

BOSSIER PARISH POLICE JURY
BENTON, LOUISIANA
MINUTES
February 19, 2020
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The Bossier Parish Police Jury met in regular and legal session on the 19th day of February, 2020, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. The President, Mr. Jimmy Cochran, called the meeting to order. The invocation was given by Mr. Bob Brotherton, and the pledge of allegiance was led by Mr. Glenn Benton. Ms. Rachel Hauser, Parish Secretary, called the roll, with all members present as follows:

Mr. Glenn Benton	Mr. Chris Marsiglia
Mr. Bob Brotherton	Mr. Mac Plummer
Mr. Jimmy Cochran	Mr. Doug Rimmer
Mr. Jerome Darby	Mr. Philip Rodgers
Mr. Charles Gray	Mr. Tom Salzer
Mr. John Ed Jordan	Mr. Jack Skaggs

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

Ms. Hauser announced the public hearing to consider approval of the plat of the proposed development of Helm Subdivision, Unit No. 1, located in Section 21, Township 19 North, Range 13 West, Bossier Parish, LA.

Mr. Michael Kelsch, Raley and Associates, Inc., stated that the developer is requesting to subdivide the tract of land located adjacent to the new Taco Bell on Airline Drive in Benton, LA. He stated that the developer plans to sell the proposed Lot 1.

Mr. Hudson stated that the proposed plat has been reviewed, and recommended approval. He stated that it is planned that water and sewer service will be provided by the City of Bossier City at this time, and once Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier's service extends that far north, the water and sewer services will then be changed to Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier.

There being no objection, **motion was made by Mr. Skaggs, seconded by Mr. Rodgers, to approve the plat of the proposed development of Helm Subdivision, Unit No. 1, located in Section 21, Township 19 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 amendments to Chapter 122 of the Bossier Parish Code of Ordinances, "Utilities", to add and/or amend certain sections or subsections pertaining to water and sewer regulations.

Mr. Hudson stated that the parish's "Standard Specifications and Details for Community Type Systems" as referenced in Chapter 122 of the Bossier Parish Code of Ordinances, Article II "Sewerage", Section 122-58(a) in "Plans and Specifications", has been amended.

Mr. Hudson stated that meetings have been held with developers, engineers and contractors, and their concerns have been addressed in the amended "Standards Specifications and Details for Infrastructure Improvements". He stated that any area within the Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier will be required to abide by the plans and specifications as stated in the "Standards Specifications and Details for Infrastructure Improvements". He stated that there are different bedding details being Type 1-4, and Type 4 bedding details would apply outside the river bottom area, which is similar to what the area covered in Type 4 has been complying with.

Mr. Cochran asked if there was anyone in the audience that would like to come before the police jury on this matter. No one was present. Mr. Hudson stated that several meetings were held with developers, engineers, and contractors and all concerns have been addressed.

There being no objection, **motion was made by Mr. Rodgers, seconded by Mr. Benton, to approve amendment to Chapter 122 of the Bossier Parish Code of Ordinances of Bossier Parish, Louisiana, "Utilities", by amending Section 122-58 "Plans and Specifications" to adopted revised "Standards Specifications and Details for Infrastructure Improvements" as presented.**

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

ORDINANCE NO. 4760

AN ORDINANCE AMENDING CHAPTER 122 OF THE BOSSIER PARISH CODE OF ORDINANCES, "UTILITIES", BY AMENDING SECTION 122-58, "PLANS AND SPECIFICATIONS"

BE IT ORDAINED by the Bossier Parish Police Jury in regular and legal session on this 19th day of February, 2020, that Chapter 122 "Utilities", of the Bossier Parish Code of Ordinances, be and is hereby amended to read as follows:

Section 122-58(a) is hereby amended to read as follows:

Sec. 122-58. Plans and specifications.

(a) A professional engineer, registered in the State of Louisiana, shall prepare the plans and specifications for the installation of a community-type system and for any alterations, modifications or expansion of an existing system. Plans and specifications shall be in conformance with the latest edition of the Parish's "Standard Specifications and Details for Infrastructure Improvements". Plans and specifications must be submitted for review and approval prior to initiating construction in accordance with established subdivision design and development requirements. An approved LA DHH/OPH Design Summary package along with Louisiana Department of Environmental Quality approval to discharge sanitary sewer and a copy of all permits must be submitted with the plans and specifications.

The ordinance was offered by Mr. Rodgers, seconded by Mr. Benton. Upon unanimous vote, it was duly adopted on this 19th day of February, 2020.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Jorden, seconded by Mr. Rimmer, to schedule a public hearing on March 18, 2020, to consider approval of the plat of the proposed development of Ritter Hills Subdivision, located in Sections 5 and 9, Township 21 North, Range 12 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 hearing to consider condemnation of a mobile home park, Pine Creek Mobile Home Park, owned by Pine Creek-Haughton, LTD, with a physical address of 1000 Acadian Boulevard, Princeton, LA 71067, Tax Assessment No. 119077. This matter was tabled on February 5, 2020.

Mr. David Ghormley, Property Standards Officer, presented photographs of the roadways located in Pine Creek Mobile Home Park. He stated that the owners of the mobile home park have entered into a contract with a company to repair the roads, but no work has begun due to the weather.

Mr. Ghormley stated that the mobile home park owners have filled the larger holes with dirt, but the roads are still in horrible condition.

Mr. Benton stated that he will agree to allow an extension of time for the mobile home park owners to complete the work on the roads in Pine Creek Mobile Home Park, but requested that they put SB2 gravel in all potholes on the roads in the mobile home park until such time as the roads can be overlaid.

Mr. Jackson stated that counsel for Pine Creek Mobile Home Park contacted him and he advised their counsel that the parish has to deal with these types of issues throughout the parish during inclement weather, and SB2 gravel can be used as a temporary fix during any type of weather situation. He stated that counsel for Pine Creek Mobile Home Park stated that they would provide that information to the mobile home park owners. Mr. Jackson stated that he has had no further contact with counsel for Pine Creek Mobile Home Park, but filling the potholes with dirt was not what he instructed to be done.

Mr. Benton stated that if the owners of the mobile home park do not put SB2 gravel in the potholes prior to the March 4, 2020, police jury meeting, he will pursue condemnation of the mobile home park.

Motion was made by Mr. Benton, seconded by Mr. Gray, to table the condemnation hearing of a mobile home park, Pine Creek Mobile Home Park, owned by Pine Creek-Haughton, LTD, with a physical address of 1000 Acadian Boulevard, Princeton, LA 71067, Tax Assessment No. 119077, to be considered at the March 4, 2020, regular meeting.

Votes were cast and motion carried unanimously.

Mr. Benton, Chairman of the Road/Subdivision Regulations Committee, reported on a meeting of that committee. Committee members attending the Road/Subdivision Regulations Committee meeting were Mr. Benton, Mr. Rodgers, Mr. Marsiglia, Mr. Brotherton, Mr. Jorden, Mr. Plummer, and Mr. Rimmer. Ms. Gill, Mr. Herchel Magee, Mr. Darryl Strange, Mr. Pat Culverhouse, Mr. Brandon Masters, Mr. Charles Gray, Mr. Ryan Raley, Mr. Matt Rhodes, Mr. Ford, Mr. Hudson and Mr. Jackson were also present. Other Jurors present were Mr. Salzer and Mr. Darby.

Mr. Benton stated that the committee discussed the flooding of Mr. Jason Rhyard's home located in Country Place Subdivision during a recent rain event. He stated that the parish has obtained engineering information which determined that the parish is free from fault of the flooding of Mr. Rhyard's home. Mr. Benton stated that Mr. Rhyard will be requested to cut a portion of his fence to allow water to flow through. He also stated that the parish will replace a drain cover in an effort to assist with drainage.

Mr. Benton stated that the committee discussed the recent flooding of Ms. Gina Dowdy's home located off Wafer Road. He stated that her home has flooded numerous times due to drainage from Merrywoods Subdivision. He further stated that a request will be made to place this home in the Federal Emergency Management Agency's buyout program due to the home flooding approximately three times in the last few years.

Mr. Benton stated that the committee discussed a request by Mr. Herchel Magee to subdivide property located off Peterson Road. He stated that currently, there is no dedicated right-of-way, and in order for the property to be subdivided, Mr. Magee will need to obtain a right-of-way with the access road being built to parish road standards prior to allowing the property to be subdivided.

Mr. Benton stated that the committee discussed a request from Mr. Darryl Strange, a resident of Lakeview Subdivision, to construct a building on his property which would violate the subdivision covenants. He stated that Mr. Strange was instructed to provide a petition signed by all property owners in Lakeview Subdivision stating that they have no objection to Mr. Strange violating the subdivision covenants by constructing a building on his property. He stated that the parish will not approve anything that is in violation of subdivision covenants without 100 percent consent of all property owners in the subdivision.

Mr. Benton stated that the committee discussed drainage issues at Old Brownlee Road and Vanceville Road. He stated that Mr. Ford recommends that a culvert be placed on a lot where water currently backs up which should alleviate drainage issues in this area.

Mr. Benton stated that Mr. Ford recently spoke with the Louisiana Department of Transportation and Development regarding flooding issues on Highway 3. He stated that it is recommended that a culvert be placed under Destrehan Drive which will not have an adverse impact on drainage in Plantation Estates Subdivision. Mr. Benton stated that this matter will be further discussed at a later date.

Mr. Benton stated that the committee discussed a recent meeting by Mr. Ford with LADOTD, and it has been determined that a new Jimmie Davis Highway Bridge will be constructed, and the old Jimmie Davis Highway Bridge will remain open until the new bridge is complete. He stated that no time frame was discussed for completion of the new Jimmie Davis Highway Bridge.

Motion was made by Mr. Darby, seconded by Mr. Salzer, to adopt a Proclamation proclaiming the week of April 13- April 18, 2020, as National Community Development Week. The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

PROCLAMATION

WHEREAS, the week of April 13 – 18, 2020, has been designated as National Community Development Week. The Bossier Parish Police Jury has been a participant in the Community Development Block Grant (CDBG) Program which funds public infrastructure, economic development, and housing programs in this community; and

WHEREAS, in this community and communities throughout the nation, forty-six years of Community Development Block Grant Program funding has developed a strong relationship between this local government and its residents, principally those of low-to-moderate income; and

WHEREAS, this community recognizes that the Community Development Block Grant Program is a partnership of federal, state, and local government and community and business efforts, and that the services funded by the CDBG Program relies heavily on the dedication and good will of our combined efforts;

THEREFORE, BE IT RESOLVED, that during National Community Development Week 2020, this community will give special thanks and recognition to all participants whose hard work and devotion to the neighborhoods and their low- and moderate-income residents help ensure the quality and effectiveness of the Community Development Block Grant Program; and

BE IT FURTHER RESOLVED, that this community, along with the service providers and others whose names are appended to this resolution, hereby petition the U.S. Congress and Administration to recognize the outstanding work being done locally and nationally by the Community Development Block Grant Program, and of its vital importance to the community and to the people who live in its lower income neighborhoods; and

BE IT FURTHER RESOLVED, that copies of this resolution be conveyed to the appropriate elected and appointed officials of the federal government and that this community’s name be added to the roll of those committed to the preservation and full funding of the Community Development Block Grant Program and maintenance of its essential features over the course of the next session of Congress.

NOW, THEREFORE, We, The Bossier Parish Police Jury, do hereby proclaim the week of April 13 – 18, 2020, as

NATIONAL COMMUNITY DEVELOPMENT WEEK

in the Parish of Bossier and urge all citizens to join us in recognizing the Louisiana Community Development Block Grant program and the important role it plays in our community.

The proclamation was offered by Mr. Darby, seconded by Mr. Salzer. Upon unanimous vote, it was duly adopted on this 19th day of February, 2020.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Darby, seconded by Mr. Gray, to adopt a Proclamation proclaiming the month of April, 2020, as Fair Housing Month in Bossier Parish.

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

PROCLAMATION

WHEREAS, the 52nd Anniversary of the National Fair Housing Law, Title VIII of the Civil Rights Act of 1968, during the month of April, is an occasion for all Americans – individually and collectively – to rededicate themselves to the principle of freedom from housing discrimination whenever it exists; and

WHEREAS, this law guarantees for each citizen the critical, personal element of freely choosing a home; and

WHEREAS, a fair housing law has been passed by the State of Louisiana, and implementation of the law requires the positive commitment, involvement, and support of each of our citizens; and

WHEREAS, the departments and agencies of the State of Louisiana are to provide leadership in the effort to make fair housing not just an idea, but an ideal for all our citizens; and

WHEREAS, barriers that diminish the rights and limit the options of any citizen to freely choose a home will ultimately diminish the rights and limit the options of all.

NOW, THEREFORE, We, The Bossier Parish Police Jury, do hereby proclaim the month of April, 2020, as

FAIR HOUSING MONTH

in the Parish of Bossier, and do hereby encourage all citizens to abide by the letter of spirit of the Fair Housing Law, and ask the citizens of this Parish to join in reaffirming the obligation and commitment to fair housing opportunities for all.

The proclamation was offered by Mr. Darby, seconded by Mr. Gray. Upon unanimous vote, it was duly adopted on this 19th day of February, 2020.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Brotherton, seconded by Mr. Plummer, to approve the application of Dena Reynolds for a 2020 Bossier Parish beer license at Reynolds Country Store, 5461 Highway 527, Houghton, LA, subject to approval by the health department. The application has been approved by the Sheriff’s Department.

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

Motion was made by Mr. Rimmer, seconded by Mr. Plummer, to approve Supplemental Agreement No. 1 to the Owner-Engineer Agreement between the Bossier Parish Police Jury and Forte & Tablada in the amount of \$112,590.00 for revised hydrology and hydraulic reports, environmental services, construction documents, and drainage servitude plats for the Caplis-Sligo Road Bridge over Red Chute Bayou 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 19th day of February, 2020, that William R. Altimus, Parish Administrator, or Jimmy Cochran, 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 Supplemental Agreement No. 1 to the Owner-Engineer Agreement between the Bossier Parish Police Jury and Forte & Tablada in the amount of \$112,590.00 for revised hydrology and hydraulic reports, environmental services, construction documents, and drainage servitude plats for the Caplis-Sligo Road Bridge over Red Chute Bayou project.

The resolution was offered by Mr. Rimmer, seconded by Mr. Plummer. Upon unanimous vote, it was duly adopted on this 19th day of February, 2020.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY

Motion was made by Mr. Skaggs, seconded by Mr. Jorden, to accept the proposal of Civil Design Group, LLC, in the amount of \$63,820.00 for additional engineering and surveying services and environmental study and permitting for the West Linton Road Project No. 2019-132; and a proposal in the amount of \$18,860.00 for limited survey and engineering study for the Arthur Ray Teague Pedestrian Walkway Bridge, 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 19th day of February, 2020, that William Altimus, Parish Administrator, or Jimmy Cochran, 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 of Civil Design Group, LLC, in the amount of \$63,820.00 for additional engineering and surveying services and environmental study and permitting for the West Linton Road Project No. 2019-132; and a proposal in the amount of \$18,860.00 for limited survey and engineering study for the Arthur Ray Teague Pedestrian Walkway Bridge.

The resolution was offered by Mr. Skaggs, seconded by Mr. Jorden. Upon unanimous vote, it was duly adopted on this 19th day of February, 2020.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY

Mr. Altimus presented a request by Northeast Bossier Parish Fire District No. 5 for use of a generator located at the old detention facility. He stated that movement of the generator would be at the expense of Northeast Bossier Parish Fire District No. 5. The jury concurred.

Mr. Altimus presented an additional request from Northeast Bossier Parish Fire District No. 5 for use of three modular buildings owned by the police jury. He stated that the cost to remove the three modular buildings is approximately \$50,000.00, and Northeast Bossier Parish Fire District No. 5 has agreed to pay all costs associated with the movement of the modular buildings. The jury concurred.

Mr. Altimus stated that an item will be placed on the March 4, 2020, agenda to declare the generator and the three modular buildings as surplus to donate to Northeast Bossier Parish Fire District No. 5.

Mr. Altimus congratulated Mr. Benton on his success as President of the Police Jury Association for the past year. He extended appreciation to the staff for their hard work and dedication on the 2020 Annual Police Jury Association Convention, and to the sponsors of the convention.

Mr. Hudson stated that the weather has delayed several parish projects. He stated that the test pile has been done on the Swan Lake Road Bridge.

Mr. Hudson provided updates on the Kelli Road Bridge project, FY 2018 LCDBG Sewer Improvements Project – Oak Hill Mobile Home Park, FY 2019 LCDBG Sewer Improvements -Merrywoods Subdivision project, Glendale Lane Street Improvements Project-Phase II, and groundwater monitoring wells.

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

Mr. Warren Saucier, Parks and Recreation Director, presented an update on activities at parks throughout Bossier Parish.

Mr. Benton expressed appreciation to the police jury staff and all sponsors that participated in the 2020 Annual Police Jury Association Convention, which was a huge success.

Mr. Benton congratulated Mr. Bob Brotherton on his appointment as 2nd Vice President of the Police Jury Association.

Mr. Darby reported on the Police Jury Association’s Annual Convention previously hosted by Bossier Parish, LA, in Bossier/Caddo Parishes on February 12-14, 2020. He expressed appreciation to Mr. Benton for honoring Bossier Parish by serving as President of the Police Jury Association. He provided information on the Department of Health meeting at the convention.

All jurors expressed appreciation to the police jury staff for their hard work on a successful Annual Police Jury Association Convention, and expressed appreciation to Mr. Benton for his service as President of the Police Jury Association.

Finance Committee Meeting – February 19, 2020, 1:30 p.m.

The Finance Committee of the Bossier Parish Police Jury met on this 19th day of February, 2020, at 1:30 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana, with all jurors present.

Motion was made by Mr. Plummer, seconded by Mr. Rimmer, to approve payment of accounts payable invoices for the month of January, 2020.

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

Ms. Hauser reported that the Bossier City-Parish Metropolitan Planning Commission has appointed Ms. Carlotta Askew-Brown as Director due to Mr. Sam Marsiglia's retirement which will be effective March 3, 2020.

The Finance Committee meeting was adjourned by the Chairman.

There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 19th day of February, 2020, the meeting was adjourned by Mr. Skaggs at 2:40 p.m.

RACHEL D. HAUSER
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT
BOSSIER PARISH POLICE JURY