenance period required for Nyla Road, approximately 900 feet in length, to be accepted into the parish-wide road system.

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

Yeas: 7 - McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, and Byrd

Nays: 2 – Ebarb and Stewart

Abstain: 0

Absent: 0

10. Consider Abandonment of a Portion of the Right-of-Way of Glen Oaks Drive Located in Ward 2, Road District 16

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission, addressed the Police Jury concerning the possible abandonment of a portion of the right-of-way for Glen Oaks Drive located in Ward 2, Road District 16.

Mr. Nugent explained that when the right-of-way for Glen Oaks Drive was granted to the Police Jury, a portion of the right-of-way wider than the required 50 feet was given by the subdivision owner. He also noted that a portion of this wide right-of-way has been fenced for many years and that a private landowner has constructed a building and other improvements within the right-of-way. A total of .349 acres of the right-of-way for Glen Oaks Drive is to be considered for abandonment and a fifty (50) foot right-of-way will be retained for the road.

Resolution No. 8507

Motion by Davidson and seconded by Ebarb to abandon a .349 acre portion of the right-of-way for Glen Oaks Drive located in Ward 2, Road District 16 as described below, retaining a fifty (50) foot wide right-of-way for the length of the road.

(a). A 0.251-acre tract adjoining Lot 14, Lot 15 and a portion of Lot 16 of Glen Oaks Estates located in Section 15, Township 3 North, Range 12 West, Sabine Parish Louisiana and being more particularly described as follows:

Beginning at a ½“ iron pipe found at the southeast corner of said Lot14:
Thence, north 48 degrees 57 minutes 25 seconds west, 14.94 feet to a ½“ iron rod:
Thence, north 14 degrees 16 minutes 00 seconds west, 69.65 feet to a 5/8“ iron rod:
Thence, north 14 degrees 06 minutes 41 seconds west, 84.73 feet to a ¾“ iron pipe:
Thence, north 14 degrees 18 minutes 22 seconds west, 50.00 feet to a ½“ iron rod:
Thence, north 76 degrees 45 minutes 08 seconds east, 16.90 feet to a ½“ iron rod:
Thence, south 31 degrees 25 minutes 14 seconds east, 228.16 feet to a ½“ iron rod:
Thence, south 76 degrees 58 minutes 52 seconds west, 75.90 feet to the “Point of Beginning” and containing .0251 acre.

(b). A 0.098-acre tract adjoining Lot 13 of Glen Oaks Estates located in Section 15, Township 3 North, Range 12 West, Sabine Parish Louisiana and being more particularly described as follows:

Beginning at a ½“ iron pipe found at the northeast corner of said Lot 13:
Thence, north 76 degrees 58 minutes 52 seconds east, 75.90 feet to a ½“ iron rod:
Thence, south 19 degrees 20 minutes 07 seconds east, 88.25 feet to a ½“ iron rod:
Thence, south 75 degrees 04 minutes 38 seconds west, 20.38 feet to a 5/8“ iron rod:
Thence, north 49 degrees 26 minutes 56 seconds west, 109.86 feet to the “Point of Beginning” and containing 0.098 acre.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

11. Appoint Mr. Harold Stanley Cook as Constable of District 2 to Complete the Term of Mr. Jerry Singletary

Mr. Jerry Singletary, constable for Justice of the Peace and Constable District Two, passed away on March 1, 2020. The Police Jury needs to make an appointment to fill the vacancy within twenty (20) days from the date of passing (on or before March 21, 2020). Mr. Harold Stanley Cook has indicated a willingness to serve as constable of District Two to complete Mr. Singletary’s term of office.

Resolution No. 8508

Motion by Byrd and seconded by Stewart:

WHEREAS, Mr. Jerry Singletary, constable for Justice of the Peace and Constable District Two, passed away on March 1, 2020, and

WHEREAS, the Sabine Parish Police Jury needs to make an appointment to fill the vacancy within twenty (20) days from the date of passing, and

WHEREAS, Mr. Harold Stanley Cook is qualified and has indicated a willingness to serve as constable for Justice of the Peace and Constable District Two to complete Mr. Singletary’s term of office.

NOW THEREFORE BE IT RESOLVED, that Mr. Harold Stanley Cook be hereby appointed to serve as constable for Justice of the Peace and Constable District Two for the remainder of Mr. Singletary’s term of office.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

12. 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. 8509

Motion by Ebarb and seconded by Davidson:

WHEREAS the Sabine Parish Police Jury has received funds through the Parish Transportation Fund Act during the fiscal year ended December 31, 2019, 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, 2019 to December 31, 2019, 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.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

13. Authorize Advertising for Bids for a 14 Yard Dump Truck for Road District 1 (Ward 6) and Road District 11 (Ward 10)

Road District 1 (Ward 6) and Road District 11 (Ward 10) need a large dump truck to haul rock and other road materials. Funds were budgeted in the 2020 Annual Financial Budget to purchase this vehicle.

Resolution No. 8510

Motion by Byrd and seconded by Brown:

WHEREAS Road District 1 (Ward 6) and Road District 11 (Ward 10) need a large dump truck to haul rock and other road materials, and

WHEREAS funds were budgeted in the 2020 Annual Financial Budget to purchase this vehicle.

NOW THEREFORE BE IT RESOLVED that Secretary Treasurer Weatherford and Road Superintendent Hughes be hereby authorized to prepare the specifications and advertise for public bids to purchase a 12/14-yard dump truck for Road District 1 (Ward 6) and Road District 11 (Ward 10).

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

14. Authorize Advertising for Bids for a 6 Yard Dump Truck for Road District 16 (Ward 2) and Road District 9 (Ward 3)

Road District 16 (Ward 2) and Road District 9 (Ward 3) need a small dump truck to haul rock and other road materials. Funds were budgeted in the 2020 Annual Financial Budget to purchase this vehicle.

Resolution No. 8511

Motion by Davidson and seconded by Brown:

WHEREAS Road District 16 (Ward 2) and Road District 9 (Ward 3) need a small dump truck to haul rock and other road materials, and

WHEREAS funds were budgeted in the 2020 Annual Financial Budget to purchase this vehicle.

NOW THEREFORE BE IT RESOLVED that Secretary Treasurer Weatherford and Road Superintendent Hughes be hereby authorized to prepare the specifications and advertise for public bids to purchase a 6-yard dump truck for Road District 16 (Ward 2) and Road District 9 (Ward 3).

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

15. Review and Accept Bid for New Industrial Scale for the Solid Waste Landfill Exit

The Sabine Parish Police Jury accepted sealed bids for industrial scales for the exit at the solid waste landfill until 10:00 a.m. on February 14, 2020. The following sealed bids for the industrial scales, including installation, were received:

Bidder	Bid Amount
G.T. Michelli Co., Inc.	\$77,590.60
Michelli Measurement Group	\$80,825.00
Aabbott-Michelli Technologies, Inc.	\$85,730.60

Resolution No. 8512

Motion by Ruffin and seconded by Brown to accept the low bid of G.T. Michelli Co., Inc. in the amount of \$77,590.60 for industrial scales, including installation, for the exit at the solid waste landfill.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

16. Authorize Purchase of Lift for the Road Department Shop

Road Superintendent Hughes addressed the Police Jury. He explained that a lift is needed by the Road Department Shop to allow the mechanics to perform more types of work on parish owned vehicles. The lift is expected to cost less than \$30,000. The Road and Shop Committee and the Finance Committee have reviewed and approved the purchase of a lift.

Resolution No. 8513

Motion by Ruffin and seconded by Sepulvado:

WHEREAS the Road and Shop Committee and the Finance Committee have reviewed and approved the purchase of a lift for the Road Department Shop, and

WHEREAS the cost of a lift is expected to be less than \$30,000

NOW THEREFORE BE IT RESOLVED that Road Superintendent Bobby Hughes is hereby authorized to obtain a minimum of three quotes for a lift for the Road Department Shop, and

BE IT FURTHER RESOLVED that Road Superintendent Bobby Hughes is hereby authorized to purchase the lift at the lowest quoted price provided that the price is less than \$30,000.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

17. Approve Entering a Cooperative Endeavor Agreement with the Town of Many to Make Repairs to McDonald Drive

Road Superintendent Bobby Hughes requested the Police Jury to approve entering a cooperative endeavor agreement with the Town of Many, Louisiana to repair McDonald Drive. The Town will provide the materials required and the Police Jury will haul the materials and provide the necessary equipment and labor.

Resolution No. 8514

Motion by Ruffin and seconded by Stewart:

WHEREAS the Town of Many, Louisiana, and the Sabine Parish Police Jury desire to enter a cooperative endeavor agreement to make repairs to McDonald Drive, and

WHEREAS the Town of Many agrees to provide the materials needed for repairs to McDonald Drive, and

WHEREAS the Sabine Parish Police Jury agrees to haul the materials and provide the necessary equipment and labor.

NOW THEREFORE BE IT RESOLVED that President Richard M. McCormic is hereby authorized to execute a cooperative endeavor agreement with the Town of Many, Louisiana to make repairs to McDonald Drive.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

18. Authorize Entering a Cooperative Endeavor Agreement with Pine Belt Multi-Purpose Community Action Agency, Inc.

The Sabine Parish Police Jury has received a letter, dated March 10, 2020, 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 2020 General Fund Budget.

Resolution No. 8515

Motion by Garcie and seconded by Byrd to authorize President McCormic to execute a Cooperative Endeavor Agreement with the Pine Belt Multi-Purpose Community Action Agency, Inc. to provide 2020 funding to the Agency in the amount of \$5,000.

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

Yeas: 8 - Stewart, McCormic, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 1 - Ruffin

Absent: 0

19. Consider Increasing the Master Mechanic's Base Salary to \$23.00 Per Hour

The Road and Shop Committee and the Personnel Committee recommended increasing the base salary of the Master Mechanic to \$23.66 per hour.

Resolution No. 8516

Motion by Ebarb and seconded by Sepulvado to increase the base salary of the master mechanic to \$23.66 per hour, effective April 1, 2020. To determine the master mechanic's current rate of pay, the applicable STEP plan increases are to be applied to the increased base rate.

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

Yeas: 8 - Stewart, McCormic, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 1 - Ruffin

Abstain: 0

Absent: 0

20. Consider Increasing the Mechanics Base Salary to \$18.55 Hour

The Road and Shop Committee and the Personnel Committee recommended increasing the base salary of the Mechanic to \$19.08 per hour.

Resolution No. 8517

Motion by Byrd and seconded by Davidson to increase the base salary of the mechanic to \$19.08 per hour, effective April 1, 2020. To determine the mechanic's current rate of pay, the applicable STEP plan increases are to be applied to the increased base rate.

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

Yeas: 8 - Stewart, McCormic, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 1 - Ruffin

Abstain: 0

Absent: 0

21. Consider Extending the Employment of the Part-time Clerical Employee to Assist at the General Administration Office Until June 30, 2020

Secretary Treasurer Weatherford informed the Police Jury that he had received notification from the Governor's Office of Homeland Security and Emergency Preparedness that the FEMA Grant that was received for the 2016 flooding would be audited in May of 2020.

The part-time clerical assistant has been an integral part of the preparation of the project worksheets that will be audited. Her assistance in the audit will be crucial to a favorable outcome for the parish.

Resolution No. 8518

Motion by Ruffin and seconded by Sepulvado to extend the employment of the part-time clerical employee to assist at the general administration office until June 30, 2020.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

22. Approve Paying Peter Chreene, Matthew Cook and Benjamin Shaw \$50 Per Month for Parish Use of Their Personal Cell Telephones

Peter Chreene, Superintendent of the Solid Waste Landfill, and enforcement officers Matthew Cook and Benjamin Shaw use their personal cellular telephones to conduct

Parish business. It is the policy of the Police Jury to provide a per diem of \$50 per month for the business use of these telephones.

Resolution No. 8519

Motion by Byrd and seconded by Davidson to authorize the monthly payment of \$50.00 to Peter Chreene, Superintendent of the Solid Waste Landfill, and to enforcement officers Matthew Cook and Benjamin Shaw for the use of their personal cellular telephones for parish business.

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

Yeas: 8 - McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 1 - Stewart

Abstain: 0

Absent: 0

23. Adopt Language Access Plan for Limited English Proficiency Persons

The 2019 Louisiana Community Development Block Grant (LCDBG) requires the Sabine Parish Police Jury to adopt a Language Access Plan by May 6, 2020.

Resolution No. 8520

Motion by Sepulvado and seconded by Ebarb to adopt the following Language Access Plan for Limited English Proficiency Persons:

**2019 State of Louisiana
Sabine Parish
Language Access Plan for Limited English Proficiency Persons**

1. Introduction

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000(d) and Executive Order 13166 require that recipients of federal funds take responsible steps to ensure meaningful access by persons with Limited English Proficiency (LEP persons). Sabine Parish is a recipient of federal funds for a portion of its programs and, thus obligated to reduce language barriers that can preclude meaningful access by LEP persons to the Parish's Programs. Sabine Parish has prepared this Language Access Plan (LAP), which defines the actions to be taken to ensure meaningful access to agency services, programs, and activities on the part of persons who have limited English proficiency.

In preparing this LAP, Sabine Parish conducted a four-factor analysis, considering (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the Sabine Parish or its federally funded programs, (2) frequency with which LEP persons come into contact with the Parish's programs, (3) nature and importance of the program, activity, or service to people's lives, and (4) resources available and costs. Sabine Parish will review and update, on an annual basis, this LAP in order to ensure continued responsiveness to community needs.

2. Description of Covered Program(s)

Sabine Parish administers the following federal and state grant program(s):

A. Louisiana Community Development Block Grant Program (LCDBG)

The LCDBG Program is a federally funded (HUD) program which provides grants to units of local government in non-entitlement areas for the development of viable communities by providing a suitable living

environment and expanding economic opportunities, principally for persons of low and moderate income. Grants are made to these communities for primary needs such as potable water, water for fire protection, sewer, streets, and economic development activities.

B. Local Government Assistance Program (LGAP)

LGAP funds are used to assist units of local government for needed infrastructure and long-term capital improvements in rural areas. The LGAP Program is designed to fill the gaps where there are no federal or other funds available to assist a unit of local government with an identified high priority need. Priority is given to those projects which identify and resolve basic human health and safety needs.

3. Four-factor Analysis

The following four-factor analysis will serve as the guide for determining which, if any, language assistance measures Sabine Parish will undertake to provide access to the covered programs for LEP persons.

- A. Number or proportion of LEP persons eligible to be served or likely to be encountered by Sabine Parish or its federally funded programs. Per the 2013-2017 American Community Survey 5-Year estimates, Sabine Parish’s population is 22,629. Approximately 97.7% of the Sabine Parish’s population speaks English, and 2.3% speak a language other than English. No other ethnicity has a sizeable limited English proficiency.

The table below shows the LEP percentages for each of the above mentioned languages.

Language 1 (name)	Population That Speaks a Language Other Than English	LEP Number	LEP % of Total Sabine Parish’s Population
Spanish/Spanish Creole	285	132	0.58%
Other Indo-European	156	55	0.24%
Asian and Pacific Island	73	55	0.24%

1. LCDBG – Eligible applicants to the LCDBG program are non-entitlement communities in Louisiana, which includes Sabine Parish.
 2. LGAP – All Louisiana municipalities and parishes are eligible to apply for funds excluding the HUD entitlement cities: Alexandria, Baton Rouge, Bossier City, Kenner, Lafayette, Lake Charles, Monroe, New Orleans and Shreveport.
- B. Frequency with which LEP persons come into contact with the programs.
1. LCDBG – Throughout the history of the LCDBG Program, Sabine Parish has not encountered a LEP person.
 2. LGAP – There are no direct beneficiaries of the LGAP; all funds are granted to local governments.
- C. Nature and importance of the program, activity, or service provided by the program
1. LCDBG – The LCDBG programs deal mostly with public infrastructure, such as water and sewer systems, and street improvements. Gathering of income data in order to determine income level can result in contacting a LEP person(s). Also, CDBG has a Citizen Participation requirement in order for Sabine Parish to identify the community development needs and priorities. It will be necessary to ensure proper communication in order to complete these tasks.
 2. LGAP – There is no direct benefit in this program.
- D. Resources available and costs to the recipient

1. LCDBG – Documents determined to be vital will be translated when contact is made with an LEP person and a language is identified. If necessary, the document will be faxed or emailed to a telephone interpreter for immediate translation by phone. Language assistance measures will be determined as needed upon initial contact and language identification. Also, written translation is available through computer software.
2. LGAP – No resources are needed, as there are no documents produced which are necessary for public viewing.

4. Actions to be taken by the Sabine Parish

After careful consideration of the four-factors identified above, Sabine Parish will take the following actions:

- A. Sabine Parish has appointed the following Language Access Coordinator to serve for all programs:
 1. William E. Weatherford, Secretary-Treasurer, 400 S. Capitol Street, Many, LA 71449
- B. The Sabine Parish LAP will be distributed to all Parish office employees.
- C. All Parish office employees and the Language Access Coordinator will maintain and be trained to use an I Speak Language Identification Document for use during encounters with LEP persons. After the appropriate language has been identified, the Parish Receptionist will contact the Language Access Coordinator for further instructions. If the need to access services is identified either by phone or email, Parish staff shall immediately contact their Language Access Coordinator who will take appropriate action to ensure meaningful communication.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

24. Declare Road Department Property Surplus and Authorize the Sale of the Surplus Property by On-line Auction

Bobby Hughes, Parish Road Superintendent, has identified certain items that no longer serve a useful purpose to the Sabine Parish Police Jury. He has requested that these items be declared surplus property and that they be disposed through an on-line auction.

Resolution No. 8521

Motion by Sepulvado and seconded by Stewart:

WHEREAS, the following listed property has been determined to serve no useful purpose to the Sabine Parish Police Jury:

P-2 - 2005 Chevrolet Truck – VIN- 1GCHC23U75F943141- Ward 4
G-313 – John Deere Grader – S/N – DW770BX535313 – Wards 2 & 3
2 - Alamo Side Boom Cutters
3 - Compactor Bins
2 - Compactors
KAL Battery Load Tester
Scrap Metal
Handheld Radios and Chargers

NOW THEREFORE BE IT RESOLVED that the above listed property be declared surplus, and

BE IT FURTHER RESOLVED that the property be disposed by on-line auction through govdeals.com.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

25. Appoint the Commissioners for the Sabine Parish Fire District 1, Wards 1 & 2

Resolution No. 8522

Motion by Stewart and seconded by Garcie:

WHEREAS, Mr. Willis Funderburk, whose term ends January 9, 2022, has resigned from the Board of Commissioners for the Sabine Parish Fire District 1, Wards 1 & 2.

NOW THEREFORE BE IT RESOLVED that Mr. Kaleb Herrington be appointed as a member of the Board of Commissioners for the Sabine Parish Fire District 1, Wards 1 & 2, and

BE IT FURTHER RESOLVED that Mr. Herrington serve for the remainder of Mr. Funderburk's term with his appointment expiring January 9, 2022.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

26. Approve Proposed Disposal Fees for the Sabine Parish Sanitary Landfill

Mr. Peter Chreene, Superintendent of the Solid Waste Landfill, has developed a rate schedule for tipping fees for the various waste categories. A copy of the rate schedule has been provided to each police juror.

Resolution No. 8523

Motion by Sepulvado and seconded by Stewart:

WHEREAS, Mr. Peter Chreene, Superintendent of the Solid Waste Landfill, has developed a rate schedule for tipping fees for the various waste categories as follows:

**SABINE PARISH LANDFILL
DISPOSAL FEES
Effective April 1, 2020**

Municipal Solid Waste:

Sabine Parish Residents	No fee
Other Customers: 1,500 tons or less per month	\$46.44 per ton plus 15% environmental fee

1,501 tons to 2,500 tons per month	\$38.50 per ton plus 15% environmental fee
2,501 tons to 3,500 tons per month	\$30.00 per ton plus 15% environmental fee
Over 3,500 tons per month	\$20.00 per ton plus 15% environmental fee

Special Waste:

Special waste includes any waste that requires testing and handling. 24 hours prior notice of delivery is required. Special waste is accepted from 7:00 a.m. until 4:00 p.m., Monday through Friday.

Industrial solids and sludges require a waste characterization form, a DEQ waste number and a test from an approved laboratory. Each load will require a waste manifest.

Industrial Solids:

Minimum charge	\$30.78
Less than 200 tons per month	\$30.78 per ton
200 tons to 349 tons per month	\$26.50 per ton
Over 349 tons per month	\$25.00 per ton

Exploration and Production:

Less than 2,000 tons	\$14.00 per ton
2,000 tons to 2,999 tons	\$13.50 per ton
Over 2,999 tons	\$13.00 per ton

Industrial Sludges and ALL Liquids \$.70 per gallon

Waste Drum Handling Fee \$55.00 per drum

Totes \$65.00 per tote

Asbestos Waste:

Asbestos waste is only accepted by appointment. Asbestos must be transported in non-compactible vehicles and must have a waste manifest and a test from an approved laboratory. All friable asbestos requires a completed DEQ Asbestos Disposal Verification Form. Operator and any passengers must wear protective clothing while on site.

Minimum charge	\$38.00
Friable and Non-Friable	\$38.00 per cubic yard

Special Handling Waste:

Includes items that require immediate burial, materials with high dusting potential, bulky waste, pharmaceutical drugs, outdated products, tree stumps and logs, and other items that require special handling procedures.

Special Handling Waste \$25.00 per ton

Large Stumps or Logs:

Stumps and logs with a diameter of thirty (30) inches or larger and logs over six feet in length shall be charged a fee for each stump or six-foot section, plus the normal waste fee per ton.

Large Stumps or Logs \$30.00 each

Animals:

Requires direct burial.

Small Animals	\$45.00 each
Large Animals	\$140.00 each

Other Miscellaneous:

Construction and Demolition Waste	\$42.00 per ton
Mobile Home Disposal	\$375.00 per home
Dig Out Fee	\$275.00 per occurrence
Pull Off Fee	\$28.00 per occurrence

NO TIRES WILL BE ACCEPTED.

If tires are included within a load, the driver shall be responsible for loading them up and removing them from the site. **NO EXCEPTIONS.**

and,

WHEREAS, the Solid Waste Committee has reviewed the rate schedule and recommends that it be approved and adopted.

NOW THEREFORE BE IT RESOLVED that the tipping fee rate schedule be hereby approved and adopted, and

BE IT FURTHER RESOLVED that the tipping fee rate schedule become effective April 1, 2020.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

27. Authorize Payment of Approved Bills

Resolution No. 8524

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

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

28. Appropriate Sales Tax for March Operations (\$237,000)

Resolution No. 8525

Motion by Ruffin and seconded by Garcie to appropriate and transfer \$237,000.00 from the Sales Tax Fund to the Parish-wide Transportation Fund for March 2020 operations.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

29. Committee Reports

Finance Committee:

Mr. William E. Ruffin, Chairman of the Finance Committee, reported that the committee had considered increases in pay for employees of the Police Jury. Mr. McCormic noted that due to uncertainty in the amount of expenses that the Police Jury will have to pay in the next few months and the likelihood that revenues will be less than anticipated the committee had decided to defer consideration of raises for a period of six months.

Road and Shop Committee:

There was a brief discussion concerning the possibility of obtaining Landfill Road and bringing it into the parish-wide road system. It was the consensus of the jury to meet with the owners of the road, Hancock Timber Company, and negotiate with them to obtain ownership of the road.

30. Operations

Road Superintendent Bobby Hughes discussed the possibility of adopting Albritton Road into the parish-wide road system. President McCormic recommended placing this matter on the agenda for the April 15th Jury meeting.

During the October 16, 2019 meeting, the Police Jury extended the temporary employment of five (5) equipment operators primarily responsible for operating bush hogs until March 31, 2020.

Resolution No. 8526

Motion by Sepulvado and seconded by Garcie:

WHEREAS Resolution No. 8295 authorized the hiring of five (5) temporary employees with a rate of pay of \$10.00 per hour as equipment operators primarily responsible for operating bush hogs until October 31, 2019, and

WHEREAS Resolution No. 8407 extended the employment of the temporary equipment operators primarily responsible for operating bush hogs until March 31, 2020, and

WHEREAS the Jury wishes to further extend the employment of the temporary equipment operators primarily responsible for operating bush hogs now employed and to hire additional operators for other road districts

NOW THEREFORE BE IT RESOLVED that the Police Jury hereby extends the temporary employment of those equipment operators now employed whose primarily responsibility is for operating bush hogs until October 31, 2020 at their existing rate of pay of \$10.00 per hour, and

BE IT FURTHER RESOLVED that the Police Jury hereby authorizes hiring additional temporary employees with a rate of pay of \$10.00 per hour as equipment operators primarily responsible for operating bush hogs until October 31, 2020 for those road districts not employing a temporary equipment operator.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

Road Superintendent Hughes informed the Police Jury that the operator of the Mower Max machine will be off work for an indefinite period of time. He requested authority to hire a temporary employee to operate the equipment in the interim.

Resolution No. 8527

Motion by Ebarb and seconded by Brown:

WHEREAS the operator of the Mower Max machine will be off work for an indefinite period of time

NOW THEREFORE BE IT RESOLVED that the Police Jury does hereby authorize hiring a temporary employee with a rate of pay of \$11.96 per hour as an equipment operator primarily responsible for operating the Mower Max

BE IT FURTHER RESOLVED that employment will be contingent upon passing the required physical examination and drug test.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

Mr. Davidson briefly discussed the speeding problem on Louisiana Highway 6 in the area between the four-way stop at Toledo Town and the Pendleton Bridge. He noted that the speed limit in this area is currently 55 miles per hour. Mr. Davidson expressed his desire to have the speed limit in this area reduced to 45 miles per hour. He asked the Jury to express support for this action by sending a letter to State Representative Rodney Schamerhorn requesting a study of this problem.

Resolution No. 8528

Motion by Davidson and seconded by Stewart to send a letter to State Representative Rodney Schamerhorn supporting a 45 miles per hour speed limit in the area between the four-way stop at Toledo Town and the Pendleton Bridge and requesting that a study of this proposal be performed by the State.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

31. Enter Executive Session- Discuss an Employee's Professional Competence

President Mike McCormic requested that the Police Jury enter an executive session to discuss the professional competence of a person. 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. 8529

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

WHEREAS, the Sabine Parish Police Jury desires to discuss the professional competence of a person,

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>
“Bo” Stewart	X			
Mike McCormic	X			
Charlie Brown	X			
William E. Ruffin	X			
Jeffrey Davidson	X			
Eric Garcie	X			
Ricky Sepulvado	X			
Kenneth M. Ebarb	X			
Randy Byrd	X			

And the resolution was declared adopted on this, the 18th day of March 2020.

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

Resolution No. 8530

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

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

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

32. Adjournment

Resolution No. 8531

Motion by Ruffin and seconded by Stewart to adjourn.

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

Yeas: 9 - Stewart, McCormic, Ruffin, Davidson, Brown, Garcie, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 0

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

s/Richard M. McCormic
Richard M. McCormic
President