

July 21, 2021

On Wednesday July 21, 2021, at 9:00 a.m., the Police Jury of Sabine Parish, State of Louisiana met in open and regular session.

AGENDA

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 June 16, 2021
9. Planning Commission
10. Mr. Don Burkett- Discuss New Software for the District Attorney's Office
11. Representatives of Bayou Lanan Subdivision- Discuss Roads in Subdivision
- 11a. Mr. Parker – To Discuss Dess Road Rock Yard
- 11b. Consider Speed Limit on Bear Creek Road
- 11c. Discuss Trash at the Worm Factory Compactor Site
12. Adopt the Millage Rates
13. Review Bids and Award Contract for the Purchase of a Reclaiming/Trenching Machine
14. Adopt Road Repair Agreement.
15. Appoint Commissioner for Fire District 1, Wards 3 & 4
16. Appoint Commissioner for Sabine Waterworks District No 1
17. Discuss Enforcement Deputy Position
18. Consider Amending Ordinance No. 5 of 2019
19. Authorize Payment of Approved Bills
20. Appropriate and Transfer Sales Tax for July Operations (\$250,000)
21. Committee Reports
22. Operations
23. 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, William E. Ruffin, Stephen Steinke, “Jeff” Davidson, Eric Garcie, Ricky ”K-Wall” Sepulvado, and Kenneth M. Ebarb.

The following juror was absent: “Randy” Byrd

3. Prayer

Prayer was led by Mr. William E. Ruffin.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Eric Garcie.

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. There were no public comments.

Resolution No. 8820

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

- Item 11a. - Mr. Parker – To Discuss Dess Road Rock Yard
- Item 11b. - Consider Speed Limit on Bear Creek Road
- Item 11c. - Discuss Trash at the Worm Factory Compactor Site

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

#### 6. Adopt the Agenda

Resolution No. 8821

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

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

#### 7. Public Comments

Police Jury President, Mike McCormic, allowed a period of public comment on any item on the agenda. There were no public comments.

#### 8. Accept the Minutes of the Previous Regular Meeting Held June 16, 2021

All police jurors have previously been provided a written copy of the minutes of the regular meeting held June 16, 2021.

Resolution No. 8822

Motion by Sepulvado and seconded by Stewart to accept the minutes of the regular meeting held June 16, 2021.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

#### 9. Planning Commission

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

#### 10. Mr. Don Burkett- Discuss New Software for the District Attorney's Office

District Attorney Don Burkett informed the Police Jury that his office is currently using a software system named "CRIMES" for case management that is approximately fifteen years old. When his office began using the "CRIMES" system, most parishes in the state used it.

"KARPEL" is an alternative cloud-based operating system. There are many significant advantages to the system and many parishes have converted their records to the "KARPEL" software system for case management.

Mr. Burkett noted that the "KARPEL" software system is quite expensive with total first year cost estimated to be \$84,550.00. He expressed his belief that the costs associated with this new

case management software system are eligible for reimbursement under the American Rescue Plan Act.

District Attorney Burkett indicated that he would like to purchase the “KARPEL” software system during September or October and he requested the Police Jury to assist his office with the purchase.

11. Representatives of Bayou Lanan Subdivision- Discuss Roads in Subdivision

Mr. Clyde Geoffroy and Mrs. Elaine Geoffroy, residents of the Bayou Lanan Subdivision, explained that there are five roads in the subdivision. Two of the roads are already adopted into the parish road system but the other three are not. The residents of the subdivision requested that the main road in the subdivision, Domain Road, to be adopted into the parish-wide road system.

Resolution No. 8823

Motion by Garcie and seconded by Davidson to adopt Domain Road, located in Ward 3 (Road District 9), 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, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

11a. Mr. Parker – To Discuss Dess Road Rock Yard

Mr. Parker, a representative of Roy O. Martin, informed the Jury that the Company had purchased land located on Dess Road that is currently used as a rock yard. He stated that Roy O. Martin does not want to change the use of the property on Dess Road, but it does want to formalize the relationship with the Police Jury. Mr. Parker was asked to contact Secretary Treasurer Weatherford to draft an agreement between the Police Jury and Roy O. Martin.

11b. Consider Speed Limit on Bear Creek Road

**ORDINANCE 9 of 2021**

**AN ORDINANCE ESTABLISHING THE SPEED LIMIT FOR BEAR CREEK ROAD IN ROAD DISTRICT 1 (WARD 6)**

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

WHEREAS, the current posted speed limit for Bear Creek Road in Road District 1 (Ward 6) allows drivers to travel at speeds of up to forty-five (45) miles per hour without being issued a citation, and

WHEREAS, the Sabine Parish Police Jury has determined that this is a dangerous speed for travel on Bear Creek Road in Road District 1 (Ward 6).

NOW THEREFORE BE IT ORDAINED, that the maximum speed limit for any vehicle travelling on Bear Creek Road in Road District 1 (Ward 6) shall be fifteen (15) miles per hour.

BE IT FURTHER ORDAINED, that this ordinance shall be in effect August 1, 2021, and it shall be published one time in the Official Journal of the Parish of Sabine, State of Louisiana, along with any other minutes of the meeting.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

Thereupon, the President declared this ordinance adopted on this the 21<sup>st</sup> day of July 2021, 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

11c. Discuss Trash at the Worm Factory Compactor Site

Mr. Davidson reported that individuals are placing garbage along the fence of the compactor station while the location is closed. He stressed that we need to get deputies to investigate this illegal dumping and fine the responsible individuals.

12. Adopt the Millage Rates

Resolution No. 8824

BE IT RESOLVED, that the following millages are hereby levied on the 2021 tax roll on all property subject to taxation by the Sabine Parish Police Jury:

	<u>MILLAGE</u>
Parish Wide General Alimony (Tax for: General Alimony)	4.80 mills
Road District #18 (Tax for: Road Maintenance)	10.90 mills
Road District #16 (Tax for: Road Maintenance)	10.05 mills
Road District #9 (Tax for: Road Maintenance)	10.25 mills
Road District #17 (Tax for: Road Maintenance)	10.80 mills
Road District #15 (Tax for: Road Maintenance)	13.59 mills
Road District #1 (Tax for: Road Maintenance)	17.22 mills
Road District #4 (Tax for: Road Maintenance)	13.88 mills
Road District #19 (Tax for: Road Maintenance)	15.51 mills
Road District #20 (Tax for: Road Maintenance)	22.58 mills
Road District #11 (Tax for: Road Maintenance)	25.64 mills

P. W. Humane Society (Tax for: Animal Shelter)	1.68 mills
Health Unit (Tax for: Health Unit)	1.04 mills
Parish Wide Library (Tax for: Library)	5.27 mills
Fire District 1 (Wards 1 & 2) (Tax for: Fire Protection)	10.24 mills
Fire District 1 (Wards 1 & 2) (Tax for: Fire Protection)	8.50 mills
Fire District 1 (Wards 3 & 4) (Tax for: Fire Protection)	5.11 mills
North Sabine Fire #1 (Tax for: Fire Protection)	5.39 mills
North Sabine Fire #2 (Tax for: Fire Protection)	7.00 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Sabine, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2021, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full, the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

<u>Member:</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Thomas Bo Stewart	<u>  X  </u>	_____	_____	_____
Mike McCormic	<u>  X  </u>	_____	_____	_____
Stephen Steinke	<u>  X  </u>	_____	_____	_____
William E. Ruffin	<u>  X  </u>	_____	_____	_____
Jeff Davidson	<u>  X  </u>	_____	_____	_____
Eric Garcie	<u>  X  </u>	_____	_____	_____
Ricky Sepulvado	<u>  X  </u>	_____	_____	_____
Kenneth Ebarb	<u>  X  </u>	_____	_____	_____
Randy Byrd	_____	_____	<u>  X  </u>	_____

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

/s/ Richard M. McCormic  
Richard M. McCormic  
President

**13. Review Bids and Award Contract for the Purchase of a Reclaiming/Trenching Machine**

The Sabine Parish Police Jury accepted sealed bids for a 6' portable reclaiming/trenching machine with wheel assist system until 10:00 a.m. on July 16, 2021, when they were opened in public and read aloud.

One bid was received as follows:

<b>Vendor</b>	<b>Description</b>	<b>Bid Price</b>
Asphalt Zipper, Inc.	Model 720Xi-260H Reclaimer/Stabilizer with Wheel Assist System, Custom Trailer, and Water Supply System	\$276,895.00

Resolution No. 8825

Motion by Ruffin and seconded by Davidson:

WHEREAS, the Sabine Parish Police Jury has accepted sealed bids for a 6' portable reclaiming/trenching machine with wheel assist system, and

WHEREAS, the Police Jury has received only one sealed bid for the advertised equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury hereby accepts the bid from Asphalt Zipper, Inc in the amount of \$276,895.00 for a Model 720Xi-260H Reclaimer/Stabilizer with wheel assist system, custom trailer, and water supply system, and

BE IT FURTHER RESOLVED, that the Police Jury President and the Secretary Treasurer are hereby authorized to execute all documents necessary to complete the purchase of the equipment, and

BE IT FURTHER RESOLVED, that the Police Jury President and the Secretary Treasurer are hereby authorized to negotiate financing of the equipment through a capital lease agreement with Sabine State Bank and to execute all documents necessary to complete the financing for a period of five years.

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

Yeas: 7 - McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 1 - Stewart

Abstain: 0

Absent: 1 - Byrd

**14. Adopt Road Repair Agreement**

The Sabine Parish Police Jury frequently has significant road damage caused by vehicles with a gross weight more than 58,000 pounds. The permit holder of these vehicles often desires to repair the road damage to a passable condition subject to acceptance by the parish road superintendent in lieu of the Parish performing the repairs and billing them.

To set forth the terms of the repair agreement between the Police Jury and the permit holder, there should be a fully completed and executed "Road Repair Agreement" for each repair.

Resolution No. 8826

Motion by Sepulvado and seconded by Davidson:

WHEREAS, the Sabine Parish Police Jury has frequent instances where roads are damaged by vehicles with a greater weight than 18,000 pounds per single axle, or a gross weight of more than 58,000 pounds, and

WHEREAS, Ordinance 1 of 2018 provides that any time excessive damage is caused to any parish road by the use of vehicles or equipment belonging to or under the direction of the Permit Holder which is beyond the ordinary and normal usage of such roads, the Permit Holder shall at their own expense repair or restore the portion of any road so damaged to a passible condition, and

NOW, THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury hereby authorizes and directs the Secretary Treasurer and the Road Superintendent to prepare a "Road Repair Agreement", and

BE IT FURTHER RESOLVED, that the Road Superintendent is hereby directed to obtain a fully executed agreement prior to any road repairs being made by the Permit Holder.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

15. Appoint Commissioner for Fire District 1, Wards 3 & 4

The Police Jury has received correspondence from Fire District 1, Wards 3 & 4 requesting that the Jury appoint a commissioner for the District.

Resolution No. 8827

Motion by Ebarb and seconded by Stewart to table consideration of the appointment of a commissioner for the Fire District 1, Wards 3 & 4 Board of Commissioners with his term expiring January 8, 2024.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

16. Appoint Commissioner for Sabine Waterworks District No 1

The Sabine Parish Police Jury has received correspondence from the Sabine Parish Water District No. 1 requesting the appointment of a commissioner to replace Chris Comeaux, whose term has expired.

Resolution No. 8828

Motion by Ebarb and seconded by Stewart to table the appointment of a commissioner for the Sabine Parish Water District No. 1 to replace Mr. Chris Comeaux, whose term has expired.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

17. Discuss Enforcement Deputy Position

Road Superintendent Bobby Hughes briefly described the work done by parish enforcement deputies. The parish has three (3) employment positions for parish enforcement deputies but only one position is currently filled. Mr. Hughes noted that it is extremely difficult to find qualified individuals for the enforcement deputy positions at the current rate of pay offered by the parish.

Mr. Sepulvado described damage to roads in his road district that is not recoverable by the parish because of the shortage of enforcement deputies. He noted that all law enforcement agencies, including the Police Jury, are competing for the same qualified individuals. He suggested that the only way the Police Jury can staff its enforcement deputies is by increasing the rate of pay offered to them.

Resolution No. 8829

Motion by Sepulvado and seconded Steinke to increase the base rate of pay for parish enforcement deputies to eighteen dollars (\$18.00) per hour effective August 1, 2021.

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

Yeas: 6 - Stewart, McCormic, Steinke, Davidson, Sepulvado, and Ebarb

Nays: 2 – Ruffin and Garcie

Abstain: 0

Absent: 1 – Byrd

18. Consider Amending Ordinance No. 5 of 2019

**ORDINANCE 10 of 2021**

**AN ORDINANCE AMENDMENT TO ORDINANCE 5 OF 2019 WHICH PROVIDES THE RULES AND REGULATIONS RELATING TO THE REPAIR OF DRIVEWAYS OF THE HANDICAPPED**

BE IT ORDAINED, by the Police Jury of Sabine Parish, Louisiana in regular and legal session convened, a quorum being present and voting, that the following change is made to Ordinance 5 of 2019:

Section 1(c) is amended as follows:

c. A person must be the owner or must be an heir of the property at which he resides.

BE IT FURTHER ORDAINED, that this ordinance shall be in effect August 1, 2021, and it shall be published one time in the Official Journal of the Parish of Sabine, State of Louisiana, along with any other minutes of the meeting.

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

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

Nays: 1 - Steinke



Abstain: 0

Absent: 1 - Byrd

Thereupon, the President declared this ordinance adopted on this the 21<sup>st</sup> day of July 2021, 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

19. Authorize Payment of Approved Bills

Resolution No. 8830

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

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

20. Appropriate and Transfer Sales Tax for July Operations (\$250,000)

Resolution No. 8831

Motion by Ruffin and seconded by Davidson to appropriate and transfer \$250,000.00 from the Sales Tax Fund to the Parish-wide Transportation Fund for July 2021 operations.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

21. Committee Reports

There were no committee reports.

22. Operations

Mr. Pete Chreene, Superintendent of the Solid Waste Landfill, reported that the compactor machine at the solid waste landfill has suffered a final drive failure. The repairs are not believed to be covered by warranty and the expected cost is approximately \$80,000.

23. Adjournment

Resolution No. 8832

Motion by Stewart and seconded by Ruffin to adjourn.

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

Yeas: 8 - Stewart, McCormic, Ruffin, Steinke, Davidson, Garcie, Sepulvado, and Ebarb

Nays: 0

Abstain: 0

Absent: 1 - Byrd

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

s/Richard M. McCormic  
Richard M. McCormic  
President