

June 6, 2017

On Tuesday, June 6, 2017 at 9:00 a.m., the Police Jury of Sabine Parish, State of Louisiana met in open and special called 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. Adopt the Minutes of the Previous Meeting, May 17, 2017
8. Consider Hiring of Replacement for a Secretary at the Road Office
9. Consider Cooperative Endeavor Agreement with Sabine Parish Sheriff
10. Consider Repairs to the Parish Fairgrounds
11. Committee Reports
12. Operations
13. Adjournment

1. Call to Order

President Kenneth M. Ebarb called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following members were present: Willes Funderburk, "Mike" McCormic, Charlie Brown, William E. Ruffin, "Ronny" Bison', Eric Garcie, Ricky "K-Wall" Sepulvado, Kenneth 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. Ricky "K-Wall" Sepulvado.

5. Amend the Agenda

There was no amendment to the posted agenda.

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

6. Adopt the Agenda

Resolution No. 7875

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

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

7. Adopt the Minutes of the Previous Meeting, May 17, 2017

All Police Jurors have previously been provided a written copy of the minutes of the regular meeting held May 17, 2017.

Resolution No. 7876

Motion by Bison and seconded by Brown to adopt the minutes of the May 17, 2017 Police Jury meeting.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

8. Consider Hiring of Replacement for a Secretary at the Road Office

On May 17, 2017, one of the secretaries working at the Road Office tendered her resignation to the Police Jury. Due to the importance of the position to the operation of the Road Department, President Ebarb felt that the job should be filled as soon as possible. He contacted the Personnel Committee and asked them to interview prospective employees and make a selection for employment as soon as possible. The selection of the Personnel Committee would then be ratified by the entire Jury in open session. The approval of the Jury is required to hire someone to fill a vacancy.

There was a general discussion of the procedures utilized by the Police Jury to hire employees and the responsibility of the Jury for the actions of its employees. It was the consensus of the Jury that the current procedures used for hiring employees are effective.

Resolution No. 7877

Motion by Bison and seconded by McCormic to authorize Road Superintendent Olivier to hire Lucy Manshack as a secretary for the Road Department. Mrs. Manshack will be hired at the beginning hourly pay rate of \$11.27 per hour (subject to any normal Payroll Step Plan increases). She must pass the required physical and is subject to the normal six-month probationary period for all new full-time employees.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

9. Consider Cooperative Endeavor Agreement with Sabine Parish Sheriff

On May 2, 2017, the Police Jury received a request from the Sabine Parish Detention Center for assistance in repairing the road leading to the shop and gun range.

During the May 17, 2017, regular meeting, the Parish Road Superintendent notified the Police Jury that he had not yet inspected the road to determine exactly what work would need to be done and accordingly he was unable to estimate what the cost of the requested repairs will be. Consideration of a cooperative endeavor agreement with the Sabine Parish Sheriff was tabled until the June meeting of the Police Jury.

Parish Road Superintendent Olivier has inspected the road that the Sheriff has asked the Police Jury to assist in repairing and has estimated the cost of making the needed repairs to be approximately \$1,962.

Resolution No. 7878

Motion by Ruffin and seconded by Sepulvado to authorize President Ebarb to execute a cooperative endeavor agreement between the Sabine Parish Police Jury and the Sabine Parish Sheriff to provide assistance in repairing the road leading to the shop and gun range.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

10. Consider Repairs to the Parish Fairgrounds

On April 13, 2017, the Sabine Parish Police Jury received a letter from the Sabine Fair & Rodeo, Inc. requesting the Sabine Parish Police Jury to tear down and dispose of two buildings located on the grounds, to maintain dirt and rock at the fairgrounds, and to install some new culverts.

A review of the Parish's fixed assets revealed that the fairgrounds are owned by the Sabine Parish Police Jury. The Jury discussed the scope of the work needed to be done at

the fairgrounds. Parish Road Superintendent Olivier was instructed to determine the estimated cost of hiring a contractor demolish and dispose of debris from the buildings.

11. Committee Reports

There were no committee reports.

12. Operations

Parish Road Superintendent Olivier reported that he had hired Mr. Cliff George as an equipment operator for Ward 1.

Resolution No. 7879

Motion by Funderburk and seconded by Bison to ratify the hiring of Mr. Cliff George as an equipment operator. Mr. George was hired at the beginning hourly pay rate of \$11.27 per hour (subject to any normal Payroll Step Plan increases). He has passed the required physical and is subject to the normal six-month probationary period for all new full-time employees.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Mr. Ruffin noted that all prospective parish employees are required to pass a physical examination which does not always include a drug test. Mr. Olivier explained that the drug test must be conducted by a "SAMHSA" (Substance Abuse and Mental Health Services Administration) certified laboratory, a laboratory certified for forensic urine drug testing by the College of American Pathologists (CAP-FUDT), or a laboratory certified for forensic hair drug testing by the College of American Pathologists (CAP-FDT).

Resolution No. 7880

Motion by Bison and seconded by Byrd to require all new employees to take a drug test conducted by a "SAMHSA" (Substance Abuse and Mental Health Services Administration) certified laboratory, a laboratory certified for forensic urine drug testing by the College of American Pathologists (CAP-FUDT), or a laboratory certified for forensic hair drug testing by the College of American Pathologists (CAP-FDT).

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

13. Adjournment

Resolution No. 7881

Motion by Bison and seconded by McCormic to adjourn.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

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

s/ Kenneth M. Ebarb
Kenneth M. Ebarb
President