

**MINUTES  
POINTE COUPEE PARISH POLICE JURY  
October 8, 2013**

The Pointe Coupee Parish Police Jury met in regular session at 5:00 p.m. on Tuesday, October 8, 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, Kyle Olinde, Cornell Dukes, Russell Young, Glenn Cline, Mrs. Janet Vosburg, Mr. Kurt Jarreau and Mrs. Melanie Bueche, President. Arrived after roll call: Mr. Justin Cox.

**ABSENT:** Mr. Albert Dukes.

APPROVAL OF MINUTES

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

RESOLVED, That the minutes of the regular meeting of September 24, 2013, be accepted as written and be published in the official journal.

Unanimously carried.

AMEND AGENDA

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

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

- **Resolutions:**
  1. Approve employment of an Equipment Operator II (Dump Truck Driver).
  2. Advertise for a Public Utilities Clerk.
  3. Adopt a Media Policy.
  4. Adopt a Fleet Safety Policy.

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

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

**NAYS:** None.

**ABSENT:** Mr. A. Dukes.

On a vote of 11-0-1, the motion carried.

EMPLOYEE ANNIVERSARY SERVICE AWARDS (ASHLEY SMITH, MICHAEL TENNEY, MARK CLEMENT & DALE MAYEUX)

Juror Nelson presented a service award to employee Ashley Smith for her 5<sup>th</sup> anniversary of dedicated service as an employee of the Police Jury.

Juror Cox presented a service award to employee Michael Tenney for his 5<sup>th</sup> anniversary of dedicated service as an employee of the Police Jury. In the absence of employee Mark Clement, announced the presentation of a service award for his 10<sup>th</sup> anniversary.

In the absence of employee Dale Mayeux, President Bueche announced the presentation of a service award for his 10<sup>th</sup> anniversary.

CERTIFICATE OF RECOGNITION TO POINTE COUPEE ELECTRIC MEMBERSHIP CORPORATION FOR THEIR 75<sup>TH</sup> ANNIVERSARY

Juror Vosburg presented a certificate of recognition to General Manager Jodie Cotton for Pointe Coupee Electric Membership Corporation 75<sup>th</sup> Anniversary.

Juror Nelson left the meeting at 5:10 p.m.

15 MINUTE OF PUBLIC COMMENTS

There were no public comments.

President Bueche recognized Mr. David Jarreau of Pointe Coupee Community Access Media, who informed the Jury that he will be filming the Police Jury meetings for broadcasting on Fidelity Cablevision Channel 8 and the internet.

ACCEPT GRANTS FROM LA DOTD FOR NEW TERMINAL FACILITIES AND THE RUNWAY DEFECT REPAIR AND REHABILITATION AT FALSE RIVER REGIONAL AIRPORT

Airport Manager Yvonne Chenevert presented the following resolution for approval of the Jury:

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

A resolution authorizing the President to execute an Agreement with the Louisiana Department of Transportation and Development (LA DOTD) for improvements at the False River Regional Airport.

WHEREAS, Act 451 of the 1989 Regular Session of the Louisiana Legislature authorized the financing of certain airport improvements from funds appropriated from the Transportation Trust Fund; and

WHEREAS, the Pointe Coupee Parish Police Jury has requested funding assistance from the LA DOTD to/for Terminal - Apron Construction - Phase I, Terminal Apron - Phase II, Mitigate Obstructions, Phase III for the airport; and

WHEREAS, the stated project has been approved by the Louisiana Legislature and the LA DOTD is agreeable to the implementation of this project and desires to cooperate with the Pointe Coupee Parish Police Jury according to the terms and conditions identified in the attached Agreement; and

WHEREAS, the LA DOTD will provide the necessary funding for the Terminal - Apron Construction - Phase I, Terminal Apron - Phase II, Mitigate Obstructions, Phase III and reimburse the sponsor up to \$1,124,665.25 of project cost: Therefore be it

RESOLVED, That the Pointe Coupee Parish Police Jury does hereby authorize Mrs. Melanie L. Bueche, President, to execute an Agreement for the project identified as SPN H.009155, more fully identified in the Agreement attached hereto.

Unanimously carried.

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

A resolution authorizing the President to execute an Agreement with the Louisiana Department of Transportation and Development (LA DOTD) for improvements at the False River Regional Airport.

WHEREAS, Act 451 of the 1989 Regular Session of the Louisiana Legislature authorized the financing of certain airport improvements from funds appropriated from the Transportation Trust Fund; and

WHEREAS, the Pointe Coupee Parish Police Jury has requested funding assistance from the LA DOTD to/for Pavement Rehabilitation for the airport; and

WHEREAS, the stated project has been approved by the Louisiana Legislature and the LA DOTD is agreeable to the implementation of this project and desires to cooperate with the Pointe

Coupee Parish Police Jury according to the terms and conditions identified in the attached Agreement; and

WHEREAS, the LA DOTD will provide the necessary funding for the Pavement Rehabilitation and reimburse the sponsor up to \$23,341.00 of project cost: Therefore be it

RESOLVED, That the Pointe Coupee Parish Police Jury does hereby authorize Mrs. Melanie L. Bueche, President, to execute an Agreement for the project identified as AIP No. 3-22-0074-016-2013 and SPN H.010228, more fully identified in the Agreement attached hereto.

Unanimously carried.

#### CONTROLLERSHIP REVIEW

CPA Tommy LeJeune of Faulk & Winkler, LLC reviewed the current financial services being provided to the Jury and presented a proposal to the Jury for expanded financial services at an additional cost of \$42,000.00.

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

RESOLVED, That the proposal submitted by Faulk & Winkler, LLC to perform the proposed expanded financial services on-site at a cost of \$42,000.00 be accepted.

Unanimously carried.

#### LCDBG PROJECT 2014 - 2015

Engineer Kevin Gravois of PEC presented and reviewed an LCDBG application history analysis for the Police Jury. After discussion, he recommended the Jury submit an application for road improvements in Police Juror Districts 1 and 2.

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

RESOLVED, That on behalf of the Pointe Coupee Parish Police Jury, Professional Engineering Consultants Corporation be authorized to submit an application with the Louisiana Division of Administration, Louisiana Community Development Block Grant FY 2014-2015 Program for road improvements in Police Juror Districts 1 and 2.

Unanimously carried.

#### REDUCTION IN LIABILITY INSURANCE

Juror Young reported on reducing the liability insurance coverage from \$2 million to \$1 million. Treasurer Mayeux was asked to review cost for \$1 million and report finding to the Jury.

#### CLARIFICATION OF 1.71 % AD VALOREM TAX

President Bueche gave a clarification of 1.71% of the general ad valorem tax within the municipalities of Livonia and New Roads and that this was not a new tax.

RESOLUTIONS:

#### SUPPORT A REQUEST TO STATE BOND COMMISSION BY BIONITROGEN LOUISIANA HOLDINGS, L.L.C. PROJECT IN THE PARISH

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

A Resolution in support of a request submitted to the State Bond Commission by the Louisiana Local Government Environmental Facilities and Community Development Authority for the (BioNitrogen Louisiana Holdings, L.L.C. Project) seeking an allocation of a portion of the State of Louisiana's private activity volume cap ceiling.

WHEREAS, BioNitrogen Louisiana Holdings, L.L.C., a Louisiana limited liability company, or an affiliated company (the "*Company*") proposes to develop urea manufacturing facilities to be composed of a series of five plants (the "*Facilities*") on land in Pointe Coupee Parish (the "*Parish*"); and

WHEREAS, the Facilities will transform residual agricultural solid waste and other biomass materials into bulk urea product (the "*Project*") and the costs of the Project are projected to be approximately \$1,250,000,000; and

WHEREAS, the Company proposes to finance the Project with the proceeds of bonds issued by the Louisiana Local Government Environmental Facilities and Community Development Authority (the "*Issuer*") and a request has been submitted on behalf of the Issuer and the Company, with respect to the Project, seeking an allocation of a portion of the private activity volume cap ceiling (the "*Volume Cap*") of the State of Louisiana (the "*State*"); and

WHEREAS, the request submitted to the State Bond Commission on behalf of the Issuer and the Company requested \$300,000,000 of the Volume Cap to allow the Company to finance the project; and

WHEREAS, this solid waste disposal project is an economic development project that benefits both the Parish and the State, by providing a boost to the construction industry through the creation of construction jobs at the Project site and by providing permanent jobs needed to operate and maintain the plant; and

WHEREAS, the Parish desires to express its support of the Project and the request submitted on behalf of the Issuer and the Company for \$300,000,000 of the Volume Cap available to the State.

NOW, THEREFORE, BE IT RESOLVED by the Police Jury of the Parish of Pointe Coupee, State of Louisiana, as the governing authority thereof, that the same does hereby express its support of the application filed on behalf of the Company to the State Bond Commission and the Governor of Louisiana for approval of \$300,000,000 of the State's private activity volume cap allocation to be utilized in the development of the proposed Project.

BE IT FURTHER RESOLVED that certified copies of this resolution be forwarded to the State Bond Commission and to the Port evidencing Parish support of this matter.

Unanimously carried.

ACCEPT CHANGE ORDER & SUBSTANTIAL COMPLETION FOR THE CDBG PARISH WIDE COMMUNICATION PROJECT

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

WHEREAS, Gulf Equipment Corporation, the Contractor for the Parish Wide Communication, Project No. 39-PARA-2501, has Substantially Completed the work under the Contract as recommended by the Architect: Therefore be it

RESOLVED, That the Contract of Gulf Equipment Corporation, the Contractor, for said work is hereby accepted as Substantially Complete with the understanding that the final retainage payment will be made upon satisfactory completion of any Punch List items and presentation of the Clear Lien Certificate as required by law; and be it

RESOLVED further, That the signing and filing with the Clerk of Court of the Acceptance of Contract Resolution by the Pointe Coupee Parish Police Jury is hereby authorized; and be it

RESOLVED further, That Mrs. Melanie L. Bueche, President of the Pointe Coupee Parish Police Jury, is authorized to sign a Final Recap Change Order adjusting the final contract quantities and time period as necessary.

Unanimously carried.

ACCEPT SUBSTANTIAL COMPLETION FOR THE FORDOCHE COMMUNITY CENTER EXPANSION

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

WHEREAS, Law Industries, LLC, the Contractor for the renovations and additions to the Fordoche Community Center, OCD-DR Project No. 39-PARA-3202, has Substantially Completed the work under the Contract as recommended by the Architect: Therefore be it

RESOLVED, That the Contract of Law Industries, LLC, the Contractor, for said work is hereby accepted as Substantially Complete with the understanding that the final retainage payment will be made upon satisfactory completion of any Punch List items and presentation of the Clear Lien Certificate as required by law; and be it

RESOLVED further, That the signing and filing with the Clerk of Court of the Acceptance of Contract Resolution by the Pointe Coupee Parish Police Jury is hereby authorized; and be it

RESOLVED further, That Mrs. Melanie L. Bueche, President of the Pointe Coupee Parish Police Jury is authorized to sign Final Change Orders(s) adjusting the final contract quantities and time period as necessary.

Unanimously carried.

Juror Cox left the meeting at 6:30 p.m.

ACCEPT SUBSTANTIAL COMPLETION FOR THE SCHOOL BOARD HARDENING PROJECT

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

\_\_\_\_ WHEREAS, Rycars Construction, LLC, the Contractor for the School Board Hardening, Project No. 39-PARA-2702, has Substantially Completed the work under the Contract as recommended by the Architect: Therefore be it

RESOLVED, That the Contract of Rycars Construction, LLC, the Contractor, for said work is hereby accepted as Substantially Complete with the understanding that the final retainage payment will be made upon satisfactory completion of any Punch List items and presentation of the Clear Lien Certificate as required by law; and be it

RESOLVED further, That the signing and filing with the Clerk of Court of the Acceptance of Contract Resolution by the Pointe Coupee Parish Police Jury is hereby authorized; and be it

RESOLVED further, That Mrs. Melanie L. Bueche, President of the Pointe Coupee Parish Police Jury, is authorized to sign a Final Recap Change Order adjusting the final contract quantities and time period as necessary.

Unanimously carried.

ACCEPT PROPOSAL FROM DUGAS FENCE CO., LLC FOR CHAIN LINK FENCE AT LIGHTHOUSE CANAL

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

RESOLVED, That the low proposal in the amount of \$2,900.00 submitted by Dugas Fence Company, LLC to install a chain link fence at the Lighthouse Canal be accepted.

Unanimously carried.

APPROVE INVOICE FOR PC CONTRACTORS FOR CWF GRANT FOR WATERWORKS DISTRICT NO. 2

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

RESOLVED, That upon the recommendation of Professional Engineering Consultants Corporation, an invoice in the amount of \$52,672.50 (Pay Estimate No. 1) submitted by Pointe Coupee Contractors for 2012 CWF Grant Water System Improvements - Old River Landing Road Water Main for Pointe Coupee Parish Waterworks District No. 2 be approved for payment.

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

YEAS: Mrs. Vosburg, Messrs. Jarreau, Pourciau, Monk, Olinde, C. Dukes, Young and Mrs. Bueche.

NAYS: None.

PRESENT,

NOT VOTING: Mr. Cline.

ABSENT: Messrs. Cox, A. Dukes and Nelson.

On a vote of 8-0-1-3, the motion carried.

APPROVE EMPLOYMENT OF AN EQUIPMENT OPERATOR II (DUMP TRUCK DRIVER)

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

RESOLVED, That Mr. Craig Jones be employed as an Equipment Operator II (Dump Truck Driver) at pay grade 204, step 1, at an annual salary of \$23,649.00, effective October 16, 2013.

Unanimously carried.

ADVERTISE FOR A PUBLIC UTILITIES CLERK

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

RESOLVED, That a position vacancy announcement be posted for one (1) week for a Public Utilities Clerk at pay grade 203, step 1, at a minimum salary of \$22,667.00 and maximum salary of \$33,288.00, and if no response is received from employees, advertise two (2) weeks in the official journal.

Unanimously carried.

ADOPT A MEDIA POLICY

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

RESOLVED, That the Media Policy for the Pointe Coupee Parish Police Jury be adopted.

Unanimously carried.

ADOPT A FLEET SAFETY POLICY

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

RESOLVED, That the Fleet Safety Policy for the Pointe Coupee Parish Police Jury be adopted.

Unanimously carried.

Motion by Mrs. Vosburg and seconded by Mr. Pourciau, the meeting adjourned at 6:36 p.m.

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Gerrie P. Martin  
Secretary

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Melanie L. Bueche  
President