

Jennings, Louisiana
August 11, 2021

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

The following members were present:

DONALD WOODS	District 1		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		

STACEY NAQUIN, Legal Counsel

Absent: MELVIN ADAMS, District 6, WAYNE FRUGE, District 8.

The meeting was called to order by President J. Steven Eastman. Ms. Natalie Avant gave the Invocation and Mr. McKnight led the Jury in the Pledge of Allegiance.

It was moved by Mr. Peterson, seconded by Mr. McKnight, and carried, to approve the minutes of the meeting held July 14, 2021 as written and submitted.

Mr. Marceaux reported that the Finance Committee met on Monday, August 9, 2021, at 7:00 A.M. All bills were reviewed and declared in order with the Committee recommending approval.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, that the following bills be paid, to-wit:

- GENERAL FUND \$ 27,064.46
- COOPERATIVE EXTENSION SERVICE 14,590.23
- E911 & 911 WIRELESS 23,131.26
- CRIMINAL COURT 56,674.97
- COURTHOUSE MAINTENANCE 9,923.12
- SECTION EIGHT 175.00
- SUB ROAD DISTRICT #1 13,935.23
- SPECIAL WARD, ROAD & BRIDGE 95,610.85
- ROAD SALES TAX 104,345.78
- REG CONSOLIDATED JAIL TAX 109,662.10
- FIRE DISTRICT #1 62.68
- FIRE DISTRICT #2 751.51
- FIRE DISTRICT #3 1,829.16
- FIRE DISTRICT #4 26,468.50

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| • FIRE DISTRICT #5 | 2,643.30 |
| • FIRE DISTRICT #6 | 5,265.87 |

Mr. Marceaux further reported that the committee recommended hiring Alex Guillory as the Bridge Inspector at a rate of \$375.00.

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

It was moved by Mr. Guillory, seconded by Mr. Buller, and carried, to accept the bid of \$131,250.00 from L & R Construction for the St. Mary Street Bridge Improvement Project.

The motion was made by Ms. Myers, seconded by Mr. McKnight, and carried, to approve the permit request from Tillman Infrastructure for a telecommunications tower on Mouton Rd.

Mr. Buller made the motion, seconded by Mr. Woods, and carried, to ratify the action of the Agenda Committee in approving the Cooperative Endeavor Agreement between the Department of Transportation and Development and the Police Jury in connection with the donation by the state of reclaimed asphalt.

It was moved by Mr. Peterson, seconded by Mr. Woods, and carried, to approve the Joint Service Agreement between the City of Jennings and the Jefferson Davis Parish Police Jury in connection with the Jeff Davis Parish Health Unit.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to accept the resignation of Elliot Cassidy from the Jefferson Davis Parish Library Board and to further send a letter of appreciation to Mr. Cassidy.

Mr. Marceaux made the motion, seconded by Mr. Cormier, and carried, to appoint Daniel Sparks to the Library Board to fulfill the unexpired term of Mr. Cassidy, expiring June 3, 2024.

It was moved by Mr. Guillory, seconded by Mr. LaFargue, and carried, to accept the resignation of Lorraine Bertrand from the Jefferson Davis Parish Tourist Commission and to further send a letter of appreciation to Mrs. Bertrand.

The motion was made by Mr. Guillory, seconded by Mr. LaFargue, and carried, to appoint Mr. Austin Bertrand to the Jefferson Davis Parish Tourist Commission to fulfill the unexpired term of Lorraine Bertrand, expiring September 30, 2023.

Mr. Woods made the motion, seconded by Mr. Marceaux, and carried, to approve the price increase from Dillon Disposal from \$26.50 to \$28.00 per month effective September 1, 2021.

It was moved by Mr. Woods, seconded by Mr. Marceaux, and carried, to approve the contract from S&S Steel Buildings, Inc. in the amount of \$30,162.00 in connection with the new Fire District No. 4 Thornwell Station.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to approve a Pay Request from Malanmas Services LLC in the amount of \$32,700.50 in connection with the new Fire District No. 4 Hwy. 14 Station.

Mr. LaFargue made the motion, seconded by Mr. Buller, and carried, to adopt the following Resolution, to wit:

AUTHORIZING RESOLUTION

Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under any of the following FTA programs managed through Louisiana Department of Transportation and Development.

- 49 CFR 5311, Formula Grant for Rural Areas

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services:

NOW, THEREFORE, BE IT RESOLVED by JEFFERSON DAVIS PARISH POLICE JURY:

1. That the JEFFERSON DAVIS PARISH POLICE JURY PRESIDENT is authorized to execute and file an application on behalf of JEFFERSON DAVIS PARISH POLICE JURY with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to FTA transit programs.
2. That the JEFFERSON DAVIS PARISH POLICE JURY PRESIDENT is authorized to execute and file with such applications an assurance, or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the JEFFERSON DAVIS PARISH POLICE JURY PRESIDENT is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or the financial reimbursement of the project.
4. That the JEFFERSON DAVIS PARISH POLICE JURY PRESIDENT is authorized to set and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the JEFFERSON DAVIS PARISH POLICE JURY PRESIDENT is authorized to execute grant contract agreements on behalf of JEFFERSON DAVIS PARISH POLICE JURY with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.
6. This resolution is applicable for a period of one year unless revoked by the governing body and copy of such revocation shall be furnished to the DOTD.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to ratify the action of the Agenda Committee in approving for Division One: six hundred (600) Tons of #57 Limestone for the Lake Arthur Yard for various roads.

It was moved by Mr. Guillory, seconded by Mr. Buller, and carried, to ratify the action of the Agenda Committee in approving for Division One and Division 2-1 to split: two hundred (200) Tons of #57 Limestone for Meche Rd.

The motion was made by Mr. LaFargue, seconded by Mr. Cormier, and carried, to authorize Bluewing Civil to pursue repair recommendations and financial participation from the Town of Welsh and the Welsh Drainage District in connection with the East South Steet Bridge Repair.

Mr. Buller made the motion, seconded by Mr. Cormier, and carried, to authorize Bluewing Civil to pursue drainage improvement recommendations for Koll Road.

It was moved by Mr. Peterson, seconded by Ms. Myers, and carried, with Tim McKnight voting Nay, to ratify the action of the Agenda Committee to adopt the Jefferson Davis Parish Police Jury Pandemic Policy.

The motion was made by Mr. Guillory, seconded by Mr. Marceaux, 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 11th day of August, 2021, that it does hereby amend the budget for the year 2021.

Committee Reports

Mr. Curt Guillory reported that the Ordinance Committee met Wednesday, July 14, 2021 at 5:15 pm. Bluewing Civil proposed changes to Chapter 17 and Chapter 18 of our ordinance policy. The Ordinance Committee recommends approving these changes as presented by Mr. Alex Guillory of Bluewing Civil.

Mr. Guillory made the motion, seconded by Ms. Myers, and carried, to accept the recommendation of the Ordinance Committee by adopting the following Ordinance to-wit:

ORDINANCE NO. 2377

An Ordinance Amending Chapter 17, Streets, Sidewalks and Public Places.

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. 17-16, Installation and replacement of culverts, No 2-5 to read as follows:

- (2) All requests to close in all or a portion greater than or equal to 40' of the lot frontage to a public road right-of-way shall adhere to the following specifications and submittals. This section does not apply to standard driveway culverts or those less than 40'.
- a. Permittees shall submit a drainage map with road edge of pavement and ditch bottom profile, at minimum, signed and sealed by an LA-licensed civil engineer. Runoff shall be calculated using the Rational Method for the 5-year storm event. The map shall include the following:
 1. Watershed acreage and engineered culvert size for each lot. Culverts shall have no greater than one-half foot of headwater for a 5-year storm event.
 2. Hydrologic table of watershed parameters.
 3. Profile shall include field survey elevation or grade data in the roadside ditch from the most upstream lot downstream to the nearest crossdrain or other drainage outfall, or 500' downstream of the most downstream lot.
- (3) Bonafide agricultural installations or replacements that are not associated with a residence or commercial building, shall not be subject to the two hundred fifty-dollar (\$250.00) permit as stated above but shall be subject to a fifty-dollar (\$50.00) permit fee and will require inspection by the parish after installation or replacement.
- (4) When installing a hard-surface drive, a slab separated from the remainder of the drive by expansion joints shall be installed over the culvert. This slab will be centered over the culvert and will extend at least one (1) foot past either side of the culvert (i.e., if the outside diameter of the culvert is thirty-six (36) inches, the slab over the culvert must be at least sixty (60) inches wide.) In no case will a slab over a culvert be less than forty-eight (48) wide, regardless of culvert diameter.
- (5) Whoever violates the provisions of this inspection shall be fined the sum of one hundred (\$100.00) dollars per day for each day of violation.

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

ORDINANCE NO. 2378

An Ordinance Amending Chapter 18, Subdivisions.

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, Drainage, specifications generally, No 2 to read as follows:

2. *Drainage Plan for Small subdivisions.* Those connecting to a parish road shall submit a drainage map with road edge of pavement and ditch bottom profile, at minimum, signed and sealed by an LA-licensed civil engineer. Runoff shall be calculated using the Rational Method for the 5-year storm event. The map shall include the following:
 - a. Watershed acreage and engineered culvert size for each lot. Culverts shall have no greater than one-half foot of headwater for a 5-year storm event.
 - b. Hydrologic table of watershed parameters.
 - c. Profile shall include field survey elevation or grade data in the roadside ditch from the most upstream lot downstream to the nearest crossdrain or other drainage outfall, or 500' downstream of the most downstream lot.
 - d. See appendix A for *Typical Driveway Culvert Plan and Profile Map*, and *Watershed Map*

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

ORDINANCE NO. 2379

An Ordinance Amending Chapter 18, Subdivisions.

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, Drainage, specifications generally, ii, 2-7 to read as follows:

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.
3. **Changing or altering existing drainage channels.** Existing drainage channel relocation is discouraged and must be justified. No individual, partnership, or corporation shall deepen, widen, fill, reroute or change the location of any existing stream, drain, or drainage canal without first obtaining written permission from the applicable drainage district and the Jeff Davis Parish police Jury.

4. *Servitudes for existing drainage channels.* Whenever any stream or improved surface drainage course is located in an area that is being subdivided, the subdivider shall dedicate drainage servitudes. Dedicated servitudes shall terminate at a public right of way to ensure access to these servitudes for channel maintenance. Servitudes shall be designed according to the following guidelines.
 - a. *Minor Watercourse* (contributing watershed \leq 10 acres): 5' on one side, 20' on another
 - b. *Intermediate Watercourse* (10 acres \leq contributing watershed \leq 200 acres): 20' on each side
 - c. *Major Watercourse* (contributing watershed \geq 200 acres): 20' on one side, 30' on another
5. *Culvert size.* The minimum size of culverts to be installed under driveways and street crossing or other locations shall not be less than eighteen (18) inches.
6. *Culvert length.* Culverts installed under driveways and in front of lots shall have a maximum continued length of thirty (30) feet. If a longer length than thirty (30) feet is desired, it shall be provided with drop inlets or manholes having a minimum dimension in line with the pipe of four (4) feet. These inlets or manholes shall be so positioned that a section of continuous pipe shall be no more than twenty-five (25) feet in length.
7. *Culverts and underground storm drains.* Culverts and all other underground storm drains shall have a minimum cover of eight (8) inches. Cross pipes under streets shall be reinforced concrete, corrugated metal, tank-car culverts or aluminum; however, this must be approved by the road superintendent or the police jury.

Mr. Guillory made the motion, seconded by Ms. Myers, and carried, to adopt the following Ordinance to-wit:

ORDINANCE NO. 2380

An Ordinance Amending Chapter 18, Subdivisions.

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 Chapter 18, Sec 18-17.1 to read:

Sec. 18-17.1 - Construction Plans and Specifications for Future Public Roads. The following minimum plan sheets, information, and specifications shall be provided in the construction plan and specifications set. The Jeff Davis Parish Police Jury reserves the right to request additional information at any time which will help to clarify the

proposed infrastructure, installation methods, and potential effects on public and/or private property by the proposed development.

- A. A title sheet shall be provided as cover of the construction plan set with the following minimum information
 1. Index of sheets
 2. Owner name, phone number, mailing address, email address
 3. Engineer name, phone number, mailing address, email address
 4. Vicinity map with site location clearly identified
 5. Horizontal and vertical datum reference information
- B. Drainage maps. Those drainage maps developed as required in Section 18-16 (i) (2) (c) shall be included in the plan set and the title sheet index, at minimum
- C. Typical Section Sheet. This shall include the following minimum information:
 1. proposed depths of right of way excavation, if required
 2. pavement structural section
 3. utility allocation ie location(s) of electric, water, sewer, gas, communication, lighting, etc, as required. Offset dimension from road alignment centerline and depth below ground shall be clearly identified, as applicable
- D. General Site Plan. This plan shall show all proposed infrastructure with notes and specification describing the required minimum level of workmanship required. The following specific minimum information shall be included
 1. Two temporary bench marks (TBM), at minimum. TBMs shall be labeled with a description of the monument (spike in tree, pk nail in pavement, etc), TBM X & Y state plane coordinates, and TBM elevation
- E. Plan and Profile sheet(s)
- F. Detention Pond Plan sheet(s), as needed
- G. Detailed Construction sheets, as needed
- H. Specifications. Detailed construction specification documentation shall be provided which clearly describes the expected level of workmanship required for all items to be installed.

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

ORDINANCE NO. 2381

An Ordinance Amending Chapter 18, Subdivisions.

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 Chapter 18, Sec 18-20, b, 4 to read:

4. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1) inch equals one hundred (100) feet horizontal and one (1) inch equals twenty (20) feet vertical shall be furnished when required by the police jury. Minimum geometric designs are as follows:
- a. 0.4% longitudinal slope for curb and gutter roadways
 - b. 0.1% slope of roadside ditches

Mr. Marceaux reported that the Jail Committee met Wednesday, August 11, 2021, at 4:30 pm. The committee recommends finishing with the commissioning at the Regional Consolidated Jail and authorizing Craig Campbell to contact Trane.

The motion was made by Mr. Marceaux, seconded by Mr. Woods, and carried, to approve the recommendation of the Jail Committee.

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



 PRESIDENT

ATTEST:



 SECRETARY

September 8, 2021

 DATE APPROVED