

BOSSIER PARISH POLICE JURY  
BENTON, LOUISIANA  
MINUTES  
March 18, 2020

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The Bossier Parish Police Jury met in regular and legal session on the 18<sup>th</sup> day of March, 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. Philip Rodgers, and the pledge of allegiance was led by Mr. Jack Skaggs. Ms. Julie Gill, Secretary for the Parish Attorney, called the roll, with all members present as follows:

Mr. Glenn Benton	Mr. Chris Marsiglia
Mr. Bob Brotherton, Excused	Mr. Mac Plummer, Excused
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

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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.

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**Motion was made by Mr. Benton, seconded by Mr. Darby, to adopt the minutes of the February 5, 2020, and February 19, 2020, regular meetings, and the February 19, 2020, Finance Committee meeting, as published.**

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

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Ms. Lynn Bryan, Executive Director for Keep Bossier Beautiful, expressed appreciation to the police jury for its support, along with the Bossier Parish Sheriff's Department and the City of Bossier City, to share the costs of the Keep Bossier Beautiful program, including the salary and benefits of the Executive Director. She stated that the program will assist with keeping Bossier Parish clean and beautiful for families to work and raise their families.

Ms. Bryan provided information of upcoming events. She stated that team members are needed, and asked that anyone who is willing to serve as a volunteer, partner or sponsor of the program, to attend a Keep Bossier Beautiful meeting which are held the first Thursday of each month from 12:00 p.m. to 1:00 p.m. at the Bossier Parish Office Complex on Old Minden Road.

Mr. Benton asked that Ms. Bryan contact Mr. David North, Louisiana Department of Transportation and Development, to request assistance with cleaning up the bridge overpasses. Mr. Skaggs stated that Mr. North has expressed interest in assisting with clean-up efforts in Bossier Parish on bridge overpasses.

Ms. Bryan stated that she will reach out to Mr. North to discuss this matter in greater detail.

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Mr. Herchel Magee was not present.

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Ms. Gill announced the public hearing to consider approval of the plat of the proposed development of Ritter Hills Subdivision, located in Sections 8 and 9, Township 21 North, Range 12 West, Bossier Parish, LA.

Mr. Charlie Coyle, Coyle Engineering Co., Inc., stated that the owner of the property is requesting to change the name of the proposed subdivision from Ritter Hills Subdivision to Rocky Ridge Subdivision.

Mr. Jackson stated that advertisements have been published in the Bossier Press Tribune with the name of the proposed subdivision as Ritter Hills Subdivision. He asked if there has been any opposition to the proposed plat. He stated that for future research purposes, the names of the proposed subdivision would need to be cross-referenced, and recommended that an item be placed on the April 1, 2020, agenda to ratify approval of the subdivision name change from Ritter Hills Subdivision to Rocky Ridge Subdivision.

Mr. Marsiglia asked if mobile homes would be allowed in the proposed subdivision. Mr. Coyle stated that the proposed subdivision will consist of homes, and modular or manufactured homes that meet the minimum 1,800 square foot requirement and any other requirements as stated in the subdivision covenants.

Mr. Hudson stated that no sidewalks will be required for this proposed subdivision as all lots front Fire Tower Road and are deep lots. He stated that yard lights will be required at the driveway.

Mr. Coyle stated that there is no prior recorded dedication for Fire Tower Road, and the owners are proposing dedication of the portion they own of Fire Tower Road to the public.

Mr. Rodgers asked what the current speed limit is on Fire Tower Road. Mr. Hudson stated that he believes the current speed limit is 45 miles per hour. Mr. Rodgers asked if breakaway mailboxes will be required due to the speed limit. Mr. Hudson stated that brick mailboxes will not be allowed for these lots on Fire Tower Road.

Mr. Hudson stated that the police jury has made no formal action on amending the Bossier Parish Code of Ordinances to require breakaway mailboxes on roads exceeding a certain speed limit, but the engineering department has a policy that it will continue to follow regarding the types of mailboxes allowed in certain subdivisions.

Mr. Salzer asked why the type of mailboxes allowed could not be included in the permitting process. Mr. Hudson stated that including mailbox requirements could be part of the permitting process if the police jury so chooses.

Mr. Jackson stated that the proposed plat could be approved subject to the requirement of breakaway mailboxes being used for each lot and ratification of the name change at the next police jury meeting.

Mr. Coyle confirmed that open ditches are planned for each lot, with culvert sizes being determined in the required drainage study.

Mr. Coyle asked if the matter pertaining to mailboxes needs to be addressed in the subdivision covenants. Mr. Hudson recommended that the covenants reflect the required type of mailboxes for this subdivision.

Mr. Jackson recommended that the parish amend the Bossier Parish Code of Ordinances to reflect the requirement of certain types of mailboxes in subdivisions that exceed a certain speed limit. There was additional discussion of regulations pertaining to mailbox requirements in certain subdivisions.

Mr. Coyle stated that he will request that the owners place a stipulation in the subdivision covenants which addresses the required type of mailboxes to meet the parish's request.

Mr. Jackson stated that a proposed ordinance will be presented to the police jury addressing mailbox requirements in subdivisions with certain speed limits at a later date for consideration.

After further discussion, and there being no objection, **motion was made by Mr. Jorden, seconded by Mr. Rimmer, to approve the plat of the proposed development of Ritter Hills Subdivision, located in Sections 8 and 9, Township 21 North, Range 12 West, Bossier Parish, LA, subject to subdivision covenants being amended to include requirements of the type of mailboxes to be allowed, subject to a hearing being held at the next police jury meeting to ratify approval of the name change from Ritter Hills Subdivision to Rocky Ridge Subdivision, and subject to the Parish Engineers review and approval.**

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

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**Motion was made by Mr. Skaggs, seconded by Mr. Darby, to schedule a public hearing on April 15, 2020, to consider approval of the application of Brian Crawford, Willis-Knighton Health System, to the Bossier City-Parish Metropolitan Planning Commission for a zoning amendment to change the zoning classification of a certain tract of land being 7.964 acres, more or less, located in Section 21, Township 19 North, Range 13 West, Bossier Parish, LA, from R-A, Residential Agricultural District, and R-LD, Residential Low Density District, to B-2, Limited Business District, for a Willis-Knighton medical office facility.**

The President called for public comment. There being none, **votes were cast and the motion carried unanimously.** This public hearing is being scheduled as a 28-day public hearing.

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Ms. Gill announced the discussion of Parker Acres Subdivision, Unit No. 1-A, being a resubdivision of Lot 6, Parker Acres Subdivision, Unit No. 1, located in a portion of Section 10, Township 18 North, Range 11 West, Bossier Parish, LA.

Ms. Jamie Pastor, property owner, stated that she owns Lots 5 and 6 in Parker Acres Subdivision, and is requesting to subdivide Lot 6 into two tracts of land. She stated that Lot 7 in Parker Acres Subdivision has previously been subdivided into two tracts of land.

Ms. Pastor stated that she is requesting to subdivide Lot 6 into two tracts of land which would consist of a one-acre tract of land with the existing home at the front of the lot, and a 3.91-acre tract of land located in the back to be used as pasture land.

Mr. Hudson stated that this matter is up for discussion to schedule a public hearing for 30 days. He stated that the proposed plat shows no access to the proposed 3.91-acre lot located at the back of the tract of land. Mr. Hudson stated that in an effort to resolve the no-access issue, Lot 5, and proposed Lot 6B could be combined to make one large tract of land, or the proposed plat needs to be revised to show an access right-of-way to the proposed Lot 6B. Ms. Pastor stated that she has no objection to either scenario.

Ms. Pastor stated that she sent letters to all property owners in Parker Acres Subdivision, but she has been unable to obtain signatures from all property owners stating that they have no objection to the proposed resubdivision of Lot 6. She stated that she has received responses from four land owners at this time.

Mr. Jackson stated that this request is to schedule a public hearing only, but ultimately the police jury has not adopted any ordinances that would allow the resubdivision of a lot in a subdivision without 100 percent approval from all property owners in the subdivision.

Mr. Jackson asked if Ms. Pastor's intent is to sell one of the tracts of land. Ms. Pastor stated that it is intended for her daughter and son-in-law to purchase Lot 5 and the proposed 1.02-acre tract of land with the existing home. She stated that she will retain ownership of the proposed 3.91-acre tract of land to be used as pasture land for her horses. Ms. Pastor stated that there are other tracts of land in Parker Acres Subdivision that have been subdivided.

Mr. Hudson stated that Lot 7, Parker Acres Subdivision, is the only lot in Parker Acres Subdivision that has been subdivided into two tracts, and the police jury owns the front approximate 1.01-acre tract of land, but he has not researched this to determine why the police jury owns that portion of land.

Mr. Cochran stated that this matter can be scheduled for a public hearing, and allow Ms. Pastor additional time to obtain additional signatures and make a presentation to the police jury at the public hearing.

After further discussion, **motion was made by Mr. Jorden, seconded by Mr. Skaggs, to schedule a public hearing on May 6, 2020, to consider approval of the plat of the proposed development of Parker Acres Subdivision, Unit No. 1-A, being a resubdivision of Lot 6, Parker Acres Subdivision, Unit No. 1, located in a portion of Section 10, Township 18 North, Range 11 West, Bossier Parish, LA.**

The President called for public comment. Mr. Marsiglia requested clarification of the need for an access right-of-way. Mr. Hudson stated that if there is a request to subdivide a lot into two lots, an access right-of-way must be provided on the plat for access to the tract of land located in the back of a tract of land. He stated that the police jury will not approve a plat without clear access to all tracts of land.

**Votes were cast and the motion carried unanimously.**

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Ms. Gill 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 March 4, 2020.

Mr. David Ghormley, Property Standards Officer, presented photographs of the roadways located in Pine Creek Mobile Home Park. Mr. Jackson stated that work is continuing by the mobile home park owners to address the deplorable road conditions in Pine Creek Mobile Home Park, but there is additional work that needs to be done to complete this project.

Mr. Ghormley stated that the damaged catch basin has been repaired, a portion of the entrance has been overlaid, and several potholes have been partially filled with gravel throughout the mobile home park. He stated that there are still several deep potholes that have not been addressed, which still presents unsafe ingress and egress for emergency medical services and school buses.

Mr. Benton stated that he has visited with the owner of the mobile home park several times at the mobile home park, and many potholes have been filled in and the majority of the potholes that have not been addressed are exiting the mobile home park. He stated that emergency medical services should be able to safely access the mobile home park.

Mr. Benton stated that work to complete this job has been slower than anticipated, but the owner is working to address all matters.

Mr. Jackson recommended that the Bossier Parish School Board Transportation Department be contacted to review this matter and determine if school buses can safely access the mobile home park.

**Motion was made by Mr. Benton, seconded by Mr. Marsiglia, 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 April 1, 2020, regular meeting.**

**Votes were cast and motion carried unanimously.**

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Ms. Gill reported that the Policy and Procedures Committee meeting was cancelled. No action taken.

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Mr. Altimus presented a request from the Red River Parish Police Jury asking that the police jury donate a 2014 Chevy Tahoe, that was previously used by the Bossier Parish Commercial Vehicle Enforcement Unit, to them to be used in their newly formed Commercial Vehicle Enforcement Unit. He stated that the police jury will need to declare the vehicle as surplus in order to donate the vehicle.

**Motion was made by Mr. Benton, seconded by Mr. Gray, to declare a 2014 Chevy Tahoe, VIN 1GNLC2E04ER150177, as surplus, and to authorize the donation of the 2014 Chevy Tahoe to the Red River Parish Police Jury to be used in their newly formed Commercial Vehicle Enforcement Unit.**

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 18<sup>th</sup> day of March, 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 in connection with the donation of a 2014 Chevy Tahoe, VIN 1GNLC2E04ER150177, which has been declared surplus, to the Red River Parish Police Jury to be used in their newly formed Commercial Vehicle Enforcement Unit.

The resolution was offered by Mr. Benton, seconded by Mr. Gray. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Marsiglia, seconded by Mr. Jorden, to adopt a resolution supporting CommCare Corporation, 4680 Old Brownlee Road, 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, **motion carried with the following votes recorded:**

- AYES:** Mr. Benton, Mr. Darby, Mr. Gray, Mr. Jorden, Mr. Marsiglia, Mr. Rimmer, Mr. Rodgers, Mr. Salzer, Mr. Skaggs
- NAYS:** Mr. Cochran
- ABSTAIN:** None
- ABSENT:** Mr. Brotherton, Mr. Plummer

RESOLUTION

A RESOLUTION STATING THE BOSSIER PARISH POLICE JURY'S ENDORSEMENT OF COMMCARE CORPORATION, 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 111.10, Block Group 1, 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 18<sup>th</sup> day of March, 2020, that CommCare Corporation, and their startup/new project at 4680 Old Brownlee Road, Bossier City, Enterprise Zone Application #20200008, 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. Marsiglia, seconded by Mr. Jorden. It was duly adopted on this 18<sup>th</sup> day of March, 2020, with the following votes recorded:

AYES: Mr. Benton, Mr. Darby, Mr. Gray, Mr. Jorden, Mr. Marsiglia, Mr. Rimmer, Mr. Rodgers, Mr. Salzer, Mr. Skaggs

NAYS: Mr. Cochran

ABSTAIN: None

ABSENT: Mr. Brotherton, Mr. Plummer

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Rimmer, seconded by Mr. Benton, to adopt a resolution by the Bossier Parish Police Jury, on behalf of the Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier, stating that the annual Municipal Water Pollution Prevention (MWPP) Environmental Audit Report to maintain permit requirements contained in the Louisiana Pollution Discharge Elimination System, Permit No. LA0126152, for the yearly period of 2019 is complete and that no actions were necessary; a copy of the annual MWPP, along with a Certified copy of the resolution will be on file for examination by the Louisiana Department of Environmental Quality at their pleasure.**

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

RESOLUTION

BE IT RESOLVED by the Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier informs the Louisiana Department of Environmental Quality that the following actions were taken by the Bossier Parish Police Jury:

- 1. Resolved the Municipal Water Pollution Prevention Environmental Audit Report which is attached to this resolution.
- 2. Set forth the following actions necessary to maintain permit requirements contained in the Louisiana Pollution Discharge Elimination Systems (LPDES) permit number LA0126152:
  - a. No actions are required at this time.

The resolution was offered by Mr. Rimmer, seconded by Mr. Benton. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Salzer, seconded by Mr. Darby, to adopt a resolution authorizing William R. Altimus, Parish Administrator, to execute any and all documents in connection with the Land and Water Conservation Fund Grant.**

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 18<sup>th</sup> day of March, 2020, that William R. Altimus, Parish Administrator, be and is hereby authorized to execute on behalf of the Bossier Parish Police Jury, any and all documents with the Land and Water Conservation Fund Grant.

The resolution was offered by Mr. Salzer, seconded by Mr. Darby. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Rodgers, seconded by Mr. Skaggs, to accept the proposal of David W. Volentine, MAI, in the amount of \$3,500.00 to appraise two (2) parcels for the West Linton Road Extension, Project No. 2019-132, 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 18<sup>th</sup> day of March, 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 the proposal of David W. Volentine, MAI, in the amount of \$3,500.00 to appraise two (2) parcels for the West Linton Road Extension, Project No. 2019-132.

The resolution was offered by Mr. Rodgers, seconded by Mr. Skaggs. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Skaggs, seconded by Mr. Rodgers, to accept the streets and drainage for Willow Heights Subdivision, Unit No. 2, 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. 4763**

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 18<sup>th</sup> day of March, 2020, has received a request from Specialty Trackhoe & Dozer Service, Inc., that the parish accept into its system for permanent maintenance, the streets and drainage in Willow Heights Subdivision, Unit No. 2; 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.

THEREFORE, BE IT RESOLVED, by the Bossier Parish Police Jury that it does accept the two-year maintenance bond of Specialty Trackhoe & Dozer Service, Inc., 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 Willow Heights Subdivision, Unit No. 2, Bossier Parish, Louisiana:

- Coppice Place – 0.127 miles
- Hyperion Street – 0.132 miles
- Mangrove Lane – 0.316 miles

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. Rodgers. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Skaggs, seconded by Mr. Rodgers, to accept the sewer main extension and improvements in Willow Heights Subdivision, Unit No. 2, into the Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier sewer system for permanent maintenance.**

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

**ORDINANCE NO. 4764**

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 18<sup>th</sup> day of March, 2020, has received a request from Pulley Construction, Inc., that the parish accept into the Consolidated Waterworks/Sewerage District No. 1 of the Parish of Bossier sewer system for permanent maintenance, the sewer main extension and improvements in Willow Heights Subdivision, Unit No. 2; and

WHEREAS, the said sewer system has 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 sewer system as to material and workmanship as required by Chapter 122, Section 122-65 of the Bossier Parish Code of Ordinance.

THEREFORE, BE IT RESOLVED, by the Bossier Parish Police Jury that it does accept the two-year maintenance bond of Pulley Construction, Inc., including labor and materials, for the above captioned sewer system.

BE IT FURTHER RESOLVED, that the Bossier Parish Police Jury does hereby accept into the parish sewer system for continuous maintenance, the sewer system located in Willow Heights Subdivision, Unit No. 2, Bossier Parish, Louisiana; and

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. Rodgers. Upon unanimous vote, it was duly adopted on this 18<sup>th</sup> day of March, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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Jurors were provided a copy of district highway reports.

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Mr. Altimus provided a report on the Coronavirus disease (COVID-19) that is affecting everyone world-wide. He stated that parish officials are closely watching the situation in an effort to keep the parish employees safe and attempt to handle the necessary day-to-day tasks required for the parish. Mr. Altimus stated that as this matter develops, recommendations will be made in an effort to keep everyone safe and meet the needs of the parish citizens.

Mr. Altimus stated that recommendations are welcome on how to handle this matter by keeping Bossier Parish employees safe, and effectively handle the needs of the parish citizens. He stated that the parish is responsible for many critical operations in the parish that will have to be staffed at all times, and the staff and jurors are working diligently to ensure that all needs are met in a safe manner.

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Mr. Hudson provided an update on the Swan Lake Road over Flat River Realignment (Northwest End) Project No. 2019-112, stating that the final lift is being installed from Duckwater Landing south to Modica Lott Road.

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Mr. Hudson provided an update on the Swan Lake Road Bridge (South Bossier) Project No. 2019-114.

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Mr. Hudson provided an update on several summer projects, stating that two are currently out for bid.

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Mr. Hudson provided an update on the Arthur Ray Teague Extension project, stating that the Corps of Engineers has presented two comments that will need to be addressed by the police jury on this project.

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Mr. Hudson stated that a plan change will be presented to the police jury for approval for the FY 2018 LCDBG Sewer Improvements Project – Oak Hill Mobile Home Park due to the need for a design change. He stated that there are too many utilities on Highway 80 and the gravity sewer cannot be placed at the needed depth, which will require the gravity sewer being located slightly shallower than planned. He stated that the proposed plan change will be a cost saving plan change.

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Mr. Hudson requested that the agenda be amended to consider scheduling a public hearing on May 6, 2020, to consider the application of the Bossier City-Parish Metropolitan Planning Commission to consider various amendments to the Unified Development Code.

**Motion was made by Mr. Skaggs, seconded by Mr. Benton, to schedule a public hearing on May 6, 2020, to consider the application of the Bossier City-Parish Metropolitan Planning Commission to consider various amendments to the Unified Development Code.**

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

- AYES:** Mr. Benton, Mr. Cochran, Mr. Darby, Mr. Gray, Mr. Jorden, Mr. Marsiglia, Mr. Rimmer, Mr. Rodgers, Mr. Salzer, Mr. Skaggs
- NAYS:** None
- ABSTAIN:** None
- ABSENT:** Mr. Brotherton, Mr. Plummer

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**Motion was made by Mr. Skaggs, seconded by Mr. Benton, to schedule a public hearing on May 6, 2020, to consider the application of the Bossier City-Parish Metropolitan Planning Commission to consider various amendments to the Unified Development Code.**

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

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Mr. Cochran asked for information pertaining to Rubicon Road located off Benton Road, which goes behind Benton Middle School at the old training center. He stated that Rubicon Road is inaccessible for school buses at this time and asked for additional information as to any agreements existing between the police jury and the Bossier Parish School Board to improve Rubicon Road. Mr. Ford stated that he will need to research this matter and provide a report at the next meeting.

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

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Mr. Warren Saucier, Parks and Recreation Director, was not present. Mr. Ford provided an update on work being done at Parish Camp.

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Mr. Jorden presented a request from a citizen that lives near Highway 160 and Old Plain Dealing Road for signs to be placed on Old Plain Dealing Road and Highway 160 prohibiting the use of “Jake Brakes” or “compression release brakes”. He stated that the citizen’s complaint is that large trucks are using their “Jake Brakes” or “compression release brakes”, all hours of the night.

Mr. Ford stated that the parish can place signs on Old Plain Dealing Road prohibiting the use of “Jake Brakes” or “compression release brakes”. Mr. Jackson stated that the Town of Benton adopted an ordinance prohibiting the use of “Jake Brakes” or “compression release brakes”, in the town limits. He stated that the police jurors will need to determine if they want to prohibit the use of “Jake Brakes” or “compression release brakes”, parishwide or what stipulation needs to be placed on this request in order to create a law for the Sherriff’s Department to be able to enforce.

Mr. Ford stated that he and Mr. Jackson will further review this request, and will also discuss this matter with the State regarding prohibiting the use of “Jake Brakes” or “compression release brakes” on Highway 160.

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Mr. Jorden presented a request from the Northeast Bossier Parish Fire District No. 5 for the parish's assistance to haul millings donated to Northeast Bossier Parish Fire District No. 5 by the State for the new fire district station.

Mr. Cochran asked that additional information be obtained and provided to Mr. Ford.

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Mr. Jackson provided an update on demand letters being sent to sewer district customers for non-payment of sewer bills. He stated that approximately 53 letters are being sent this week with a minimum past due balance of \$400.00. He further stated that there are approximately 120 pages of unpaid sewer bills that are more than 60 days past due.

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Mr. Jackson reported that an Arbitration Panel consisting of Board Judges in Washington, D.C. unanimously confirmed that Bossier Parish, as applicant, proved its case in seeking arbitration over the Federal Emergency Management Agency's denial of the Parish's request for public assistance funding in the amount of approximately \$25 million for repairs of forty-seven (47) roads which Bossier Parish argued were damaged by flooding in March of 2016. He stated that this ruling cannot be appealed by FEMA.

Mr. Ford stated that a team that was created by the parish was successful in an appeal to FEMA's denial of funds to the Parish of Bossier for inundated roads as a result of the 2016 flood event.

Mr. Jackson stated that this kind of ruling is unheard of and this is the first time that FEMA has ever lost an appeal. He stated that no one has ever done what Mr. Ford and the appeals' team were able to accomplish in this matter.

Mr. Ford stated that the ruling means Bossier Parish will have federal funding to begin work on just over \$25 million worth of projects to repair paved roads in south Bossier Parish. He stated that a time frame for work on those roads will be established as soon as possible.

Mr. Jackson stated that the appeal judges went down the list of reasons FEMA denied the parish's claims point by point and overturned each of them and ruled that FEMA did not prove their case.

Mr. Jackson stated that this is a landmark decision, and the appeals team from the police jury did a marvelous job and the evidence was overwhelming.

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**Finance Committee Meeting – March 18, 2020, 1:30 p.m.**

The Finance Committee of the Bossier Parish Police Jury met on this 18<sup>th</sup> day of March, 2020, at 1:30 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana, with Mr. Brotherton and Mr. Plummer, being absent.

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

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

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Town of Benton Mayor Shelly Horton, Jr., presented a request for assistance from the Bossier Parish Police Jury with paving the existing gravel parking lot at the Town Park located on Simpson Street, which is approximately 20,000 square feet. He stated that the Town of Benton will be responsible for purchasing all needed materials, and asked that the police jury provide equipment and labor.

**After further discussion, motion was made by Mr. Rodgers, seconded by Mr. Jorden, to approve a request from the Town of Benton for the Bossier Parish Police Jury to provide assistance to the Town of Benton with paving the existing gravel parking lot at the Town Park located on Simpson Street, which is approximately 20,000 square feet, with the Town of Benton being responsible for purchasing all needed materials and the Bossier Parish Police Jury providing equipment and labor.**

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

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Mr. Joe Buffington, Parish Treasurer, stated that in response to the parish's Request for Proposals for Fiscal Agent of the Bossier Parish Police Jury for the period of April 1, 2020, to April 1, 2023, with a one year option, the services of Carr, Riggs & Ingram, CPAs and Advisors, was obtained to perform a limited analysis of the responding banks.

Mr. Tom Simms, Carr, Riggs & Ingram, CPAs and Advisors, stated that five banks submitted responses to the parish's Request for Proposal for Fiscal Agent, those being Citizen's National Bank, Community Bank, First Guaranty Bank, Origin Bank, and Region's Bank.

Mr. Simms presented an analysis of each bank's response, stating that after reviewing all proposals, it is the recommendation of Carr, Riggs & Ingram, that First Guaranty Bank be considered as Fiscal Agent for the Bossier Parish Police Jury for the period of April 1, 2020, to April 1, 2023, with a one-year option. He stated that First Guaranty Bank was the most responsive to the Request for Proposal criteria and the most direct responding on availability and costs. He further stated that First Guaranty Bank's costs were the lowest, and First Guaranty Bank's offered interest was the best rate compared to the other banks.

Mr. Simms stated that Citizen's National Bank was the second most responsive to the Request for Proposal criteria for Fiscal Agent.

**After further discussion, motion was made by Mr. Benton, seconded by Mr. Rodgers, to accept the proposal of First Guaranty Bank for Fiscal Agent of the Bossier Parish Police Jury for the period of April 1, 2020, to April 1, 2023, with a one-year option.**

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

**AYES: Mr. Benton, Mr. Cochran, Mr. Darby, Mr. Gray, Mr. Jorden, Mr. Rimmer, Mr. Rodgers, Mr. Salzer, Mr. Skaggs**  
**NAYS: None**  
**ABSTAIN: None**

**ABSENT: Mr. Brotherton, Mr. Plummer**

**NO VOTE RECORDED: Mr. Chris Marsiglia**

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The Finance Committee meeting was adjourned by the Chairman.

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There being no further business to come before the Bossier Parish Police Jury in regular and legal session on this 18<sup>th</sup> day of March, 2020, the meeting was adjourned by the President at 3:00 p.m.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY