

September 19, 2018

On Wednesday, September 19, 2018 at 9:00 a.m., the Police Jury of Sabine Parish, State of Louisiana met in open and regular session.

The Agenda was as follows:

1. Call to Order
2. Roll Call
3. Prayer
4. Pledge of Allegiance
5. Amend the Agenda
6. Adopt the Agenda
7. Accept the Minutes of the Previous Special Called Meeting, September 5, 2018
8. Ms. Gretchen Ferguson- LADOTD- Discuss Liddy Turnpike, Fisher, Louisiana
9. Mr. Jeffrey Morrow, Director of Sabine Council on Aging- Discuss Area Plan
10. Convene as Board of Ad Valorem Tax Review
- 10a. Ms. Ann Gasaway – Discuss Road Conditions in the Yellow Pine Community
- 10b. Consider Cooperative Endeavor Agreement with The Town of Many, Louisiana
11. Planning Commission
12. Executive Session – Discuss the Professional Competence of a Person
13. Consider a Resolution Approving the Holding of an Election in Wards 3 and 4 Fire Protection District No. 1 on December 8, 2018 to Authorize the Levy of a Special Tax Therein
14. Rescind Resolution No. 2966 Authorizing the Police Jury to Process the Payrolls of the Sabine Parish Sales Tax Commission
15. Discuss Repairs to Shop Doors
16. Advertise for Bids for Materials, Supplies, and Services for 2019 (Opening 11/7/18)
17. Consider Installing New School Bus Turn Around at 700 Hossler Road
18. Authorize Payment of Approved Bills
19. Appropriate Sales Tax for September Operations (\$215,000)
20. Committee Reports
21. Operations
22. Adjournment

1. Call to Order

President Ronald L. Bison called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following jurors were present: Willes Funderburk, Mike McCormic, “Charlie” Brown, William E. Ruffin, “Ronny” Bison, Eric Garcie, Ricky ”K-Wall” Sepulvado, Kenneth M. Ebarb, and “Randy” Byrd.

3. Prayer

Prayer was led by Mr. William E. Ruffin.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Charlie Brown.

5. Amend the Agenda

Mr. McCormic informed the Jury that Ms. Ann Gasaway had contacted Secretary Treasurer Weatherford too late Tuesday to be added the agenda. She desires to speak to the Jury concerning road conditions in the Yellow Pine Community.

Also, Mrs. Mary Brocato has contacted him concerning the possibility of the Police Jury contributing funds for the Sabine Parish Historical Depot Museum located in Many, Louisiana.

Mr. McCormic asked that the agenda be amended to include these two items.

Public comments on the motion to amend the agenda were allowed prior to any vote to add an item to the agenda. There were no comments at this time.

Resolution No. 8140

Motion by Ruffin and seconded by Garcie to amend the agenda to include the following items:

Item 10a - Ms. Ann Gasaway – Discuss Road Conditions in the Yellow Pine Community

Item 10b - Consider Cooperative Endeavor Agreement with The Town of Many, Louisiana

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

Police Jury President, Ronald L. Bison, allowed a period of public comment on any item on the agenda. Mr. Bison advised everyone that they would be allowed to comment later during the meeting on particular agenda items, if they desire. There were no public comments at this time.

6. Adopt the Agenda

Resolution No. 8141

Motion by Ebarb and seconded by Ruffin to adopt the agenda as amended.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

7. Accept the Minutes of the Previous Special Called Meeting, September 5, 2018

All Police Jurors have previously been provided a written copy of the minutes of the special called meeting held September 5, 2018.

Resolution No. 8142

Motion by Brown and seconded by Garcie to accept the minutes of the September 5, 2018 special called Police Jury meeting.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

8. Ms. Gretchen Ferguson- LADOTD- Discuss Liddy Turnpike, Fisher, Louisiana

Ms. Gretchen Ferguson with the Louisiana Department of Transportation and Development was present and addressed the Police Jury concerning Liddy Turnpike, a road located near Fisher, Louisiana.

Mrs. Ferguson noted that Liddy Turnpike is currently a private road. She stated that if Liddy Turnpike is made a public road, the LADOTD would like to close some other existing public railroad crossings to offset. Mrs. Ferguson briefly described modifications to the railroad crossing that would be necessary if the Police Jury adopts Liddy Turnpike into the parish-wide road system.

Mr. Bison stated that the Police Jury is currently in negotiation with the Packaging Corporation of America to purchase the road.

Mrs. Ferguson suggested that the Police Jury schedule a meeting with representatives from both the Kansas City Southern Railroad Company and the Louisiana Department of Transportation and Development to further discuss the railroad crossing.

9. Mr. Jeffrey Morrow, Director of Sabine Council on Aging- Discuss Area Plan

Mr. Jeffrey Morrow addressed the Police Jury concerning the “Area Plan”. The Sabine Council on Aging is required to make an “Area Plan” every four years. The “Area Plan” is a strategic plan for the Council to analyze performance, to determine areas for improvement, and to determine if additional services are needed.

Mr. Morrow provided a Community Agency Needs Assessment Survey to each juror and he requested them to complete and return the forms to him.

Mr. Morrow then briefly described services currently provided to the citizens of Sabine Parish by the Sabine Council on Aging.

10. Convene as Board of Ad Valorem Tax Review

President Ronald L. Bison convened the Police Jury in its capacity as a Board of Ad Valorem Tax Review. The Jurors were also presented a copy of a September 3, 2018 letter from the Sabine Parish Tax Assessor, Cindy Manasco, certifying that she has completed the assessment listings of Sabine Parish for the 2018 tax roll, at a total taxable value of \$177,687,069.00.

Any protests should be addressed today, and no additional meetings of the Board of Ad Valorem Tax Review will be necessary, and the Board can be adjourned. The Jury has the option to either uphold or not uphold the Tax Assessor in the assessments. If the assessments are upheld, the matter can then be appealed to the Louisiana Tax Commission by the taxpayer. There are four levels of appeal. The first is between the taxpayer and the Tax Assessor, then the Board of Ad Valorem Tax Review, then the Louisiana Tax Commission, and finally the courts.

Tax Assessor Cindy Manasco attended the meeting. She noted that no protests (Form 3101) were received for the Board of Tax Review process.

The Jurors desired to accept the tax roll value.

Resolution No. 8143

Motion by Ruffin and seconded by Ebarb:

WHEREAS, the Sabine Parish Police Jury, acting as a Board of Ad Valorem Tax Review, commenced public hearings today, and

WHEREAS, the Police Jury hereby certifies that no protests of assessment have been received,

THEREFORE, BE IT RESOLVED, that the Police Jury accepts and approves the 2018 property tax roll value of \$177,687,069.00 as presented by Sabine Parish Tax Assessor Cindy Manasco, and

BE IT FURTHER RESOLVED, that the Sabine Parish Police Jury hereby certifies that no additional meetings of the Board of Ad Valorem Tax Review will be necessary, and the Board is adjourned.

The foregoing resolution was read in full, at which time a quorum was present and voting, and the resolution was adopted by the following votes on the 19th day of September 2018.

Yeas: Funderburk, McCormic, Brown, Ruffin, Bison, Garcie, Sepulvado, Ebarb, Byrd.

Nays: None

Abstained: None

Absent: None

The Police Jury then returned to regular session as it had completed the Board of Ad Valorem Tax Review business.

10a. Ms. Ann Gasaway – Discuss Road Conditions in the Yellow Pine Community

Ms. Ann Gasaway addressed the Police Jury concerning grass mowing, signage, and road repairs in the Yellow Pine Community.

Mr. Olivier, the Parish Road Superintendent, told Ms. Gasaway that mowing is scheduled to begin in the Yellow Pine area today. He also committed to have the ditches cleaned. Mr. McCormic stated that needed signs would be ordered and placed on the roads.

10b. Consider Cooperative Endeavor Agreement with The Town of Many, Louisiana

Mr. McCormic has received a letter from Mary Brocato requesting that the Police Jury assist the Town of Many, Louisiana to repair, renovate and transform the old Many Depot into a historical museum for all of Sabine Parish. The total cost of this project is expected to be between \$60,000 and \$70,000.

Mr. McCormic expressed his support for this project. Secretary Treasurer Weatherford informed the Jury that a Cooperative Endeavor Agreement with the Town would be necessary for the Police Jury to participate in this project.

Resolution No. 8144

Motion by Ruffin and seconded by Sepulvado to enter a cooperative endeavor agreement with the Town of Many, Louisiana to repair, renovate and transform the old Many Depot into a historical museum with the amount of assistance provided to the Town to be determined by the Finance Committee and to authorize President Bison to execute any required documents.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

11. Planning Commission

No Member of the Sabine Parish Planning Commission was present.

12. Executive Session – Discuss the Professional Competence of a Person

President Ronald L. Bison requested that the Police Jury enter an executive session to discuss the professional competence of a person. The Police Jury may go into executive session by a two-thirds vote of the members present at an open meeting that has been properly convened.

Resolution No. 8145

The following resolution was offered by Sepulvado and seconded by Garcie:

WHEREAS, the Sabine Parish Police Jury desires to discuss the professional competence of a person,

THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury enter executive session.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS</u>	<u>YEAS</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINING</u>
Willes Funderburk	X			
Mike McCormic	X			
Charlie Brown	X			
William E. Ruffin	X			
Ronald L. Bison	X			
Eric Garcie	X			
Ricky Sepulvado	X			

Kenneth M. Ebarb
Randy Byrd

X
X

And the resolution was declared adopted on this, the 19th day of September 2018.

All members of the audience were requested to leave the Police Jury meeting room and the Police Jury went into executive session.

Resolution No. 8146

Motion by Ruffin and seconded by Funderburk to exit executive session.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

The audience was requested to return to the Police Jury meeting room.

13. Consider a Resolution Approving the Holding of an Election in Wards 3 and 4 Fire Protection District No. 1 on December 8, 2018 to Authorize the Levy of a Special Tax Therein

On September 4th, 2018 the Police Jury received a request from Foley and Judell to adopt a resolution approving the holding of an election in Wards 3 and 4 Fire Protection District No. 1 during its September 19th meeting.

Resolution No. 8147

The following resolution was offered by Ruffin and seconded by McCormic:

RESOLUTION

A resolution approving the holding of an election in Wards 3 and 4 Fire Protection District No. 1 of the Parish of Sabine, State of Louisiana, on Saturday, December 8, 2018, to authorize the levy of a special tax therein.

WHEREAS, the Board of Commissioners of Wards 3 and 4 Fire Protection District No. 1 of the Parish of Sabine, State of Louisiana (the "Governing Authority"), acting as the governing authority of Wards 3 and 4 Fire Protection District No. 1 of the Parish of Sabine, State of Louisiana (the "District"), adopted a resolution on September 13, 2018, calling a special election in the District on Saturday, December 8, 2018, to authorize the levy of a special tax therein; and

WHEREAS, the governing authority of the District has requested that this Police Jury, acting as the governing authority of the Parish of Sabine, State of Louisiana, give its consent and authority for the District to hold the aforesaid election, and in the event that the election carries to levy and collect the special tax provided for therein; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the desire of this Police Jury to approve the holding of said election and in the event that the election carries, to levy and collect the special tax provided for therein;

NOW, THEREFORE, BE IT RESOLVED by the Police Jury of the Parish of Sabine, State of Louisiana, acting as the governing authority of said Parish, that:

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Commissioners of Wards 3 and 4 Fire Protection District No. 1 of the Parish of Sabine, State of Louisiana, this Police Jury hereby approves the holding of an election in the District, on Saturday, December 8, 2018, at which election there will be submitted the following proposition, to-wit:

PROPOSITION
(MILLAGE)

Shall Wards 3 and 4 Fire Protection District No. 1 of the Parish of Sabine, State of Louisiana (the "District"), levy an additional six and eighty-four hundredths (6.84) mills tax on all the property subject to taxation in the District (an estimated \$382,500 reasonably expected at this time to be collected from the levy of the tax for an entire year), for a period of ten (10) years, beginning with the year 2019 and ending with the year 2028, for the purpose of constructing, improving, maintaining and operating fire protection facilities for the District, for purchasing, operating and maintaining fire trucks and other fire fighting equipment and emergency equipment and paying the cost of obtaining water for fire protection purposes for the District?

SECTION 2. In the event the election carries, this Police Jury does hereby further consent to and authorize the District to levy and collect the special tax provided for therein.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS</u>	<u>YEAS</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINING</u>
Willes Funderburk	<u>X</u>			
Mike McCormic	<u>X</u>			
Charlie Brown				<u>X</u>
William E. Ruffin	<u>X</u>			
Ronny L. Bison	<u>X</u>			
Eric Garcie	<u>X</u>			
Ricky Sepulvado	<u>X</u>			
Kenneth M. Ebarb	<u>X</u>			
Randy Byrd	<u>X</u>			

And the resolution was declared adopted on this, the 19th day of September 2018.

/s/ William E. Weatherford
Secretary-Treasurer

/s/ Ronald L. Bison
President

14. Rescind Resolution No. 2966 Authorizing the Police Jury to Process the Payrolls of the Sabine Parish Sales Tax Commission

The Police Jury has been notified by Mr. Nolan H. Rivers, Sabine Parish Sales/Use Tax Administrator, that the Sabine Parish Sales and Use Tax Commission will prepare its own salary and related payroll reports effective September 1, 2018.

During its November 1992 meeting, the Police Jury adopted Resolution 2966 directing the Jury to process the payrolls of the Sabine Sales Tax Commission. This resolution should now be rescinded.

Resolution No. 8148

The following resolution was offered by Ebarb and seconded by Brown:

WHEREAS, Sabine Parish Police Jury Resolution No. 2966 directs the Jury to process the payrolls of the Sabine Sales Tax Commission employees and to allow them to be reported on retirement reports, workers compensation reports, unemployment reports, and other required reports and with them to be supervised by the Sales Tax Commission, and the Police Jury will be reimbursed on a dollar for dollar basis by the Commission, and

WHEREAS, effective September 1, 2018, the Sabine Parish Sales and Use Tax Commission will prepare its own salary and related payroll reports,

NOW, THEREFORE, BE IT RESOLVED that the Sabine Parish Police Jury rescind Resolution No. 2966 and cease preparation and reporting of salaries and related payroll reports for the Sabine Parish Sales and Use Tax Commission effective September 1, 2018.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

15. Discuss Repairs to Shop Doors

Mr. Willes Funderburk addressed the Jury concerning repairs needed to the shop doors at the Road Department Maintenance Shop. Mr. Olivier noted that there are five shop doors in need of repair or replacement. Mr. Olivier expressed his belief that the doors could be repaired and/or replaced at a cost of less than \$30,000.

Resolution No. 8149

Motion by McCormic and seconded by Ruffin to authorize the Road and Shop Committee to obtain quotes for repair and/or replacement of defective shop doors at the Road Department Maintenance Shop and to further authorize acceptance of the lowest qualified quote contingent on the quote amount being less than \$30,000.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

16. Advertise for Bids for Materials, Supplies, and Services for 2019 (Opening 11/7/18)

Secretary Treasurer Weatherford advised the Jurors that he and Road Superintendent Olivier will review the proposed bid advertisement for 2019 materials, supplies and services within the next few days and will make desired changes to it. The bids will be advertised in the local newspaper no later than October 10, 2018. The bids will be run in the official journal for three (3) consecutive weeks and will be opened in public on November 7, 2018 at 10:00a.m. They will be presented to the Police Jury for review on November 21, 2018 and the bids will be awarded on December 19, 2018.

Resolution No. 8150

Motion by Ruffin and seconded by McCormic to advertise for bids for road materials, supplies, and services for 2019, with the bids to be opened on Wednesday, November 7, 2018 at 10:00 a.m., then presented to the Sabine Parish Police Jury at its regularly scheduled November 21, 2018 meeting. The bids will be taken under advisement until the regularly scheduled December 19, 2018 Police Jury meeting when they will be awarded.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

17. Consider Installing New School Bus Turn Around at 700 Hossler Road

The Sabine Parish Police Jury has received a request from Shane Wright, Transportation Supervisor for the Sabine Parish School Board, to install a new school bus turn around at 700 Hossler Road.

Road Superintendent Olivier has examined the location and determined that it will take approximately six loads of rock to install the requested bus turn around. Mr. McCormic expressed his support for installing the school bus turn around, which will be located in his road district.

Resolution No. 8151

Motion by McCormic and seconded by Ebarb to build a school bus turn around at 700 Hossler Road.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

18. Authorize Payment of Approved Bills

Resolution No. 8152

Motion by Ruffin and seconded by Funderburk to pay the approved bills.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

19. Appropriate Sales Tax for September Operations (\$215,000)

Resolution No. 8153

Motion by Ruffin and seconded by Brown to appropriate and transfer \$215,000.00 from the Sales Tax Fund to the Parishwide Transportation Fund for September 2018 operations.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

20. Committee Reports

Courthouse and Jail Committee:

Mr. Sepulvado discussed the electrical work necessary for computer upgrades in the Sabine Parish Clerk of Court's Office. The Police Jury has obtained two quotes for the work and will accept the lower quote.

Mr. Sepulvado also informed the Jury that a 75-gallon water heater servicing the Women's Jail will be installed by Jury employees at a total cost of approximately \$1,100.

21. Operations

Secretary Treasurer Weatherford reminded the jurors that the "Priority List" required by the Parish Transportation Act must be adopted by December 31, 2018. The jurors need to be working with the Parish Road Superintendent to develop the list.

The Parish Road Superintendent, Mr. Douglas P. Olivier, has given two weeks' notice to the Police Jury that he will be resigning. Mr. Ebarb, Chairman of the Personnel Committee expressed appreciation to Mr. Olivier for the service he has provided the Parish.

Mr. Bison suggested that advertisements for the position of Parish Road Superintendent be published in the local newspaper. He suggested that the Personnel Committee meet immediately to begin the search for a road superintendent.

Resolution No. 8154

Motion by Ebarb and seconded by McCormic to authorize the Personnel Committee to meet immediately following this Jury meeting and further authorize them to begin searching for a Parish Road Superintendent using whatever methods of advertisement that they feel are appropriate.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

22. Adjournment

Resolution No 8155

Motion by Ruffin and seconded by Funderburk to adjourn.

The voting was as follows:

Yeas: 9 Nays: 0 Absent: 0

s/William E. Weatherford
William E. Weatherford
Secretary Treasurer

s/Ronald L. Bison
Ronald L. Bison
President