

BOSSIER PARISH POLICE JURY
POLICY AND PROCEDURES COMMITTEE MEETING
MINUTES

Mr. Tom Salzer, Chairman

December 6, 2023

The Policy and Procedures Committee of the Bossier Parish Police Jury met on this 6th day of December, 2023, at 1:00 p.m., in the Police Jury Conference Room, Bossier Parish Courthouse, Benton, Louisiana. Mr. Tom Salzer, Chairman, called the meeting to order, with the following members present:

Mr. Tom Salzer, Chairman, Mr. Glenn Benton, Mr. Jerome Darby, Mr. Charles Gray, Mr. Chris Marsiglia, Ms. Julianna Parks, Mr. Mac Plummer, Mr. Doug Rimmer

Others present for the meeting:

Ms. Carolina Blunck,	Mr. Ron Hathorn
Mr. Bob Brotherton,	Mr. Eric Hudson
Ms. Carlotte Askew-Brown	Mr. Patrick Jackson
Mr. Jimmy Cochran	Mr. John Ed Jordan
Mr. Pat Culverhouse	Mr. Sam Marsiglia
Mr. Jerome Darby	Ms. Megan Ramos
Ms. Stacie Fernandez	Mr. Matt Redmon
Mr. Jim Firth	Mr. Philip Rodgers
Mr. Butch Ford	Mr. Keith Sutton
Ms. Julie Gill	Mr. Rod White
Ms. Pam Glorioso	

Mr. Tom Salzer, Chairman, called the meeting to order. Ms. Megan Ramos provided copies of the proposed holiday calendar for 2024 for review. Mr. Salzer asked if anyone wanted to make any changes or leave the holiday calendar as it is in 2023.

The Policy and Procedures Committee voted to leave the police jury's holiday schedule as is, with no changes. The committee's recommendation will be voted on in the regular meeting by all police jury members.

AYE: Benton, Darby, Gray, Marsiglia, Parks, Plummer, Rimmer, Salzer

NAY: none

Mr. Salzer introduced the next agenda item to consider amending the Bossier Parish Code of Ordinances to add the Consolidated/Waterworks Sewerage District No. 1 Board of Appeals, and to adopt a fines/penalties schedule for those accounts going before the Board of Appeals in excess of one or more times within a three (3) month timeframe. Mr. Patrick Jackson explained that the Board is growing frustrated with the same accounts being past due. He explained that the proposed ordinance will allow Consolidated Waterworks/Sewerage District No. 1 to add additional civil fees for nonpayment and provide customers another chance to pay their bill before their sewer line is dug up due to nonpayment. Mr. Jackson stated that he has drafted two proposed ordinances for consideration, advising that each provides for a different method of breaking down the past due fees. Ms. Julie Gill and Ms. Ramos provided committee members with a copy of the proposed ordinances.

Following discussion, it was the recommendation and consensus of the Policy and Procedures Committee to adopt an ordinance providing that any customer of Consolidated Waterworks/Sewerage District No. 1 appear before the Board of Appeals in excess of one or more times within a three (3) month timeframe, the Board shall have cause of action against the customer and shall enforce the late fee penalties and a fine of \$75.00 each time the account is scheduled to be heard by the Board of Appeals. The proposed ordinance will be voted on in the regular police jury meeting.

Mr. Salzer called for a vote on the proposed ordinance. Votes were cast, as follows:

AYE: Benton, Darby, Gray, Marsiglia, Parks, Plummer, Rimmer, Salzer

NAY: none

Mr. Salzer introduced the next agenda item, to consider a proposed firework ordinance regulating the sale and use of fireworks. Mr. Glenn Benton introduced Mr. Ron Hathorn, owner of a local fireworks business. Mr. Hathorn stated that it is his understanding that the committee is

considering the same ordinance as Bossier City as a model for its proposed ordinance. He stated that he has an issue with the following item found in the Bossier City ordinance;
J. (2) all fireworks for public sale shall be kept a minimum of three feet behind a secured area. This shall be accomplished by fencing, banners, ropes or other materials placed in a manner that is obvious to the public that they are not to go beyond that point.

He stated that although this portion of the ordinance was put into place to prevent theft, he has an issue with it. Mr. Hathorn stated that there has to be an employee per table to pick up the fireworks and hand them to the customer. He stated that he believes this rule was designed to eliminate competition.

Ms. Julianna Parks stated that the ordinance is not clearly written, and will be hard to enforce. It was discussed among the committee members that there were only three (3) complaints filed last year. It was the consensus of the committee that this ordinance is not necessary at this time.

The Policy and Procedures Committee decided to take no action on a proposed ordinance regarding the sale and use of fireworks. The committee's recommendation will be voted on in the regular meeting by all the jury members.

Mr. Butch Ford provided the committee with information regarding Performance Evaluations and Salary Increases. He stated that this information describes the new police jury policy stating that each year, on the employee's anniversary date, the employee's supervisor will prepare an annual job performance evaluation. Depending upon the job performance evaluation, the supervisor will recommend or deny a salary increase. The employee will receive this increase at the beginning of the year, not on the employee's anniversary date. This replaces the step increase policy.

The Policy and Procedure Committee voted to amend the Policy and Procedures Manual to adopt a job performance-evaluation based salary increase. This will replace the current step increase salary structure. The matter will be voted on in the regular meeting by all the jury members.

AYE: Benton, Darby, Gray, Marsiglia, Parks, Plummer, Rimmer, Salzer

NAY: none

This concluded the meeting of the Policy and Procedures Committee Meeting.

MEGAN C. RAMOS
INTERIM PARISH SECRETARY

DOUG RIMMER, CHAIRMAN
BOSSIER PARISH POLICE JURY