

BOSSIER PARISH POLICE JURY  
BENTON, LOUISIANA  
MINUTES  
April 15, 2020

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The Bossier Parish Police Jury met in regular and legal session on the 15<sup>th</sup> day of April, 2020, held immediately following the Finance Committee Meeting which began 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. Charles Gray, and the pledge of allegiance was led by Mr. Chris Marsiglia. Ms. Julie Gill, Secretary for the Parish Attorney, called the roll, with all members present as follows:

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| Mr. Glenn Benton, via video teleconference   | Mr. Chris Marsiglia                       |
| Mr. Bob Brotherton, via video teleconference | Mr. Mac Plummer, via video teleconference |
| Mr. Jimmy Cochran                            | Mr. Doug Rimmer, via video teleconference |
| Mr. Jerome Darby, via video teleconference   | Mr. Philip Rodgers                        |
| Mr. Charles Gray                             | Mr. Tom Salzer, via video teleconference  |
| Mr. John Ed Jorden                           | Mr. Jack Skaggs, via video teleconference |

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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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Ms. Hauser announced that no questions or comments were received via telephone or email regarding any items on the Regular Meeting Agenda.

Ms. Hauser stated that each item will be read, and after each item, the President will call for a motion and second. She stated that once the public and police jurors are given time for questions or comments on each agenda item, if any, she will then read each juror's name for them to present their vote viva voce (by the voice), with voting options being Aye, Nay, or Abstain.

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**Motion was made by Mr. Jorden, seconded by Mr. Marsiglia, to adopt the minutes of the March 4, 2020, and March 18, 2020, regular meetings, and the March 18, 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. Gill announced the public hearing 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 application received a favorable recommendation from the Bossier City-Parish MPC.

Mr. Jackson stated that due to the COVID-19 health emergency, the police jury meeting is being held in a way that has never been done in the past. He requested that Ms. Carlotta Askew-Brown, Director of the Bossier City-Parish Metropolitan Planning Commission, and Mr. Ford provide a brief synopsis pertaining to this application.

Mr. Jackson stated that due to the COVID-19 health emergency, several laws have been suspended which allows the police jury to conduct a police jury meeting in an effort to assist with projects moving forward so that the project is not placed in jeopardy.

Ms. Askew-Brown stated that Willis-Knighton Health System submitted an application to the Bossier City-Parish MPC for a zoning amendment for a tract of land in the City of Bossier City. She stated that the tract of land is approximately 7.964 acres, and the application reflects amending the zoning from R-A and R-LD to B-2. She stated that the Bossier City-Parish MPC voted unanimously to approve the requested zoning amendment.

Ms. Askew-Brown stated that one citizen opposed the requested zoning amendment, but the Bossier City-Parish MPC felt that the requested zoning amendment met all requirements of the Bossier City Unified Development Code, as well as the masterplan.

Mr. Jackson asked if anyone was present today that needed to address the Bossier City-Parish MPC. No one was present. Mr. Jackson asked if any police jurors had any questions for the Bossier City-Parish MPC. No questions were presented by the police jurors.

Mr. Ford stated that the Bossier Parish Engineering Department has been working closely with Willis-Knighton Health System for the past few months. He stated that the site is located just north of Willow Lake Subdivision. He further stated that one ingress and egress into the proposed 16,000 square foot facility is planned. Mr. Ford stated that water and sewer will be provided by the City of Bossier City. He stated that a drainage plan has been submitted, and a 100-year detention pond is planned which will assist with existing drainage issues on North Willow Drive.

Mr. Ford stated that the site plan for Willis-Knighton Physician's Network with Express Care is also being considered for approval along with the zoning amendment today.

Mr. Ford stated that a traffic study has been provided by the applicant for this development. He stated that a southbound right turn lane into the proposed facility will be required.

Mr. Ford stated that the applicant has met all parish regulations for the requested zoning amendment and the proposed site plan, and recommended approval of the zoning amendment and site plan.

Mr. Skaggs stated that the applicants have gone above and beyond to meet all parish requests, as well as the citizens' requests for this proposed development.

Mr. Brian Crawford, Willis-Knighton Health System, presented a PowerPoint presentation. He stated that due to the medical crisis we are living in today, it has never been more important to have access to quality medical care. He stated that the Louisiana Department of Hospitals has Bossier Parish listed as an underserved primary care physician parish, despite the incredible growth in the 71111 population in almost every age demographic. Mr. Crawford stated that Bossier Parish is one of the fastest growing parishes in the State of Louisiana.

Mr. Crawford stated that Caddo Parish still has three times to one the number of primary care physicians as Bossier Parish. He stated that the state average for primary care physicians for one person is 1,503. He further stated

that in Caddo Parish there are 346 citizens for every one physician, and in Bossier Parish there are 2,334 citizens for every one physician.

Mr. Crawford stated that Willis-Knighton Health System is working to increase the number of physicians for Bossier Parish citizens so that there is sufficient medical care. He stated that health care needs to be accessible and away from large medical centers for social distancing purposes, and Willis-Knighton Health System is working to establish satellite clinics at Palmetto Road and at Swan Lake Road and Airline Drive.

Mr. Crawford asked for the police jury's support in this endeavor. He stated that Willis-Knighton Health System has met all regulations pertaining to the masterplan as set by the Parish of Bossier and the City of Bossier City. He stated that meetings have been held with residents of Willow Lake Subdivision to ensure that all questions and concerns were met.

Mr. Darby asked what changes had to be made for the residents of Willow Lake Subdivision. Mr. Crawford stated that a dumpster which was originally located in the southwest corner close to one of the properties has been relocated to the northside of the property. He stated that Willow Lake Subdivision is a retirement community and the citizens have requested that a small golf cart path be constructed from the entrance of Willow Lake Subdivision to the proposed Willis-Knighton Health System's facility to provide an easy access to the facility for the citizens living in Willow Lake Subdivision.

Mr. Crawford stated that the residents of Willow Lake Subdivision expressed concern of the existing drainage issues in that area, and those concerns have been addressed with plans to construct a 100-year detention pond.

Mr. Crawford stated that the larger tract of land located adjacent to the 7.964-acre tract of land is not being developed at this time, but there will be clear access to the larger tract of land for future development. He stated that access will also be provided to a large tract of land located behind the property owned by Willis-Knighton Health System.

Mr. Gray asked if there are plans to construct other Willis-Knighton Health System facilities throughout Bossier Parish. Mr. Crawford stated that they are continuing their research to determine where the needs may be and will try to meet those needs.

Mr. Marsiglia asked if the ingress/egress road into the facility will be private or public. Mr. Ford stated that discussions have been held to discuss the ingress/egress being a public road in the future to serve as an additional ingress/egress into Willow Lake Subdivision, Cypress Bend Subdivision, and Cypress Bend Garden District Subdivision.

Mr. Ford stated that at this time, the ingress/egress will remain private, but will be built to parish standards. Mr. Marsiglia expressed concern of the golf carts being driven on public roadways. Mr. Ford stated that the roads in Willow Lake Subdivision are private roads, which alleviates any issues with golf carts on roadways in the subdivision.

After further discussion, and there being no objection, **motion was made by Mr. Skaggs, seconded by Mr. Jorden, to approve the site plan of Willis-Knighton Physician Network with Express Care, and 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.**

ORDINANCE NO. 4765

AN ORDINANCE TO AMEND BOSSIER PARISH ORDINANCE NO. 4705 OF 2018, WHICH ADOPTED AN AMENDED UNIFIED DEVELOPMENT CODE FOR THE BOSSIER CITY-PARISH METROPOLITAN PLANNING COMMISSION AND THE PARISH OF BOSSIER, LOUISIANA, BY CHANGING 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

BE IT ORDAINED by the Bossier Parish Police Jury in regular and legal session convened on this 15<sup>th</sup> day of April, 2020, that Ordinance No. 4705 of 2018 (Amended Unified Development Code) of the Police Jury of Bossier Parish, is hereby amended 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, being more particularly described as follows:

A certain tract of land containing 7.964 acres, more or less, located in the south 107.07 acres of the south 2/3 of the west 1/2 of Section 21, Township 19 North, Range 13 West, of the Louisiana Prime Meridian, Northwestern Land District, Bossier Parish, Louisiana, being more particularly described as follows:

Commencing at the southeast corner of a certain 30 acre tract described in Conveyance Book 1230, Page 479 of the records of Bossier Parish, Louisiana, said point being North 01°21'52" East, 780.00 feet and North 89°37'30" East, 1363.23 feet from the southwest corner of said Section 21 and proceed North 89°37'30" East a distance of 809.04 feet to the POINT OF BEGINNING, said point lying on the north line of Willow Lake, Unit No. 1, as recorded in Conveyance Book 1207, Page 214 of the records of Bossier Parish, Louisiana; thence proceed North a distance of 739.46 feet; thence proceed South 89°59'53" East along the south line of Cypress Xpress Lube Subdivision, as recorded in Conveyance Book 1601, Page 216 of the records of Bossier Parish, Louisiana, and an extension thereof, a distance of 442.39 feet the southeast corner of said subdivision, said point lying on the west right of way line of Airline Drive, as recorded in Conveyance Book 1336, Page 188 of the records of Bossier Parish, Louisiana; thence proceed South 01°13'38" West along said west right of way a distance of 656.48 feet; thence proceed South 01°35'48" West along the west right of way of Airline Drive, as recorded in Conveyance Book 1259, Page 852 of the records of Bossier Parish, Louisiana, a distance of 150.41 feet to a point on the north line of said Willow Lake, Unit No. 1; thence leaving said right of way of Airline Drive proceed along said north line of said Willow Lake the following three courses and distances:

- South 89°37'30" West a distance of 375.24 feet;
- North 01°36'06" East a distance of 70.04 feet;
- South 89°37'30" West a distance of 50.87 feet to the POINT OF BEGINNING.

Applicant: Brian Crawford, Willis-Knighton Health System  
Purpose: Willis-Knighton medical office facility

The ordinance was offered by Mr. Skaggs, seconded by Mr. Jorden. Upon unanimous vote, it was duly adopted on this 15<sup>th</sup> day of April, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Jorden, seconded by Mr. Rodgers, to schedule a public hearing on May 20, 2020, to consider increasing the speed limit on a portion of Young Road, beginning at Coker Road/Bass Road east to Highway 160, from 25 miles per hour to 45 miles per hour.**

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

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Mr. Skaggs requested that Agenda Item Nos. 3-6 be handled in globo. **Motion was made by Mr. Rodgers, seconded by Mr. Skaggs, to approve Agenda Item Nos. 3-6 in globo:**

**3. To reschedule a public hearing on May 20, 2020, to consider approval of the plat of the proposed development of Fairburn Subdivision, Unit No. 4, being a resubdivision of Lot 1, Fairburn Subdivision, Unit No. 3, located in Section 17, Township 19 North, Range 13 West, Bossier Parish, LA.**

**4. To schedule a public hearing on May 20, 2020, to consider adoption of an ordinance prohibiting the use of “jake brakes” or “unmuffled compression brakes” on Old Plain Dealing Road, beginning at the Town of Benton limits to the Town of Plain Dealing limits.**

**5. To schedule a public hearing on May 20, 2020, to consider adoption of an ordinance amending Chapter 94 of the Bossier Parish Code of Ordinances, “Roads and Bridges”, to add Article V, “Small Wireless Facilities”, which provides a fair and predictable process for the deployment of small wireless facilities, while enabling the Parish to promote the management of the right-of-way in the overall interests of the public health, safety, and welfare.**

**6. To schedule a public hearing on May 20, 2020, to consider the site plan for the proposed Dollar General Subdivision, located in Section 32, Township 20 North, Range 11 West, Bossier Parish, LA.**

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. Rimmer, seconded by Mr. Marsiglia, to approve the application of Kayla McLean for a 2020 Bossier Parish beer license at La Esperanza, 756 Highway 80, Houghton, LA.** The application has been approved by the Sheriff and Health Department.

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. Rodgers, seconded by Mr. Marsiglia, to accept the resignation of Ms. Nancy Penwell from the Benton-Parish Metropolitan Planning Commission Board of Appeals effective immediately.**

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. Rodgers, seconded by Mr. Marsiglia, to appoint Mr. Charles W. “Wes” Shepherd to the Benton-Parish Metropolitan Planning Commission Board of Appeals to fill the vacancy created by the resignation of Ms. Nancy Penwell, term to expire April 1, 2025.**

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. Marsiglia, seconded by Mr. Rodgers, to reappoint Dr. Michael Acurio to the Benton-Parish Metropolitan Planning Commission Board of Appeals, for a five-year term, term to expire April 1, 2025.**

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. Marsiglia, seconded by Mr. Rodgers, to reappoint Mr. Tim Wheelahan to the Bossier City-Parish Metropolitan Planning Commission Board of Adjustment, for a five-year term, term to expire April 1, 2025.**

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. Rodgers, seconded by Mr. Marsiglia, to accept the proposal of Testament, LLC, in the amount of \$99,337.88, for repairs to a failed outfall culvert to Willow Chute Bayou in Kingston Plantation Subdivision, 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 15<sup>th</sup> day of April, 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 Testament, LLC, in the amount of \$99,337.88, for repairs to a failed outfall culvert to Willow Chute Bayou in Kingston Plantation Subdivision.

The resolution was offered by Mr. Rodgers, seconded by Mr. Marsiglia. Upon unanimous vote, it was duly adopted on this 15<sup>th</sup> day of April, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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**Motion was made by Mr. Jorden, seconded by Mr. Gray, to approve the name change of Ritter Hills Subdivision, previously approved by the police jury on March 18, 2020, to Rocky Ridge Subdivision, located in Sections 8 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.**

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**Motion was made by Mr. Rodgers, seconded by Mr. Marsiglia, to accept the streets and drainage for Belmere Subdivision, Unit No. 5, 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. 4766**

WHEREAS, the Bossier Parish Police Jury in regular and legal session convened on the 15<sup>th</sup> day of April, 2020, has received a request from River Ranch Acres Company, LLC, that the parish accept into its system for permanent maintenance, the streets and drainage in Belmere Subdivision, Unit No. 5; 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 River Ranch Acres Company, LLC, 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 Belmere Subdivision, Unit No. 5, Bossier Parish, Louisiana:

- Aaron Lane – 0.033 miles
- Julesburg Lane – 0.226 miles
- Meridian Way – 0.105 miles
- St. Andrews Lane – 0.137 miles
- Walstonburg Lane – 0.036 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. Rodgers, seconded by Mr. Marsiglia. Upon unanimous vote, it was duly adopted on this 15<sup>th</sup> day of April, 2020.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY

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Mr. Altimus reminded jurors that the Tier 2 Financial Disclosure Statements are due May 15, 2020.

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The jurors were provided a copy of the Bossier Parish Police Jury 2019 year-end and 2020 health and dental plan for review. Mr. Altimus stated that an Insurance Committee meeting will be scheduled in the near future to discuss the health and dental plans in greater detail.

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Mr. Altimus stated that the 2019 Bossier Parish Police Jury Annual Report is available for distribution.

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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. Appreciation was extended to Mr. Coutee and the highway department employees for their dedication and hard work.

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Mr. Warren Saucier, Parks and Recreation Director, was not present. Mr. Altimus presented an update on activities at parks throughout Bossier Parish. He stated that the parks have been semi-closed due to Governor John Bel Edwards' order for social distancing during the Novel Coronavirus health care crisis. Mr. Altimus stated that the walking trail at Tall Timbers Parks is open, but the playground and restrooms are closed. He stated that Parish Camp is open for individual use for boat launching and fishing. He further stated that Lawson Bo Brandon Sports Complex and South Bossier Park are closed.

Mr. Altimus stated that park crews are mowing and continuing to provide maintenance at each park.

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Mr. Rodgers stated that there have been several complaints pertaining to internet service in the Benton area. Mr. Jorden stated that Louisiana Public Service Commissioner Foster Campbell is working to try and resolve the lack of internet service in the rural areas in Bossier Parish.

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Mr. Jorden requested that the Three-Year Road Program be amended to remove Wise Road from the 2020 Road Program and place it on the 2022 Road Program, and to remove Seven Pines Road from the 2022 Road Program and place it on the 2020 Road Program. He stated that each road is one mile in length. This matter is to be placed on the May 6, 2020, regular meeting agenda for consideration.

Mr. Jorden stated that there is no record of a speed limit being established on Martin Road. He requested that a 45 mile per hour speed limit be established on Martin Road, and that speed limit signs be placed on the road once approved. This matter is to be placed on the May 6, 2020, regular meeting agenda to schedule a public hearing.

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Mr. Jackson stated that Governor Edwards will be holding a press conference tomorrow at 12:00 p.m. and encouraged the police jurors to watch the press conference. He stated that Governor Edwards will be discussing a timeline as to when businesses will be allowed to re-open, and the requirements placed on the public and businesses.

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Mr. Cochran expressed appreciation to the citizens of Bossier Parish for their patience during this time. He stated that police jury staff is working to address any issues that may arise during this time.

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**Finance Committee Meeting – April 15, 2020, 2:00 p.m.**

The Finance Committee of the Bossier Parish Police Jury met on this 15<sup>th</sup> day of April, 2020, at 2:00 p.m., in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana, with all police jurors attending in person or via video teleconferencing.

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Ms. Hauser announced that no questions or comments were received via telephone or email regarding any items on the Finance Committee meeting Agenda.

Ms. Hauser stated that each item will be read, and after each item, the Chairman will call for a motion and second. She stated that once the public and police jurors are given time for questions or comments on each agenda item, if any, she will then read each juror's name for them to present their vote viva voce (by the voice), with voting options being Aye, Nay, or Abstain.

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**Motion was made by Mr. Rodgers, seconded by Mr. Marsiglia, to approve payment of accounts payable invoices for the month of March, 2020.**

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

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**Motion was made by Mr. Jorden, seconded by Mr. Gray, to ratify approval of the use of BeBossier.com funds by the Bossier Chamber of Commerce for current operations due to the financial impact caused by the COVID-19 virus.**

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

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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 15<sup>th</sup> day of April, 2020, the meeting was adjourned by the President at 2:45 p.m.

RACHEL D. HAUSER  
PARISH SECRETARY

JIMMY COCHRAN, PRESIDENT  
BOSSIER PARISH POLICE JURY