

**MINUTES  
POINTE COUPEE PARISH POLICE JURY  
September 24, 2013**

The Pointe Coupee Parish Police Jury met in regular session at 5:00 p.m. on Tuesday, September 24, 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. Clifford Nelson, Allen Monk, Kyle Olinde, Cornell Dukes, Russell Young, Glenn Cline, Albert Dukes, Mmes Janet Vosburg and Melanie Bueche, President.  
Arrived after roll call: Mr. Justin Cox.

**ABSENT:** Messrs. John Pourciau and Kurt Jarreau.

APPROVAL OF MINUTES

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

RESOLVED, That the minutes of the regular meeting of September 10, 2013, be accepted as written and be published in the official journal.

Unanimously carried.

EMPLOYEE ANNIVERSARY SERVICE AWARD (MARJORIE BOONE)

Juror Monk presented a service award to employee Marjorie Boone for her 35<sup>th</sup> anniversary of dedicated service as an employee of the Police Jury.

15 MINUTES OF PUBLIC COMMENTS

There were no public comments.

AMEND AGENDA

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

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

- Approval of emergency plat for subdivision of property for Innis Waterworks.  
(Attorney John Wayne Jewell)

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

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

**NAYS:** None.

**ABSENT:** Messrs. Pourciau, Cox and Jarreau.

On a vote of 9-0-3, the motion carried.

ONE BEACON INSURANCE

At the request of Juror A. Dukes, Mr. Charles Smith of L. Bouanchaud Agency, Inc. introduced Mr. Dave Byrom, Vice President of Business Development, and Mr. Dennis Molenaar, Vice President of Risk Control of One Beacon Insurance who reported on providing loss control training to the Jury and employees. Juror A. Dukes received approval for Parish Administrator Jimmy Bello and Assistant District Attorney John Wayne Jewell to review and coordinate where most training is needed. Thereafter, Mr. Smith will schedule the training with Mr. Molenaar.

Juror Cox entered the meeting at 5:09 p.m.

FUNDRAISER FOR TOURIST COMMISSION

President Bueche asked each Juror to purchase an \$8 ticket to support the fried fish dinner fundraiser for the Tourist Commission that will be held Saturday, October 12, 2013 to fund their Pointe Coupee Parish Visitor Center campaign.

#### PROPER ETIQUETTE/CONDUCT IN POLICE JURY MEETINGS

Juror Cox reported on proper etiquette and conduct being displayed in Police Jury meetings and proper control being maintained. He gave examples of how individuals and Jurors got out of control at their last meeting, as well as past meetings. He stated when this type of behavior occurs, individuals should be properly escorted out of meetings.

President Bueche gave a response to Juror Cox's comments and based upon the conduct at the last meeting, she commented that both parties were defending their reputations.

#### 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 building permits issued.

##### **Multi-Use Center Director:**

Mr. Weldon Jewell reported on activities scheduled at the Multi-Use Center in October.

##### **Parish Administrator:**

Mr. Jimmy Bello gave an update on the operations of the Public Utilities Billing and Collections Department and utilizing other employees to assist in the department. He reported on the need to hire an utility clerk.

Mr. Bello reported on his research and stated there were no rules or requirements that state the Jury has to allocate proceeds from the Solid Waste Tax to the municipalities if they decide to terminate the solid waste contract with the Jury.

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

RESOLVED, That the Parish Administrator be authorized to contact a temporary agency to hire a temporary person as a clerk in the Public Utilities Billing and Collections Department.

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

YEAS: Messrs. Cox, Cline, A. Dukes, Mrs. Vosburg, Monk, Olinde, C. Dukes and Mrs. Bueche.

NAYS: Messrs. Nelson and Young.

ABSENT: Messrs. Pourciau and Jarreau.

On a vote of 8-2-2, the motion carried.

Juror Cline inquired about the construction of a fence near a parish road right-of-way in Pecan Island at Jarreau. Mr. Bello will review this matter further.

##### **Parish Treasurer:**

Mrs. Becky Mayeux reported on the finances of the Jury and presented the monthly cash receipts reports for the months of August and September. Parish Administrator Bello was asked to review with Attorney Dannie Garrett how the Jury can receive the Drainage Impact Fees that are not being collected by the Town of Livonia and also fees being collected by the City of New Roads, but not remitted. Treasurer Mayeux asked that Mr. Garrett include all user fees.

##### **Public Works Director:**

Mr. Blaine Bordelon presented a work order report of maintenance of drainage and roads in the parish. He reported on the resignation of the Beaver Trapper. A report from the Animal Control Officer was presented.

##### **Recreation Director:**

In the absence of Mr. Sal Gensua, a report on recreational activities in the parish was presented to Jurors.

##### **Sales Tax Director:**

Mrs. Ronell Roubique presented the sales tax collections and delinquent taxpayers reports to

Jurors.

RESOLUTIONS:

APPROVE LIQUOR LICENSE FOR MYUNG CHULL CHOI (BUCKHORN FOOD MART & CAFÉ)

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

RESOLVED, That a Liquor License for Mr. Myung Chull Choi (5602 Airline Highway, Lottie, LA) for the Buckhorn Food Mart & Cafe`be approved.

Unanimously carried.

APPROVE LETTER OF NO OBJECTION TO CROSSTEX LIG, L.L.C. FROM BAYOU JACK TO FALSE RIVER 16" PIPELINE PROJECT

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

RESOLVED, That a Letter of No Objection be sent to Crosstex LIG, L.L.C. for a proposed pipeline crossing from Bayou Jack to False River for a 16" pipeline project be approved.

Unanimously carried.

APPROVE PURCHASE OF CHEMICALS TO SPRAY FALSE BAYOU & CHENAL BAYOU

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

RESOLVED, That the purchase of chemicals, not to exceed \$1,000.00, to spray False Bayou and Chenal Bayou by the LA Department of Wildlife & Fisheries be approved.

Unanimously carried.

AWARD REQUEST FOR QUALIFICATIONS FOR ENGINEERING & LAND SURVEYING FOR MAJOR BROTHERS SUBDIVISION #3 - DRAINAGE IMPROVEMENTS PHASE I

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

RESOLVED, That upon the recommendation of the Selection Review Committee, the request for qualifications submitted by Patin Engineers & Surveyors, Inc. for engineering and land surveying for Major Brothers Subdivision #3 - Drainage Improvements Phase I be accepted.

Unanimously carried.

APPROVE INVOICES FROM HUNT, GUILLOT FOR IKE/GUSTAV DISASTER RECOVERY PROGRAM, ERM FOR LEGONIER HIGHWAY 1 GATEWAY PROJECT, CONTRACTS 1 & 2, CERTIFICATE OF SUBSTANTIAL COMPLETION AND FINAL ADJUSTMENT CHANGE ORDER FOR CONTRACT 2 FOR THE ROAD MAINTENANCE & REHABILITATION PROGRAM, LEGONIER SEWER SYSTEM, BATCHELOR HIGH SCHOOL SUBDIVISION SEWER SYSTEM AND CENLA ENVIRONMENTAL ANALYSIS AND TESTING

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

RESOLVED, That invoices totaling \$5,129.80, Interim Billing #37, from Hunt, Guillot & Associates, LLC for Hurricanes Ike/Gustav Disaster Recovery Program be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$10,600.00 from Environmental Resources Management (ERM) for the Legonier Highway 1 Gateway Project be approved for payment; and be it

RESOLVED further, That an invoice in the amount of \$336,603.36 (Pay Estimate No. 5) submitted by F. G. Sullivan, Jr. Contractor, LLC (Contract No. 1 - North ); an invoice in the amount of \$16,332.88 (Pay Estimate No. 5) submitted by Coastal Bridge Company, LLC (Contract No. 2 - South) and an invoice in the amount of \$14,495.06 submitted by Professional Engineering Consultants Corporation for engineering services for the Road Maintenance & Rehabilitation Program be approved for payment; and be it

RESOLVED further, That the Certificate of Substantial Completion for Coastal Bridge Company, LLC (Contract No. 2 - South) for the Road Maintenance & Rehabilitation Program be accepted; and be it

RESOLVED further, That the final adjustment Contract Change Order for Coastal Bridge Company, LLC (Contract No. 2 - South) for the Road Maintenance & Rehabilitation Program be approved; and be it

RESOLVED further, That invoices totaling \$4,009.12 submitted by Mr. Bob Allen for services rendered on the Legonier Sewer System be approved for payment; and be it

RESOLVED further, That invoices totaling \$7,499.29 submitted by Mr. Bob Allen for services rendered on the Batchelor High School Subdivision Sewer System be approved for payment; and be it

RESOLVED further, That invoices in the amount of \$234.00 and \$209.00 submitted by Cenla Environmental for environmental analysis and testing performed on the Legonier and Batchelor High School Subdivision Sewer Systems be approved for payment.

Unanimously carried.

Juror Monk asked that all invoices be approved by the sewer boards before coming to the Jury for payment.

AUTHORIZE PRESIDENT TO SIGN LEASE AGREEMENT WITH CLAIBORNE ASHFORD FOR VOTING PRECINCT 9 AT AMERICAN LEGION HALL

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

RESOLVED, That Mrs. Melanie L. Bueche be authorized to sign a lease agreement between the Pointe Coupee Parish Police Jury and Mr. Claiborne Ashford for use of property as Voting Precinct 9 at the American Legion Hall at New Roads.

Unanimously carried.

ANNUAL CERTIFICATION OF COMPLIANCE WITH OFF-SYSTEM BRIDGE REPLACEMENT PROGRAM

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

ANNUAL CERTIFICATION OF COMPLIANCE WITH  
STATE OF LOUISIANA OFF-SYSTEM BRIDGE REPLACEMENT PROGRAM

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges be maintained by each State; and

WHEREAS, the responsibility to inspect, rate and load post those bridges under the authority of Pointe Coupee Parish in accordance with those Standards as delegated by the Louisiana Department of Transportation and Development to Pointe Coupee Parish: Therefore be it

RESOLVED, That the governing authority of Pointe Coupee Parish (herein referred to as the Parish) that the Parish in regular meeting assembled does hereby certify to the Louisiana Department of Transportation and Development (herein referred to as the DOTD) that for the period 1 October 2013 through 30 September 2014:

1. The Parish has performed all interim inspections on all parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.
2. All bridges owned or maintained by the Parish have been structurally analyzed and rated by the Parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the LA DOTD for all bridges where the maximum legal load under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish to reflect all structural ratings.
3. All Parish owned or maintained bridges which required load posting or closing are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standards Manual Directive No. 1.1.1.8. All DOTD supplied load posting information concerning a bridge has been critically reviewed by the Parish Engineer prior to load posting.
4. All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Correction to data supplies to the Parish by the LA DOTD are noted.

These stipulations are prerequisites to participation by the Parish in the Off-System Bridge Replacement Program.

Unanimously carried.

REAPPOINTMENT OF A COMMISSIONER AND ALTERNATE COMMISSIONER TO THE ZACHARY TAYLOR PARKWAY COMMISSION

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

RESOLVED, That Mr. Patrick Witty be reappointed to serve as a member of the Zachary Taylor Parkway Commission for a two-year term; and be it

RESOLVED further, That Mr. Scot Byrd be reappointed to serve as an alternate member of the Zachary Taylor Parkway Commission for a two-year term.

Unanimously carried.

PLANNING COMMISSION

Juror Vosburg reported on a Planning Commission meeting held September 19, 2013. Copies of the minutes were mailed to each Juror for their review.

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

RESOLVED, That upon the recommendations of the Pointe Coupee Parish Planning Commission and Parish Sanitarian, that a plat showing the removal of a 0.892 Acre Tract from the remainder of Lot CC-1 into Lots 1-A, 1-B & 1-C located in Section 109, T4S & R10E at Ventress for Cutt Pointe, LLC be approved and sideline variances for Lots 1-A, 1-B & 1-C be granted for 10' front building setbacks and 20' rear building setbacks; and be it

RESOLVED further, That Assistant District Attorney John Wayne Jewell be contacted to research the development of Miller Street and if it contained a turnaround servitude; and be it

RESOLVED further, That the preliminary plat of The Pointe at False River Subdivision be approved with the amendment to change the rear setback from 25' to 20'; and be it

RESOLVED further, That Mrs. Melanie L. Bueche be authorized to execute the above plats for the Cutt Pointe, LLC and The Pointe at False River Subdivision.

Unanimously carried.

APPROVAL OF EMERGENCY PLAT FOR SUBDIVISION OF PROPERTY FOR INNIS WATERWORKS

Assistant District Attorney John Wayne Jewell reported that Mr. Roy Goode is selling additional property to Innis Waterworks Corporation to construct a new well and needs approval of a plat for subdivision of property.

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

RESOLVED, That the plat for the subdivision of property from Mr. Roy Goode for the sale to Innis Waterworks Corporation be approved, pending approval of the Pointe Coupee Parish Planning Commission.

Unanimously carried.

Motion by Mr. Young and seconded by Mr. C. Dukes, the meeting adjourned at 6:25 p.m.

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Gerrie P. Martin  
Secretary

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Melanie L. Bueche  
President