

August 18, 2021

On Wednesday August 18, 2021, at 9:00 a.m., the Police Jury of Sabine Parish, State of Louisiana met in open and regular session.

AGENDA

1. Call to Order
2. Roll Call
3. Prayer
4. Pledge of Allegiance
5. Amend the Agenda
6. Adopt the Agenda
7. Public Comments
8. Accept the Minutes of the Previous Regular Meeting Held July 21, 2021
9. Planning Commission
10. Appoint Commissioner for Fire District 1, Wards 3 & 4
11. Amend 457B Plan to Allow ROTH Investments
12. Accept Bayou Lane into the Parish Road System
13. Review Bids and Award Contract for the Purchase of a Roadside Ditching Machine
14. Reappoint Mrs. Bonnie Fox-Miles as a Commissioner on the Sabine Parish Tourist Commission
15. Appoint Commissioner for Sabine Waterworks District No. 1
- 15(a) Consider the Lease of a Service Truck for the Parish-wide Specialty Road Crew
- 15(b) Discuss Personnel for the Parish-wide Specialty Road Crew
16. Appoint Commissioner for South Toledo Bend Water District
17. Review and Award Proposal for the Lease of Caterpillar Dozer for Landfill
18. Discuss Direct Deposit for Police Jury Employees.
19. Authorize Payment of Approved Bills
20. Appropriate and Transfer Sales Tax for August Operations (\$250,000)
21. Committee Reports
22. Operations
23. Adjournment

1. Call to Order

President Mike McCormic called the meeting to order.

2. Roll Call

The roll was called by the Secretary Treasurer. The following jurors were present: Mike McCormic, William E. Ruffin, Stephen Steinke, "Jeff" Davidson, Ricky "K-Wall" Sepulvado, Kenneth M. Ebarb, and "Randy" Byrd.

The following jurors were absent: "Bo" Stewart and Eric Garcie

3. Prayer

Prayer was led by Mr. William E. Ruffin.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Stephen Steinke.

5. Amend the Agenda

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 public comments.

Resolution No. 8833

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

- Item 15(a) – Consider the Lease of a Service Truck for the Parish-wide Specialty Road Crew
- Item 15(b) – Discuss Personnel for the Parish-wide Specialty Road Crew

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

6. Adopt the Agenda

Resolution No. 8834

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

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

7. Public Comments

Police Jury President, Mike McCormic, allowed a period of public comment on any item on the agenda. Mr. McCormic advised everyone that they would be allowed to comment later during the meeting on particular agenda items, if they desire.

Mr. Ricky “K-Wall” Sepulvado commended the coaches, parents, and players in the Dixie Youth Program. He noted that the parish had another successful year with one team winning the World Series.

Mr. Thomas Burke asked what could be done about unkept houses in the parish. He also complained about trash being burnt in open containers. Mr. Burke reminded the Jurors that such burning of trash was illegal in Louisiana.

Mr. Jeff Davidson noted that there is an ordinance on file dealing with neglected property in the parish. Complaints should be directed to the sheriff who is responsible for enforcing parish ordinances.

Representative Rodney Schamerhorn provided a legislative update to the Police Jury.

Mr. Jeffrey Morrow, Executive Director of the Sabine Parish Council on Aging addressed the Jury. He requested the Police Jury to support the upcoming renewal of the ¼ percent sales tax for the Council on Aging. Mr. William Ruffin commended the Council on Aging for the work that they perform within the parish.

8. Accept the Minutes of the Previous Regular Meeting Held July 21, 2021

All police jurors have previously been provided a written copy of the minutes of the regular meeting held July 21, 2021.

Resolution No. 8835

Motion by Sepulvado and seconded by Ruffin to accept the minutes of the regular meeting held July 21, 2021.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

9. Planning Commission

No member of the Sabine Parish Planning Commission was in attendance.

10. Appoint Commissioner for Fire District 1, Wards 3 & 4

The Sabine Parish Police Jury has received correspondence from Fire District 1, Wards 3 & 4 requesting that the vacancy on the Commission caused by the passing of Mr. Charlie Brown be filled by the appointment of Mrs. Elizabeth Pickett.

Resolution No. 8836

Motion by Steinke and seconded by Byrd to appoint Mrs. Elizabeth Pickett as a commissioner for the Fire District 1, Wards 3 & 4 Board of Commissioners to complete the term of Mr. Charlie Brown with her term expiring January 8, 2024.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

11. Amend 457B Plan to Allow ROTH Investments

The Sabine Parish Police Jury has received a “Roth Contribution Amendment to the Deferred Compensation Plan for Public Employees 457 Governmental Plan and Trust” from Nationwide Retirement Solutions. A copy of the amendment was provided to each juror.

The amendment is intended to reflect Code Section 402A, as amended by the Small Business Jobs Act of 2010. The Police Jury is an eligible employer as defined in Code Section 457(e)(1)(A). The amendment shall supersede the provisions of the plan to the extent those provisions are inconsistent with the provisions of this amendment.

Designated Roth Contributions are permitted under the Plan as of the date the amendment is executed. The Plan’s definitions and terms shall be amended to allow for Designated Roth Contributions as of the elective date.

“Deferred Contributions” means Salary Reduction Contributions, Non-elective Contributions, Matching Contributions and Designated Roth Contributions. The Employer in applying the Code Section 457(b) limit will take into account Deferred Contributions in the taxable year in which contributed.

“Designated Roth Contributions” means a participant’s deferred contributions are includable in the participant’s gross income at the time deferred and have been irrevocably designated as “Designated Roth Contributions” by the participant. The “Designated Roth Contributions” will be separately accounted for as will gains and losses attributable to those contributions.

Withdrawals from the participant’s accounts may be directed to either Salary Reduction Contributions, Designated Roth Contributions, or pro-rata.

Resolution No. 8837

Motion by Davidson and seconded by Ebarb:

WHEREAS, the Sabine Parish Police Jury desires to amend its Deferred Compensation Plan for Public Employees 457 Government Plan and Trust to include allowing Designated Roth Contributions, and

WHEREAS, The Sabine Parish Police Jury has received an acceptable amendment form from Nationwide Retirement Solutions

NOW, THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury approves amending its Deferred Compensation Plan for Public Employees 457 Government Plan and Trust to include allowing Designated Roth Contributions, and

BE IT FURTHER RESOLVED, that Secretary Treasurer William E. Weatherford and Police Jury President Richard M. McCormic are authorized to execute the Roth Contribution Amendment to the Deferred Compensation Plan for Public Employees 457 Governmental Plan and Trust received from Nationwide Retirement Solutions.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

12. Accept Bayou Lane into the Parish Road System

Resolution No. 8838

Motion by Davidson and seconded by Ebarb:

WHEREAS, the Road Superintendent, Mr. Bobby Hughes, has examined Bayou Lane, located in Road District 9 (Ward 3), and has determined that the road meets the criteria to be added to the Parish Road System,

NOW, THEREFORE, BE IT RESOLVED, that Bayou Lane is hereby adopted into the Parish Road System.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

13. Review Bids and Award Contract for the Purchase of a Roadside Ditching Machine

The Sabine Parish Police Jury accepted sealed bids until 10:00 a.m. July 28, 2021, for the purchase of an engine driven roadside ditcher. At that time, the sealed bids were opened and publicly read aloud. One sealed bid was received by the Police Jury.

Resolution No. 8839

Motion by Ruffin and seconded by Davidson:

WHEREAS, the Sabine Parish Police Jury received one sealed bid for an engine driven roadside ditcher as follows:

Description	Vendor	Bid Price
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Maddock Model RD160 Roadside Ditcher with Extended Boom Option	Hurricane Ditcher Company, Inc.	\$252,135.00
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NOW, THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury hereby accepts this bid, and

BE IT FURTHER RESOLVED, that Secretary Treasurer William E. Weatherford and Police Jury President Richard M. McCormic are authorized to sign and otherwise execute any documents necessary to complete this purchase.

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

Yeas: 6 - McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb,

Nays: 1 - Byrd

Abstain: 0

Absent: 2 – Stewart and Garcie

14. Reappoint Mrs. Bonnie Fox-Miles as a Commissioner on the Sabine Parish Tourist Commission

The Sabine Parish Police Jury has received correspondence from the Sabine Parish Tourist Commission informing the Jury that the appointment of Bonnie Fox-Miles as a commissioner expired July 14, 2021. The Tourist Commission requested the Police Jury to reappoint Bonnie Fox-Miles as a commissioner on the Sabine Parish Tourist Commission with her current term expiring July 14, 2024.

Resolution No. 8840

Motion by Ruffin and seconded by Davidson:

WHEREAS, the current term of Bonnie Fox-Miles serving as a commissioner on the Sabine Parish Tourist Commission expired July 14, 2021, and

WHEREAS, the Tourist Commission has requested the Police Jury to reappoint Bonnie Fox-Miles as a commissioner on the Sabine Parish Tourist Commission

NOW, THEREFORE, BE IT RESOLVED, that Bonnie Fox-Miles is hereby reappointed as a commissioner on the Sabine Parish Tourist Commission with her current term expiring July 14, 2024.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

15. Appoint Commissioner for Sabine Waterworks District No. 1

The Sabine Parish Police Jury has received correspondence from the Sabine Parish Water District No. 1 requesting the appointment of Trey Cotton as a commissioner to fill the vacancy on the Board due to the expiration of the term of Chris Comeaux.

Resolution No. 8841

Motion by Steinke and seconded by Sepulvado:

To table consideration of the appointment of Trey Cotton as a commissioner for the Sabine Parish Water District No. 1 until the September 15, 2021, Police Jury meeting at which time Mr. Cotton will be invited to meet with the Jury.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

15(a) Consider the Lease of a Service Truck for the Parish-wide Specialty Road Crew

Resolution No. 8842

Motion by Davidson and seconded by Ebarb:

WHEREAS, the Sabine Parish Police Jury has approved and authorized the formation of a Parish-wide Specialty Road Crew, and

WHEREAS, the Police Jury is in need of a service truck to provide transportation for the crew, and

WHEREAS, the Police Jury has entered an agreement with Enterprise Fleet Management to lease certain vehicles,

NOW, THEREFORE, BE IT RESOLVED, that the Jury hereby approves the addition of a crew-cab truck to the operating lease with Enterprise Fleet Management, and

BE IT FURTHER RESOLVED that the President of the Police Jury and the Secretary Treasurer are authorized to sign or otherwise execute any documents necessary to amend the operating lease.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

15(b) Discuss Personnel for the Parish-wide Specialty Road Crew

Mr. Jeff Davidson noted the difficulty the Police Jury faces in finding and retaining employees. He stressed the need to obtain employees for the Parish-wide Specialty Road Crew now and the need to pay competitive salaries to parish employees.

16. Appoint Commissioner for South Toledo Bend Water District

The Sabine Parish Police Jury has received correspondence from the South Toledo Bend Water District requesting the appointment of Mike Pitt as a commissioner to fill the vacancy on the Board due to the resignation of Rodney DeRouen due to health reasons.

Resolution No. 8843

Motion by Ruffin and seconded by Steinke:

To table consideration of the appointment of Mike Pitt as a commissioner for the South Toledo Bend Water District until the September 15, 2021, Police Jury meeting at which time Mr. Pitt will be invited to meet with the Jury.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

17. Review and Award Proposal for the Lease of Caterpillar Dozer for Landfill

The Sabine Parish Police Jury accepted sealed requests for proposals until 10:00 a.m. August 13, 2021, for the lease of a Caterpillar D5-LGP VPAT Track Type Tractor (or equivalent). At that time, the sealed proposals were opened and publicly read aloud. One sealed proposal was received by the Police Jury.

Resolution No. 8844

Motion by Sepulvado and seconded by Davidson:

WHEREAS, the Sabine Parish Police Jury received one sealed proposal for the lease of a Caterpillar D5-LGP VPAT Track Type Tractor (or equivalent) as described below:

Description	Vendor	Bid Price
Caterpillar D-5-17VP Tractor	Louisiana Machinery Company, LLP	\$5,747.58 per month

NOW, THEREFORE, BE IT RESOLVED, that the Sabine Parish Police Jury hereby accepts this lease proposal, and

BE IT FURTHER RESOLVED, that Secretary Treasurer William E. Weatherford and Police Jury President Richard M. McCormic are authorized to sign and otherwise execute any documents necessary to complete this operating lease.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

18. Discuss Direct Deposit for Police Jury Employees

Mr. Kenneth Ebarb discussed the implementation of the direct deposit to banks of the employees' payroll. He noted that several months have passed since approval for direct deposit was granted. He expressed his desire for representatives of the software company to meet with the Jury to discuss the issues preventing timely application.

19. Authorize Payment of Approved Bills

Resolution No. 8845

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

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

20. Appropriate and Transfer Sales Tax for August Operations (\$250,000)

Resolution No. 8846

Motion by Ruffin and seconded by Ebarb to appropriate and transfer \$250,000.00 from the Sales Tax Fund to the Parish-wide Transportation Fund for August 2021 operations.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

21. Committee Reports

Road and Shop Committee:

Mr. McCormic reported that the Road and Shop Committee had met to discuss the lack of progress on current year road projects. He noted that weather conditions have severely hampered work. He stated that the contractor awarded this year's work has assured him that they will continue working with the Parish to complete the projects.

There was a general discussion on the possibility of the Parish obtaining the equipment needed to perform its own road asphalt work. Mr. Sepulvado expressed his belief that the Parish could save money by purchasing the equipment despite high initial costs. Mr. Ebarb said that the Jury could not afford to not incur the costs. There was a consensus to continue to investigate this option.

There was then discussion concerning the best method to obtain additional training for motor grader operators.

Mr. McCormic reported that work has been completed on Oak Hill Road. He expressed the desire to maintain the good condition of the road. Secretary Treasurer Weatherford was directed to draft an ordinance to lower the weight limit on Oak Hill Road and to present it to the Jury during the next regular meeting.

Solid Waste Committee:

The Police Jury has completed the air quality test at the Solid Waste Landfill. The test determined that the landfill is generating methane gas in excess of allowable limits. The Police Jury has begun developing a plan of action to address this issue.

22. Operations

Road Superintendent Bobby Hughes reported that the contractor's asphalt crew is currently working on Cypress Bend Road, the third road to be worked on this year.

23. Adjournment

Resolution No. 8847

Motion by Ruffin and seconded by Ebarb to adjourn.

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

Yeas: 7 -McCormic, Ruffin, Steinke, Davidson, Sepulvado, Ebarb, and Byrd

Nays: 0

Abstain: 0

Absent: 2 – Stewart and Garcie

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

s/Richard M. McCormic
Richard M. McCormic
President