

**MINUTES
POINTE COUPEE PARISH POLICE JURY
July 23, 2013**

The Pointe Coupee Parish Police Jury met in regular session at 5:00 p.m. on Tuesday, July 23, 2013, at the Courthouse Annex in 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, Cornell Dukes, Russell Young, Justin Cox, Glenn Cline, Albert Dukes, Mrs. Janet Vosburg, Mr. Kurt Jarreau and Mrs. Melanie Bueche, President.

ABSENT: Mr. Kyle Olinde.

APPROVAL OF MINUTES

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

RESOLVED, That the minutes of the regular meeting of July 9, 2013, be accepted as written and be published in the official journal.

Unanimously carried.

Juror C. Dukes stated that Item 11 “ Violation of Open Meeting Law by the Personnel Committee” has been addressed and answered by the Attorney General’s Office and at the last meeting the Jury voted to postpone discussion of this matter indefinitely. He asked that this matter be struck from the agenda and each Juror be given a copy of the answer from the AG’s Office.

Juror Cox stated that when he read the correspondence from the AG’s Office the matter of the Personnel Committee was fixed. However, the issue is whether the Personnel Committee violated the open meeting law when they scheduled and had a meeting on June 18, 2018 without giving 24-hour notice; action was taken by the committee and recommendations present to the Jury meeting. He stated this particular matter has not been addressed.

Juror C. Dukes stated that he had no problem answering any questions from Jurors, but when Jurors take it out of this agency and to the AG’s Office, then the AG’s Office should answer their questions, not him.

Motion by Mr. C. Dukes and seconded by Mr. Nelson:

RESOLVED, That Item 11 “Violation of Open Meeting Law by the Personnel Committee” be removed from the agenda.

Unanimously carried.

15 MINUTES OF PUBLIC COMMENTS

There were no public comments.

PUBLIC HEARING--CONDEMNATION OF MOBILE HOMES ON PROPERTY OWNED BY TROY PURPERA

A public hearing was held at 5:20 p.m. to obtain public input about the condemnation of two (2) abandoned mobile homes owned by Troy Purpera at 4066 Oakland Road at Lakeland. No objections were received orally nor written.

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

RESOLVED, That the two (2) abandoned mobile homes owned by Troy Purpera at 4066 Oakland Road at Lakeland be condemned and an order of condemnation be issued to demolish

the two (2) mobile homes within 45 days.

Unanimously carried.

ECONOMIC DEVELOPMENT UPDATE

Economic Development Director Les Cantrell gave an update on Economic Development and new businesses locating in the parish. He informed the Jury that there are four (4) certified sites in the parish, and will be adding a fifth site by NRG near Cajun II Plant.

RESOLUTION--ACCEPTING RIGHT-OF-WAY FROM MCDONALD'S REAL ESTATE COMPANY FOR ACCESS TO DEPARTMENT OF MOTOR VEHICLES BUILDING ON HOSPITAL ROAD

In the absence of Assistant District Attorney John Wayne Jewell, Parish Administrator Jimmy Bello presented the following resolution for approval of the Police Jury:

Motion by Mr. C. Dukes and seconded by Mr. Monk:

Authorizing the Parish of Pointe Coupee to enter into a servitude agreement with McDonald's Real Estate Company through which the parish will retain the right of ingress and egress to and from its property on Hospital Road presently occupied by Louisiana Department of Motor Vehicles, and to further provide with respect thereto.

WHEREAS, the Parish of Pointe Coupee owns a certain lot of ground on Hospital Road in New Roads, Louisiana, which is presently occupied by the Louisiana Department of Motor Vehicles; and

WHEREAS, ingress and egress to and from said lot has always been via property adjacent thereto to the north which is owned by Pointe Coupee Health Services District No. 1; and

WHEREAS, Pointe Coupee Health Services District No. 1 is in the process of conveying said contiguous property to McDonald's Real Estate Company; and

WHEREAS, McDonald's Real Estate Company has offered to grant to the parish a permanent servitude so that said ingress and egress will not be disturbed.

THEREFORE, BE IT RESOLVED by the Pointe Coupee Parish Police Jury that it enter into a servitude agreement with McDonald's Real Estate Company in the form and substance of the agreement annexed to this resolution; and

BE IT FURTHER RESOLVED That Melanie L. Bueche, President of this Police Jury, be and she is hereby authorized to execute said agreement on behalf of the Parish and this Police Jury, and to do any and all other things which may be necessary in the premises.

Unanimously carried.

UPDATE ON MEETING TO OBTAIN CUSTOMER LIST FROM TOWN OF LIVONIA FOR BILLING DRAINAGE IMPACT FEE

Juror Jarreau asked that Attorney Dannie Garrett assist the Jury with sending a letter and prepare an agreement for execution by the Town of Livonia to conduct the billing and collection of the drainage impact fee for the Jury.

TASK ATTORNEY DANNIE GARRETT UNDER EXISTING CONTRACT

President Bueche read a prepared statement about the resolution adopted by the Jury to assess the 3.42

ad valorem tax in the City of New Roads and Town of Livonia. She concluded the City of New Roads has filed a lawsuit against the Jury about this matter and the need to task Attorney Dannie Garrett to represent the Jury in this matter. She also announced the Jury will schedule a Special Meeting on July 31, 2013 to adopt the 2013 millages. In closing, some Jurors commented on moving forward with this matter.

Motion by Mr. Pourciau and seconded by Mr. C. Dukes:

RESOLVED, That the Police Jury task Attorney Dannie Garrett under the existing contract to represent the Police Jury in the lawsuit filed against the Police Jury by the City of New Roads.

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

YEAS: Messrs. Pourciau, Monk, C. Dukes, Young, Cox, Cline, Mrs. Vosburg, Mr. Jarreau and Mrs. Bueche.

NAYS: Mr. A. Dukes.

PRESENT,

NOT VOTING: Mr. Nelson.

ABSENT: Mr. Olinde.

On a vote of 9-1-1-1, the motion carried.

CLEANING OF PORTAGE CANAL

Juror A. Dukes reported on a program that was suppose to be in place to keep Portage Canal clean and has not been done and is overgrown. He reported on complaints from residents about the need to clean Portage Canal in his district which is heavily populated.

Parish Administrator Jimmy Bello reported on the maintenance and spraying of Portage Canal.

After further discussion, Juror Vosburg asked the Jury to allow the Parish Administrator and Public Works Director to obtain a cost estimate to contract a grass cutting and vegetation management program to clean all areas of Portage Canal.

Motion by Mr. C. Dukes and seconded by Mrs. Vosburg:

RESOLVED, That a maintenance program of grass cutting and canal spraying be prepared for all canals in the parish.

Unanimously carried.

Juror A. Dukes asked that the item to declare an emergency to clean Portage Canal in Juror District 7 be placed on the agenda of their next meeting.

UPDATE ON JUROR COX'S LAWSUIT

Juror Nelson stated he knows what happened and does not need an update on Juror Cox's lawsuit.

Juror C. Dukes commended the office and stated he always felt the Jury did nothing wrong and was glad that it has been verified by the Eighteenth Judicial District Court.

Juror Cox stated the issue in court today was about paying attorney fees and not about if anyone was right or wrong. Juror Cox gave an explanation about why the lawsuit was filed because of the delayed response to his public records request to obtain a report from the Public Utilities Collections Department after two months and after the lawsuit was filed. In closing, he commented on his contribution to the parish and the results and improvements that have been made in the Utilities Collections Department.

Juror A. Dukes left the meeting at 6:15 p.m.

REPORTS FROM DEPARTMENT HEADS (DIRECTORS)

Buildings Maintenance Supervisor:

Mr. Ken Vosburg presented a maintenance report of buildings owned by the Jury.

Building Official:

Mr. John Pinsonat reported on residential and commercial building permits issued, and gave updates on current commercial projects.

Multi-Use Center Director:

Mr. Weldon Jewell reported on activities scheduled at the Multi-Use Center. Juror Monk complimented Mr. Jewell for the good condition of the center.

Parish Administrator:

Mr. Jimmy Bello reported there are no solid waste carts in stock and received approval of the Jury to obtain a cost estimate to order new carts for review at their next meeting. He asked the Jury to consider selling the carts for \$50, and also sell parts for the carts.

Parish Treasurer:

Mrs. Becky Mayeux presented and reviewed a report on finances of the Jury. The Jury agreed to schedule a Finance Committee and Delinquent Accounts Committee meetings on the same day in August.

Public Utilities Director:

A daily cash report was presented from the Public Utilities Director. Juror C. Dukes reported on extending the Public Utilities Director's employment beyond his retirement date of July 31, 2013.

Public Works Director:

Mr. Blaine Bordelon presented a work order report on maintenance of drainage and roads in the parish. A report from the Beaver Trapper and Animal Control Officer was also presented. He reported employee Louis Trabona (equipment operator) will be retiring July 31, 2013.

Recreation Director:

Mr. Sal Gensua reported on recreational activities in the parish and commented on the Recreation Department having access inside the Civic Center to obtain their stored equipment. Juror C. Dukes asked President Bueche to instruct all directors to never release Jury's property to anyone without coming to the Jury for approval. Juror Young commented on correspondence received from Mayor Robert Myer sent to President Bueche and Assistant District Attorney John Wayne Jewell concerning matters about recreation and the Civic Center. The Jury asked that this matter be placed on their next meeting agenda.

Sales Tax Director:

Mrs. Ronell Roubique presented and commented on the sales tax collections and delinquent taxpayers reports. In response to President Bueche, Mrs. Roubique stated some payments from delinquent taxpayers have been received.

RESOLUTIONS:

ADVERTISE FOR BIDS FOR CONDEMNATION OF ABANDONED MOBILE HOME AT JARREAU OWNED BY DANIEL REED

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

RESOLVED, That the Parish Administrator be authorized to advertise for bids for the condemnation and demolition of an abandoned mobile home located in Island Woods Subdivision at Jarreau.

Unanimously carried.

Juror Monk left meeting at 6:58 p.m.

AUTHORIZE THE PRESIDENT TO EXECUTE A LEASE AGREEMENT WITH LA DEPARTMENT OF CHILDREN & FAMILY SERVICES TO OPERATE A DISASTER SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (D-SNAP) AT THE MULTI-USE CENTER

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

RESOLVED, That Mrs. Melanie L. Bueche be authorized to execute a lease agreement between

the LA Department of Children & Family Services to operate a Disaster Supplemental Nutrition Assistance Program (D-SNAP) at the Multi-Use Center.

Unanimously carried.

NAME A PRIVATE ROAD OFF OF LA HIGHWAY 413 (ISLAND ROAD) BUECHE GARDEN LANE FOR E911 PURPOSES

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

RESOLVED, That a private road off of LA Highway 413 (Island Road) be named Bueche Garden Lane for E911 purposes.

Unanimously carried.

APPROVE INVOICES FOR SJB GROUP, LLC FOR GUSTAV/IKE CDBG NEW ROADS SEWER IMPROVEMENTS BACK UP PUMPS/SEWER LIFT STATIONS AND CONTRACTS NO. 1 & 2 FOR ROAD MAINTENANCE & REHABILITATION PROGRAM (NORTH & SOUTH)

Motion by Mr. C. Dukes and seconded by Mr. Cox:

RESOLVED, That an invoice in the amount of \$5,750.00 submitted by SJB Group, LLC, for professional services for Gustav/Ike CDBG New Roads Sewer Improvements Backup Pumps/Sewer Lift Stations be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$373,356.93 (Pay Estimate No. 3) submitted by F. G. Sullivan Contractors (Contract No. 1 - North); an invoice in the amount of \$398,948.93 (Pay Estimate No. 3) submitted by Coastal Bridge Company (Contract No. 2 - South) and an invoice in the amount of \$18,871.88 submitted by Professional Engineering Consultants Corporation for engineering services; and invoice in the amount of \$870.00 submitted by Southern Earth Sciences for the Road Maintenance & Rehabilitation Program be approved for payment.

Unanimously carried.

APPROVAL FOR THE INNIS WATER CORPORATION TO INSTALL A 6" WATER MAIN ON WEST END OF DELHI LANE

Engineer Kevin Gravois presented the following resolution for approval of the Jury:

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

RESOLVED, That the installation of a 6" water main on the parish right-of-way on the west end of Delhi Lane by Innis Water Corporation be approved.

COMMITTEE REPORTS:

PERSONNEL

Chairman C. Dukes reported on a Personnel Committee meeting held July 17, 2013, and copies of the minutes were mailed to each Juror for their review.

Juror Cox inquired about the employees duties of the two (2) new positions in the Utilities Department. He stated the person collecting payments cannot be the person making account adjustments. He added, the person in the front office will get a raise and continue with the same duties. President Bueche stated some duties will remain the same but there will be extra responsibilities.

Juror Cox recommended having a policy and procedures in place before going further with the new job descriptions, so everyone will know the specific duties and responsibilities. He asked that CPA Tommy

LeJeune review the job descriptions.

Juror C. Dukes stated the duties are listed in the job descriptions and asked to proceed with the recommendations.

Juror Cox inquired if CPA LeJeune has reviewed the job descriptions. Juror C. Dukes stated the administrator reviewed the two (2) positions and any critiquing needed can be done after the job titles and descriptions have been adopted.

Juror Cox stated Juror C. Dukes cannot just say things and think it's going to stick and no one can ask questions. He further stated, it is very important to make decisions.

PA Bello informed the Jury he was asked to draft two (2) job descriptions in regards to revamping the Utilities Collections Office from the original job description he had created. He stated CPA LeJeune has not reviewed the job descriptions and they were only discussed in the Personnel Meeting.

PA Bello stated he believes the job duties listed on the job descriptions are enough to proceed with in-house advertising. President Bueche commented it's a good idea to get approval of the job duties from CPA LeJeune.

Upon confirmation from PA Bello that CPA LeJeune has not reviewed the job descriptions, Juror Cox expressed his point that he almost voted for something that had not been approved by CPA LeJeune, and there is nothing wrong with CPA LeJeune reviewing the job descriptions and stating whom the employees will report to.

Motion by Mr. C. Dukes and seconded by Mr. Jarreau:

RESOLVED, That the job titles of Senior Utilities Billing Clerk and Senior Utilities Collections Clerk be accepted; and be it

RESOLVED further, That a Position Vacancy Announcement for a Senior Utilities Billing Clerk be posted for one (1) week with a minimum salary of \$36,642.00, and if no employees apply within this time frame, advertise a Position Notice for two (2) weeks in the official journal; and be it

RESOLVED further, That a Position Vacancy Announcement for a Senior Utilities Collections Clerk be posted for one (1) week with a minimum salary of \$36,642.00, and if no employees apply within this time frame, advertise a Position Notice for two (2) weeks in the official journal; and be it

RESOLVED further, That a Position Vacancy Announcement for an Equipment Operator III be posted for one (1) week with a minimum salary of \$24,335.00, and if no employees apply within this time frame, advertise a Position Notice for two (2) weeks in the official journal.

Substitute motion by Mr. Young and seconded by Mr. Nelson:

RESOLVED, That the Pointe Coupee Parish Police Jury continues with its past practice of having a Public Utilities Director and Assistant Public Utilities Director.

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

YEAS: Messrs. Nelson, C. Dukes and Young.

NAYS: Messrs. Cox, Cline, Mrs. Vosburg, Messrs. Jarreau, Pourciau and Mrs. Bueche.

ABSENT: Messrs. A. Dukes, Monk and Olinde.

On a vote of 3-6-3, the motion failed.

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

YEAS: Messrs. Pourciau, C. Dukes, Cline, Mrs. Vosburg, Mr. Jarreau and Mrs. Bueche.

NAYS: Messrs. Nelson, Young and Cox.

ABSENT: Messrs. Monk, Olinde and A. Dukes.

On a vote of 6-3-3, the motion carried.

Juror Nelson left meeting at 7:18 p.m.

PLANNING COMMISSION

Juror Vosburg reported on a Planning Commission meeting held July 18, 2013. Copies of the minutes were mailed to each Juror for their review.

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

RESOLVED, That upon the recommendations of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the subdivision of Lot IML and the Brent Munson Lot into Lot IML-1, Lot IML-2, Lot IML-3 and Lot IML-4 located on LA Highway 413 in Section 96, T4S & R10E at Ventress for Craig Gosserand be approved; and be it

RESOLVED further, That upon the recommendations of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the removal of 0.53 acres from Farm Unit No. 3 to be annexed to the Pentecostal Church of Batchelor Site from Lot A located on LA Highway 419 in Section 12, T3S & R8E at Batchelor for Pentecostal Church of Batchelor be approved; and be it

RESOLVED further, That upon the recommendation of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the subdivision of Lot A and Lot B (Michael Savoy) into Lot A-1 and Lot B-1 located on LA Highway 413 in Section 101, T5S & R10E at Jarreau for Brittany Savoy be approved; and be it

RESOLVED further, That upon the recommendations of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the addition of 5.55 acres to Lot D to create Lot D-1 and the removal of Lots N thru Q from the Mike Cashio Tract located near Waterloo Subdivision in Section 13, T4S & R11E at Ventress for Mike Cashio be approved, pending a minimum of 20' for the servitude of passage and utilities servitude be placed on the plat, Lot D-1 -A be corrected to read Lot D-1 and a clause stating the property can only be sold to the adjacent landowners; and be it

RESOLVED further, That upon the recommendation of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing survey & family partition of a \pm 0.90 Acre Lot into Lot PBH-9 thru PBH-12 belonging to Haydel Land Co., Inc. located in Section 28, T5S & R10E at Ventress for Peter Roy be approved, pending approval from the Police Jury for the variances of all four (4) lots due to the hardship of existing separate dwellings on the property; and be it

RESOLVED further, That Mrs. Melanie L. Bueche be authorized to execute the above plats for the Craig Gosserand, Pentecostal Church of Batchelor, Brittany Savoy, Mike Cashio and Peter Roy.

Unanimously carried.

RECREATION

Chairperson Vosburg reported on a Recreation Committee meeting held July 8, 2013. Copies of the minutes were mailed to each Juror for their review.

Chairperson Vosburg reported on the committee listening to concerns from Mr. Greg Johnson about the process of hiring PC Rec officials (umpires). Upon consultation with Recreation Director Sal Genusa, they are planning to create a Local Pointe Coupee Umpire Association in the parish to manage the umpires in the parish. She reported on other recreational activities in the parish.

Mr. Greg Johnson stated his concerns about why he wasn't selected to umpire at PC Rec, have not been resolved.

Chairperson Vosburg stated that their attorney has advised that Mr. Genusa has every right to choose umpires for PC Rec, and she supports Mr. Gensua decision.

Jurors C. Dukes, Cox and Young voiced their concerns about this matter and stated because of past feelings and their working relationship years ago between Mr. Johnson and Mr. Gensua should be left in the past and not the reason for Mr. Johnson being excluded from participating in recreational activities at PC Rec.

Motion by Mr. C. Dukes and seconded by Mr. Pourciau, the meeting adjourned at 7:42 p.m.

Gerrie P. Martin
Secretary

Melanie L. Bueche
President