

May 20, 2020

On Wednesday May 20, 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 Meetings Held March 18, 2020 and April 15, 2020
9. Planning Commission
10. Adopt an Ordinance Establishing an Annual Registration Fee for Contract Haulers of Waste and Requiring a Permit for Each Vehicle Hauling Waste Within Sabine Parish and Providing the Penalties for Violations Thereof
11. Adopt a Travel Policy for the Sabine Parish Police Jury
12. Adopt a Resolution Approving the Issuance, Sale and Delivery of Not Exceeding \$3,145,000 of Taxable Water Revenue Bonds, in One or More Series, of Ebarb Waterworks District of the Parish of Sabine, State of Louisiana
13. Review Bids for Two $\frac{3}{4}$ Ton Pickup Trucks and Award Contract for Purchase
14. Authorize the Solid Waste Landfill Superintendent to Hire and Terminate Employees for Established Positions at the Landfill
15. Ratify Hiring Two Additional Temporary Employees for the Pothole Crew
- 15(a). Consider Hiring Existing Part-time Employees as Full-time Employees
16. Discuss Hiring a Grant Writer for the Sabine Parish Police Jury
17. Approve Rate Schedule for Road Department Equipment
18. Authorize Payment of Approved Bills
19. Appropriate and Transfer Sales Tax for May Operations (\$237,000)
20. Committee Reports
21. Operations:
 - a. Present Pete Hill Road Inspection Results
 - b. Present a Letter to Mr. Don Burkett Regarding Boucher Road
 - c. Present Enforcement Officer Monthly Report
22. Adjournment

1. Call to Order

President Mike McCormic called the meeting to order.

Because of the COVID-19 public health emergency, the Sabine Parish Police Jury provided for attendance at the meeting via telephone and video conference.

President McCormic then read aloud the agenda.

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

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

Resolution No. 8545

Motion by Garcie and seconded by Stewart to amend the agenda to include the following item:

15(a). Consider Hiring Existing Part-time Employees as Full-time Employees

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

6. Adopt the Agenda

Resolution No. 8546

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

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. There were no public comments at this time.

8. Accept the Minutes of the Previous Regular Meetings Held March 18, 2020 and April 15, 2020

All police jurors have previously been provided written copies of the minutes of the regular meetings held March 18, 2020 and April 15, 2020.

Resolution No. 8547

Motion by Sepulvado and seconded by Brown to accept the minutes of the regular meetings held March 18, 2020 and April 15, 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

No member of the Sabine Parish Planning Commission was in attendance.

10. Adopt an Ordinance Establishing an Annual Registration Fee for Contract Haulers of Waste and Requiring a Permit for Each Vehicle Hauling Waste Within Sabine Parish and Providing the Penalties for Violations Thereof

ORDINANCE 2 of 2020

AN ORDINANCE ESTABLISHING AN ANNUAL REGISTRATION FEE FOR CONTRACT HAULERS OF WASTE AND REQUIRING A PERMIT FOR EACH VEHICLE HAULING WASTE WITHIN SABINE PARISH AND PROVIDING THE PENALTIES FOR VIOLATIONS THEREOF

WHEREAS, the Sabine Parish Police Jury shall establish and operate a Solid Waste Landfill,

NOW THEREFORE BE IT ORDAINED, that:

1. Any person or business that is hired to collect waste within Sabine Parish shall be required to register with the Police Jury prior to conducting such operations within the Parish. Haulers from outside of Sabine Parish will also be required to register and get a permit(s).
2. A one-time registration must be filed by any person or business for hire that collects waste and hauls any waste to the Parish-owned landfill. The fee for this registration will be one hundred and fifty (\$150.00) dollars.
3. A listing of all collection points shall be supplied to the Parish with the registration.
4. An annual permit is required for any vehicle used to collect waste and dispose of said waste at the Parish owned landfill. Each vehicle will be required to get a permit at a cost of twenty-five (\$25.00) dollars.
5. Permits must be renewed at least 60 days prior to expiration date.
6. Permit decals must be prominently displayed and visible on each vehicle either above the state inspection sticker or on the driver's side vent window.
7. Any person collecting and/or hauling waste from their Parish residence/camp is exempted from the permitting requirements.
8. Any person or business collecting infectious or pathological waste, industrial (non-hazardous waste, waste water, sludge, and grit or grease trap waste) must provide a waste characterization form and the Parish may require waste characterization forms for other waste streams, if deemed appropriate.
9. Failure to conform to all local, state, and federal rules, regulations, and statues concerning waste handling and disposal shall be cause for revocation of a permit(s).
10. Any person or business required to obtain a permit from the Sabine Parish Police Jury shall be fined five hundred (\$500.00) dollars per vehicle per day for any violation, each day of violation constituting an individual and separate offense.

11. An exemption to the requirements of this ordinance may be granted to occasional haulers of waste at the discretion of the Superintendent of the Solid Waste Landfill.

BE IT FURTHERED ORDAINED, that the effective date of this ordinance shall be sixty (60) calendar days after adoption on this 20th day of May, 2020, 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.

BE IT FURTHERED ORDAINED, that all ordinances, or parts of ordinances, in conflict herein be, and the same are, hereby repealed.

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

Yeas: 9 – “Bo” Stewart, “Mike” McCormic, “Charlie” Brown, William E. Ruffin, “Jeff” Davidson, 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 20th day of May 2020, at the regular meeting of the Police Jury of the Parish of Sabine.

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

s/ Richard M. McCormic
Richard M. McCormic
President

11. Adopt a Travel Policy for the Sabine Parish Police Jury

The Finance Committee has reviewed a new travel policy for the Sabine Parish Police Jury and recommends its adoption. Each police juror has been provided a written copy of the proposed travel policy.

Resolution No. 8548

Motion by Brown and seconded by Sepulvado to adopt the following travel policy for the Sabine Parish Police Jury:

SABINE PARISH POLICE JURY TRAVEL POLICY

Adopted by the Sabine Parish Police Jury Effective May 20, 2020

PURPOSE: To establish a procedure policy in the usage and request for reimbursement of travel related expenses of the Sabine Parish Police Jury (herein referred to as “Police Jury”).

SCOPE: Applies to all elected or appointed officials and all employees of the Police Jury traveling on official business for the Police Jury, along with any other officials or offices claiming reimbursement from the Police Jury for official business travel.

POLICY STATEMENT: The Police Jury realizes the importance of travel by officials and employees to conferences, meetings, and other official functions to maintain the highest level of training and education for the betterment of the citizens of the parish.

It is the Police Jury’s policy to reimburse officials and employees for reasonable and necessary expenses incurred with approved travel on the Police Jury’s behalf.

Officials and employees seeking reimbursement should incur the lowest reasonable travel expenses. The Police Jury encourages the use of travel discounts and can retain hotel reward points and frequent flyer miles earned on official travel, unless the Police Jury deemed the preferred hotel/airline used was not the most economical means of travel.

Reimbursement is allowed only when reimbursement will not be, and has not been, received from other sources.

The official travel policy and travel paid with Police Jury funds coincide with the Police Jury reimbursement and expenditure policies.

The most conservative course of action should be taken if a circumstance arises during travel which is not specifically covered in travel policy.

AUTHORIZATION AND RESPONSIBILITY: The Police Jury President or Vice-President must authorize, with prior approval, all travel. The planned travel should be verified to be eligible for reimbursement before travel arrangements are made. Within thirty (30) days of completed travel, officials and employees must submit a travel reimbursement form and all supporting documents in order to receive reimbursement. The form should be completed/signed in ink, with approval in writing by a member of the finance committee. The form and documents, reviewed and signed by a member of the finance committee, should be received by the Secretary-Treasurer. The Police Jury Vice President should review and sign the Police Jury President travel reimbursement form. No individual can approve his or her own travel and reimbursement.

The Secretary-Treasurer has the authority to review expenditures and withhold reimbursement if there is reason to believe the expenditures are inappropriate or extravagant.

SPONSORED TRAVEL: Act 200 revised August 2018 requires officials or employees to complete the Ethics Disclosure Form 413, if sponsored travel. Employee must be pre-approved by the Police Jury for sponsored travel. The official or employee must complete and submit to the Board of Ethics the form in a timely manner. The Police Jury will not be responsible for filing the form.

The form may be downloaded at:

<http://ethics.la.gov/pub/CampFinan/Forms/Form413f.pdf?20190402>

PERSONAL FUNDS: Reimbursement guidelines should be reviewed by officials and employees before spending personal funds for business related travel. The Police Jury reserves the right to deny reimbursement of travel-related expenses for failure to comply with policies and procedures. Reimbursement for personal funds used during travel will not be reimbursed until after travel and documentation is submitted and approved.

EXCEPTIONS: Officials and employees occasionally may request exceptions to the travel policy. Requests for exceptions must be made in writing and be approved by the Secretary-Treasurer and the Police Jury President before travel, except for emergency situations. Exceptions for the Police Jury President must be approved by the Secretary-Treasurer and the Police Jury Vice President. Turnaround time for review and approval is five business days.

TRAVEL EXPENSES: Requests for reimbursement must be submitted on a travel reimbursement form, along with supporting documentation. The form must be submitted to the Secretary-Treasurer within thirty (30) days after travel. Any form and documentation not submitted within the time frame may require additional approval and processing time.

A copy of the conference agenda/itinerary **MUST** accompany the traveler's request for reimbursement.

Documentation of reasonable and actual expenses, supported by the original itemized receipts, is required for reimbursement of travel expenses. If incomplete, all forms will be returned to officials or employees for completion. Reimbursements that may be paid by the Police Jury are as follows:

Automobile (personally owned-domestic travel):

- Reimbursement for use of a personal automobile is based on the current Federal mileage rate. The rate as of January 2020 is 57.5 cents per mile: subject to change at any time.
- Approved travel distance is based on origination from Sabine Parish Courthouse to destination of the conference or meeting. Documentation of mileage, with use of on-line maps, needs to be attached to reimbursement form. Verification of mileage will be done by the Secretary-Treasurer. If using an indirect route (going another route to visit relatives or friends), the extra expense will not be reimbursable.
- If two or more officials or employees traveling in same vehicle, only the driver will be reimbursed for mileage.
- Officials and employees operating a personal vehicle during Police Jury approved travel are responsible for all traffic, driving and parking violations.

Automobile (rental—domestic travel):

- If destination city is not accessible, reimbursement for rental vehicle is reimbursable. Original receipts need to be attached to reimbursement form.
- The cost of a compact or intermediate model available will not be authorized for reimbursement unless submitted with pre-approval in writing by the Secretary-Treasurer and the Police Jury President.
- Luxury models will not be authorized for reimbursement.
- Date and points of departure/arrival must clearly show on the rental agreement, along with the total cost. The rental requirements and restrictions must be followed. Original receipts need to be attached to the reimbursement form.
- It is encouraged to purchase collision damage waiver (CDW) and loss damage waiver (LDW) coverage. The cost of these coverages is reimbursable by the Police Jury. Other insurance reimbursements will be denied by the Police Jury.
- Drivers need to be aware of the extent of coverage (if any) provided by his/her automobile insurance company for travel for business purposes or not personal in nature.
- Personal use of a rental automobile is not permitted.
- Only officials and employees are authorized to operate or travel in rental vehicles, unless pre-approved in writing by the Secretary-Treasurer and the Police Jury President or the Vice President, if related to the President.
- Officials and employees operating a rental vehicle during Police Jury approved travel are responsible for all traffic, driving and parking violations.
- Officials and employees must fill the rental vehicle's gas tank before returning it to the rental agency to avoid service fees and expensive fuel rates.

Auto safety restraints are to be used by officials or employees or any occupants in the personal or rental vehicles at all times when used in official related business. Officials or employees are to notify the Secretary-Treasurer of any accidents, in personal or rental vehicles, when used in official related business.

Officials and employees can be reimbursed for all parking fees, including airport parking, ferry fares, and road and bridge tolls. A receipt, for each transaction, is required for amounts over \$5 and needs to be attached to reimbursement form.

If buses and subways are used as a mode of transportation, tickets or pictures of costs on signs or subways will be used for reimbursement and must be attached to the reimbursement form. If taxis are used as a mode of transportation, officials or employees must contact taxi company in destined city for prices or search for prices under taxfarefinder.com and fares must be pre-approved, in writing, by the Secretary-Treasurer and the Police Jury President.

Business Meals-Including Tax and Tips:

- Officials and employees may be reimbursed for reasonable and actual expenses for meals, during official business travel. Receipts must be itemized showing the date and charges and must be included in the reimbursement form.
- Officials and employees who elect to dine out, instead of attending luncheon or banquet provided with the registration fees, will not be reimbursed for the cost of the meal unless a different meal is required for medical reasons.
- Tips of 15%-20% may be included for reimbursement for total meal cost. Excessive tipping will not be reimbursed.
- Reimbursement for alcohol is not permitted.

Conference registration fees:

- The Police Jury will prepay conference fees with a credit card payment, if possible.
- The Police Jury will reimburse conference registration fees, including the meals part of the conference registration and business-related banquets. Original receipts must be attached as supporting documentation to the travel reimbursement form. A cancelled check, credit card slip/statement or documentation of amount paid must be attached, if no receipt was provided by the conference.
- Functions not relating to a conference, i.e. golf tournaments, sight seeing tours, dances, etc. are not reimbursable.
- Reimbursement for registration fees will be made after attending the completion of the conference. If the official or employee pays for the fees, but does not attend, reimbursement may be restricted or denied. Additional approval may be needed.

Lodging (commercial):

- Overnight lodging cost (room rate only, unless tax exemption not accepted by hotel) will be reimbursable if travel is 50 miles or over from the Sabine Parish Courthouse, AND the meeting/conference starts prior to 9 AM on day following travel. Exceptions may be pre-approved in writing by the Secretary-Treasurer and the Police Jury President. Meeting/Conference start time will not apply to traveling in excess of 100 miles.
- An official or employee must attach an itemized hotel statement to the travel reimbursement form for reimbursement. Extras—movies, phone calls, snacks, etc. will not be reimbursed.
- The Police Jury requests that the official or employee book lodging at the hotel or motel conference/meeting site. If completely booked, but multi sponsored hotels are listed in conjunction with the conference/meeting, one is to seek prices and book at the least expensive. If no multi sponsored hotels are listed or available, Police Jury adopts the State of Louisiana Travel Policy with tiers. The tier rates can be found at: <https://doa.la.gov/pages/osp/travel/travelpolicy.aspx>

- Reasonable single occupancy lodging rates will be considered for reimbursement, unless second party representing the Police Jury in an authorized capacity and name must be included in the statement. If second party is not representing the Police Jury in an authorized capacity, the single room rate must be noted on the statement.
- Valet parking tips are not to exceed \$15 per day.
- Up to \$5 baggage tip per hotel check-in and check-out will be reimbursed.

Airfare:

- The Police Jury may prepay airfare if submitted and pre-approved in writing by the Secretary-Treasurer and the Police Jury President.
- If not prepaid by Police Jury, officials and employees must book the lowest available airfare that meets the travelers needs at least 30 days in advance. Original itemized airline receipt, e-ticket or internet receipt/statement must be attached to travel reimbursement form, along with receipt showing payment of ticket.
- First class tickets are not permitted, only coach class or economy tickets can be purchased. Higher-priced coach tickets for subsequent upgrading is not permitted.
- First checked bag for the business trip is charged by the airline and reimbursable in the above paperwork receipts. A second checked bag or additional baggage which is business related may be pre-approved in writing by the Secretary-Treasurer and the Police Jury President.
- Spouse's airline ticket and baggage are not permitted to be reimbursed.
- It is the responsibility of the official or employee to retain possession of the airline ticket. If lost, any fees charged by the airline will be the official's or employee's responsibility.
- Up to \$5 baggage tip for airport outbound departure and inbound departure tip (maximum of \$10 for entire trip) will be reimbursed.
- Mileage to and from airport, including being dropped off/and or picked up, will be reimbursed not to exceed a maximum of 160 miles per round trip and/or day rate of 57.5 cents per mile. Online maps must be attached to the reimbursement form.

Rail Transportation:

- The Police Jury will prepay for rail transportation, provided the cost does not exceed the least expensive airfare, if pre-approved in writing by the Secretary-Treasurer and the Police Jury President.
- If not prepaid, original itemized receipt or e-ticket or internet receipt, along with method of payment will need to be attached to the reimbursement form.
- Mileage to and from drop off point, including being dropped off/and or picked up, will be reimbursed, not to exceed a maximum of 160 miles per round trip and/or day rate of 57.5 cents per mile. Online maps must be attached to the reimbursement form.

Other Incidentals (business related):

- Business Expenses: Faxes, photocopies, internet charges, data ports, and business telephone calls can be reimbursed. Personal telephone calls are not reimbursed. Itemized receipts are required to be attached to the reimbursement form.
- Parking: Parking fees receipts, including airport parking, are required to be attached to the reimbursement form.

- Tolls: Fee receipts are required to be attached to the reimbursement form.
- Miscellaneous Transportation: Contracted driver (Uber, Lyft), bus, subway, metro, ferry, taxi, and other modes of transportation must be verified with a receipt, cancelled check, credit card slip/statement or other documentation listed above and attached to the reimbursement form.
- Incidentals: Laundry services, dry cleaning, service tips, e.g. housekeeping or concierge tips, will be not be reimbursed, unless specifically cited in the Police Jury policy.

Vacation in Conjunction with Business Travel:

- If vacation time is taken with business travel, cost for airfare, car rental, lodging, or other personal expenses must be identified on the travel request form. Officials or employees will be responsible for these charges. The Police Jury will not prepay these charges for repayment at a later time.
- Spouse's and/or other family member's cost for travel, lodging, meals, or other expenses will not be reimbursed unless the family member is traveling or attending the event for business related purposes for the Police Jury.

Non-reimbursable Travel Expenses:

The Police Jury will not reimburse for the following items when associated with business travel. The listing is not a complete itemization of non-reimbursable costs. Officials and employees should consult with the Secretary Treasurer before incurring any questionable costs.

- Airline upgrades, including business class or first class for any flights, or club memberships
- Childcare, babysitting, house-sitting, or pet-sitting/kennel charges
- Commuting between home and primary work location
- Evening or formal wear expenses
- Haircuts and personal grooming
- Laundry and dry cleaning
- Lost keys and door unlocking fees
- Passports, vaccinations, and visas as a specific and necessary condition for travel when not required
- Any personal entertainment –in flight movies, headsets, health club facilities, hotel pay-per-view movies, in-theater movies, social activities, and related incidental costs
- Purchase of additional travel insurance or travel accident insurance premiums
- Other expenses not directly related to the business travel

INTERNATIONAL TRAVEL:

Policy Jury must preapprove international travel prior to departure. Approval request form must be accompanied by a detailed listing of expected expenditures (room rate/date, meals, airfare, local transportation, etc.).

WAIVERS:

When the best interest of the parish will be served, the Police Jury President may waive, in writing, any provision in the traveling policy.

VIOLATION:

Any person who submits a claim or who willfully makes a claim which he/she does not believe to be true and correct that is fraudulent or is false shall be guilty of official

misconduct. Whoever receives an allowance or reimbursement by means of a false claim is subject to severe disciplinary action as well as being liable within the provisions of the State law.

RECISSION OF CONFLICTING RESOLUTIONS:

The Police Jury hereby rescinds any resolutions or parts of resolutions in conflict with the provisions and procedures established by this travel policy.

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. Adopt a Resolution Approving the Issuance, Sale and Delivery of Not Exceeding \$3,145,000 of Taxable Water Revenue Bonds, in One or More Series, of Ebarb Waterworks District of the Parish of Sabine, State of Louisiana

On April 22, 2020, the Police Jury received a request from Foley & Judell, L.L.P. to adopt a resolution approving the issuance, sale, and delivery of not exceeding \$3,145,000 of taxable water revenue bonds, in one or more series, of Ebarb Waterworks District to provide funds to pay costs of constructing and acquiring improvements and replacements to the drinking water system of the District, including equipment and fixtures therefor, and providing for other matters in connection therewith.

Resolution No. 8549

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

RESOLUTION

A resolution approving the issuance, sale and delivery of not exceeding \$3,145,000 of Taxable Water Revenue Bonds, in one or more series, of Ebarb Waterworks District of the Parish of Sabine, State of Louisiana.

WHEREAS, the Board of Waterworks Commissioners of Ebarb Waterworks District of the Parish of Sabine, State of Louisiana (the "Board"), acting as the governing authority of Ebarb Waterworks District of the Parish of Sabine, State Louisiana (the "District"), and pursuant to a resolution adopted by the Board on April 9, 2020, proposes to issue not exceeding \$3,145,000 of Taxable Water Revenue Bonds of the District (the "Bonds"), to provide funds to pay costs of constructing and acquiring improvements and replacements to the drinking water system of the District, including equipment and fixtures therefor, and providing for other matters in connection therewith (the "Resolution"); and

WHEREAS, the District has requested this Police Jury approve the issuance, sale and delivery of the Bonds; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the wish of this Police Jury to approve the issuance of the Bonds;

BE IT RESOLVED by the Police Jury of the Parish of Sabine, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parish of Sabine, State of Louisiana (the "Parish"), that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Commissioners of Ebarb Waterworks District of the Parish of Sabine, State of Louisiana, this Governing Authority hereby approves the issuance, sale and delivery of not exceeding \$3,145,000 of Taxable Water Revenue Bonds of the District in accordance with the parameters and provisions of the Resolution. The Bonds will be limited and special revenue Bonds secured by and payable, equally with the District's issues of Water Revenue Bonds, solely from the income and revenues derived or to be derived by the operation of the drinking water system of the District (the "System"), after there have been paid from those revenues the reasonable and necessary costs of operating and maintaining the System, all in accordance with the provisions of La. R.S. 39:524 and Sub-Part A, Part II, Chapter 4 of Subtitle II of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and/or other applicable laws.

SECTION 2. Neither the Parish of Sabine nor this Governing Authority shall be liable in any manner for the payment of principal and/or interest on the Bonds.

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

<u>Member:</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Stewart	<u> X </u>	_____	_____	_____
McCormic	<u> X </u>	_____	_____	_____
Brown	<u> X </u>	_____	_____	_____
Ruffin	<u> X </u>	_____	_____	_____
Davidson	<u> X </u>	_____	_____	_____
Garcie	<u> X </u>	_____	_____	_____
Sepulvado	<u> X </u>	_____	_____	_____
Ebarb	<u> X </u>	_____	_____	_____
Byrd	_____	_____	_____	<u> X </u>

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

s/Richard M. McCormic
 Richard M. McCormic
 President

13. Review Bids for Two Pickup Trucks and Award Contract for Purchase

On April 13, 2020, at 10:00 a.m. sealed bids for the purchase of two ¾ ton, four-wheel drive, pickup trucks were opened and read aloud in the Police Jury meeting room. One bid was received as follows:

Bidder	Year/Make	Model	Price
Julian Foy Motors, Inc.	2020 / Chevrolet	2500HD Silverado LWB, 4WD, Crew Cab	\$36,215
Julian Foy Motors, Inc.	2020 / Chevrolet	2500HD Silverado 4WD, Standard Box, Crew Cab	\$36,780
Total Bid			\$72,995

Resolution No. 8550

Motion by Sepulvado and seconded by Davidson to accept the low bid of Julian Foy Motors, Inc. in the amount of \$72,995, for the purchase of two (2) ¾ ton pickup trucks.

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 the Solid Waste Landfill Superintendent to Hire and Terminate Employees for Established Positions at the Landfill

Currently, the Road Superintendent and the Secretary Treasurer have authority to hire and fire employees filling established positions under their respective supervision. In order to facilitate smooth operation of the landfill, it is proposed that the Superintendent of the Solid Waste Landfill be given the same authority granted the other department heads.

Resolution No. 8551

Motion by Ebarb and seconded by Stewart to authorize the Superintendent of the Solid Waste Landfill to hire and fire employees working under his supervision subject to meeting the documentation and due process requirements established by police jury policies and procedures.

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. Ratify Hiring Two Additional Temporary Employees for the Pothole Crew

On April 15, 2020, Police Jury Resolution No. 8539 authorized hiring up to six (6) temporary employees to work primarily to repair potholes in parish roads. The Parish Road Superintendent and the Road and Shop Committee have identified a need for two (2) additional temporary employees to work primarily to repair potholes. These positions have been filled subject to ratification by the full jury.

Resolution No. 8552

Motion by Ruffin and seconded by Stewart to ratify the hiring of two (2) additional temporary employees to work primarily repairing potholes in parish roads at a rate of pay of ten dollars (\$10.00) per hour. They will be employed until inmate crews are again available to the Police Jury.

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(a). Consider Hiring Existing Part-time Employees as Full-time Employees

Mr. Garcie requested the Police Jury to consider hiring certain temporary employees, specifically those employees primarily operating bush hog equipment, as permanent employees. He explained that this action would give each road crew an additional full-time employee. President McCormic recommended that this matter be referred to the Road and Shop Committee and the Personnel Committee for review and their recommendations.

Resolution No. 8553

Motion by Garcie and seconded by Stewart to table consideration of hiring certain temporary employees, specifically those employees primarily operating bush hog equipment, as permanent employees until this action has been reviewed by the Road and Shop Committee and the Personnel Committee and their recommendations have been presented to the Jury.

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. Discuss Hiring a Grant Writer for the Sabine Parish Police Jury

President Mike McCormic noted that the Sabine Parish Police Jury does not receive as much grant revenue as other parish governments. He requested the Jury consider employment of a part-time grant writer to work three or four hours each normal workday to locate and apply for grants. Mr. Ruffin suggested that this matter be referred to the Personnel Committee and the Finance Committee for review.

Resolution No. 8554

Motion by Stewart and seconded by Brown to table consideration of employment of a part-time grant writer to locate and apply for grants until this action has been reviewed by the Finance Committee and the Personnel Committee and their recommendations have been presented to the Jury.

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 Rate Schedule for Road Department Equipment

Road Superintendent Bobby Hughes addressed the Police Jury concerning amounts to be charged to responsible parties for parish equipment and labor used to make necessary repairs to damaged roads. Mr. Hughes stressed the need for an adopted rate schedule for equipment and labor to ensure equity in reimbursement requests. He presented a proposed rate schedule to the jurors for their review.

Resolution No. 8555

Motion by Byrd and seconded by Davidson to adopt the following rate schedule for requesting reimbursement for parish equipment and labor used to make necessary repairs of road damage:

Description	Size	Hourly Rate
Compactor, vibratory drum	N/A	\$ 24.09
Gradall, XL3100	N/A	\$102.62
Grader	14' moldboard	\$ 80.43
Loader	1 CY bucket	\$ 41.33
Mini-trackhoe	N/A	\$ 18.97
Trailer- semi	N/A	\$ 8.67
Truck- dump	8 yard	\$ 67.70
Truck- dump	12 yard	\$ 79.62
Truck- pickup	½ ton	\$ 12.78
Truck- pickup	¾ ton	\$ 22.64
Truck- tractor	N/A	\$ 56.81
Labor	Man hour	\$ 32.50

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 Payment of Approved Bills

Resolution No. 8556

Motion by Sepulvado and seconded by Brown 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

19. Appropriate and Transfer Sales Tax for May Operations (\$237,000)

Resolution No. 8557

Motion by Ruffin and seconded by Sepulvado to appropriate and transfer \$237,000.00 from the Sales Tax Fund to the Parish-wide Transportation Fund for May 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

20. Committee Reports

Solid Waste Committee:

President McCormic, Chairman of the Solid Waste Committee, reported that the committee had met four (4) times since the last Police Jury meeting to stay current on the activities of the landfill. A used 1988 Kenworth water truck has been purchased for use at the landfill. The water truck has been delivered and is now available for use at the landfill.

21. Operations:

Road Superintendent Bobby Hughes addressed the Police Jury.

- a. Present Pete Hill Road Inspection Results:
Discussion of this matter was tabled until the next regularly scheduled meeting.
- b. Present a Letter to Mr. Don Burkett Regarding Boucher Road:
Mr. Hughes presented each juror a copy of an email he has sent to District Attorney Don Burkett concerning a landslide on Boucher Road.
- c. Present Enforcement Officer Monthly Report:
Mr. Hughes presented each juror a copy of the list of citations issued by parish enforcement officers during the period January 2020 through April 2020.

22. Adjournment

Resolution No. 8558

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