

BOSSIER PARISH POLICE JURY
BENTON, LOUISIANA
MINUTES
December 5, 2018
www.bossierparishla.gov

The Bossier Parish Police Jury met in regular and legal session on the 5th day of December, 2018, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The President, Mr. Glenn Benton, called the meeting to order. The invocation was given by Mr. Doug Rimmer, and the pledge of allegiance was led by Mr. Jimmy Cochran. 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. Mac Plummer
Mr. Glenn Benton	Mr. Doug Rimmer
Mr. Bob Brotherton, Excused	Mr. Tom Salzer
Mr. Jimmy Cochran	Mr. Fred Shewmake, Excused
Mr. Norman Craig	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.

Ms. Hauser announced the public hearing to adopt the 2019 Bossier Parish Police Jury Budget. **Motion was made by Mr. Skaggs, seconded by Ms. Bennett, to adopt the 2019 Bossier Parish Police Jury budget, as presented.**

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

ORDINANCE NO. 4704

AN ORDINANCE PURSUANT TO TITLE 39, CHAPTER 9, SECTIONS 1301 THROUGH 1315 OF THE LOUISIANA REVISED STATUTES AS AMENDED, FOR THE PURPOSE OF ADOPTING AND IMPLEMENTING THE 2019 BUDGET FOR THE BOSSIER PARISH POLICE JURY

SECTION 1. BE IT ORDAINED by the Bossier Parish Police Jury that the attached 2019 Budget for the Bossier Parish Police Jury be and is hereby adopted and implemented in accordance with the Louisiana Local Governmental Budget Act, as amended.

SECTION 2. BE IT FURTHER ORDAINED, etc., that administrative officers of the Bossier Parish Police Jury are hereby authorized to make changes within various classifications without prior approval of the Bossier Parish Police Jury, if such changes reflect less than a five percent (5%) increase in expenditures.

The ordinance was offered by Mr. Skaggs, seconded by Ms. Bennett. It was duly adopted on this 5th day of December, 2018, by the following vote:

AYES: Mr. Avery, Ms. Bennett, Mr. Benton, Mr. Cochran, Mr. Craig, Mr. Darby, Mr. Plummer, Mr. Rimmer, Mr. Salzer, Mr. Shewmake

NAYS: None

ABSTAIN: None

ABSENT: Mr. Brotherton, Mr. Shewmake

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY

BUDGET MESSAGE

The 2019 Budget of the Bossier Parish Police Jury is a detailed plan of operation for the coming fiscal year. The objective of local government is to provide services to the public; the controlled financing of these services achieves maximum efficiency, economy and effectiveness in the use of governmental financial resources. The aim of the Bossier Parish Police Jury is to minimize the tax burden upon local citizens, to comply with applicable state and federal laws, and to assure that the government's financial position is sound.

The 2019 Budget sets forth funding to provide maintenance and operation, as well as capital expenditures, for basic parish services. These services include the parish road system, public safety, environmental protection, health, social services, culture and recreation, economic development, general government buildings operations and financial administration.

The Bossier Parish Police Jury shall comply with all legal provisions governing the use of parish, state and federal funds to the best of our knowledge, information and belief; and shall continue to provide parish services by sound management of public funds to ensure the financial stability of this parish government.

Internal control shall be maintained by effective management of computer applications, central purchasing and accounting, and a central cash and investment program, by monitoring the flow of revenues and expenditures on a daily basis. Competent personnel and improved division of departments and responsibilities shall aid in the function of the office.

Accounting shall continue on a cash basis in accordance with generally accepted practices applicable to government units and in accordance with state-approved chart of accounts, with monthly and quarterly financial reports furnished to the members of the governing authority. Annual reports shall be prepared on a modified accrual basis.

SUMMARY OF REVENUES

REVENUES:

Taxes - Ad Valorem	\$34,811,500.
Licenses and permits	1,582,500.
Intergovernmental revenue - federal funds	4,688,109.
- state funds	12,642,998.
- other	150,000.
Fees, charges and commissions for service	4,356,500.
Fines and forfeitures	1,200,000.
Use of money and property	480,100.

Other revenue	7,185,972.
TOTAL REVENUE	67,097,679.
Operating transfers in	14,994,925.
Beginning Fund Balances	44,424,596.
TOTAL REVENUES, FUND BALANCES AND TRANSFERS	<u>\$126,517,200.</u>
EXPENDITURES:	
General government - legislative	\$ 444,350.
- judicial	3,459,250.
- elections	359,195.
- financial & administration	7,515,682.
- other	7,723,633.
Public Safety	8,279,494.
Public Works	24,692,200.
Public Utilities	3,401,210.
Health and welfare	8,420,866.
Culture and recreation	914,250.
Economic development and assistance	1,420,310.
Debt service	
Principal	6,446,000.
Interest and other	<u>1,362,026.</u>
TOTAL EXPENDITURES	74,438,466.
Operating transfers out	14,994,925.
Ending Fund Balances	37,083,809.
Reserves	0.
TOTAL EXPENDITURES, RESERVES AND TRANSFERS	<u>\$126,517,200.</u>

Ms. Hauser announced the public hearing to consider approval of the plat of the proposed development of Timber Ridge Subdivision, Unit No. 2, being a resubdivision of a portion of Lot 1, Timber Ridge Subdivision, located in Section 27, Township 20 North, Range 13 West, Bossier Parish, LA.

Motion was made by Ms. Bennett, seconded by Mr. Cochran, to approve the plat of the proposed development of Timber Ridge Subdivision, Unit No. 2, being a resubdivision of a portion of Lot 1, Timber Ridge Subdivision, located in Section 27, Township 20 North, Range 13 West, Bossier Parish, LA.

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

Ms. Hauser announced the public hearing to consider approval of the plat of the proposed Legacy Parks Common Area Plat for Redwood Place, Belle Rose and Cattail Pointe areas, located in Sections 21 and 22, Township 19 North, Range 13 West, LA.

Motion was made by Mr. Skaggs, seconded by Mr. Rimmer, to approve the plat of the proposed Legacy Parks Common Area Plat for Redwood Place, Belle Rose and Cattail Pointe areas, located in Sections 21 and 22, Township 19 North, Range 13 West, LA.

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

Motion was made by Mr. Skaggs, seconded by Mr. Craig, to schedule a public hearing on December 19, 2018, to consider adoption of the Bossier Parish Police Jury 2018 amended budget.

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

Mr. Benton stated that very little business is brought before the police jury at the first meeting in January. He recommended that the police jury meet one time during the month of January, 2019, and hold its Finance Committee meeting and its regular meeting on January 16, 2019. The Finance Committee meeting will be held at 1:30 p.m., followed by the regular meeting at 2:00 p.m.

Motion was made by Mr. Darby, seconded by Mr. Salzer, to combine the two meetings in January, 2019, to meet one time on January 16, 2019, with the Finance Committee meeting to be held at 1:30 p.m., followed by the regular meeting at 2:00 p.m.

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

Motion was made by Mr. Plummer, seconded by Mr. Salzer, to approve the following applications for renewal of Bossier Parish beer/liquor licenses for the year 2019.

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.** Each application has been approved by the Bossier Parish Sheriff's Department and the Health Department.

Airline Exxon – Beer

Camp Joy Store- Beer

Countryside Exxon – Beer and Liquor

Dixie Mart #18 – Beer

Green Park Café – Beer

King's Korner – Beer
Rascal's Bar & Grill – Beer and Liquor
Red River Casino – Beer and Liquor
Reflections – Beer
Sligo Country Store – Beer and Liquor

Motion was made by Mr. Craig, seconded by Mr. Darby, to ratify and accept the recommendation of the Commercial Vehicle Enforcement Unit Board of Appeals on November 7, 2018, in the matter of 2R Construction, LLC, Report No. 2172, issued on September 15, 2018.

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

Motion was made by Mr. Plummer, seconded by Mr. Salzer, to ratify and accept the recommendation of the Commercial Vehicle Enforcement Unit Board of Appeals on November 7, 2018, in the matter of MTS Trucking, LLC, Report No. 2181, issued on September 17, 2018.

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

Motion was made by Mr. Craig, seconded by Mr. Avery, to approve the reappointment of Mr. Grady Lee and Mr. Gary Horton to the East Central Bossier Parish Fire District No. 1 Board of Commissioners for two-year terms each, terms to expire December 31, 2020.

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

Ms. Skaggs asked if anyone was present on behalf of Muddy Waters Sports Bar & Grill. No one was present.

Motion was made by Mr. Skaggs, seconded by Mr. Craig, to deny the request of Muddy Waters Sports Bar & Grill for a letter of no objection to the selling of alcohol and beer at Muddy Waters Sports Bar & Grill, 5000 Benton Road, Suite 15, Bossier City, LA, at a special fundraiser event for 22Kill, a Veterans' Foundation, during the New Orleans Saints versus Pittsburgh Steelers football game on December 23, 2018, from 12:00 p.m. until 12:00 a.m.

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

Motion was made by Mr. Skaggs, seconded by Mr. Avery, to deny the request of Muddy Waters Sports Bar & Grill for a letter of no objection to the selling of alcohol and beer at Muddy Waters Sports Bar & Grill, 5000 Benton Road, Suite 15, Bossier City, LA, at a special event for the New Orleans Saints versus Carolina Panthers football game on December 30, 2018, from 12:00 p.m. until 12:00 a.m.

The President called for public comment. Mr. Skaggs stated that in the past, the police jury has approved requests of Muddy Waters Sports Bar & Grill for letters of no objection to selling beer and alcohol on Sundays that the New Orleans Saints or Dallas Cowboys were in the NFL Playoffs and for Super Bowl Sundays only.

Votes were cast and the motion carried unanimously.

Mr. Joe Buffington, Parish Treasurer, stated that a request has been received from American Tower for amendments to a ninety-nine (99) year Site Lease to locate a cell tower on a tract of land located in Section 17, Township 21 North, Range 12 West, Bossier Parish, LA.

Mr. Buffington stated that the proposed amendments allow for the following: (1) a one-time bonus of \$2,000.00 to the police jury; (2) beginning February of 2019, there will be no monthly lease payments; and (3) a revenue share of fifteen percent (15%) of future tenants after the anchor tenant. Mr. Buffington stated that currently there are no tenants on the tower, but lease payments are being made to the police jury as agreed upon in the original lease agreement.

Mr. Buffington stated that the proposed amendments provide that after February of 2019, the police jury would no longer receive monthly lease payments unless there are two tenants on the cell tower. He stated that American Tower has the option to cancel the lease with a ninety-day (90) day notice and can remove the cell tower.

Mr. Buffington stated that it is possible that with the expansion of broadband, the existing cell tower could be an asset for broadband in this area.

Mr. Salzer recommended that the proposed amendments be approved with an additional amendment allowing co-location rights for the parish which would allow the parish use of the cell tower at no charge.

After further discussion, **motion was made by Mr. Salzer, seconded by Mr. Craig, to approve a request from American Tower Corporation for amendments to a Site Lease for certain tracts of land located in Section 17, Township 21 North, Range 12 West, Bossier Parish, LA, for a cell tower, and to authorize the execution of documents, subject to additional language being included in the Site Lease for co-location rights on behalf of the Parish of Bossier for use of the cell tower at no charge.**

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 5th day of December, 2018, that William R. Altimus, Parish Administrator, or Glenn Benton, President, be and is hereby authorized to execute on behalf of the Bossier Parish Police Jury, an amended Site Lease with American Tower Corporation, previously MCI Telecommunications Corporation, for certain tracts of land located in Section 17, Township 21 North, Range 12 West, Bossier Parish, LA, for a cell tower.

The resolution was offered by Mr. Salzer, seconded by Mr. Craig. Upon unanimous vote, it was duly adopted on this 5th day of December, 2018.

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Rimmer, seconded by Mr. Cochran, to accept the proposal from Robert L. Russell, MAI, for appraisal review services in the amount of \$1,000.00 per ownership on Parcels UE-1, UE-2, TCE-1 and TCAE-1 for FY 2018 LCDBG Sewer System Improvements – Oak Hill Mobile Home Park Project, 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 5th day of December, 2018, that William R. Altimus, Parish Administrator, or Glenn Benton, President, be and is hereby authorized to execute on behalf of the Bossier Parish Police Jury, any and all documents or contracts in connection with the proposal from Robert L. Russell, MAI, for appraisal review services in the amount of \$1,000.00 per ownership on Parcels UE-1, UE-2, TCE-1 and TCAE-1 for FY 2018 LCDBG Sewer System Improvements – Oak Hill Mobile Home Park Project.

The resolution was offered by Mr. Rimmer, seconded by Mr. Cochran. Upon unanimous vote, it was duly adopted on this 5th day of December, 2018.

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford presented Change Order No. 2 on the Commerce Drive Extension, Phase 3, Project No. 2018-524, advising that Change Order No. 2 results in an increase of \$9,220.20. **Motion was made by Ms. Bennett, seconded by Mr. Cochran, to approve Change Order No. 2 for Commerce Drive Extension, Phase 3, Project No. 2018-524, 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 5th day of December, 2018, that it does hereby approve Change Order No. 2 for Commerce Drive Extension, Phase 3, Project No. 2018-524.

BE IT FURTHER RESOLVED that Glenn Benton, President, is hereby authorized to execute said Change Order No. 2.

The resolution was offered by Ms. Bennett, seconded by Mr. Cochran. Upon vote, it was duly adopted on this 5th day of December, 2018.

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford presented Change Order No. 8 for State Project No. H.003854.6-R1 Bossier North-South Corridor Swan Lake Rd (I-220 to Flat River) Bossier Parish, Louisiana, advising that the change order results in an increase in the amount of \$16,928.35. He stated that the work has already been completed prior to the Change Order being submitted for consideration.

Mr. Ford stated that soil cement was cut in the subgrade on the south end of the project on the northbound lanes rather than lime because of the type of soil located at this location. He stated that cutting cement in the subgrade improves the thickness of the typical section and provides more strength.

Mr. Ford stated that after reviewing the change order and the deduct for the lime treatment, it was evident that the contractor underbid the lime treatment when they bid the job. He stated the contractor only included enough funds in the initial bid to purchase the lime, but not cut the lime.

Mr. Ford stated that at this time he is recommending that the change order be approved due to the benefit of the work for the project, but recommended that the Parish Attorney send a letter to the contractor stating that the police jury will not approve any future change orders if the work has been done prior to approval of the change order by the police jury.

Motion was made by Mr. Skaggs, seconded by Mr. Rimmer, to approve Change Order No. 8 for State Project No. H.003854.6-R1 Bossier North-South Corridor Swan Lake Road (I-220 to Flat River) Bossier Parish, Louisiana, and to authorize 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 5th day of December, 2018, that it does hereby approve Change Order No. 8 for State Project No. H.003854.6-R1 Bossier North-South Corridor Swan Lake Road (I-220 to Flat River) Bossier Parish, Louisiana.

BE IT FURTHER RESOLVED that William R. Altimus, Parish Administrator, or Glenn Benton, President, is hereby authorized to execute said Change Order No. 8.

The resolution was offered by Mr. Skaggs, seconded by Mr. Rimmer. Upon unanimous vote, it was duly adopted on this 5th day of December, 2018.

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Ford reported that the Department of Transportation and Development is currently conducting bridge inspections throughout Bossier Parish. He stated that it has been determined that there are issues with bridges located in southern Bossier Parish which access some deer camps and one resident.

Mr. Ford stated that there are two bridges on Swan Lake Road off Poole Road in southern Bossier Parish. He stated that the Swan Lake Road Bridge north of Poole Road has been closed for some time due to the bridge being washed out in the recent flood event, and the Swan Lake Road Bridge east of Poole Road needs to be closed but cannot be accessed due to the other bridge on Swan Lake Road being closed.

Mr. Avery asked how the resident is accessing his home if both bridges on Swan Lake Road are closed. Mr. Ford stated that the resident is walking across the closed bridge to access his vehicle and it is possible that an adjacent property owner is allowing the resident use of his property for access.

Mr. Ford stated that the cost to repair eight-spans of the bridge on Swan Lake Road is approximately \$250,000.00, and the cost to replace the bridge is approximately \$1.4 million. He recommended that the parish's legal obligation to repair bridges which will substantially cost the taxpayers and have few to no residents utilizing the bridges to access property be discussed at the next scheduled Road/Subdivision Regulations Committee meeting on December 19, 2018.

Mr. Jackson stated that decisions pertaining to bridge repairs will be a policy decision for the police jury and will have huge consequences as parish demographics change and populations move, the road infrastructure has to be taken into account and at what point can the public continue to maintain a road for a single individual. He stated that the parish is under no legal obligation to repair a bridge, and can choose to close it. He stated that a cost benefit analysis would need to be done to determine the feasibility of the parish spending millions of dollars to replace or repair a bridge to benefit one citizen.

Mr. Mark Coutee, Public Works Director, presented an update on activities of the highway department and on several road projects in the parish.

Mr. Jackson requested that the agenda be amended to consider scheduling a condemnation hearing on December 19, 2018, to consider condemnation of 308 Pease Road, Haughton, LA, Tax Assessment No. 149484. He stated that a complaint has been received for improper discharge of sewer effluent at this address, as well as trash, debris and overgrown grass.

Mr. David Ghormley, Property Standards Officer, stated that this property was condemned in April of 2018. He stated that the property owner came before the police jury requesting additional time, but the property was never cleaned. He stated that the Bossier Parish Sheriff's Office has also received complaints regarding this property. Mr. Ghormley stated that there is a large hole in the roof of the home, and it is his understanding that the home is uninhabitable. He stated that the home needs to be demolished.

Mr. Ghormley stated that trash and debris litter the front and back yards, and Mr. Chip Reeves, Department of Health, has been unable to locate the sewerage system due to the condition of the yard.

After further discussion, **motion was made by Mr. Craig, seconded by Mr. Salzer, to amend the agenda to schedule a condemnation hearing on December 19, 2018, to consider condemnation of property located at 308 Pease Road, Haughton, LA, Tax Assessment No. 149484.**

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

AYES: Mr. Avery, Ms. Bennett, Mr. Benton, Mr. Cochran, Mr. Craig, Mr. Darby, Mr. Plummer, Mr. Rimmer, Mr. Salzer, Mr. Skaggs
NAYS: None
ABSTAIN: None
ABSENT: Mr. Brotherton, Mr. Shewmake

Motion was made by Mr. Craig, seconded by Mr. Salzer, to schedule a condemnation hearing on December 19, 2018, to consider condemnation of property located at 308 Pease Road, Haughton, LA, Tax Assessment No. 149484.

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

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 5th day of December, 2018, the meeting was adjourned by the President at 2:38 p.m.

RACHEL D. HAUSER
PARISH SECRETARY

GLENN BENTON, PRESIDENT
BOSSIER PARISH POLICE JURY