

BOSSIER PARISH POLICE JURY
BENTON, LOUISIANA
MINUTES
February 3, 2016
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The Bossier Parish Police Jury met in regular and legal session on the 3rd day of February, 2016, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The President, Ms. Wanda Bennett, called the meeting to order. The invocation was given by Mr. Glenn Benton, and the pledge of allegiance was led by Mr. Bob Brotherton. The Parish Secretary, Ms. Rachel Hauser, called the roll, with all members present, as follows:

Mr. Rick Avery	Mr. Jerome Darby
Ms. Wanda Bennett	Mr. Wayne Hammack
Mr. Glenn Benton	Mr. Mac Plummer
Mr. Bob Brotherton	Mr. Doug Rimmer
Mr. Jimmy Cochran	Mr. Fred Shewmake
Mr. Sonny Cook	Mr. Jack Skaggs

Others present were Mr. Bill Altimus, Parish Administrator; Mr. Patrick Jackson, Parish Attorney; Mr. Joe E. "Butch" Ford, Jr., Parish Engineer; Ms. Rachel Hauser, Parish Secretary.

Motion was made by Mr. Benton, seconded by Mr. Shewmake, to authorize the advertising for bids for Woodfern Lane and Woodlake Subdivision Road Improvements, Phase II, Project No. 2016-465; bid date to be determined.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Benton, seconded by Mr. Rimmer, to schedule a public hearing on March 2, 2016, to consider the application of Haughton Vision to the Bossier City-Parish Metropolitan Planning Commission for a zoning amendment to change the zoning classification of a .964-acre tract of land located on the south side of Highway 80 across from Tall Timbers Boulevard, in Section 14, Township 18 North, Range 12 West, Bossier Parish, LA, from R-A, Residence-Agriculture District, to B-1, Commercial Office Business District, for an optometry office.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Ms. Hauser announced the hearing to consider condemnation of improvements only on property located at 802 Emma Cemetery Road, Cotton Valley, LA, Tax Assessment No. 147391. Mr. David Ghormley, Property Standards Officer, presented current photographs of the property advising that there has been no change in the condition of the property.

Mr. Ghormley stated that the house located on property at 802 Cemetery Road, Cotton Valley, LA, is adjudicated to the parish, and that the home does present an imminent threat to public health and safety.

Mr. Ghormley presented a notarized statement from Ms. Rutha Lyles, owner of the property in which the adjudicated home is located, authorizing the police jury to remove the home from her property.

Mr. Jackson stated that the home will need to be condemned, but the police jury will not be able to file a lien against the property for expenses incurred by the parish to remove the home. He stated that Ms. Lyles owns the property, but the home located on her property is adjudicated to the parish.

Mr. Ghormley stated that tin from the roof of the home is being blown off and into the roadway. Mr. Jackson stated that if the home has been determined to be a safety issue to the public, the home needs to be removed.

Mr. Mark Coutee, Public Works Director, recommended that the fire department be contacted to determine if they can burn the home as part of training exercises.

After further discussion, **motion was made by Mr. Benton, seconded by Mr. Brotherton, to proceed with condemnation of improvements only on property located at 802 Emma Cemetery Road, Cotton Valley, LA, Tax Assessment No. 174391, in accordance with property standards regulations.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ghormley reported on a meeting of the Property Standards Board of Review, advising that it is recommended that a condemnation hearing be scheduled to consider condemnation of property located at 117 Cedar Brook Lane, Haughton, LA, Tax Assessment No. 111971.

Motion was made by Mr. Benton, seconded by Mr. Brotherton, to schedule a condemnation hearing on February 17, 2016, to consider condemnation of property located at 117 Cedar Brook Lane, Haughton, LA, Tax Assessment No. 111971.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Ms. Bennett asked if anyone was present on behalf of Willis Knighton Medical Center to provide information pertaining to a request for a resolution supporting Willis Knighton Medical Center and allowing them to receive the local benefits of the Enterprise Zone Program. No one was present.

Ms. Bennett stated that Willis Knighton Medical Center is a not-for-profit health organization.

Mr. Brotherton asked for additional information pertaining to the Enterprise Zone Program. Mr. Jackson stated that the Enterprise Zone Program is a program directed by Louisiana Economic Development. He stated that the program encourages redevelopment or construction of property in certain underprivileged economic zones, or, if an underprivileged economic zone is not chosen, a company can redevelop or build a new property and hire a certain number of employees who qualify as essentially the working poor. He stated that the company is required to meet certain

deadlines, and by doing so, the company can receive a certain percentage of sales tax rebates on construction materials only.

Mr. Altimus stated that all applications are submitted to the Greater Bossier Economic Development Foundation for consideration and approval prior to the applications being considered by the police jury.

After further discussion, **motion was made by Mr. Shewmake, seconded by Mr. Cook, to adopt a resolution supporting Willis Knighton Medical Center, Inc., 2400 Hospital Drive, Bossier City, LA, and allowing them to receive the local benefits of the Enterprise Zone Program.**

The President called for public comment. There being none, **votes were cast and the motion carried with Ms. Bennett, Mr. Cochran and Mr. Skaggs opposing.**

RESOLUTION

A RESOLUTION STATING THE BOSSIER PARISH POLICE JURY'S ENDORSEMENT OF WILLIS KNIGHTON MEDICAL CENTER, INC., TO PARTICIPATE IN THE BENEFITS OF THE LOUISIANA ENTERPRISE ZONE PROGRAM.

WHEREAS, the Louisiana Enterprise Zone Act 901 of 1981, Act 337 of 1982, Act 433 of 1987, Act 1024 of 1992, Act 581 of 1995, and Act 624 and Act 647 of 1997 state the requirements of Louisiana's Enterprise Zone Program; and

WHEREAS, the Louisiana Enterprise Zone Program offers significant incentives for economic development to some of the most distressed areas in Bossier Parish; and

WHEREAS, the Louisiana Department of Economic Development designated census Tract 111.04, Block Group 2 in Bossier Parish as "Enterprise Zone" eligible based on enabling legislation (R.S. 51.21.1787-1791); and

WHEREAS, the Bossier Parish Police Jury states that this endorsement is in agreement with the Overall Economic Development Plan for the Parish of Bossier; and

WHEREAS, the **attached Enterprise Zone map** has been marked to show the location of the business being endorsed; and

WHEREAS, in accordance with the Louisiana Enterprise Zone Program, the Bossier Parish Police Jury agrees:

1. To participate in the Enterprise Zone Program.
2. To assist the Department in evaluating progress made in any Enterprise Zone within its jurisdiction.

NOW, THEREFORE, BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session convened on this 3rd day of February, 2016, that Willis Knighton Medical Center, Inc., and their capital additions at 2400 Hospital Drive, Bossier City, Enterprise Zone Application #20151905, is endorsed to participate in the Louisiana Enterprise Zone Program.

BE IT FURTHER RESOLVED, that if any provision or item of this resolution is held invalid, such invalidity shall not affect other provisions, items or applications of this resolution which can be given effect without the invalid provisions, items or applications and to this end, the provisions of this resolution are hereby declared severable.

BE IT FURTHER RESOLVED, that all resolutions or parts thereof in conflict herewith are hereby repealed.

The resolution was offered by Mr. Shewmake, seconded by Mr. Cook. Upon vote, it was duly adopted on this 3rd day of February, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Ms. Bennett asked if anyone was present on behalf of J&J Disposal Service, LLC, to provide an update on trash services provided by their company in Bossier Parish. No one was present.

Ms. Bennett stated that complaints are still being received regarding J&J Disposal Service's failure to pick up trash, and failure to return phone calls. She stated that her recommendation is that citizens seek a new trash service due to J&J Disposal Service's failure to appear at today's meeting as requested to provide an update.

Mr. Brotherton stated that he is also receiving phone calls regarding J&J Disposal Service, and he is recommending that citizens obtain new trash service. He stated that citizens are not receiving requested refunds from J&J Disposal Service.

Mr. Plummer stated that he has left two messages for J&J Disposal Service and has not received a return phone call from the company. He stated that he has changed trash service, but J&J Disposal Service has failed to pick up their trash bin.

After further discussion, it was determined that failure of J&J Disposal Service to provide requested refunds to citizens is a civil matter. No action was taken.

Motion was made by Mr. Avery, seconded by Mr. Hammack, to authorize completion of the Louisiana Compliance Questionnaire in connection with the 2015 audit of Bossier Parish Police Jury financial records, and to authorize the President to execute documents.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 3rd day of February, 2016, that Wanda Bennett, President, be and is hereby authorized to execute on behalf of the Bossier Parish Police Jury, the Louisiana Compliance Questionnaire in connection with the 2015 audit of Bossier Parish Police Jury financial records.

The resolution was offered by Mr. Avery, seconded by Mr. Hammack. Upon unanimous vote, it was duly adopted on this 3rd day of February, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Chief J. T. Wallace, Benton Fire District No. 4, stated that the fire district's 20 mills property tax expires at the end of 2017, and requested approval to hold an election in Benton Fire District No. 4 for renewal of the ten-year 20 mills property tax.

Motion was made by Mr. Hammack, seconded by Mr. Benton, to adopt a resolution approving the holding of an election in Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana, on Saturday, April 9, 2016, to authorize the renewal of a special tax therein.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

The following resolution was offered by Mr. Hammack and seconded by Mr. Benton:

RESOLUTION

A resolution approving the holding of an election in Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana, on Saturday, April 9, 2016, to authorize the renewal of a special tax therein.

WHEREAS, the Board of Commissioners of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "Governing Authority"), acting as the governing authority of Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), adopted a resolution on January 19, 2016, calling a special election in the District on Saturday, April 9, 2016, to authorize the renewal 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 Bossier, 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 continue 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 continue to levy and collect the special tax provided for therein;

NOW, THEREFORE, BE IT RESOLVED by the Police Jury of the Parish of Bossier, 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 Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana, this Police Jury hereby approves the holding of an election in the District, on Saturday, April 9, 2016, at which election there will be submitted the following proposition, to-wit:

MILLAGE RENEWAL PROPOSITION

Shall Benton Fire District No. 4 of the Parish of Bossier, State of Louisiana (the "District"), continue to levy a twenty (20) mills tax on all property subject to taxation in said District (an estimated \$2,949,000 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 2018 and ending with the year 2027, inclusive, to provide for capital improvements, equipment purchase, operation and maintenance of fire protection facilities in said District?

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

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

AYES: Mr. Avery, Ms. Bennett, Mr. Benton, Mr. Brotherton, Mr. Cochran, Mr. Cook, Mr. Darby, Mr. Hammack, Mr. Plummer, Mr. Rimmer, Mr. Shewmake, Mr. Skaggs

NAYS: None

ABSTAIN: None

ABSENT: None

And the resolution was declared adopted on this, the 3rd day of February, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford recommended that adoption of a resolution accepting the Koran Doyline Road Bridge over Clarke Bayou as satisfactorily complete and accepting maintenance of the improvements be tabled. He stated that further review of the bridge is needed.

Motion was made by Mr. Brotherton, seconded by Mr. Benton, to table adoption of a resolution accepting State Project No. H.009945, F.A.P. No. H009945, Koran Doyline Road Bridge over Clarke Bayou, Bossier Parish, Louisiana, as satisfactorily complete and accepting maintenance of the improvements, and to adopt a resolution accepting State Project No. H.009945, F.A.P. No. H009945, entitled Koran Doyline Road Bridge over Clarke Bayou, Bossier Parish, Louisiana, as satisfactorily complete and accepting maintenance of the improvements, to be considered at the February 17, 2016, regular meeting.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Cook, seconded by Mr. Avery, to approve the appointment of Ms. Cindy Dodson to the Board of Directors for Bossier Parish Communications District No. 1 to fill the unexpired term of Mr. Richard Christian, term to expire March 1, 2018.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Motion was made by Mr. Benton, seconded by Mr. Shewmake, to approve the Certificate of Substantial Completion of the Woodfern Lane and Woodlake Subdivision Road Improvements Project No. 2015-436, and to authorize the execution of documents.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

RESOLUTION

BE IT RESOLVED by the Bossier Parish Police Jury in regular and legal session on this 3rd day of February, 2016, that it does hereby approve the Certificate of Substantial Completion of the Woodfern Lane and Woodlake Subdivision Road Improvements Project No. 2015-436.

BE IT FURTHER RESOLVED that Wanda Bennett, President, be and is hereby authorized to execute any and all documents in connection with said Certificate of Substantial Completion.

The resolution was offered by Mr. Benton, seconded by Mr. Shewmake. Upon unanimous vote, it was duly adopted on this 3rd day of February, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Skaggs, seconded by Mr. Avery, to accept the streets and drainage in Belle Rose at Legacy Subdivision, Unit No. 6, into the parish road system for permanent maintenance.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

ORDINANCE NO. 4596

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 3rd day of February, 2016, has received a request from Southern Home Builders that the parish accept into its system for permanent maintenance, the streets and drainage in Belle Rose at Legacy Subdivision, Unit No. 6, Bossier Parish, Louisiana; and

WHEREAS, the said streets and drainage have been completed in accordance with the specifications of the Bossier Parish Police Jury; and

WHEREAS, a two-year maintenance bond has been executed in favor of the Bossier Parish Police Jury to guarantee against failure of said streets and drainage as to material and workmanship as required by Chapter 110, Section 110-201 of the Bossier Parish Code of Ordinance.

WHEREAS, THEREFORE, BE IT RESOLVED, by the Bossier Parish Police Jury that it does accept the two-year maintenance bond of Southern Home Builders, including labor and materials, for the above captioned streets and drainage.

BE IT FURTHER RESOLVED, that the Bossier Parish Police Jury does hereby accept into the parish maintenance system for continuous maintenance, streets and drainage located in Belle Rose at Legacy Subdivision, Unit No. 6, Bossier Parish, Louisiana:

Sweet Bay Circle – 0.025 mile
Switchgrass Drive – 0.055 mile
Tallgrass Circle – 0.103 mile

BE IT FURTHER RESOLVED, that a certified copy of this ordinance be recorded in the Office of the Clerk of Court, Bossier Parish, Louisiana, together with the maintenance bond.

The Ordinance was offered by Mr. Skaggs, seconded by Mr. Avery. Upon vote, it was duly adopted on this 3rd day of February, 2016.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Keith Miner, 3205 Trailview Circle, Haughton, LA, requested the police jury to repair the retaining wall located behind his home. He stated that approximately one year ago, a parish owned culvert located between his property and 3203 Trailview Circle collapsed causing erosion to his yard. He further stated that two large oak trees fell due to the erosion from the collapsed culvert. Mr. Miner stated that one of the fallen oak trees was located approximately 10 feet from his retaining wall and caused damage when it fell.

Mr. Miner referred to emails between the property owner of 3203 Trailview Circle, the previous owner of 3205 Trailview Circle, Mr. Ford and Mr. Rimmer which provided information as to the damage and repairs made to the collapsed culvert. He referred to an email dated June 25, 2014, which provided additional information as to the extent of the drainage issues in this area.

Mr. Miner stated that the retaining wall appeared to be intact at the time repairs were made to the drainage ditch and culvert. He stated that a large portion of his property is now eroding in this area which he believes was caused by the oak tree that fell prematurely due to the drainage issues caused by the collapsed culvert.

Mr. Miner presented a video of his retaining wall and the fallen oak tree dated January 3, 2015. He stated that his retaining wall was intact on January 3, 2015. He further stated that his property line extends approximately 57 feet from the retaining wall, and that the fallen oak tree is located on his property.

Mr. Miner stated that 10-foot easements were not included on the Dogwood Subdivision plat, and the property line is located directly above the culvert. He stated that he understands that before the parish could repair the culvert, it had to be determined who owned the culvert since the 10-foot easements were not provided on the plats.

Mr. Ford stated that an old wooden retaining wall is located on Mr. Miner's property which was constructed by Mr. Bruce Logan, developer of Dogwood Subdivision. He stated that it appears some repairs have been made to the retaining wall several years ago.

Mr. Miner stated that the approximate 30 year old retaining wall is failing, and that prior to the oak tree falling, the wooden retaining wall was intact. Mr. Miner stated that approximately 30 feet of the 75-foot retaining wall is now failing where the fallen oak tree is located.

Mr. Avery requested clarification of Mr. Miner's request to the police jury. Mr. Miner stated that he is requesting repairs to the retaining wall to prevent further erosion of his property. Mr. Avery asked if the parish provided the needed material to repair the retaining wall, if Mr. Miner would be able to make the repairs. Mr. Miner stated that he would need heavy equipment to make the repairs himself.

Mr. Ford stated that 10-foot easements were dedicated after the Dogwood Subdivision plats were approved. He stated that when repairs were made to the collapsed culvert, the owner of 3203 Trailview Circle granted the parish an additional easement on his property, and the equipment caused damage to the driveway. He further stated that the parish was required to repair the portion of the driveway damaged by parish equipment. Mr. Ford stated that it is not feasible for the parish to damage additional driveways to access the area located behind the two properties.

Mr. Ford stated that he has verified that parish crews repaired damage to the culvert only, and no work was done by the parish on the retaining wall. He stated that it is possible that when the oak tree uprooted, some damage may have occurred to the retaining wall on Mr. Miner's property. He further stated that he does not feel the parish has any obligation to repair the retaining wall on Mr. Miner's property.

Ms. Bennett stated that the developer of Dogwood Subdivision has a responsibility to assist with repairs to the retaining wall he constructed, and asked if he has been requested to do so. Mr. Miner stated that he does not know who developed Dogwood Subdivision, and has only owned the property for approximately seven months.

Mr. Ford stated that the parish repaired the culvert and large hole, and shored up the wall just outside the parish easement with riprap. He stated that Mr. Miner is requesting additional riprap on an approximately 20 to 30 feet of the retaining wall to prevent further erosion.

Mr. Miner stated that he would agree to allow parish access to the retaining wall through a 15 foot easement located on the opposite side of his house where a wooden fence is located. He stated that by using the 15-foot easement, there would be only minimal damage to his property.

Mr. Avery requested a cost estimate for riprap needed to repair the retaining wall. Mr. Ford stated that he estimates approximately two loads of riprap would be needed. Mr. Miner stated that the retaining wall is approximately 55 feet.

Mr. Ford requested clarification as to the total length of the retaining wall Mr. Miner is requesting to be repaired. Mr. Miner stated that he is concerned if only a portion of the retaining wall is repaired, it will cause the current stronger portion of the wall to become weak. He stated that he is requesting enough riprap to repair the entire wall, with the parish being responsible for the cost of repairing approximately 20 feet of the damaged wall and he being responsible for the cost of the needed riprap to repair the remaining portion of the wall.

Ms. Bennett asked if legally there are any reasons which would prohibit the parish from repairing the retaining wall located behind Mr. Miner's home. Mr. Jackson stated that if Mr. Ford has a good faith belief that the parish's actions contributed to damages to the retaining wall, the parish can repair the damages. He stated that without Mr. Ford's belief that the parish damaged the wall, repairs to the retaining wall could be considered an unlawful donation.

Mr. Miner presented a video from January 7, 2015, which shows damage to the retaining wall after the oak tree fell.

Mr. Rimmer provided additional information to the repairs made to the collapsed culvert, and stated that the retaining wall was not an issue at that time. He stated that after reviewing the video provided by Mr. Miner, it is possible that damage to the retaining wall could have been caused by the fallen oak tree.

Mr. Ford stated that he was not present during repairs to the collapsed culvert, and he personally cannot attest that no repairs were made to the retaining wall. He stated that Mr. Coutee and the crew that made the repairs to the culvert would need to provide that information.

Mr. Jackson stated that he understands that the drainage ditch located behind 3203 and 3205 Trailview Circle, in which the parish has taken responsibility for, destabilized the area to such a degree that the oak tree fell and potentially caused damage to the existing retaining wall. He stated that if there is a good faith belief that parish drainage caused erosion and damage to the retaining wall, the parish can lawfully expend funds to repair the retaining wall.

Mr. Ford stated that he does believe the fallen oak tree may have caused damage to the retaining wall, but the parish does not have the right to go onto private property. He stated that easements and temporary construction servitudes will be needed in order for the parish to access the retaining wall.

Mr. Avery stated that the retaining wall has been in place for approximately 30 years, and there have been no issues of the retaining wall failing until the culvert collapsed. He recommended that the parish provide the needed riprap for the retaining wall.

Mr. Skaggs requested a cost estimate to riprap the entire retaining wall located behind 3205 Trailview Circle, Haughton, LA. Mr. Ford stated that he will provide an estimated cost at the February 17, 2016, regular meeting to include the cost of repairing one-half of the retaining wall, and an estimated cost to repair the entire retaining wall.

Mr. Benton asked if there is a dedicated easement. Mr. Ford stated that a 10-foot dedicated easement does exist, but it is inaccessible. Mr. Ford stated that the retaining wall is not located in the parish dedicated easement.

Mr. Ford stated that parish equipment will access the retaining wall from the side of Mr. Miner's home, and riprap will be placed beneath the existing retaining wall to prevent further erosion.

Mr. Cochran recommended that the parish riprap the entire length of the retaining wall.

After further discussion, no action was taken. This matter is to be considered at the February 17, 2016, regular meeting.

Mr. Altimus presented a request from the Caddo Parish Commission for assistance with the Police Jury Association's 92nd Annual Convention scheduled for March 3-4, 2016, in Caddo Parish, LA. He stated that approximately 1,000 will be in attendance at the annual convention. Mr. Altimus stated that the Caddo Parish Commission has requested \$6,000 to assist with the cost of the annual convention.

After further discussion, **motion was made by Mr. Benton, seconded by Mr. Cochran, to approve the request from the Caddo Parish Commission for \$6,000 for assistance with the cost of the Police Jury Association's 92nd Annual Convention being hosted by Caddo Parish on March 3-4, 2016.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Altimus stated that renovations to the Bossier Central Library are planned, including construction of a new administration and support services facility. He stated that the police jury owns property located behind the courthouse

that could be a potential location for the new library administration and support service facility. He further stated that there is another alternative in Bossier City for relocating the Administration and Support Services Departments which he has not yet discussed with Ms. McEntee. Mr. Altimus stated that all options will be considered when deciding where to relocate the Administration and Support Services Departments.

Ms. Heather McEntee, Bossier Parish Library Director, stated that the Bossier Parish Library Board of Control is in a position to move forward with renovating and updating the Bossier Central Library. She stated that the Bossier Central Library was built in 1986 and is in need of renovations and updating to meet the needs of parish citizens.

Ms. McEntee stated that the Administration and Support Services Departments are currently housed at the Bossier Central Library, and it is recommended that the two departments be relocated to a new facility. She stated that by removing the two departments from the Bossier Central Library, the additional space will be used to create more functional space for the library in a cost effective way.

Ms. McEntee stated that they are currently looking for an existing building or available property in which to build a new facility for the Administration and Support Services Departments.

Mr. Altimus stated that original design plans for the Bossier Central Library included addition floors to the existing building, which would have cost an estimated \$20 million. Ms. McEntee stated that taxpayers would have to bear the cost of the \$20 million renovations to the Bossier Central Library.

Ms. McEntee stated that the most practicable and cost effective way to renovate and update the Bossier Central Library is to relocate the Administration and Support Services Departments to another location. Mr. Altimus stated that the existing Administration and Support Services Departments at the Bossier Central Library will be used for additional space for the library. He stated that it is planned that the existing courtyard will be closed in adding additional space for use by the library. Ms. McEntee stated that the existing courtyard is approximately 4,000 square feet which is not being utilized, and will be beneficial to the expansion of the library.

Ms. McEntee stated that it is planned that the existing Support Services Department will be used as an event center or community center. She stated that the library's meeting rooms are in high demand, and additional meeting rooms are needed.

Mr. Altimus stated that police jury property is being considered to relocate the Bossier Parish Library Administration and Support Services Departments. He stated that the parish previously purchased three tracts of land behind the courthouse for possible future expansion of the courthouse. He stated that a one-acre tract of land on the east side of the existing parking lot located on the hill could serve as a potential site for the Administration and Support Services Departments' facility. He further stated that the existing parking lot could serve as permanent parking for the proposed facility.

Mr. Altimus stated that the two additional tracts of land would still be available for future expansion of the courthouse. Mr. Avery requested the estimated square footage of the proposed library facility. Ms. McEntee stated that a 7,000 square foot facility is planned.

Mr. Avery stated that location of the facility in Bossier City would be more feasible. Ms. McEntee stated that property in Bossier City has been considered, but it is not a necessity for the facility to be located in Bossier City.

Mr. Altimus stated that design of the library facility needs to begin, and in order to do so, he needs to obtain approval from the police jury to allow use of the one acre-tract of land for the library facility if no other properties are available for relocation or construction of a new building for the library facility.

Mr. Shewmake asked if the library has available revenue in reserve to cover the cost of construction of the library facility. Ms. McEntee stated that revenue is available in reserves for construction of the facility.

Mr. Brotherton stated that he was present at the meeting when Ms. McEntee presented the proposed plans of relocating the Administration and Support Services Departments. He stated that the proposed plans will save the taxpayers millions of dollars by relocating those departments.

Ms. Bennett expressed appreciation to Mr. Rimmer and Mr. Brotherton for their attendance at the Bossier Parish Library Board of Control meetings.

Mr. Rimmer stated that the original renovation design of the Bossier Central Library included additional floors being added to the existing facility for additional meeting rooms and additional expansion of the Support Services Department. He stated that relocation of the Administration and Support Services Departments is needed in order to provide additional space for the library facility needs.

After further discussion, **motion was made by Mr. Rimmer, seconded by Mr. Brotherton, to support construction of an Administration and Support Services Facility for the Bossier Parish Library System, and to allow use of Bossier Parish property for relocation or construction of the facility.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Ford stated that an incinerator will be transported from Natchitoches Parish Port north, through Bossier Parish beginning Monday. He stated that due to the size of the incinerator, traffic will not be able to go around the structure on Highway 527 and Highway 157 which will affect large trucks and school buses in south Bossier Parish. Mr. Ford stated that additional meetings are scheduled to further discuss the move of the incinerator through Bossier Parish. He stated that school traffic may be affected, and they are working to ensure that citizens in south Bossier Parish are aware of the route they will need to take to avoid any delays.

Mr. Jackson asked if message boards will be in place to make the public aware of the traffic delays. Mr. Ford stated that he is working to obtain additional information regarding the use of message boards.

Mr. Ford stated that work will begin on the Young Road Bridge soon. He stated that work will also begin on the Pump Station Road Bridge and Swan Lake Road Bridge in the near future.

Mr. Ford stated that bridge inspections by the State will begin in December.

Mr. Ford requested that a Road/Subdivision Regulations Committee meeting be scheduled prior to the February 17, 2016, police jury meetings, time to be determined. He stated that the committee will be discussing amendment to

parish subdivision regulations to require traffic studies for subdivisions that create more than 100 vehicles per day, and a potential new development and sewer issues and costs on Highway 80.

Mr. Skaggs requested that an emergency exit for Cypress Bend Subdivision through Haymeadow Subdivision be considered. Mr. Ford is to review this matter further.

Mr. Ford stated that the City of Bossier City is currently rebuilding Modica Lott Road, including a portion of parish owned roadway. He stated that a meeting is scheduled Friday with the City of Bossier City to further discuss Modica Lott Road.

Mr. Mark Coutee, Public Works Director, presented an update on activities of the highway department and on several road projects in the parish. He stated that the brick wall located at 2329 Tillman Drive, Bossier City, LA, has been removed.

Mr. Rimmer stated that the deadline for submission of an application for the National Association of Counties 2016 Achievement Award is April 1, 2016. He recommended that an application be submitted for Innovative Programs offered by Cyber Innovation Center. He stated that the White House recently recognized Cyber Innovation Center for its educational programs in computer science.

Mr. Rimmer requested that an Insurance Committee meeting be scheduled prior to the March 2, 2016, police jury meeting, time to be determined.

Ms. Bennett announced that a Recreation Fund Program Committee meeting is scheduled immediately following the police jury meeting.

Mr. Cook stated that Still House Road is in poor condition, and requested that the road be milled and the road be returned to a gravel road.

After further discussion, **motion was made by Mr. Cook, seconded by Mr. Avery, to amend the agenda to consider approval to mill Still House Road and to return the road to a gravel road.**

The President called for public comment. There being none, **motion carried, with the following vote recorded:**

- AYES:** Mr. Avery, Ms. Bennett, Mr. Benton, Mr. Brotherton, Mr. Cochran, Mr. Cook, Mr. Darby, Mr. Hammack, Mr. Plummer, Mr. Rimmer, Mr. Shewmake, Mr. Skaggs
- NAYS:** None
- ABSTAIN:** None
- ABSENT:** None

Motion was made by Mr. Cook, seconded by Mr. Avery, to approve the milling of Still House Road and returning the road to a gravel road.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Mr. Jackson expressed appreciation to jurors attending the Washington Mardi Gras. He also expressed appreciation to the Bossier Chamber of Commerce for their assistance in Washington.

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 3rd day of February, 2016, the meeting was adjourned by the President at 3:15 p.m.

RACHEL D. HAUSER
PARISH SECRETARY

WANDA BENNETT, PRESIDENT
BOSSIER PARISH POLICE JURY