

MINUTES
POINTE COUPEE PARISH POLICE JURY
May 12, 2015

The Pointe Coupee Parish Police Jury met in regular session at 5:00 p.m. on Tuesday, May 12, 2015, at the Courthouse Annex in the Police Jury Meeting Room, New Roads, Louisiana.

President Melanie Bueche called the meeting to order and directed Secretary Gerrie Martin to call the roll:

PRESENT: Messrs. John Pourciau, Clifford Nelson, Allen Monk, Kyle Olinde, Cornell Dukes, Mrs. Janet Vosburg, Messrs. Glenn Cline, Albert Dukes, Kurt Jarreau and Mrs. Melanie Bueche. Arrived after roll call: Mr. Justin Cox.

ABSENT: Mr. Russell Polar.

15 MINUTES OF PUBLIC COMMENTS

There were no public comments.

AMEND AGENDA

Motion by Mr. Monk and seconded by Mr. Olinde:

RESOLVED, That the agenda be amended for inclusion of the following:

- Approval to purchase materials and perform emergency repairs to parish roads at Old River Landing. (Juror Monk)
- Approve promotion of Employee Paul Cooper to Equipment Operator IV. (Juror Monk)

The President called for a roll call vote that resulted as follows:

YEAS: Messrs. Pourciau, Nelson, Monk, Olinde, C. Dukes, Mrs. Vosburg, Messrs. Cline, A. Dukes, Jarreau and Mrs. Bueche.

NAYS: None.

ABSENT: Messrs. Cox and Polar.

On a vote of 10-0-2, the motion carried.

ADOPT MINUTES

Motion by Mr. Pourciau and seconded by Mr. Nelson:

RESOLVED, That the minutes of April 28, 2015 meeting be adopted as presented and published in the official journal.

Unanimously carried.

PRESENTATION TO KREWE OF OLD RIVER

President Bueche presented a certificate of recognition to the Krewe of Old River for their outstanding service to their community and the citizens.

PUBLIC HEARING--AMENDMENT TO E-911 COMMUNICATIONS ORDINANCE

A hearing to obtain public input for a proposed amendment to the E-911 Communications Ordinance to amend Chapter 7 of the Code of Ordinances of the Parish of Pointe Coupee relative to municipal numbers required on buildings, increase the size, regulate placement thereof within maximum distances from roadways was held Tuesday, May 12, 2015 at 5:23 p.m. by the Police Jury of the Parish of Pointe Coupee, Louisiana.

President Bueche commented on the reason for an amendment to the ordinance and encouraged citizens to label up for E-911.

CONSIDERATION OF AMENDMENT TO E-911 COMMUNICATIONS ORDINANCE

Motion by Mr. Pourciau and seconded by Mr. Nelson:

RESOLVED, That Section 2 of the proposed amendment to the E-911 Communications Ordinance to amend Chapter 7 of the Code of Ordinances of the Parish of Pointe Coupee relative to municipal numbers required on buildings, increase the size, regulate placement thereof within maximum distances from roadways be amended to include an effective date of May 12, 2015.

Unanimously carried.

Motion by Mr. Pourciau and seconded by Mrs. Vosburg:

RESOLVED, That the proposed ordinance to amend Chapter 7 of the Code of Ordinances of the Parish of Pointe Coupee relative to municipal numbers required on buildings, increase the size, regulate placement thereof within maximum distances from roadways be adopted as amended by the Pointe Coupee Parish Police Jury.

The President called for a roll call vote that resulted as follows:

YEAS: Messrs. Cline, A. Dukes, Jarreau, Pourciau, Nelson, Monk, Olinde, C. Dukes, Mmes Vosburg and Bueche.

NAYS: None.

ABSENT: Messrs. Cox and Polar.

On a vote of 10-0-2-, the motion carried.

UPDATE ON PECAN ACRES SUBDIVISION FLOODING

Mrs. Sylvia Williams appeared before the Jury to obtain an update on Pecan Acres Subdivision Flooding Project. She was informed that Floodplain Administrator Cletus Langlois was unable to attend the meeting.

Juror Cox entered the meeting at 5:30 p.m.

Juror A. Dukes recognized Mr. Marcus Guillory of Pan American Engineers of Alexandria who gave an overview and update of the LRA/CDBG Hurricanes Gustave/Ike 14 Master Parish Wide Drainage Improvements Projects, which includes Pecan Acres Subdivision. He confirmed a meeting will be held May 26, 2015 to discuss and review moving forward the Pecan Acres Subdivision and other drainage projects.

Juror A. Dukes asked that he and some of the residents be involved in any upcoming meetings to discuss the progress of the Pecan Acres Subdivision Flood Project.

Other Jurors voiced concerns about drainage problems in their district, and questioned the progress and what is needed to move the projects forward.

Mrs. Geraldine Simmons voiced concerns about the progress and review of resolving the drainage problems in Delta Place Subdivision.

After further discussion, an update on the drainage projects will be discussed at the Jury's May 26, 2015 meeting.

UPDATE ON FUNDS FOR BUILDING REPAIRS

Attorney Dannie Garrett gave an update on research of funds available for building repairs in the parish. He gave an overview of how the new courthouse in Baton Rouge was funded. He explained how the Jury could have legislation introduced and approved in 2016 that would authorize the judges to levying additional court costs to fund improvements to the courthouse.

After discussion, the following resolution was offered:

Motion by Mr. Cox and seconded by Mr. Jarreau:

RESOLVED, That Attorney Dannie Garrett be authorized to craft a bill to present to the legislation in 2016 for approval to levy additional court costs to fund improvements to the courthouse.

Unanimously carried.

INTRODUCTION OF AN ORDINANCE TO AMEND SUBSECTION (M) OF SECTION 22-31 OF CHAPTER 22 OF THE CODE OF ORDINANCES TO INCREASE THE MINIMUM UTILITY EASEMENT WIDTHS ON LA HWY. 10 FROM DELTA PLACE ROAD TO THE AUDUBON BRIDGE

Juror Vosburg asked that this matter be tabled until the next meeting.

INTRODUCTION OF AN ORDINANCE TO AMEND SUBSECTION (B) OF SECTION 22-32 OF CHAPTER 22 OF THE CODE OF ORDINANCES TO APPLY THE BUILDING SETBACK REQUIREMENTS ON WOODMEN LANE TO ALL BUILDINGS, AND TO ADD THE SETBACK REQUIREMENTS TO LA HWY. 10

Juror Vosburg asked that this matter be tabled until the next meeting.

RESOLUTION--RESCIND ORIGINAL MOTION FROM NOVEMBER 8, 2011 AUTHORIZING THE CREATION OF A FORM TO BE SIGNED BY EMPLOYEES TAKING SMALL EQUIPMENT AND TOOLS TO BE STORED AT THEIR HOME AND BEING APPROVED BY THE ADMINISTRATOR

President Bueche reported on the need for the Jury to rescind the original motion from November 8, 2011 meeting authorizing the creation of a form to be signed by employees taking small equipment and tools to be stored at their home and being approved by the parish administrator. It was noted the following resolution will rescind said motion.

RESOLUTION--CLARIFYING AUHORITY GIVEN TO PARISH EMPLOYEES FOR THE REMOVAL OF TOOLS AND OTHER PARISH EQUIPMENT FROM PUBLIC PROPERTY OWNED BY THE PARISH

Motion by Mr. Cox and seconded by Mr. Monk:

Clarifying previous authority given parish employees relative to removal of tools and other equipment owned by the parish from public property.

WHEREAS, it has recently come to the attention of this Police Jury that previously a policy was created which authorized parish employees to remove from public property tools and other equipment owned by the parish; and

WHEREAS, while it was intended that such authority exist only during emergencies, the Policy may have been misinterpreted resulting in such items being removed at any time; and

WHEREAS, it is necessary that this policy be clarified so as to safeguard public property.

THEREFORE, BE IT RESOLVED by the Pointe Coupee Parish Police Jury that it shall hereafter be its policy to authorize its employees to temporarily remove from public property tools and other equipment ("items") owned by the parish, but only according to the following:

1. A public emergency must exist such as a storm or severe weather which endangers citizens and/or property which requires the use of such items.

2. Prior to removal, the employee shall sign a form to be prepared by the parish administrator, which form must also be signed by the employee's immediate supervisor reflecting his/her consent to removal.
3. The items shall be used only by the employees requesting removal and only for the benefit of the general public and not for the benefit of the employee or his/her immediate family.
4. The items shall be promptly returned after their use is completed.
5. All employees are directed to return all equipment belonging to the Police Jury immediately.

BE IT FURTHER RESOLVED, That any policy heretofore existing which is in conflict with the above is hereby rescinded.

BE IT FURTHER RESOLVED, That this resolution be transmitted to each and every employee of the parish.

Unanimously carried.

REQUEST ETHICS BOARD'S OPINION REGARDING JURORS WORKING IN THE UTILITIES DEPARTMENT IS CONSIDERED DAY TO DAY OPERATIONS

Juror A. Dukes requested an ethics board's opinion regarding Jurors working in the Utilities Department is considered day to day operations be sent by Secretary Martin.

Juror Vosburg stated she writes her own letters and Juror A. Dukes could write his own letter to request the above opinion without a motion from the Jury, and his request was ridiculous. She stated for many years employees have been taken to lunch by the parish administrator for Administrative Professionals Day, and neither she nor President Bueche interfered with day to day activities because no one was in the office and Jurors have been asked to stay in the past.

Juror Cox praised the appreciation and acknowledgement shown to the employees by the administrator, but would prefer the office being closed instead of Jurors working in the office.

REQUEST ETHICS BOARD'S OPINION REGARDING A DIRECTOR OF A DEPARTMENT ADVERTISING SURPLUS EQUIPMENT AND HAVING SOMEONE PLACE A BID ON THE ITEM FOR HIM

After being requested by Juror A. Dukes at the last meeting, President Bueche reported that Assistant District Attorney John Wayne Jewell advised the request be sent to the Board of Ethics. She presented Jurors with copies of a letter sent by Parish Administrator John Grezaffi requesting an opinion regarding a director of a department advertising surplus equipment and having someone place a bid on the item for him.

Juror Cox commented on the code of conduct and a law that prevents employees from contracting with the Police Jury. He stated the employee violated the parish code of conduct and circumvented the public bid law when he purchased the surplus equipment and this matter needs to be addressed.

DISCUSSION TO REQUEST THE JUSTICE DEPARTMENT TO CONDUCT A BOARD OF REVIEW OF POINTE COUPEE PARISH

Juror A. Dukes discussed requesting the Justice Department to conduct a board of review of all governmental agencies in the parish, who receive federal monies, relative to minority participation and discrimination. He asked discussion of this matter be continued at their next meeting.

RESOLUTIONS:

APPROVE INVOICES FROM PEC FOR FALSE RIVER NITROGEN IMPACT MITIGATION PROJECT&FALSE RIVER ECOSYSTEM RESTORATION – PHASE I SOUTH FLATS PROJECT

Motion by Mr. Olinde and seconded by Mrs. Vosburg:

RESOLVED, That invoices in the amount of \$4,134.45, \$1,595.16 and \$32,997.23 submitted by Professional Engineering Consultants Corporation for the False River Nitrogen Impact Mitigation Project be approved for payment; and be it

RESOLVED further, That upon the recommendation of Professional Engineering Consultants Corporation, that an invoice in the amount of \$183,165.70 (Pay Estimate No. 6) submitted by RLB Contracting, Inc. for False River Ecosystem Restoration – Phase I South Flats Project be approved for payment.

Unanimously carried.

APPOINT A MEMBER TO E-911 COMMUNICATIONS DISTRICT COMMITTEE

Motion by Mr. Monk and seconded by Mr. Pourciau:

RESOLVED, That Mr. Roger P. Richard be appointed to serve as a member of the Pointe Coupee Parish Communications District(E-911) to replace Mr. Marvin Losavio, who resigned.

Unanimously carried.

REQUEST ASSISTANCE FROM POLICE JURY WITH PLACING LIMESTONE AT THE TWO (2) LIFT STATIONS FOR SEWERAGE DISTRICT NO. 4

Juror Vosburg asked that this matter be tabled.

APPROVAL TO SPRAY FAUSSE BAYOU & THOMPSON HOLE

Motion by Mr. Olinde and seconded by Mr. Jarreau:

RESOLVED, That LA Department of Wildlife & Fisheries be authorized to spray Fausse Bayou and Thompson Hole with chemicals provided by the Jury.

Unanimously carried.

AWARD PROJECT TO LOWEST QUOTE FOR REPAIRS TO COURTHOUSE ANNEX STAIRWAY

Building Committee Chairman Olinde reported one (1) proposal was received to repair the stairway at the Courthouse Annex Building and asked that this matter be tabled until a second proposal is received.

AUTHORIZE TREASURER REBECCA MAYEUX AS THE SIGNING AUHORITY ON THE E-911 COMMUNICATIONS EQUIPMENT GRANT NO. 50-J39-14-01 PER FACILITY PLANNING

Motion by Mr. Cox and seconded by Mr. Pourciau:

RESOLVED, That Mrs. Rebecca L. Mayeux, Treasurer, be authorized to certify all requests for State disbursements for the emergency communications equipment (FP&C Project No. 50-J39-14-01) with the Louisiana Division of Administration, Office of Facility Planning & Control on behalf of the Pointe Coupee Parish Police Jury.

Unanimously carried.

APPROVAL TO PURCHASE MATERIALS AND PERFORM EMERGENCY REPAIRS TO OLD RIVER LANDING ROADS

Motion by Mr. Monk and seconded by Mrs. Vosburg:

RESOLVED, That the purchase of necessary materials at a cost estimate of \$2,992.50 to perform emergency repairs to parish roads at Old River Landing that were flooded be approved.

Unanimously carried.

APPROVE PROMOTION OF EMPLOYEE PAUL COOPER TO EQUIPMENT OPERATOR IV

Motion by Mr. Monk and seconded by Mr. Olinde:

RESOLVED, That Employee Paul Cooper be promoted to Equipment Operator IV at Pay Grade 206, Step 4, at an annual salary of \$27,921.00.

Unanimously carried.

COMMITTEE REPORTS:

RECREATION

Chairperson Vosburg reported on a Recreation Committee meeting held May 7, 2015. Copies of the minutes were emailed to each Juror.

Motion by Mrs. Vosburg and seconded by Mr. Cox:

RESOLVED, That PC Rec will fund the meter box and pay the monthly utility bill for the practice football field at False River Park, and a letter of thanks be sent to the City of New Roads for donating 4-8 polls, wire and installation costs up to \$5,000.00 to assist with the setup of lights on the football fields; and be it

RESOLVED further, That gate admission for PC Rec/False River Park be changed from the age of 12 & over to 16 & over leaving the fee at \$3.00 and a season punch card be created consisting of 20 admissions at a cost of \$50.00; and be it

RESOLVED further, That Mr. Greg Victorian be authorized to construct a press box on fields 4 & 5 at a cost of \$1,200.00 each; and

RESOLVED further, That PC Rec be authorized to purchase a mobile table top Snowball Machine at a cost estimate of \$1,459.99 for use at the concession stand; and be it

RESOLVED further, That \$6,595.00 be allocated from the Recreation Fund to offset the cost to refurbish the Tennis Courts at False River Park.

Unanimously carried.

Motion by Mr. A. Dukes and seconded by Mrs. Vosburg, the meeting adjourned at 7:17 p.m.

Gerrie P. Martin
Secretary

Melanie L. Bueche
President