

State of Louisiana
Parish of Vernon



**MINUTES
REGULAR MEETING**

**VERNON PARISH POLICE JURY
PARISH GOVERNMENT COMPLEX BUILDING
300 S. 3RD STREET, 2ND FLOOR
LEESVILLE, LOUISIANA**

**TUESDAY, FEBRUARY 20, 2024
10:00 a.m.**

The Vernon Parish Police Jury met in Regular Session, Tuesday, February 20, 2024 at 10 a.m. in the Police Jury meeting room with the following members **PRESENT**: James B. “Jim” Tuck – President, Marvin Hilton, Douglas “Doug” Roshong, Cody Hostetler, Scottie Benjamin, Charnel Bailey, Malcom “Dean” Mitchell, Curtis Clay – Vice President, and Kenny Haymon. The following members were **ABSENT**: Alton “David” Fox, David Brister, Steven “Quintin” Thompson.

The Vernon Parish Police Jury was convened as the governing authority of the Parish of Vernon, by Mr. James B. “Jim” Tuck, President, and was then ready for the business on the agenda.

The invocation was given by Mr. Kenny Haymon and the Pledge of Allegiance was led by Mr. Doug Roshong.

Mr. Sam Waldrop was present at the meeting to discuss a concern regarding the Vernon Parish Sheriff’s Office.

The President asked if there was any public comment on any agenda items; there was none.

A motion was made by Mr. Bailey, seconded by Mr. Benjamin and carried, to accept the minutes of the January 8, 2024 organizational meeting and dispense with the reading of the minutes.

The President set new committees for 2024 (attachment A).

The President asked for committee reports to be presented by the committee Chairman.

Mr. Marvin Hilton, reporting for Mr. David Fox, Chairman, Capital Properties committee, reported the committee met on Monday, February 12, 2024 at 5:00p.m. in the police jury meeting room.

There was no business to discuss.

Received after the 2/12/2024 committee meeting:

The committee reviewed quotes received for the building at the Vernon Parish Office of Homeland Security and Emergency Preparedness and recommends the jury approve the quote from Total Construction for \$46,555.55.

- Total Construction 30x40x12 \$46,555.55
- Metal Works 30x40x10 \$44,000.00
- GMT Services 20x40x10 \$64,174.50

A motion was made by Mr. Hilton, seconded by Mr. Roshong and carried, to adopt the additions received after the 2/12/2024 committee meeting.

A motion was made by Mr. Hilton, seconded by Mr. Roshong and carried, to adopt the Capital Properties Committee report in its entirety.

Mr. Scottie Benjamin, Chairman, Equipment Committee, reported that the committee met on Monday, February 12, 2024 at 5:00 p.m. in the police jury meeting room.

The committee recommends the jury approve request from D 10,11,12 to purchase a 2023 F-150 Crew Cab Pick Up Truck to replace the truck totaled in an accident.

- \$35,374.75 Courtesy Ford (state contract)

Received after the 2/12/2024 committee meeting:

The committee recommends the jury approve request from Parish Road Manager to declare the following equipment surplus and to authorize their sale at public auction on March 2, 2024 in Alexandria (Bonneter):

- C-143 2016 Dodge Pick Up D2
- C-87 2003 Ford Pick Up D6
- H-46 Mahindra Tractor D5

The committee recommends the jury approve request from Parish Road Manager to declare the following equipment surplus and to authorize their sale at public auction on March 2, 2024 in Lake Charles (Pederson):

- H-55 John Deere Tractor D3

- H-46B Bush Hog D3

The committee recommends the jury approve Request from D 10,11,12 to purchase a Front-End Loader and Grapple for their John Deere tractor from Goldman Equipment; \$11,736.98 (paid out of district funds).

The committee recommends the jury approve request from D 1,4,8,9 to purchase a new 2024 John Deere 310 P Backhoe from Doggett Equipment (state contract); \$128,737.20 (to be financed).

The committee recommends the jury approve request from D,10, 11,12 to purchase a used Dump Utility Trailer for \$6,000.00.

A motion was made by Mr. Benjamin, seconded by Mr. Hostetler and carried, to adopt the additions received after the 02/12/2024 committee meeting.

A motion was made by Mr. Benjamin, seconded by Mr. Hostetler and carried, to adopt the Equipment Committee report in its entirety.

Mr. Curtis Clay, Chairman, Finance Committee, reported that the committee met on Monday, February 12, 2024 at 5:00 p.m. in the police jury meeting room.

The committee recommends the jury approve renewal of annual preventative maintenance agreements with Mechanical Cooling Systems for the following systems:

- Vernon Parish Sheriff's Office (new Jail); \$4,800.00 – HVAC system
- Courthouse Annex (old Jail); \$1,850.00 – Air Cooled Chiller

The committee recommends the jury approve invoices received from Meyer & Associates, Inc. for the Fal Road Rehabilitation project (MA Project No. B6-21109):

- Clerk of Court, Filing Fees; \$105.00
- Meyer & Associates, Inspection Services; \$534.37
- Meyer & Associates, Engineering Services; \$3,773.82

Received after the 2/12/2024 committee meeting:

The committee recommends the jury approver request from VP Health Unit to replace one of their copiers; 60-month lease \$164.69 per month (paid from HU funds).

A motion was made by Mr. Clay, seconded by Mr. Bailey and carried, to adopt the additions received after the 2/12/2024 committee meeting.

A motion was made by Mr. Clay, seconded by Mr. Bailey and carried, to adopt the Finance Committee report in its entirety.

Mr. Marvin Hilton, Chairman, Personnel Committee, reported that the committee met on Monday, February 12, 2024 at 5:00 p.m. in the police jury meeting room.

The committee recommends the jury approve request to allow Mr. Judson Luebbers, D3, to received donated sick leave, per the requirements of the Personnel Manual, from his co-workers.

The committee recommends the jury approver requests from Parish Road Manager to hire the following positions:

- Mr. Eddie C. Hall, D2, Equipment Operator, part time, 6-month probation period
- Mr. Jonathan Holloway, D5, Equipment Operator, full time, 6-month probation period
- Mr. Charles P. Able, D5, Grader Operator, full time, 6-month probation period
- Mr. Joseph “Bo” Cryer, D 10,11,12, Foreman, full time, 6-month probation period

The following employees have been terminated:

- Mrs. Samantha Boudreaux-Anderson, D 1,4,8,9, Voluntary Termination, 10/19/2023
- Mr. Ernest M. Thompson, D5, Termination, 10/26/2023
- Mrs. Darlene Johnson, D5, Voluntary Termination, 1/9/2024
- Mr. Trace Bailey, D5, Voluntary Termination, 1/17/2024
- Mr. Melvin “Darnell” Martin, D 10,11,12, Retired, 1/18/2024

Received after the 2/12/2024 committee meeting:

The committee recommends the jury approve request from Parish Road Manager for the following changes:

- Kevin Johnson D5 Equipment Operator to Grader Operator
- Jessie Thompson D3 Equipment Operator to Grader Operator

A motion was made by Mr. Hilton, seconded by Mr. Roshong and carried, to adopt the additions received after the 2/12/2024 committee meeting.

A motion was made by Mr. Hilton, seconded by Mr. Roshong and carried, to adopt the Personnel Committee report in its entirety.

Mr. Scottie Benjamin, reporting for Mr. David Brister, Chairman, Road Maintenance & Construction Committee, reported that the committee met on Monday, February 12, 2024 at 5:00 p.m. in the police jury meeting room.

The committee recommends the jury approve request from the VP School Board to construct a school bus turnaround at 234 Johnson Bailey Cemetery Road (#7051), D5 W7.

The committee recommends the jury approve resolutions to perform routine maintenance inside the municipalities of:

- 1.) **Village of Simpson (January & February 2024):** perform routine monthly maintenance on the streets inside the village limits, including ditching, road grading, and pothole repairs. Also, grade G. Parker Road.
- 2.) **Town of Rosepine (January & February 2024):** perform routine monthly maintenance on the streets in the town limits, such as boom mowing, pot hole repairs, and ditching. Also, address pot holes on Bailey Rd., Sunny Ln, and around the schools.

In order to prevent a public health hazard and nuisance, the committee recommends the jury approve the following requests from the VP Health Unit:

- Fill in an abandoned well at 18473 Hwy D9
- Fill in an abandoned well at 106 Felix Self Road (#2094), D2 W2
- Fill in an abandoned well at 257 Prewitt Chapel Rd., (#2004), D2 W2
- Dispose of a dead horse at 572 Cooper Cemetery Rd., (#4097), D1 W4
- Dispose of a dead horse at 260 Hollywood Rd., (#5117), D5 W5

Bids for 2024 Materials & Supplies were opened on January 23, 2024. The committee recommends the jury award the bids by line item as stated in Attachment B.

No bids were received for Bridge Materials & Pilings (Creosote and CCA). The committee recommends the jury approve requests to re-advertise bids for these items.

Received after the 2/12/2024 committee meeting:

Bids were opened on February 8, 2024 for 2024 Overlay. The committee recommends the jury award the bids as follows:

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|---------------------|--------------------|---------------------|
| • 1.5" Asphalt | Apeck Construction | \$134.04 per ton |
| • 2" Asphalt | Apeck Construction | \$134.04 per ton |
| • Chip Seal | Merrick, LLC | \$16.00 square yard |
| • Lime Conditioning | Apeck Construction | \$671.95 per ton |
| • Soil Cement | Apeck Construction | \$526.87 per ton |
| • Asphalt Grinding | R.C. Paving | \$3.00 square yard |

In order to prevent a public health hazard and nuisance, the committee recommends the jury approve the following requests from the VP Health Unit:

- Bury a burned structure at 4923 Hwy. 117, D6 W1
- Dispose of a dead horse at 3149 Tank Trail Road (#1254), D11 W1

The committee recommends the jury approve the following request from the VP School:

- Construct a school bus turnaround at the end of McFatten Lane, D6 W1

A motion was made by Mr. Benjamin, seconded by Mr. Bailey and carried, to adopt the additions received after the 2/12/2024 committee meeting.

A motion was made by Mr. Benjamin, seconded by Mr. Bailey and carried, to adopt the Road Maintenance & Construction Committee report in its entirety.

Mr. Kenny Haymon, Chairman, Ways & Means Committee, reported that the committee met on Monday, February 12, 2024 at 5:00 p.m. in the police jury meeting room.

The committee recommends the jury approve request from the West Louisiana Forestry Festival Board of Directors to re-appoint the following members for another 4- year term:

- Mr. Donald Bush, District 1
- Mr. Shane Freeman, District 2
- Mrs. Stephanie Robison, District 3

The committee recommends the jury approve request from the West Vernon Waterworks District Board of Directors to re-appoint the follow member to another 5-year term:

- Mrs. Pamela Stanley

The committee recommends the jury approve request from the Vernon Parish Tourism & Recreation Commission Board of Commissioners to re-appoint the following member to another 3-year term:

- Mr. John Guy

Bids were opened on January 23, 2024 for 2024 Janitorial Supplies. The committee recommends the jury award the bids by line item to Economical Janitorial Supplies and Interboro Packaging Corporation.

Received after the 2/12/2024 committee meeting:

The committee recommends the jury approve request from the Vernon Parish Water & Sewer Commission #1 Board of Directors to re-appoint the following members to another 2-year term:

- Mr. Edwin Koenck
- Mr. Paul Eaves

A motion was made by Mr. Haymon, seconded by Mr. Bailey and carried, to adopt the additions received after the 2/12/2024 committee meeting.

A motion was made by Mr. Haymon, seconded by Mr. Clay and carried, to adopt the Ways & Means Committee report in its entirety.

Having heard and adopted the committee reports, the President returned to the main agenda.

A motion was made by Mr. Bailey, seconded by Mr. Benjamin and carried, to hold a public hearing on Monday, March 18, 2024 at 10:00 a.m., during the regular police jury

meeting, to hear public input on a proposed ordinance to change the name of Trailer Park Road (#7025), District 7 Ward 7, to Cornwell Road.

A motion was made by Mr. Benjamin, seconded by Mr. Bailey and carried, to adopt a resolution approving and accepting Agreement Between Owner and Engineer between the Vernon Parish Police Jury and Meyer & Associates, Inc. for the Rodeo Arena Facility Improvements project (MA Project No. H1-22084) and to authorize the President and/or Administrator/Treasurer to execute this agreement and any other contracts or documents related to this project on behalf of the Police Jury.

A motion was made by Mr. Hostetler, seconded by Mr. Bailey and carried, to adopt a resolution approving and accepting Road Project Agreement between the Vernon Parish Police Jury and the USDA, Forest Service, Kisatchie National Forest, for road improvements to Bailey Road (#7040), District 5 Ward 7, and authorize the President and/or Administrator/Treasurer to execute this agreement and any other contracts or documents related to this project on behalf of the Police Jury.

A motion was made by Mr. Mitchell, seconded by Mr. Hostetler and carried, to adopt a resolution in support of grants to be submitted through the Louisiana Division of Administration, Office of Community Development, Local Government Assistance Program (LGAP), FY 2023-2024, and to authorize the President and/or Administrator/Treasurer to execute this and any other documents or contracts related to this grant on behalf of the Police Jury.

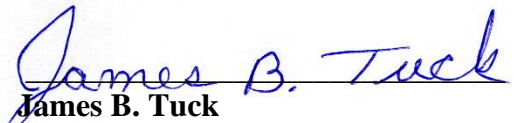
A motion was made by Mr. Bailey, seconded by Mr. Hilton and carried, to adopt a resolution approving and accepting the Cooperative Endeavor Agreement between the Louisiana Department of Treasury and the State of Louisiana and the Vernon Parish Police Jury on behalf of the Vernon Parish Tourism & Recreation Commission for Act 447 of 2023, and authorize John R. Crook, Executive Director to execute this CEA and any other contracts or document related to this project on behalf of the police jury.

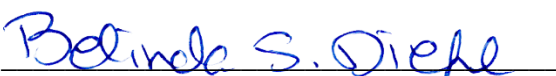
A motion was made by Mr. Haymon, seconded by Mr. Mitchell and carried, to approve the amended 2023 budget and the proposed 2024 budget for the operation of the North Louisiana Criminalistics Laboratory Commission; annual budget must be approved by a majority of the parish level governing body in the laboratory service area.

A motion was made by Mr. Roshong, seconded by Mr. Hilton and carried, to adopt memorial resolutions for the following community members: Rev. Harold Wright, Jr., Mr. Johann Weeks, Mrs. Thelma Terrel, Mr. Ronald Clark, Mrs. Lettie M. West, Mr. Jerry Dale dePerrodil, Mr. Lavon Hillman, Mr. James Hill, Mr. Jerry Johnson, Mr. Anthony Snell, Mrs. Gladys LaCaze, Mrs. Dana Warran, Mr. Claude Gordon Gosnell, Jr., Mrs. Jeanette Martin, Mr. John Moss, Mrs. Christina Moss, Mr. Charles Underwood, Mr. Melancon Livingston, Mrs. Ima May Grace Johnson White, Mr. Allan "Ricky" Griffin, Jr., Mrs. Viveca Cumberbatch, Mr. Wayne Bailey, Mrs. Lucille Jordan, Mr. James Daniels, Mrs. Wendy Wilson Roberts.

A motion was made by Mr. Clay, seconded by Mr. Bailey and carried, to authorize payment of all invoices as authorized by the Finance Committee and authorize payment of all expenditures above the budgeted amount from Ward Maintenance and/or Construction accounts.

There being no further business to discuss, a motion was made by Mr. Bailey, seconded by Mr. Benjamin and carried, to adjourn.


James B. Tuck
President


Belinda S. Diehl
Parish Secretary


Rhonda M. Plummer
Parish Administrator/Treasurer

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