

Jennings, Louisiana  
April 14, 2021

The Jefferson Davis Parish Police Jury met in a Regular Session on the above date, in the Police Jury Meeting Room of the Sidney Briscoe Building located at 304 North State Street, Jennings, LA., at 5:00 P.M.

The following members were present:

DONALD WOODS	District 1	WAYNE FRUGE	District 8
JOHN MARCEAUX	District 2	CURT GUILLORY	District 9
MARCUS PETERSON	District 3	BYRON BULLER	District 10
KORI MYERS	District 4	BUTCH LAFARGUE	District 11
TIM MCKNIGHT	District 5	OWEN CORMIER	District 12
	District 6	CHAD TALBOT	District 13
STEVE EASTMAN	District 7		

DAVID BRUCHHAUS, Legal Counsel

Absent: MELVIN ADAMS, District 6

The meeting was called to order by President Steve Eastman. Mrs. Gary gave the Invocation and Mr. Buller led the Jury in the Pledge of Allegiance.

The motion was made by Mr. Woods, seconded by Mr. Peterson, and carried, to approve the minutes of the meeting held on March 10, 2021, as written and submitted.

It was moved by Mr. McKnight, seconded by Mr. Cormier, and carried, to approve the minutes of the meeting held on March 24, 2021, as written and submitted.

Mr. Marceaux reported the Finance Committee meeting was held on Monday, April 12, 2021 at 7:00 A.M. All bills were reviewed and declared in order with the Committee recommending approval.

It was moved by Mr. Marceaux, seconded by Ms. Myers, and carried, to pay the following bills, to wit:

• GENERAL FUND	\$481,875.79
• COOPERATIVE EXTENSION SERVICE	1,033.01
• E911 & 911 WIRELESS	33,529.71
• CRIMINAL COURT	55,709.16
• COURTHOUSE MAINTENANCE	4,398.82
• PARISH ROAD	3,000.00
• SUB ROAD DISTRICT #1	7,355.17
• SPECIAL WARD, ROAD & BRIDGE	74,408.45
• ROAD SALES TAX DIST 1	32,326.26
• REGIONAL CONSOLIDATED JAIL	106,487.88
• FIRE DISTRICT #1	1,331.76

• FIRE DISTRICT #2	8,108.14
• FIRE DISTRICT #3	5,744.53
• FIRE DISTRICT #4	10,598.65
• FIRE DISTRICT #5	2,208.63
• FIRE DISTRICT #6	24,625.36
• FIRE DISTRICT #7	4,497.31
• FIRE DIST 1 CAP IMPR	5,625.00

Additionally, the Finance Committee recommends authorizing the CH Supervisor to obtain quotes to extend the concrete on the driveway at the Regional Jail Facility.

Mr. Marceaux made the motion, seconded by Mr. Woods, and carried, to accept the Finance Committee's recommendation.

It is the recommendation of the Finance Committee to accept the quote from Calcasieu Mechanical for repairs to the heater at Cell Block D at the Regional Jail Facility.

The motion was made by Mr. Marceaux, seconded by Mr. Fruge, and carried, to accept the recommendation of the Finance Committee.

The Finance Committee recommends paying invoices over 90 days past due to KDF and TetraTech out of Special Revenue funds.

Mr. Marceaux made the motion, seconded by Mr. LaFargue, and carried, to accept the Committee's recommendation.

Further, it is the recommendation of the Finance Committee to withdraw funds from the Road Sales Tax District 1 CDs, deposit into regular checking account and obtain interest rates for action at a later date.

The motion was made by Mr. Marceaux, seconded by Mr. Cormier, and carried, to accept the Finance Committee's recommendation.

The Finance Committee recommends approving Rate Schedule submitted by Bluewing Civil Engineering.

It was moved by Mr. Marceaux, seconded by Ms. Myers, and carried, to accept the Committee's recommendation.

Finally, the Finance Committee recommends approving the changes to the Janitor Pay Scale as presented, retroactive to February 1, 2021.

Mr. Marceaux made the motion, seconded by Mr. Cormier, and carried, to accept the Committee's recommendation.

The motion was made by Mr. Buller, seconded by Mr. Fruge, and carried, to authorize Fire District No. 5 to surplus the Fenton Fire Station located at 704 3<sup>rd</sup> Ave.

Mr. Buller made the motion, seconded by Mr. Fruge, and carried, to authorize Fire District No. 5 to sell the surplused property and building located at 704 3<sup>rd</sup> Ave, to the Fenton Police Department at the appraisal value of \$47,500.00.

It was moved by Mr. Talbot, seconded by Mr. Cormier, and carried to approve a request from the residents of an unnamed private road located off Jeff Davis Road in Section 24, Township 10 South, Range 6 West, to adopt an official name of "Creole Lane."

The motion was made by Mr. Guillory, seconded by Mr. Buller, and carried to approve a request from Air Evac for a 2021 Ambulance Permit. It was noted that Mr. McKnight abstained from voting on the matter.

Mr. Talbot made the motion, seconded by Mr. LaFargue, and carried, to approve the Conceptual Plat of the Main Street Place II, provided all recommendations made by Bluewing Civil Consulting are complied with.

It was moved by Mr. Buller, seconded by Mr. LaFargue, and carried, to approve the agreement with Bluewing Civil Consulting in connection with the CDBG application program.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to authorize Fire District No. 4 to purchase 1.21 acres of property located at Hwy 380 and Jenuis Road from the Ed Conner Family at a cost of \$1,500.00 in order to build a new Thornwell Fire Station.

Mr. Cormier made the motion, seconded by Mr. LaFargue, and carried, to approve Pay Request No. 12 in the amount of \$12,567.97 received from L. K. Breaux & Associates in connection with the Fire District No. 1 new station.

The motion was made by Mr. Woods and seconded by Mr. Buller, to adopt a Resolution opposing HB 99 and any legislative effort that would repeal, reduce, or constrain the local collection of sales and use tax.

Mr. Marceaux made a motion to take a neutral position and table the matter at this time. A second was received from Mr. Fruge, and the motion carried.

It was moved by Mr. LaFargue, seconded by Mr. Peterson, and carried, to accept a proposal from GPDS, LLC, for reapportionment services for Jeff Davis parish.

Mr. McKnight made the motion, seconded by Mr. Guillory, and carried, to adopt the following Resolution, to-wit:

**RESOLUTION**

**A RESOLUTION IN SUPPORT OF COUNCILWOMAN  
MARILYN B. BELLOCK FOR AT LARGE MEMBER ON  
THE EXECUTIVE BOARD OF THE POLICE JURY  
ASSOCIATION OF LOUISIANA**

**WHEREAS**, Marilyn B. Bellock is currently Councilwoman for District V in St. Charles Parish since 2016, and

**WHEREAS**, Marilyn B. Bellock is currently the Chairman of the St. Charles Parish Council, and

**WHEREAS**, Marilyn B. Bellock is a military veteran of the U.S. Coast Guard's Search and Rescue team serving from 1979 to 1983, and

**WHEREAS**, Marilyn B. Bellock served as Council Vice Chairman of the St. Charles Parish Council in 2020, and

**WHEREAS**, Marilyn B. Bellock is an active member of the Police Jury Association of Louisiana and also serves as a member of the Community Development Committee, and

**WHEREAS**, Marilyn B. Bellock is the Secretary of the Black Caucus – Louisiana Police Jury Association, and

**WHEREAS**, Marilyn B. Bellock is an active member of the National Association of County Officials where she is a member of the Veterans and Military Services Committee, and

**WHEREAS**, Marilyn B. Bellock is the Ex-Officio of the St. Charles Housing Authority, and

**WHEREAS**, Marilyn B. Bellock is the Ex-Officio of the ARC of St. Charles Board of Directors, and

**WHEREAS**, Marilyn B. Bellock is an active member of the South Central Planning and Development Commission, and

**WHEREAS**, Marilyn B. Bellock is active in civic, community, and non-profit programs in St. Charles Parish, and

**WHEREAS**, Marilyn B. Bellock has garnered the support of the St. Charles Parish Council, by resolution, for the seat of At Large Member on the Executive Board of the Police Jury Association.

**NOW THEREFORE BE IT RESOLVED**, by the JEFFERSON DAVIS PARISH POLICE JURY, acting in duly convened session on this 14<sup>th</sup> day of April, 2021, that we do hereby support Councilwoman Marilyn B. Bellock in her effort to win the seat for At Large Member on the Executive Board of the Police Jury Association.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Police Jury Association of Louisiana.

**THEREFORE**, the foregoing resolution was unanimously adopted in a regularly convened session of the Jefferson Davis Parish Police on the 14<sup>th</sup> day of April, 2021.

The motion was made by Mr. Cormier, seconded by Mr. LaFargue, and carried, to authorize the surplus of the following equipment and send to auction:

- One (1) - 2010 Ford F150 Truck bearing VIN# 1FTMF1CWXAKA16444
- One (1) - 1998 Dodge Ram Truck bearing VIN# 1B7HC16Y8WS738641
- One (1) - 2008 Ford F150 Truck bearing VIN# 1FTRF12W98KB29822
- One (1) - 1990 JD 330D Backhoe Loader bearing VIN# 787276
- One (1) - 2001 New Holland Backhoe bearing VIN# 31030 0583

It was moved by Mr. Buller, seconded by Mr. LaFargue, and carried, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2367**

AN ORDINANCE to impose a speed limit of 20 MPH on Jaycee Drive, Skipper Drive, Howard Drive and Maverick Drive located in Harper Ranch- Phase 4.

BE IT ORDAINED BY THE POLICE JURY OF JEFFERSON DAVIS PARISH, LOUISIANA that:

The speed limit on Jaycee Drive, Skipper Drive, Howard Drive and Maverick Drive located in Harper Ranch- Phase 4 shall be 20 MPH.

THUS DONE AND PASSED BY THE POLICE JURY OF JEFFERSON DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

Mr. Talbot made the motion, seconded by Mr. Cormier, and carried, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2366**

AN ORDINANCE to impose a speed limit of 20 MPH on Kayla Street, Cade Street, and Holden Street located in Roussell Ranch Subdivision.

BE IT ORDAINED BY THE POLICE JURY OF JEFFERSON DAVIS PARISH, LOUISIANA that:

The speed limit on Kayla Street, Cade Street, and Holden Street located in Roussell Ranch Subdivision shall be 20 MPH.

THUS DONE AND PASSED BY THE POLICE JURY OF JEFFERSON DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

It was moved by Mr. Marceaux, seconded by Mr. Peterson, and carried, to adopt the following Resolution, to-wit:

**RESOLUTION**

A resolution amending the FY 2021 Budget for the Jefferson Davis Parish Police Jury.

**WHEREAS**, the Louisiana State Legislature has mandated that political subdivisions of the State of Louisiana, amend their 2021 budget to more accurately reflect the Revenues and Expenditures.

**NOW THEREFORE BE IT RESOLVED**, by the Jefferson Davis Parish Police Jury, in session convened on this 14<sup>th</sup> day of April, 2021, that it does hereby amend the budget for the year 2021.

Discussion was held in connection with appointing a Representative to the Louisiana Watershed Initiative Regional Steering Committee for Region 4.

**Committee Reports**

Mr. Peterson reported an Ambulance Regulatory Committee meeting was held on Wednesday, March 17, 2021, at 4:30 p.m.

Mr. Peterson made the motion, seconded by Mr. Marceaux, and carried, with Mr. McKnight abstaining, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2369**

**An Ordinance Amending Chapter 10, Health and Sanitation, Article II, Ambulances, Sec 10-15 Definitions, Sec 10-22 Medical Protocols; response times, a.**

**WHEREAS**, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

**WHEREAS**, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

**BE IT ORDAINED** by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec 10-15 Definitions** to add the following:

**LERN**

The Louisiana Emergency Response Network (LERN) is an agency of the state government created by Louisiana legislature in 2004 charged with the responsibility of developing and maintaining a statewide system of care coordination of patients suddenly stricken by serious traumatic injury or time sensitive illness such as heart attack and stroke. It is a system designed to serve as a vital healthcare resource in the event of large-scale emergencies and natural disasters. LA R.S. 40:2841-2846

**Amend Sec 10-22 Medical Protocols; response times, (a)** to add the following:

(1) The use of the Louisiana Emergency Response Network

- This will ensure the proper routing of critically injured and or time sensitive illness to a definitive care facility as defined in LA 40:2841-2846 with signed agreement for participation on Louisiana Emergency Response Network by and between Louisiana Emergency Response network board and the pre hospital agency.

Note: This ensures trauma and time sensitive patients (stroke and heart attack) are routed to the correct facilities capable of treating these patients.

(b) *Response time standards:* Any owner or operator of an ambulance service shall adhere to response time standards for defined zones as set by the police jury upon recommendation of the Jefferson Davis Parish local Ambulance Regulatory Committee.

(1) Response Zones

- Urban Zone
  - The city limits of Jennings
- Suburban Zone
  - 12 Mile radius from the center of Jennings
- Rural Zone
  - All areas within the parish but outside of the above mentioned zones

(2) Response Times

- Urban Zone
  - Within 8 minutes – Equal to or less than 8:59
- Suburban Zone
  - Within 15 minutes – Equal to or less than 15:59
- Rural Zone
  - Within 22 minutes – Equal to or less than 22:59

Note these distances are computed with the average posted speed limits not to exceed 75 mph. for all zones.

Response times shall start when the call is placed in que by the receiving ambulance services call taker or dispatcher. Ambulance services shall be held to 80% on time rate for each zone. Failure to meet the 80% requirement is subject to review by the ambulance committee and may result in fines as listed in subsection 10.23.5d

Example: 100 calls in the urban zone, 80 of the calls must have a unit on the scene in less than 8 minutes 59 seconds in order to be in compliance.

Any call in the Urban Zone that exceeds 12 minutes will be subject to review by the ambulance committee and may result in fines as listed in subsection 10-23.5.d

Any call in the Suburban Zone that exceeds 23 minutes will be subject to review by the ambulance committee and may result in fines as listed in subsection 10-23.5.d

Any call in the Rural Zone that exceeds 33 minutes will be subject to review by the ambulance committee and may result in fines as listed in subsection 10-23.5.d

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON

DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

Further, it was moved by Mr. Peterson, seconded by Mr. Fruge, and carried, with Mr. McKnight abstaining, to adopt the following Ordinance, to-wit

**ORDINANCE NO. 2372**

**An Ordinance Amending Chapter 10, Health and Sanitation, Article II, Ambulances, Sec 10-23.1 Daily logs and records.**

WHEREAS, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

WHEREAS, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

BE IT ORDAINED by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec 10-23.1 Daily logs and records to add the following:**

(c) Monthly reports

(1) The ambulance service/services shall provide a monthly report to the Jefferson Davis Parish Police Jury by the 10<sup>th</sup> of the month on all emergency response times during the previous month. In the exception section they shall explain why the ambulance service was in excess of their required time limits as listed in section 10:22.b. Each owner or operator shall retain and preserve all time reports and recordings for at least twelve (12) months, and such reports and recordings shall be available for inspection by the parish.

(2) Monthly Report Requirements

(a) Each owner operator who is granted an ambulance permit by the parish shall maintain a response time report, upon which shall be recorded the following information as indicated.

- (1) Division: Jefferson Davis Parish
- (2) Area: Indicates which zone the call falls under. i.e. Urban Zone 8 minutes, Suburban Zone 15 minutes, Rural Zone 22 minutes.
- (3) Date: Indicates the date of service
- (4) Response Number: Indicates the call number given to the call by the ambulance service.
- (5) Origin Name: Indicates the name of the location. i.e. nursing home, name of business.
- (6) Origin Address: Indicates the address of the location
- (7) Origin City: Indicates the name of the city the call originated in
- (8) Origin Zip Code: Indicated the zip code of the response
- (9) Call in Que: Indicates when the ambulance service received the call. Formatted in hours:minutes:seconds
- (10) Call Taking Complete: Indicates when the call taker completed taking the information on the call. Formatted in hours:minutes:seconds
- (11) At Scene: Indicates the time the ambulance assigned to the call arrived on scene at the patient's location. Formatted in hours:minutes:seconds.
- (12) Response time: Indicates total response time. Formatted in hours:minutes:seconds.
- (13) Priority: Indicates the priority of the call as assigned by the dispatcher.
- (14) Chief Complaint: Indicates the type of emergency call (what is the patient's complaint)



(15) Caller Type: Indicates nursing facility, employee, patient, family member, so on.

(16) Call Back Phone Number: Indicates the phone number the call was received from.

(17) Cancel Reason: Indicates the reason for cancelling the response.

(18) Destination: Indicates the destination the patient was transported to.

(19) Destination City: Indicates the city the patient was transported to.

(20) Transports: Indicates whether or not the patient was transported.

(b) Timely Rollover Calls -When two or more ambulance providers are operating in Jefferson Davis Parish, each ambulance provider shall notify the Jefferson Davis Parish Police Jury by the 10<sup>th</sup> of each month the number of calls they received from Jefferson Davis 911 and the number of emergency calls they had to roll over to another provider for the previous month.

(d) Exceptions

(1) The parish police jury agrees that the delayed response which was no fault of the ambulance service shall not be deemed the fault of the ambulance service and shall not be penalized.

(2) List of authorized exceptions

(a) Faulty address data or insufficient information from the caller.

(b) Response during periods of abnormally severe weather that could substantially impair response times.

(c) Unusual road conditions, blocked bridges, railroad crossings that could substantially impair response times.

(d) Prank calls

(e) Three (3) emergency calls to the same service simultaneously in progress within Jefferson Davis Parish. The exception starts after the second call.

(f) Declared Disaster

(30) Unit 10-97 (on-scene) will not be allowed as an exception unless C.A.D. (Computer Aided Dispatch) A.V. L. (Automatic Vehicle Locater) or GPS data can be provided.

The ambulance service failing to meet the deadlines listed above in section 10-23.1 shall be reviewed by the ambulance regulatory committee and subject to penalties as listed in section 10-23-5.

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON

DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

Additionally, Mr. Peterson made the motion, seconded by Mr. Talbot, and carried, with Mr. McKnight abstaining, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2373**

**An Ordinance Amending Chapter 10, Health and Sanitation, Article II, Ambulances, Sec 10-23.2 Enforcement Authority.**

WHEREAS, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

WHEREAS, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

BE IT ORDAINED by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec 10-23.2 Enforcement Authority to change (b) to:**

b) The Ambulance Regulatory Committee shall oversee all aspects of the ambulance ordinance, regulation and penalties of any and all ambulance providers holding a permit in the parish.

(1) Their recommendations will be sent to the full police jury for a vote.

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

Finally, the motion was made by Mr. Peterson, seconded by Mr. Fruge, and carried, noting that Mr. McKnight abstained from voting, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2368**

**An Ordinance Amending Chapter 10, Health and Sanitation, Article II, Ambulances, Sec 10-23.5 Penalties and violations.**

WHEREAS, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

WHEREAS, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

BE IT ORDAINED by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec 10-23.5 Penalties and violations to add the following:**

(d) Penalties and fines

(1) Any ambulance service found in excess of the thresholds outlined in section 10.22.b can be fined up per occurrence. Monthly reports to the Jefferson Davis Parish Police Jury shall be reviewed by the Ambulance Regulatory Committee Chairman.

(2) Any ambulance service found to be in violation of any section of this ordinance can be fined up per occurrence.

(a) First Offense

Written warning outlining the offense

(b) Second Offense within one year

Shall receive \$500 fine with written warning outlining the offense

(c) Third Offense within one year

Shall receive a \$1000 fine and temporary revocation of permit pending ambulance regulatory committee review

(3) If an ambulance service is found in repeated offense of these response times as stated in section 10-22.b, it gives grounds to the parish police jury to suspend or terminate the issued permit as stated in section 10-23.3. The parish police jury also agrees that the delayed response which was no fault of the ambulance service shall not be deemed the

fault of the ambulance service (reference section 10-23.1 Exceptions) and shall not be penalized.

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON  
DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021.

Mr. Guillory reported the Ordinance Committee met at 5:30 p.m. on Wednesday, March 17, 2021.

The motion was made by Mr. Guillory, seconded by Mr. Buller, and carried, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2370**

**An Ordinance Amending Chapter 18 Article I, Sec. 18-1.1, a., Plat Recordation and Exceptions.**

WHEREAS, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

WHEREAS, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

BE IT ORDAINED by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec. 18-1.1, a. Plat Recordation and Exceptions to add the following:**

2. All Minor and Small Subdivision Plats shall include the following:
  - A. The subdivision name, the names and addresses of the owners, and of the designer of the plat, who shall be a registered land surveyor.
  - B. Date, approximate north point, and graphic scale.
  - C. Sketch of location's drainage path from the proposed subdivision to the Gulf of Mexico.
  - D. 5' private drainage easement shall be included and annotated at all side and rear lot lines.
  - E. Subdivision lots fronting public roads shall reserve a minimum 30' public road right of way and 15' drainage and utility easement.

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON  
DAVIS PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021

It was moved by Mr. Guillory, seconded by Mr. Buller, and carried, to adopt the following Ordinance, to-wit:

**ORDINANCE NO. 2371**

**An Ordinance Amending Chapter 18, Sec. 18-16, a.1.i, a.1.ii Drainage, Specification Generally, Sec 18-16, a.7, Drainage, and Sec 18-16, a.8., Drainage.**

WHEREAS, the Jefferson Davis Parish Police Jury is empowered to adopt amendments and revisions of its ordinances by Louisiana Revised Statutes.

WHEREAS, the Jefferson Davis Parish Police Jury is desirous of exercising said power; now therefore

BE IT ORDAINED by the Jefferson Davis Parish Police Jury, and it is hereby ordained by the same:

**Amend Sec. 18-16, a.1 Design or construction** to be revised to add:

- i. **Drainage Impact Analysis (DIA) for Major Subdivisions.** A DIA is required for all new Major subdivision developments, and all new commercial and industrial site developments requiring a building or grading permit. Said DIA shall be submitted to the Jury for review and approval, with cover page of said DIA signed and sealed by a licensed Louisiana civil engineer. No development shall be approved for construction without an approved DIA or obtaining a waiver. The DIA must receive the parish engineer or designee's review and approval before any development improvements begin.

**1. General Requirements:**

- a. The Drainage Study shall document proof of no negative drainage or flooding impact from the proposed development to adjacent or nearby properties for the design storm events
- b. No portion of a watershed shall be diverted to an adjacent watershed unless approved by the parish engineer
- c. The Jeff Davis Parish Police Jury reserves the right to request additional information at any time outside of these published ordinance requirements

**2. Submittal Requirements**

- a. Cover page signed and sealed by Louisiana-licensed civil engineer
- b. Report narrative which includes at minimum:
  1. executive summary
  2. description of development
  3. description and name of local flooding source
  4. description and methodology supporting the calculated Base Flood Elevation, if site does not lie within regulatory Zone AE flood zone
  5. regional watershed size and description
  6. development impacts and proposed method of mitigation.
- c. Maps. All Maps shall include scale, north arrow, legend and title block, delineated watershed boundaries, longest flow paths, watershed slopes with time of concentration, and FEMA regulatory flood zones (if applicable.)

1. Regional watershed map, if applicable. Shall include the watershed boundary within which the development sites lie. This requirement generally applies if the flooding source for the development site is a drainageway with a larger, upstream contributing watershed.
  2. Pre-development (existing) drainage map. Include watershed delineations for all existing drainage and stormwater structures in the project's vicinity such as cross drains, bridges, channel confluences etc.
  3. Post-development (proposed) local drainage map. Include watershed delineations for all existing drainage and stormwater structures which will remain in-place and affect drainage of the proposed development as well as delineations for drainage and stormwater structures proposed as part of the development such as culvert, cross drains, bridges, detention ponds, etc.
- d. Water Surface Profiles. These shall be computed for any flooding sources passing through or adjacent to development site, with a contributing area at any point adjacent to the proposed development site greater than 200 acres. Sheets shall be plan and provide format with max scale of 1" = 40'
1. Pre development(existing) profile. Shall be based on field collected topographic data of the open channel and include existing structures such as cross drains, bridges, and subsurface items (pipeline, etc.)
  2. Post development (proposed) profiles. Shall be based on field collected topographic data of the open channel and engineered data as required. Profile calculations and deliverables shall include existing and proposed structures such as cross drains, bridges, and subsurface items (pipeline, etc.)
- e. Calculations and Results. Report shall include such tables and other maps, sketches, hand calculations, model output tables, etc. as are necessary to describe the analysis results which detail no negative drainage or flooding impact from the proposed development to adjacent or nearby properties for the design storm events
- f. Construction Plan Sheets. Report shall include construction drawings of roads, detentions ponds, channels, site grading, erosion protection, etc. Roads and channels shall include plan, section and profile views; detention ponds shall include plan and section views; erosion protection sheets shall include plan sheets with item details
- ii. **Runoff Calculations.** Peak runoff shall be calculated in accordance with the DOTD Hydraulics Manual latest edition with the following amendments. Runoff hydrographs shall be developed using a 24- hour storm event and curvilinear modes (SCS Unit Hydrograph is commonly used).
1. **Design storms**
    - a. Channels- 10 year. Drainage channels shall accommodate one foot of freeboard for the 10-year event. The 100- year storm event shall also be analyzed and documented in the DIA. Both 10 and 100-year hydraulic grade lines (HGL) shall be shown on the required water surface profiles (Section 18-16 (1)(i)(2)(d) ).
    - b. Roadside Ditches – 5 year. Roadside ditches shall contain the HGL below the edge of road for the 5-year event.
    - c. Detention Ponds - see Sec 18-16, a,8
  2. **Hydraulics Calculations.** Hydraulic performance shall be calculated in accordance with the DOTD Hydraulics Manual latest editions with the following amendments.

- a. Detention ponds – see Section 18-16 (a) (8)
- b. Site Grading. Site grading shall achieve a minimum of 0.5% slope from all points of the proposed development to a public drainage channel, roadside ditch, or catch basin.

**Amend Sec 18-16, a. 7** to be revised to read:

7. Drainage. In the design of the drainage for the subdivision, provision shall be made to adequately take care of adjacent watershed areas after they have been developed. All drainage structures should be sufficient for the drainage of the watershed after complete development of the area; and where ditches and canals are used, a minimum drainage and maintenance servitude of 20' shall be provided with access to a public right of way provided.

**Amend Sec 18-16, a,** to be revised to add:

8. Detention Design. Small and Major Subdivisions shall be required to mitigate the 10 year rain event runoff to pre-development conditions. The most common way is with surface detention but other methods such as subsurface detention shall be considered. Other requirements:

- a. Detentions structures shall also be designed to pass the 100 year storm event without breaching of pond berms or levees.
- b. In-line detention within an existing named drainage channel shall not be allowed.
- c. A minimum 5 foot of clearance shall be provided around all detention ponds and structures measured from outer toe of berm, edge of spillway, or other appurtenances of the pond.
- d. Pond side slopes shall be no steeper than 3H:1V
- e. Pond stormwater releases shall utilize a reinforced concrete control structure.
- f. Required calculations:
  - 1. A stage-storage and stage-discharge relationship for the pond
  - 2. The development inflow hydrographs for the required storm events (25 and 100 year). Inflow hydrographs shall be developed using the methods specified herein.
  - 3. The routing calculations and outflow hydrographs for the required storm events
  - 4. All necessary outlet structure details, including detailed engineering construction drawings and specifications with reference to mean sea level elevations at invert and overtopping locations, for the structure. Weir coefficients and/or friction coefficients shall be provided if applicable
- g. Ponds shall be maintained by developer and / or homeowners associations. Jefferson Davis Parish Police Jury shall not maintain retention/detention ponds.

THUS DONE AND PASSED BY THE POLICE JURY ON JEFFERSON DAVIS  
PARISH, LOUISIANA, on this 14<sup>th</sup> day of April, 2021

Mr. Marceaux reported a Jail Committee meeting held on Wednesday, March 31, 2021 at 5:00 p.m. The Jail Committee recommends accepting a proposal of approximately \$40,000.00 to balance and commission the HVAC system at the jail subject to correction of working in the proposal.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to accept the Jail Committee's recommendation.

Additionally, Mr. Marceaux reported the recommendation of the Jail Committee to enter into an agreement with Mark Lalande for payment of his services.

It was moved by Mr. Marceaux, seconded by Mr. Woods, and carried, to accept the recommendation of the Jail Committee as stated.

Finally, the Jail Committee authorizes the purchase of a floor stripper from BMC at an approximate cost of \$850.00.

Mr. Marceaux made the motion, seconded by Mr. LaFargue, and carried, to accept the Committee's recommendation to make this purchase.

Mr. McKnight reported an OEP Committee meeting held on Wednesday, March 31, 2021 at 5:30 p.m. The Committee received a Letter of Resignation from Sheriff Ivy Woods effective May 1, 2021. The OEP Committee recommends appointing Angie Theunissen as Interim OEP Director effective May 1, 2021 until December 31, 2021.

The motion was made by Mr. McKnight, seconded by Mr. LaFargue, and carried, to accept the OEP Committee's recommendation.

There being no further business to come before the Jury, it was moved by Mr. Guillory, seconded by Mr. Peterson, and carried, to adjourn the meeting.

  
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 PRESIDENT J. Steven Eastman

ATTEST:

  
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 SECRETARY

May 12, 2021  
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 DATE APPROVED