

REGULAR MEETING UNION PARISH POLICE JURY

Farmerville, Louisiana
October 3rd, 2017

The Union Parish Police Jury met this date in regular session in the Police Jury meeting room, Courthouse Annex, Farmerville, Louisiana with the following present: Charles Sawyer, Lanny Parker, Glenn Hutto, Derek S. Kennedy, Stan Smith, Mike Jones and John W. Watley. Absent: Jerry W. Taylor and Nathan Futch. Also present was Bruce Hampton, Assistant District Attorney. The President called the session to order and welcomed all guests. Mr. Watley offered the invocation and Mr. Kennedy led the group in the Pledge of Allegiance to the Flag.

President Sawyer asked if anyone in the audience would like to register for public comment. The public was given the opportunity to comment on any item shown on the agenda. No comment was made.

After the opportunity for public comment was given, a Motion was made by Mr. Hutto, seconded by Mr. Watley and declared adopted by unanimous roll call vote of the Jury to approve the agenda as written.

Motion Mr. Parker, seconded by Mr. Jones and declared adopted by unanimous roll call vote to adopt the minutes of the September 5th, 2017 regular meeting and the minutes of the September 12th and September 26th, 2017 special meetings.

Motion Mr. Kennedy, seconded by Mr. Hutto to adopt the Revenues and Expenditures Report for the month of September 2017. Motion carried unanimously.

The Secretary/Treasurer gave a brief update on the new requirements the Legislative Auditor is requiring. The Legislative Auditor has initiated statewide agreed upon procedures called AUP's. These AUP's will require the audit process to be more stringent, but the auditor will be more likely to detect if there is any fraud going on. The Legislative Auditor is requiring certain policies and procedures to be in place. The jury has had a couple of months to review the policies that were drafted. **Motion Mr. Hutto, seconded by Mr. Jones to adopt the following policies for the Union Parish Police Jury: Bank Reconciliation, Budget, Capital Assets, Credit Card, Debt Service, Ethics, Grants Management, Procurement, Purchasing/Disbursements, Road Maintenance, Travel, Whistleblower and Financial Reporting. Motion carried unanimously.**

Motion Mr. Jones, seconded by Mr. Watley to revise the Personnel policy for the Union Parish Police Jury. Motion carried unanimously.

The following resolution was offered by Mr. Smith and seconded by Mr. Parker:

R E S O L U T I O N #2017-13

WHEREAS, Title 2 of the Louisiana Revised Statutes of 1950 provides that cities, towns, parishes, and other political subdivisions of this State may separately or jointly acquire, establish, construct, expand, own, lease, control, equip, improve, maintain, operate, regulate, and police airports and landing fields for the use of aircraft; and,

WHEREAS, the State of Louisiana, Department of Transportation and Development, Division of Aviation (formerly the LA DOTD-OAPT) is charged by Title 2 with the responsibility for the development of aviation facilities within the State to foster air commerce and to safeguard the interests of those engaged in all phases of the aviation industry and of the general public; and,

WHEREAS, the Union Parish Police Jury hereinafter referred to as "Sponsor", has completed an FAA and DOTD approved Master Plan, Action Plan, and/or Airport Layout Plan which outlines the specific future development of the Union Parish Airport; and, the Sponsor is desirous of implementing a portion of the approved Plan recommendations which provide for the critically needed improvements as stated below to substantially improve the safety and usability of the Airport, but does not have sufficient funds of its own required for completing the needed improvements; and,

WHEREAS, the LA DOTD, Division of Aviation is authorized by Title 2 to expend funds for the construction or enlargement of airports for the safety and advancement of aeronautics;

NOW, THEREFORE, BE IT RESOLVED:

SECTION I

That the Sponsor does hereby formally request that the LA DOTD, Division of Aviation provide funds required to complete the airport improvements at the Union Parish Airport specifically as described in the Capital Improvement Program Application for State Financial Assistance dated September 30, 2016:

SECTION II

That the said LA DOTD, Division of Aviation be and is hereby assured that all necessary servitudes, rights-of-way, rights of ingress and egress and means thereof will be furnished by the Sponsor and the titles thereto will be valid and indefeasible, and that the Sponsor will assume ownership, financial reporting, and complete responsibility for the maintenance and upkeep of the airport after completion of said improvement.

SECTION III

That the Sponsor will save and hold the said LA DOTD, Division of Aviation, its officers, agents, and employees harmless from any liability or claim for damages arising out of the project, including death or injuries to third parties including, but not limited to, liability or claim for damages out of the negligence of said LA DOTD, Division of Aviation, its officers, agents, or employees, and expressly agrees to defend any suit of any nature brought against the LA DOTD, Division of Aviation as a result of this project.

SECTION IV

That the President of the Sponsor be and is hereby authorized and directed to evidence this agreement by affixing his signature at the place provided therefore on this resolution and on subsequent related documents/agreements as required by the rules and regulations of the Federal Aviation Administration and the State of Louisiana and the Clerk is hereby authorized to attest said execution.

SECTION V

That this resolution shall be in full force and effect from and after its adoption.

The President and Police Jury for the Sponsor of the Parish of Union met in regular session on this date. The aforesaid resolution was offered by **Mr. Smith** and seconded by **Mr. Parker**. The aforesaid resolution, having been submitted to a vote, the vote thereon was as follows:

YEAS: Sawyer, Parker, Hutto, Kennedy, Smith, Jones and Watley
NAYS:
ABSENT: Futch and Taylor

WHEREUPON, the resolution was declared adopted on the 3rd day of October, 2017.

s/ Charles Sawyer
President

s/ Paula Strickland
Secretary / Treasurer

CERTIFICATE

IT IS HEREBY certified that the above is a true and correct copy of a resolution passed by the Sponsor of Union Parish, Louisiana in regular session convened on this, the 3rd day of October, 2017.

s/ Paula Strickland
Paula Strickland
Secretary Treasurer

The following resolution was offered by Mr. Jones and seconded by Mr. Hutto:

R E S O L U T I O N #2017-14

**RESOLUTION
TO AWARD
ENGINEERING SERVICES**

On Motion by **Mr. Jones**, seconded by **Mr. Hutto**, to award the Request for Qualification Statements for the DR 4263 – 2016 Severe Storm Events to **DUMAS AND ASSOCIATES** and authorize to enter into an agreement to perform Engineering Services, as recommended by the selection committee and authorize the President to sign all necessary documents.

This motion being brought to a vote, passed as follows:

YEAS: Sawyer, Parker, Hutto, Kennedy, Smith, Jones and Watley

NAYS:

ABSENT: Futch and Taylor

WHEREUPON, the resolution was declared adopted on the 3rd day of October, 2017.

s/ Charles Sawyer
President

s/ Paula Strickland
Secretary / Treasurer

CERTIFICATE

This is to certify that the foregoing is a true and correction copy of a resolution adopted by the Union Parish Police Jury in Regular Session convened on the 3rd day of October, 2017.

s/ Paula Strickland
Paula Strickland
Secretary Treasurer

The following resolution was offered by Mr. Jones and seconded by Mr. Hutto:

R E S O L U T I O N #2017-15

**RESOLUTION
TO AWARD
PROJECT MANAGEMENT SERVICES**

On Motion by **Mr. Jones**, seconded by **Mr. Hutto**, to award the Request for Proposals for the DR 4263 – 2016 Severe Storm Events to **FRYE MAGEE, LLC** and authorize to enter into an agreement to perform Project Management Services, as recommended by the selection committee and authorize the President to sign all necessary documents.

This motion being brought to a vote, passed as follows:

YEAS: Sawyer, Parker, Hutto, Kennedy, Smith, Jones and Watley
NAYS:
ABSENT: Futch and Taylor

WHEREUPON, the resolution was declared adopted on the 3rd day of October, 2017.

s/ Charles Sawyer
President

s/ Paula Strickland
Secretary / Treasurer

CERTIFICATE

This is to certify that the foregoing is a true and correction copy of a resolution adopted by the Union Parish Police Jury in Regular Session convened on the 3rd day of October, 2017.

s/ Paula Strickland
Paula Strickland
Secretary Treasurer

Motion Mr. Hutto, seconded by Mr. Jones to hire Dumas & Associates to proceed with the ROW acquisition and servitude process for State Project No. H. 011530.6, Cypress Creek Road Bridge and authorize the president to execute all necessary documents. Motion carried unanimously.

Motion Mr. Jones and seconded by Mr. Parker to table the Tourist Commission appointments until next month. Motion carried unanimously.

Minor Patton addressed the jury regarding financial support in the amount of \$6,000.00 for fishing tournaments in Union Parish next year. The Town of Farmerville, Chamber of Commerce, Lincoln Parish Tourist Commission and the Union Parish Tourist Commission have already committed to contributing to the fishing tournaments. The

participation in the Crappie Master Fishing Tournament has almost doubled. Mr. Patton stated that the economic impact for Union Parish could be huge. The cost to have two tournaments and film both of them will cost around \$30,000. Mr. Kennedy requested Mr. Patton to provide a breakdown of how the money was spent to the Secretary/Treasurer once the tournaments are completed. **Motion was made by Mr. Kennedy and seconded by Mr. Smith to give support of \$6,000.00 as requested by Mr. Minor Patton, to support the two fishing tournaments in 2017. Motion carried unanimously.**


Motion Mr. Hutto, seconded by Mr. Kennedy to table the discussion of a vehicle for the road department. Motion carried unanimously.

Motion Mr. Hutto, seconded by Mr. Watley to honor the request of Richard Phelps, Landfill Superintendent, to hire Justin Echols for full time employment effective October 9, 2017. Motion carried unanimously.


Motion Mr. Parker, seconded by Mr. Jones to transfer Victor Morris from the Union Parish Detention Center to the Union Parish Police Jury to fill the vacated position in maintenance effective October 9th, 2017. Motion carried unanimously.

In accordance with Ordinance 549, time for public comment was given. No one signed up for public comments.

There being no further business to come before the Jury, the President declared the meeting adjourned upon motion by Mr. Hutto, seconded by Mr. Jones on this the 3rd day of October, 2017.



PAULA STRICKLAND
Secretary-Treasurer



CHARLES SAWYER
President