

MINUTES
POINTE COUPEE PARISH POLICE JURY
April 26, 2016

The Pointe Coupee Parish Police Jury met in regular session at 5:30 p.m. Tuesday, April 26, 2016, at the Courthouse Annex in the Police Jury Meeting Room, New Roads, Louisiana.

Juror Bueche asked that employee Mark Clement, who passed away, be remembered in prayer.

President Cornell Dukes called the meeting to order and directed Secretary Gerrie Martin to call the roll:

PRESENT: Messrs. Mitch Langlois, Charles Watkins, Gordon Taylor, Mrs. Melanie Bueche, Messrs. Stephen Smith, Kyle Olinde, Justin Cox, Glenn Cline, Kurt Jarreau and Cornell Dukes.

ABSENT: Messrs. Edward Bazile and Anthony Hurst.

As President of the Jury, Juror Cornell Dukes will generally abstain unless his vote will alter the outcome on a matter by voting to break or make a tie.

15 MINUTES OF PUBLIC COMMENTS

Mr. Tommy Comeaux announced his resignation as Editor of The Pointe Coupee Banner.

Jurors applauded Mr. Comeaux for his many years of service and reporting of the Jury meetings he has provided in The Banner.

ADOPT MINUTES

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

RESOLVED, That the minutes of April 12 & 19, 2016 meetings be adopted as presented and published in the official journal.

Unanimously carried.

CONSIDER AND TAKE ACTION WITH RESPECT TO ADOPTING A RESOLUTION ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN THE PARISH OF POINTE COUPEE, STATE OF LOUISIANA, TO AUTHORIZE THE RENEWAL OF A SALES AND USE TAX FOR THE POINTE COUPEE PARISH HEALTH SERVICES DISTRICT NUMBER ONE; MAKING APPLICATION TO THE STATE BOND COMMISSION IN CONNECTION THEREWITH; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH

Juror Jarreau stated that it is very important to the community what the hospital has done for the parish and urged support of the tax renewal.

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

RESOLUTION

A resolution ordering and calling a special election to be held in the Parish of Pointe Coupee, State of Louisiana, to authorize the renewal of a sales and use tax therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

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

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Section 29 of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5, Chapter 6-A and Chapter 6-B of the

Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on **TUESDAY, NOVEMBER 8, 2016**, between the hours of six o'clock (6:00) a.m., and eight o'clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

PROPOSITION
(SALES TAX RENEWAL)

Shall the Parish of Pointe Coupee, State of Louisiana (the "Parish"), under the provisions of Article VI, Section 29 of the Constitution of the State of Louisiana of 1974 and Section 2721.6 of Title 33 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority supplemental thereto, be authorized to continue to levy and collect a tax of one-fourth of one percent (1/4%) (the "Tax") upon the sale at retail, the use, the lease or rental, the consumption and storage for use or consumption of tangible personal property and on the sales of services in the Parish, all as defined by law, (an estimated \$850,665 reasonably expected at this time to be collected from the levy of the Tax for an entire year), for a period of 10 years, from July 1, 2017, the proceeds of the Tax (after paying reasonable and necessary costs and expenses of collecting and administering the Tax), to be dedicated to and used solely for capital improvements, maintenance and operation of the Pointe Coupee Parish Health Services District Number One?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in the *Pointe Coupee Banner*, a newspaper of general circulation within the Parish, published in New Roads, Louisiana, and being the official journal of the Parish, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date of the election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Police Jury Meeting Room, Courthouse Annex Building, 160 East Main Street, New Roads, Louisiana, on **TUESDAY, DECEMBER 13, 2016**, at **FIVE-THIRTY O'CLOCK (5:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the result of the said special election.

SECTION 4. Polling Places. The polling places set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held on Tuesday, December 13, 2016, as provided in Section 3 hereof. All registered voters in the Parish will be entitled to vote at the special election, and voting machines shall be used.

SECTION 6. Authorization of Officers. The Secretary of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the President and/or Secretary of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Pointe Coupee Parish and the Registrar of Voters of Pointe

Coupee Parish, as notification of the special election, in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event said election carries for further consent and authority to continue to levy and collect the sales and use tax provided for therein. A certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 9. Additional Notice Requirement. This Governing Authority made the announcement with respect to the adoption of this resolution required by La. R.S. 42:19.1, at its public meeting on Tuesday, March 8, 2016 and published said announcement in the Official Journal on Thursday, March 17, 2016.

Unanimously carried.

CONCERNS REGARDING ISLAND WOODS SUBDIVISION

Ms. Kim Purpera, a resident of Island Woods Subdivision, addressed concerns and requested assistance of the Jury with posting speed limit signs, repairing potholes in the road, striping the road, animals roaming at-large, runoff in parish ditch from neighbor housing animals and noise in the subdivision. Juror Olinde reported the potholes were repaired, he will post additional speed limit and children at play signs, the animals being housed are properly housed, dead end roads in subdivisions are not striped. He informed Ms. Purpera to report the speeding and noise problems to the Sheriff's Office for enforcement.

UPDATE AND DISCUSSION ABOUT THE CIVIC CENTER AND RECREATION PROPERTIES

Attorney Dannie Garrett gave an update and discussed the Civic Center and recreation properties. Attorney Garrett commented on the appraisal that was performed and whether the Jury and City of New Roads would agree to the properties being surveyed that would subdivide all properties into two (2) pieces. He also gave an overview of the current agreement between the Jury and City for operations of the Civic Center.

Juror Cox suggested everything should remain the same with the City and Parish as co-owners of the Civic Center and the City is doing a good job of maintaining the center, and if the Jury is paying no additional cost and both parties are sharing expenses as agreed, there should be no changes. He stated any other changes would cost the Jury monies they don't possess.

President Dukes reported that the appraisal was not in the spirit of division, but to see the value of the properties, because the properties have not been appraised since owned by the Jury. He stated since the conception of the property, the City and Jury have worked together and would like to continue to work together and build their relationship.

Juror Jarreau, who is in favor of a split, stated that every municipality in the parish has their own civic center and questioned what were the pros and cons of splitting the Civic Center and recreation properties, and would it be cost effective for the Jury.

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

RESOLVED, That the Police Jury issue a response letter to the City of New Roads to continue their support of the operations and maintenance of the Scott Civic Center stating the matter of the Civic Center and recreation properties will not be divided and will remain the same.

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

YEAS: Messrs. Langlois, Watkins, Taylor, Mrs. Bueche, Messrs. Smith, Olinde, Cox, and

NAYS: Messrs. Cline and Jarreau.

ABSTAIN: Mr. Dukes.

ABSENT: Messrs. Bazile and Hurst.

On a vote of 7-2-1-2, the motion carried.

INTRODUCTION OF AN AMENDMENT TO SECTION 19-16 OF ARTICLE II OF CHAPTER 19 OF THE CODE OF ORDINANCES TO INCREASE THE DRIVEWAY OR ROAD ENTRANCE CULVERT PERMIT FEE

Public Works Committee Chairman Olinde presented an introduction of a proposed ordinance to amend Section 19-16 of Article II of Chapter 19 of the Code of Ordinances of the Parish of Pointe Coupee, Louisiana relative to increase from \$15 to \$25 for the driveway or road entrance culvert permit fee. He reported the fee is comparable to surrounding parishes.

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

NOTICE OF INTRODUCTION OF ORDINANCE
AND PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a proposed ordinance to amend Section 19-16 of Article II of Chapter 19 of the Code of Ordinances of the Parish of Pointe Coupee, Louisiana relative to the installation of culverts, bridges and catch basins in roadside ditches, to increase from \$15 to \$25 the fee for the issuance and certain residential driveway culvert permits, and to further provide with respect thereto has been introduced before the Police Jury of the Parish of Pointe Coupee, Louisiana, and that a public hearing will be held relative thereto at 5:30 p.m., Tuesday, May 10, 2016 at the Police Jury Meeting Room, Courthouse Annex, 160 East Main Street, New Roads, Louisiana, after which said ordinance may be considered for adoption. All interested persons are urged to attend.

Unanimously carried.

AUTHORIZE PEC TO PROCEED WITH PLANS & SPECIFICATIONS FOR ROAD MAINTENANCE & REHABILITATION PROGRAM

Engineer Kevin Gravois requested approval of the Jury to proceed with preparing the plans and specifications for the Road Maintenance & Rehabilitation Program. He reported the \$5,500,000 allocated to fund this program will be disbursed among the 11 Jurors Districts, excluding District 5, which roads are completed. He reported the plans and specs will be ready in three (3) to four (4) months.

Motion by Mrs. Bueche and seconded by Mr. Jarreau:

RESOLVED, That Professional Engineering Consultants Corporation be authorized to prepare the plans and specifications for the Road Maintenance & Rehabilitation Program.

Unanimously carried.

APPROVAL TO SEND A LETTER OF APRECIATION TO MR. MIKE BERGERON FOR ERADICATING BEAVERS IN THE PARISH

Vice President Olinde requested approval to send a letter of appreciation to Mr. Mike Bergeron for eradicating beavers on his property and other areas in the parish that were impeding drainage. He reported Mr. Pat Bizette assisted Mr. Bergeron with setting the traps.

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

RESOLVED, That a letter of appreciation be sent to Mr. Mike Bergeron for eradicating beavers in the parish.

Unanimously carried.

UPDATE ON FALSE RIVER

Vice President Olinde gave an update on False River. He reported one (1) gate was opened on April 13, 2016 at a water level of 15.8, closed April 18, 2016 at a water level of 15.7, and one (1) gate opened April 22, 2016 and today at a water level of 16.4.

COMMITTEE REPORTS:

ECONOMIC DEVELOPMENT

Chairman Smith reported on an Economic Development Committee meeting held April 11, 2016. Copies of the minutes were emailed to each Juror. Chairman Smith gave an overview of items discussed at their meeting.

Motion by Mr. Smith and seconded Mrs. Bueche:

RESOLVED, That the word "Events" be removed from the committee's name and the name be changed to Economic Development Committee.

Unanimously carried.

PLANNING COMMISSION

Vice President Olinde reported on a Planning Commission meeting held April 21, 2016. Copies of the minutes were emailed to each Juror.

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

RESOLVED, That upon the recommendation of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the subdivision of the Lot "D" of the Former Malvina Guidroz Estate batture into Lots "D-1" thru "D-4" located in Sections 23 & 24, T5S & R10E off of LA Highway 413 at Ventress for Craig Gosserand be approved; and be it

RESOLVED further, That the four (4), 5' sideline variances request for the above mentioned plat for Craig Gosserand be granted, due to the hardship being the expense of the property; and be it

RESOLVED further, That upon the recommendations of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that the plat showing the subdivision of Tract 1-B-1-A into Tracts 1-B-1-A-1 and 1-B-1-A-2 of the riverbank frontage (Lakehome Plantation) of Rose Langlois located in Section 34, T5S & R10E at Ventress for Bueche and Olinde, LLC be approved; and be it

RESOLVED further, That the two (2), 5' sideline variances request for the above mentioned plat for Bueche and Olinde, LLC be granted, due to the hardship being the expense of the property; and be it

RESOLVED further, That Mr. Cornell Dukes be authorized to execute the above plats and sideline variances for Craig Gosserand and Bueche and Olinde, LLC.

Unanimously carried.

BUILDING & GROUNDS

Vice President Olinde reported on a Buildings & Grounds Committee meeting held April 21, 2016. Copies of the minutes were emailed to each Juror.

Motion by Mr. Olinde and seconded Mr. Smith:

RESOLVED, That the Police Jury begins collecting 10% of monthly sales from GF Vending Automatic Merchandising Services for each vending machine in parish buildings; and be it

RESOLVED further, That the Secretary be authorized to obtain quotes from scrap material companies for the removal of the train caboose at the Recreation Park.

Unanimously carried.

FINANCE

Chairman Cox reported that the Finance Committee meeting was postponed because additional information was needed and is being rescheduled.

RESOLUTIONS

Chairperson Bueche reported on a Resolutions Committee meeting held April 25, 2016. Copies of the minutes were emailed to each Juror.

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

RESOLVED, That an invoice in the amount of \$20,469.79 (Pay Estimate No.7) submitted by Coastal Bridge Company, LLC, and an invoice in the amount of \$404.28 submitted by Professional Engineering Consultants Corporation (PEC) for the 2015 Road Maintenance & Rehabilitation Program be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$13,840.00 and \$5,570.00 submitted by PEC for the False River Ecosystem Restoration – Phase II North Flats Project be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$1,723.52 submitted by PEC for the Regional Fence Line Monitoring Project be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$2,447.75 submitted by PEC for the False River Nitrogen Impact Mitigation Project be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$500.00 submitted by Mougeot Architecture, LLC for architectural services for additional work for the USDA request for lease proposal be approved for payment; and be

RESOLVED further, That an invoice in the amount of \$500.00 submitted by Mougeot Architecture, LLC for architectural services for lot study for Pointe Coupee Parish Courthouse pay parking be approved for payment; and be it

RESOLVED further, That Mr. Arthur Ewing be appointed to serve as a member of the False River Watershed Council to replace Mr. John Grezaffi.

Unanimously carried.

PERSONNEL

Chairman Olinde reported on a Personnel Committee meeting held April 25, 2016. Copies of the minutes were emailed to each Juror.

Motion by Mr. Olinde and seconded Mrs. Bueche:

RESOLVED, That no employee be allowed to receive overtime pay, but an employee will be allowed compensatory time; and be it

RESOLVED further, That a Position Vacancy Announcement for an Assistant Public Works Director, with a minimum annual salary of \$39,207.00 be posted for one (1) week, and if no employee applies within this time frame, a Position Notice be advertised for two (2) weeks in the Official Journal; and be it

RESOLVED further, That the Road Maintenance Supervisor position be eliminated; and be it

RESOLVED further, That the Assistant Public Works Director's job description duties be amended to read as follows:

The purpose of this position is to maintain the roads, roadway drainage and oversee daily employee work activities. This is accomplished by supervising job sites, reviewing development plans, installing culverts, digging ditches and removing debris. Other duties include ensuring availability for on-call emergencies, hauling sand and debris, inspecting roadway and drainage conditions, supervise and assist work crews in the general maintenance of Parish streets and right-of-ways by scheduling, supervising and participating in the maintenance and repair of streets including asphalt patching, clearing drainage obstructions, installing speed bumps, and maintaining right-of-ways, roadways and easements.

Juror Cox stated because of the recommendations from Springsted, Inc., their budget and other personnel factors that are in place, he asked the Jury's support to postpone advertising for an Assistant Public Works Director and not to amend the job description for said position. He reported on having the Finance Committee review this matter further to review alternatives and take advantage of the openings without having to do any hard cuts, and save monies by restructuring personnel at this time.

Chairman Olinde commented on the recommendation of the committee to eliminate the position of the Road Maintenance Supervisor. He reported that Public Works Director Blaine Bordelon is unofficially retiring on Thursday, April 28, 2016, and will be taking a month of vacation in May. He stated the department desperately needs to fill this position as soon as possible.

Juror Cox stated that Assistant Public Works Director James David should utilize other employees, regardless of their job title, to perform tasks as needed in various areas of the Public Works Department.

Juror Jarreau commented on the need for the Jury to focus on employing a new Parish Administrator with financial experience.

President Dukes stated that the recommendation from the committee is to only advertise for the position of Assistant Public Works Director.

Substitute motion by Mr. Cox and seconded by Mr. Jarreau:

RESOLVED, That the Police Jury postpone advertisement for the Position of Assistant Public Works Director, and not to amend the Assistant Public Works Director's job description and duties for further review by the Finance Committee.

The President called for a roll call vote on the substitute motion that resulted as follows:

YEAS: Messrs. Cox, Cline, Jarreau, Langlois, Watkins, Taylor and Smith.

NAYS: Mrs. Bueche and Mr. Olinde.

ABSTAIN: Mr. Dukes.

ABSENT: Messrs. Bazile and Hurst.

On a vote of 7-2-1-2, the motion carried.

PRESIDENT'S REPORT

President Dukes commented on the following:

- A letter will be received from FEMA next week allowing funding to perform drainage projects at Johnson Bayou and Pecan Acres Subdivision.
- Thanked Engineer Gravois for the tour of the Parish roads with Jurors.
- Construction of the Veterans Monument will commence in two (2) weeks and additional bricks are available for purchase.

In response to Juror Jarreau, President Dukes gave an update on scheduling a meeting with the Sheriff.

Juror Cox inquired why a recommendation was made by the Personnel Committee stating that no employee will be allowed to receive overtime pay, but an employee will be allowed compensatory time when this is already a policy of the Jury.

Juror Watkins explained this matter was discussed because two (2) employees were being paid overtime and another employee who worked in the same department also requested to be paid overtime, and the committee agreed that no employee would be paid overtime.

In response to Juror Cox, Treasurer Becky Mayeux explained that there is a resolution that the Jury would stop payment of overtime, but in the past the Parish Administrator has verbally authorized custodians to receive payment of overtime. She reported that the recent overtime payment for employees working the concession at the Morganza Gym was authorized by President Dukes. She reported that she questioned the employee and supervisor about their policy that prohibits payment of overtime, which was not authorized by the supervisor.

Juror Cox voiced concerns about the Jury not following an established policy and the President authorizing overtime against the policy and procedure that are in place, which states that paid overtime is authorized by the Parish Administrator or Jury in the event of an emergency.

President Dukes explained that when the employee contacted him and stated it was customary that they receive paid overtime underneath this administrator, he felt that if the employee worked the hours that they needed to be paid. He reported that he was never told that the director and Treasurer Mayeux did not authorize the overtime.

Motion by Mr. Langlois and seconded by Mr. Watkins, the meeting adjourned at 6:58 p.m.

Gerrie P. Martin
Secretary

Cornell T. Dukes
President