

PROCEEDINGS OF THE POLICE JURY OF THE PARISH OF BEAUREGARD, STATE OF LOUISIANA TAKEN AT A REGULAR MEETING, TUESDAY, JANUARY 16, 2024.

The Police Jury of the Parish of Beauregard, State of Louisiana, met in regular session on January 16, 2024, at six (6:00) o'clock p.m.

Roll Call Attendance with there being present: Police Jurors: Michael E. Harper, Eddie Ware, James Hillebrandt, Ernest Dickerson, Jeffery Meadows, Jerry Shirley, Elizabeth Montgomery, Nelson Morgan, Shanel Handy, and Kelly Bailey.

There being absent: None

The Police Jury of the Parish of Beauregard was duly convened as the governing authority of said Parish by Michael E. Harper, President. Margaret Lyons gave the Invocation and the Pledge of Allegiance.

1. INVOCATION

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS:

A. The Greater Beauregard Chamber of Commerce will be having their 104<sup>th</sup> Beauregard Installation & Awards banquet on Thursday, January 18<sup>th</sup> from 6pm-8pm, at the Beauregard Parish Expo Hall. Attire is Cocktail. Registration is \$35 per ticket. Sponsors can purchase tickets at a cost of \$500 for Gold; \$300 for Silver, and \$100 for Bronze.

B. DeRidder Mardi Gras, Beauregard & DeRidder pageant will be on Sunday, January 21, 2024. Gumbo Cook-Off and Mardi Gras Parade will be on Saturday, February 10<sup>th</sup>.

4. AMENDMENTS AND (OR) DELETIONS TO THE AGENDA BY COMMITTEE CHAIRPERSONS:

A. FINANCE- KELLY BAILEY

A motion was made by Kelly Bailey to amend item #3, remove the December 2023 financials. Jeffery Meadows seconded the motion. No one opposed. Motion carried

A motion was made by Kelly Bailey to add item #6 and seconded by Jerry Shirley. No one opposed. Motion carried.

6. Approval to pay annual 2024 PJAL dues of \$9,600.00.

A motion was made by Kelly Bailey to add item #7 and seconded by Jerry Shirley. No one opposed. Motion carried.

7. Approval of quote from Red Alert for Activities Building, IT/Security in the amount of \$56,921.74.

A motion was made by Kelly Bailey to add item #8 and seconded by Jerry Shirley. No one opposed. Motion carried.

8. Approval of quote for the Courthouse cleaning, Chem-Dry of Acadiana in the amount of \$5,750.00.

A motion was made by Kelly Bailey to add item #9a and seconded by Jerry Shirley. No one opposed. Motion carried.

9. Approval of projects for Community Water Enrichment Fund (CWEF) applications for 2024.

- a. Waterworks District #2 - Funds will be used to replace approximately 0.5 miles of the District's existing 2" main with a 3" PVC main installed outside of the road pavement. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

A motion was made by Kelly Bailey to add item #9b and seconded by Jerry Shirley. No one opposed. Motion carried.

- b. Waterworks District #3 - The plant improvements will include replacement of the pumping and electrical system and construction of a new electrical building.

A motion was made by Kelly Bailey to add item #9c and seconded by Jerry Shirley. No one opposed. Motion carried.

- c. Waterworks District #5 - Funds will be used to replace approximately 0.5 miles of the District's existing 2" main with a 3" PVC main installed outside of the road pavement. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

A motion was made by Kelly Bailey to add item #9d and seconded by Jerry Shirley. No one opposed. Motion carried.

- d. Waterworks District #6 - Funds will be used to extend the District's distribution system approximately 0.5 miles with new 3" PVC piping. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

B. Road & Bridge - JEFFERY MEADOWS

A motion was made by Jeffery Meadows and seconded by James Hillebrandt to add item 4. No one opposed. Motion carried.

4. Approval of one employee, one weekend per month, Friday & Saturday from 8am - 4pm at the parish collection sites.

A motion was made by Jeffery Meadows and seconded by James Hillebrandt to add item 5. No one opposed. Motion carried.

5. Approval to inspect the underground storage tank at Air Flight Center.

A motion was made by Jeffery Meadows and seconded by Eddie Ware to add item 6. No one opposed. Motion carried.

6. Approval of quotes to remove the underground storage tank at the Air Flight Center.

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt to add item 7. No one opposed. Motion carried.

7. Approval to advertise reducing the speed limit on the following roads:

- a. Dogwood Trail from 30 mph to 20 mph for 1.274 miles or 6,729.29 feet. Eastern most at Highway 112, Road District 3. Attakapas Trail from 35 mph to 15 mph at the entrance road of Indian Hills coming in from Three Pines Church Rd. Road District 3.

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt to add item 8. No one opposed. Motion carried.

8. Approval to advertise the abandonment Gilbert Rd, located in Section 3 of Township 7 South, Range 9 West, in Road District #6, Beauregard Parish, Louisiana, total length of 685 feet or 0.13 mile(s).

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt to add item 9. No one opposed. Motion carried.

9. Approval to advertise 50-J06-21-01 Beauregard Camp Edgewood Road Improvements B6-21120-DA.

C. PERSONNEL - SHANEL HANDY

A motion was made by Shanel Handy and seconded by Beth Montgomery to add item #1a. No one opposed. Motion carried.

1. Approval to move the following employees to permanent with benefits:

- a. Patrick Coleman, Road District #6.
- b. Gregory Mink, Road District #1&5

A motion was made by Shanel Handy and seconded by Eddie Ware to add item #1b. No one opposed. Motion carried.

A motion was made by Shanel Handy and seconded by Beth Montgomery to add item #2a. No one opposed. Motion carried.

2. Approval to accept the following from the Beauregard Community Action Association Board:

- a. The resignation of Brent Rutherford.

A motion was made by Shanel Handy and seconded by Eddie Ware to add item #2b. No one opposed. Motion carried.

- b. Appoint Chester Thompson to fill the vacant seat of Brent Rutherford pending review of the bylaws of the board.

D. WAYS & MEANS - EDDIE WARE

None

E. POLICY STEERING COMMITTEE - JERRY SHIRLEY

A motion was made by Jerry Shirley and seconded by Kelly Bailey to add item #1. No one opposed. Motion carried.

1. Approval to allow a third party to complete the updates of the Employment Procedure Manual 6<sup>th</sup> Edition.

A motion was made by Jerry Shirley and seconded by Kelly Bailey to add item #2. No one opposed. Motion carried

2. Approval of Resolution to Attorney General's Office to hire Sievert Law Firm to review the Employee Procedure Manual 6<sup>th</sup> Edition.

F. HIRING COMMITTEE - JERRY SHIRLEY

None

5. PUBLIC PARTICIPATION

None

6. PUBLIC HEARINGS

A. A meeting to be held on Monday, January 22, 2024 at 6:00 p.m. at its regular Louisiana, the Board of Commissioners of Fire Protection District No. 2 of the Parish of Beauregard, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in Fire Protection District No. 2 of the Parish of Beauregard, State of Louisiana to authorize the renewal of an Ad Valorem tax therein.

B. A meeting to be held on Tuesday, January 16, 2024 at 6:00 p.m. at its regular meeting place, the Police Jury Administration Building, 201 W. 2<sup>nd</sup> Street, DeRidder, Louisiana, the Police Jury of the Parish of Beauregard, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in Road District No. One of the Parish of Beauregard, Louisiana, to authorize the levy of an Ad Valorem tax therein.

C. The following roads to be abandon, Road District #7:

1. Beatrice Road
2. Bud Andrews Road
3. John Wisby Road
4. Kathy Ford Road
5. Morel Road
6. Randy McFatter Road
7. Raymond Henagen Road
8. Young Road
9. Sam McDonald Road

7. APPROVAL OF MINUTES

A. Approval of the Regular Meeting Minutes of December 12, 2023.

A motion was made by Jerry Shirley and seconded by Jeffery Meadows. No one opposed. Motion carried.

8. CHAIRPERSON'S COMMITTEE REPORT(S)

A. FINANCE -KELLY BAILEY

1. Approval of the December Accounts Payable register in the amount of \$2,364,044.64 and the Payroll Register in the amount of \$260,228.85.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

2. Approval of January 2024 Southwest Louisiana Regional Planning Membership Dues in the amount of \$1,567.65.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

3. Review and approve the monthly financial statements and budgets to actual comparison of November Financials.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

4. Approval to adopt a Resolution authorizing the issuance and sale of not exceeding Six Million Dollars (\$6,000,000) of Hurricane Recovery Revenue Notes of the Parish of Beauregard, State of Louisiana, and providing for other matters in connection therewith.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

5. Approval to adopt a Resolution authorizing the issuance and sale of Thirteen Million Dollars (\$13,000,000) of Hazard Mitigation Revenue Notes of the Parish of Beauregard, State of Louisiana, and providing for other matters in connection therewith.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

6. Approval to pay annual 2024 PJAL dues of \$9,600.00.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

7. Approval of quote from Red Alert for Activities Building, IT/Security in the amount of \$56,921.74.

A motion was made by Kelly Bailey and seconded by Jerry Shirley & Jeffery Meadows. No one opposed. Motion carried.

8. Approval of quote for the Courthouse cleaning, Chem-Dry of Acadiana in the amount of \$5,750.00.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

9. Approval of projects for Community Water Enrichment Fund (CWEF) applications for 2024.
  - a. Waterworks District #2 - Funds will be used to replace approximately 0.5 miles of the District's existing 2" main with a 3" PVC main installed outside of the road

pavement. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

- b. Waterworks District #3 - The plant improvements will include replacement of the pumping and electrical system and construction of a new electrical building.

A motion was made by Kelly Bailey and seconded by Jeffery Meadows. No one opposed. Motion carried.

- c. Waterworks District #5 - Funds will be used to replace approximately 0.5 miles of the District's existing 2" main with a 3" PVC main installed outside of the road pavement. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

A motion was made by Kelly Bailey and seconded by Jerry Shirley. No one opposed. Motion carried.

- d. Waterworks District #6 - Funds will be used to extend the District's distribution system approximately 0.5 miles with new 3" PVC piping. Work will also include incidentals such as gate valves, flushing hydrants, fittings, boring, and connection of existing water services to the new lines.

A motion was made by Kelly Bailey and seconded by Jeffery Meadows. No one opposed. Motion carried.

## B. ROAD & BRIDGE - JEFFERY MEADOWS

- 1. Approval of December Emergency Work Orders totaling \$8,519.60.

A motion was made by Jeffery Meadows and seconded by Eddie Ware. No one opposed. Motion carried.

- 2. The following roads to be abandon, Road District #7:
  - a. Beatrice Road
  - b. Bud Andrews Road
  - c. John Wisby Road
  - d. Kathy Ford Road
  - e. Morel Road
  - f. Randy McFatter Road
  - g. Raymond Henagen Road
  - h. Richard Young Road
  - i. Sam McDonald Road

A motion was made by Eddie Ware and seconded by Doug Hillebrandt. No one opposed. Motion carried.

- 3. Approval of bid for the following 2024 Road Materials
  - a. Hot Asphaltic Mixture

A motion was made by Jeffery Meadows and seconded by Eddie Ware for item a. No one opposed. Motion carried.

b. Emulsified Asphalts

A motion was made by Jeffery Meadows and seconded by Eddie Ware. No one opposed. Motion carried.

c. Tank Car Culverts and Half Tank Cars.

A motion was made by Jeffery Meadows and seconded by Eddie Ware. No one opposed. Motion carried.

d. Cold Mix

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt for item a. No one opposed. Motion carried.

e. Corrugated Metal Culverts

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt for item a. No one opposed. Motion carried.

f. Limestone

A motion was made by Doug Hillebrandt and seconded by Jeffery Meadows for item a. No one opposed. Motion carried.

g. Fuel

A motion was made by Jeffery Meadows and seconded by Kelly Bailey. No one opposed. Motion carried.

4. Approval of one employee, one weekend per month, Friday & Saturday from 8am - 4pm at the parish collection sites.

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt. No one opposed. Motion carried.

5. Approval to inspect the underground storage tank at the Air Flight Service Center.

A motion was made by Doug Hillebrandt and seconded by Jeffery Meadows. No one opposed. Motion carried.

6. Approval of quotes to remove the underground storage tank at the Air Flight Service Center.

A motion was made by Kelly Bailey and seconded by Jeffery Meadows. No one opposed. Motion carried.

7. Approval to advertise reducing the speed limit on the following roads:

a. Dogwood Trail from 30 mph to 20 mph for 1.274 miles or 6,729.29 feet. Eastern most at Highway 112, Road District 3.

A motion was made by Eddie Ware and seconded by Jeffery Meadows for item a. No one opposed. Motion carried.

b. Attakapas Trail from 35 mph to 15 mph at the entrance road of Indian Hills coming in from Three Pines Church Rd. Road District 3.

A motion was made by Eddie Ware and seconded by Jeffery Meadows. No one opposed. Motion carried.

8. Approval to advertise the abandonment Gilbert Rd, located in Section 3 of Township 7 South, Range 9 West, in Road District #6, Beauregard Parish, Louisiana, total length of 685 feet or 0.13 mile(s).

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt. No one opposed. Motion carried.

9. Approval to advertise 50-J06-21-01 Beauregard Camp Edgewood Road Improvements B6-21120-DA.

A motion was made by Jeffery Meadows and seconded by Doug Hillebrandt. No one opposed. Motion carried.

C. PERSONNEL - SHANEL HANDY

1. Approval to move the following employees to permanent with benefits:

a. Patrick Coleman, Road District #6.

A motion was made by Jeffery Meadows and seconded by Eddie Ware. No one opposed. Motion carried.

b. Gregory Mink, Road District #1&5

A motion was made by Eddie Ware and seconded by Shanel Handy. No one opposed. Motion carried.

2. Approval to accept the following from the Beauregard Community Action Association Board:

a. The resignation of Brent Rutherford.

A motion was made by Shanel Handy and seconded by Eddie Ware. No one opposed. Motion carried.

b. Appoint Chester Thompson to fill the vacant seat of Brent Rutherford pending review of the bylaws of the board.

A motion was made by Shanel Handy and seconded by Eddie Ware. No one opposed. Motion carried.

D. WAYS & MEANS - EDDIE WARE

1. Approval of Notice of Intent to call the Election of Ad Valorem for Road District #1 on January 16, 2024.

A motion was made by Luke Dickerson and seconded by Eddie Ware. No one opposed. Motion carried.



2. Approval of Election for Ad Valorem in Road District #1 to be placed on the ballot for April 27, 2024.

A motion was made by Luke Dickerson and seconded by Eddie Ware. No one opposed. Motion carried.

3. Approval of Notice of Intent to call the Election of Ad Valorem for Fire Protection District #2 on January 16, 2024.

A motion was made by Doug Hillebrandt and seconded by Luke Dickerson. No one opposed. Motion carried.

4. Approval of Election for the renewal Ad Valorem in Fire Protection District #2 to be placed on the ballot for April 27, 2024.

A motion was made by Eddie Ware and seconded by Doug Hillebrandt. No one opposed. Motion carried.

5. A Resolution approving the issuance, sale, and delivery of Hospital Revenue Bonds of Hospital Service District No. 2 of the Parish of Beauregard, State of Louisiana, in multiple series, in an amount not to exceed \$25,863,000 approving other transactions and providing for other matters in connection therewith.

A motion was made by Eddie Ware and seconded by Jerry Shirley. No one opposed. Motion carried.

E. POLICY STEERING COMMITTEE - JERRY SHIRLEY

1. Approval of allowing a third party to complete the updates of the Employee Procedure Manual 6<sup>th</sup> Edition.

A motion was made by Jerry Shirley and seconded by Jeffery Meadows. No one opposed. Motion carried.

2. Approval of Resolution to Attorney General's Office to hire Stockwell Sievert Law Firm to review the employee procedure manual.

A motion was made by Jerry Shirley and seconded by Jeffery Meadows. No one opposed. Motion carried.

F. HIRING COMMITTEE - JERRY SHIRLEY

None

9. SECRETARY'S REPORT

- A. As you are aware, Newly Elected Officials Training has been postponed from Jan 17<sup>th</sup> to Feb 7<sup>th</sup>. When PJAL provide notification of the block rate, I will make hotel reservations.
- B. For those of you who do not plan to attend PJAL Annual Convention in Lake Charles, please make sure you complete your annual Ethics and Sexual Harassment training.
- C. As the Interim Public Works Supervisor, we are now settling into the new changes and have began cross training. I'm also researching, learning, and getting familiar with my new duties. As we begin to settle in, it is my plan to begin sitting with Tammy Wilson to learn more of the ins and outs of Public Works.

10. TREASURER'S REPORT  
None

11. INTERIM ADMINISTRATOR'S REPORT  
None

Mike Harper stated that if there was no further business to come before the Beauregard Parish Police Jury in the Regular Session this 16<sup>th</sup> day of January 2024, he would entertain a motion to adjourn.

A motion was made by Jerry Shirley and seconded by Eddie Ware. No one opposed. Motion Carried.

\_\_\_\_\_  
MARGARET LYONS  
SECRETARY

\_\_\_\_\_  
MICHAEL E. HARPER  
PRESIDENT