

June 17, 2020

On Wednesday June 17, 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. Enter Executive Session- Discuss an Employee's Professional Competence
9. Accept the Minutes of the Previous Regular Meeting Held May 20, 2020
10. Planning Commission
11. Mr. Walter Mains- Sabine Parish Water District No. 1- Discuss CWEF Grant
12. Mr. P. M. Woods and Mr. Robert Conyer – Ebarb Waterworks District – Discuss CWEF Grant
13. Mr. Landry- Discuss Speed Bumps on Herring Lane
14. Review Bids for Farm Tractor with Loader and 10' Bush Hog Cutter and Award Contract for Purchase
15. Review Bids for Three (3) 12/14 Yard Dump Trucks and Award Contract for Purchase
16. Discuss Employee Retention
17. Discuss Hiring a Grant Writer for the Sabine Parish Police Jury
18. Authorize Payment of Approved Bills
19. Appropriate and Transfer Sales Tax for June Operations (\$237,000)
20. Committee Reports
21. Operations:
  - a. Present Pete Hill Road Inspection Results
  - b. Present Enforcement Officer Monthly Report
  - c. Consider Abandoning a portion of Virginia Lane
  - d. Consider Adopting Current Road Log as Official List of Parish Maintained Roads
  - e. Consider Accepting 1.7 Miles of LA3229 as Defined in the Act of Transfer and Acceptance Dated October 10, 1999
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

There was no amendment to the agenda.

6. Adopt the Agenda

Resolution No. 8565

Motion by Ruffin and seconded by Brown 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.

Ms. Mitzie Galligan was attending through the virtual meeting. She expressed her appreciation to the Police Jury for the work done, through a cooperative endeavor agreement with the Town of Many, to improve the condition of McDonald Drive.

8. 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 an employee. 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. 8566

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

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 17<sup>th</sup> day of June 2020.

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

Mr. Ruffin left the meeting.

Resolution No. 8567

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

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: 0

Absent: 1 - Ruffin

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

9. Accept the Minutes of the Previous Regular Meeting Held May 20, 2020

All police jurors have previously been provided written copies of the minutes of the regular meeting held May 20, 2020.

Resolution No. 8568

Motion by Brown and seconded by Garcie to accept the minutes of the regular meeting held May 20, 2020.

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: 0

Absent: 1 - Ruffin

10. Planning Commission

Mr. Peter Nugent, Chairman of the Sabine Parish Planning Commission, was in attendance but had nothing to report to the Police Jury.

11. Mr. Walter Mains- Sabine Parish Water District No. 1- Discuss CWF Grant

The Sabine Parish Police Jury has been informed that it has been granted \$86,000 through the FY 2019-2020 Community Water Enrichment Fund. These funds are to be used to construct a new ground water plant for the Ebarb Waterworks as well as to construct waterline upgrades along Marthaville Road in Waterworks District No. 1. The allocation of these funds between the two water districts is to be determined by the Sabine Parish Police Jury.

Mr. Walter Mains, the President of the Sabine Parish Waterworks District No. 1 addressed the Police Jury. Mr. Mains stated that the Sabine Parish Waterworks District No. 1 would use any funds it received through the FY 2019-2020 Community Water Enrichment Fund to improve service in the Rocky Springs-Fort Jessup area. This project would have an estimated cost of \$125,000 and would provide water service to approximately fifteen families in the area.

12. Mr. P. M. Woods and Mr. Robert Conyer – Ebarb Waterworks District – Discuss CWF Grant

Mr. P.M. Woods, President of the Ebarb Waterworks District addressed the Police Jury concerning the \$86,000 FY 2019-2020 Community Water Enrichment Fund grant. Mr. Woods stated that the Ebarb Waterworks District would use any funds it received through the FY 2019-2020 Community Water Enrichment Fund to provide water service along Highway 191.

Resolution No. 8569

Motion by Garcie and seconded by Brown:

WHEREAS the Sabine Parish Police Jury has been notified that it has been granted \$86,000 through the FY 2019-2020 Community Water Enrichment Fund, and

WHEREAS both the Sabine Parish Waterworks District No. 1 and the Ebarb Waterworks District have projects that qualify for funding, and

WHEREAS the funds were granted to construct a new ground water plant for the Ebarb Waterworks District as well as to construct waterline upgrades along Marthaville Road in Waterworks District No. 1, and

WHEREAS the Louisiana Division of Administration has informed the Sabine Parish Police Jury that the funds may be allocated at its discretion between the two water districts

NOW THEREFORE BE IT RESOLVED that the FY 2019-2020 Community Water Enrichment Fund grant be equally allocated between the Sabine Parish Waterworks District No. 1 and the Ebarb Waterworks District on a 50%/50% basis.

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

Yeas: 7 - Stewart, McCormic, Davidson, Brown, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 1 - Byrd

Absent: 1 - Ruffin

**13. Mr. Landry- Discuss Speed Bumps on Herring Lane**

Mr. Landry was not in attendance.

**14. Review Bids for Farm Tractor with Loader and 10' Bush Hog Cutter and Award Contract for Purchase**

The Sabine Parish Police Jury accepted public bids for a farm tractor with a front-end loader and a 10' bush hog until 10:00 a.m. on May 27, 2020 when the sealed bids were opened and publicly read aloud. Three bids were received as follows:

<b>Bidder</b>	<b>Tractor Model</b>	<b>Cutter Model</b>	<b>Cost</b>
Patrick- Miller Tractor Co., Inc.	Kubota M6-1101HDC	BH-3510	\$86,811.85
Byles Welding & Tractor Co., Inc.	LS XP8101CPS	Modern 001-1000 3 Point	\$64,605.00
Byles Welding & Tractor Co., Inc.	LS XP8101CPS	Modern 001-1010 10' Pull Type	\$65,790.00

Resolution No. 8570

Motion by Sepulvado and seconded by Garcie to accept the bid from Byles Welding & Tractor Co., Inc. for a LS XP8101CPS tractor with a front-end loader and Modern 001-1010 10' pull type cutter at a cost of \$65,790.00.

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

Yeas: 7 - Stewart, McCormic, Davidson, Brown, Garcie, Sepulvado, and Ebarb

Nays: 1 - Byrd

Abstain: 0

Absent: 1- Ruffin

15. Review Bids for Three (3) 12/14 Yard Dump Trucks and Award Contract for Purchase

The Sabine Parish Police Jury accepted public bids for three (3) new (2021-year model) 12/14-yard dump body trucks until 10:00 a.m. on June 3, 2020 when the sealed bids were opened and publicly read aloud. Four bids were received as follows:

<b>Vendor</b>	<b>Make</b>	<b>Model</b>	<b>Cost</b>
Pliier International	2021 International	HV 607	\$313,056.60
Kenworth of Louisiana	2021 Kenworth	T 440	\$320,184.00
All Truck Parts & Equipment	2021 Western Star	4700 SB	\$328,797.00
Bruckner's	2020 Volvo	VNR 64300	\$379,341.00

Road Superintendent, Bobby Hughes, informed the Police Jury that the International HV 607 did not meet ten of the bid specifications and that the Kenworth T 440 also did not meet ten of the bid specifications. He stated that the Western Star 4700 SB significantly met all bid requirements.

Mr. Garcie noted that the Police Jury has recently purchased other Western Star trucks. Mr. Hughes stated that the Jury has had good service with them.

Resolution No. 8571

Motion by Sepulvado and seconded by Davidson to disqualify the bids from Pliier International and Kenworth of Louisiana as non-responsive and to accept the bid from All Truck Parts & Equipment for three (3) 2021 Western Star 4700 SB dump trucks at a cost of \$328,797.00

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: 0

Absent: 1 - Ruffin

16. Discuss Employee Retention

President Mike McCormic addressed the Police Jury. He noted that the Police Jury frequently hires temporary employees. Occasionally, some of the temporary employees are found to be excellent workers and the Road Superintendent would like to retain them as full-time employees.

Road Superintendent Hughes stated that he currently has two temporary employees that he would like to retain as full-time employees.

The personnel committee recommended adding an additional full-time position to each road crew (seven positions) to be used to provide full-time employment for qualified temporary employees.

Resolution No. 8572

Motion by Garcie and seconded by Stewart:

WHEREAS the Sabine Parish Police Jury customarily hires temporary employees, and

WHEREAS some temporary employees are found to be excellent workers and the Sabine Parish Police Jury desires to retain these individuals as full-time employees,

NOW THEREFORE BE IT RESOLVED that the Sabine Parish Police Jury hereby authorizes the creation of an additional full-time equipment operator position for each of the seven road crews, and

BE IT FURTHER RESOLVED that these positions are to be filled by selected temporary employees after completion of a minimum of ninety (90) days employment, and

BE IT FURTHER RESOLVED that after a road crew fills this position, it is precluded from hiring another temporary or full-time employee until an existing employee terminates his employment.

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: 0

Absent: 1 - Ruffin

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

President Mike McCormic discussed hiring a contract grant writer for the Sabine Parish Police Jury to access available grant funding. The Personnel Committee and the Finance Committee have reviewed this matter and recommend hiring a contract grant writer to work fifteen (15) hours each week at the rate of pay of \$20.00 per hour for a term of six (6) months. At the end of the six-month period, the Jury will review the results of the grant writer's work.

President McCormic suggested that Ms. Suzanne Williams be engaged as a contract grant writer for the Police Jury.

Resolution No. 8573

Motion by Garcie and seconded by Ebarb:

WHEREAS the Sabine Parish Police Jury desires to hire a grant writer on a contract basis to assist it in obtaining available grant funding,

NOW THEREFORE BE IT RESOLVED that the Sabine Parish Police Jury hereby authorizes hiring a contract grant writer to work fifteen (15) hours each week at the rate of pay of \$20.00 per hour for a term of six (6) months, and

BE IT FURTHER RESOLVED that the grant writer will not be an employee of the Sabine Parish Police Jury but rather an independent contractor, and

BE IT FURTHER RESOLVED that the results of the grant writer's work will be reviewed and evaluated at the end of the six-month period, and

BE IT FURTHER RESOLVED that Ms. Suzanne Williams be engaged as the contract grant writer for the Sabine Parish Police Jury.

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: 0

Absent: 1 - Ruffin

18. Authorize Payment of Approved Bills

Resolution No. 8574

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

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: 0

Absent: 1 - Ruffin

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

Resolution No. 8575

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

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: 0

Absent: 1 - Ruffin

20. Committee Reports

There were no committee reports.

21. Operations:

Resolution No. 8576

Motion by Brown and seconded by Stewart to authorize cutting of a tree near 1084 Petty Road.

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: 0

Absent: 1 - Ruffin

a. Present Pete Hill Road Inspection Results:

Peter Nugent, Chairman of the Sabine Parish Planning Commission, and Road Superintendent Bobby Hughes have inspected Pete Hill Road. They determined that the road does not meet the criteria for acceptance into the parish road system.

b. Present Enforcement Officer Monthly Report:

Eighteen (18) citations were issued during the month of May. There was a brief discussion concerning the enforcement of the fines for these citations.

Resolution No. 8577

Motion by Sepulvado and seconded by Stewart to authorize President McCormic, Secretary Treasurer Weatherford, and Road Superintendent Hughes to schedule an appointment with officials of the DeSoto Parish Police Jury to review and discuss their procedures for handling citations issued in DeSoto Parish.

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: 0

Absent: 1 - Ruffin

c. Consider Abandoning a portion of Virginia Lane:

A portion of Virginia Lane has been absorbed by Toledo Bend Lake. The Police Jury needs to abandon that portion of the road now under water.

Resolution No. 8578

Motion by Ebarb and seconded by Davidson to abandon three hundred and fifty (350') feet of Virginia Lane which has been absorbed by Toledo Bend Lake and is now under water.

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: 0

Absent: 1 - Ruffin

d. Consider Adopting Current Road Log as Official List of Parish Maintained Roads:

A list of roads that are included in the parish road system is maintained by the Secretary Treasurer. This list is compared, on an annual basis, to a list maintained by the road department and differences are investigated and resolved.

Resolution No. 8579

Motion by Sepulvado and seconded by Garcie to adopt the list of parish roads maintained by the Secretary Treasurer as the official list of roads included in the parish road system.

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: 0

Absent: 1 – Ruffin

- e. Consider Accepting 1.7 Miles of LA 3229 as Defined in the Act of Transfer and Acceptance Dated October 10, 1999:

Resolution No. 8580

Motion by Garcie and seconded by Stewart to accept the donation of 1.7 miles of LA 3229 as defined in the Act of Transfer and Acceptance dated October 10, 1999 into Road District 15 of the parish road system.

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: 0

Absent: 1 - Ruffin

## 22. Adjournment

Resolution No. 8581

Motion by Stewart and seconded by Garcie to adjourn.

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: 0

Absent: 1 - Ruffin

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

s/Richard M. McCormic  
Richard M. McCormic  
President