

RAPIDES PARISH POLICE JURY

REGULAR SESSION MARCH 13, 2017

The Police Jury of the Parish of Rapides, State of Louisiana, met in Regular Session at its regular meeting place, the Police Jury Room of the Parish Courthouse, 701 Murray Street, Alexandria, Louisiana, on Monday, March 13, 2017, at three (3:00) o'clock p.m. (Central Standard Time).

There were present: Craig Smith, President, Scott Perry, Jr., Vice President, and Police Jurors; Davron "Bubba" Moreau, Joe Bishop, Theodore Fontaine, Jr., Richard Vanderlick, Oliver "Ollie" Overton, Jr., Sean McGlothlin and Richard Billings.

Also present were Mr. Bruce Kelly, Treasurer; Mr. Dennis Woodward, Public Works Director; Mr. Shane Trapp, Courthouse Building Superintendent; Ms. Donna Andries, Sales & Use Tax Administrator; Ms. Sonya Wiley-Gremillion, OHSEP Director; Ms. Elaine Morace, WIA Operations Director; Ms. Linda Sanders, Civil Service Director; Mr. Thomas O. Wells, Legal Counsel; Mr. Phillip Terrell, District Attorney and Ms. Laurel Smith, Secretary.

The invocation was given by Mr. Ollie Overton.

The Pledge of Allegiance was led by Mr. Joe Bishop.

The Police Jury of the Parish of Rapides, State of Louisiana, was duly convened as the governing authority of said Parish by Hon. Craig Smith, President, who welcomed all present and then stated that the Police Jury was ready for the first item of business.

The President asked if there was any public comment on any agenda item, to which there was no response.

On motion by Mr. Richard Billings, seconded by Mr. Joe Bishop, to adopt the minutes of the Rapides Parish Police Jury held in Special Session on January 27, 2017 and Regular Session on February 13, 2017, as published in the Official Journal. On vote the motion carried.

On motion by Mr. Richard Vanderlick, seconded by Mr. Ollie Overton, that approved bills be paid. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Vanderlick, to accept the Treasurer's Report. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, to open a public hearing on the proposed enlargement of Fire Protection District No. 12 (Cheneyville) of the Parish of Rapides, State of Louisiana; defining and describing the boundaries thereof; and providing for other matters in connection therewith. On vote the motion carried.

The President asked if there was any public comment from the public to which there was no response.

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On motion by Mr. Richard Billings, seconded by Mr. Richard Vanderlick, to close the public hearing. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, the following ordinance enlarging Fire Protection District No. 12 was adopted:

RESOLUTION

A resolution enlarging Fire Protection District No. 12 of the Parish of Rapides, State of Louisiana; defining and describing the boundaries thereof; and providing for other matters in connection therewith.

WHEREAS, at a regular meeting of the Police Jury of the Parish of Rapides, State of Louisiana (the "Police Jury"), held on February 13, 2017, the Police Jury, acting under the authority of Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, adopted a resolution giving notice of intention ("Notice of Intention") to enlarge Fire Protection District No. 12 of the Parish of Rapides, State of Louisiana (the "District"), existing within the Parish of Rapides, State of Louisiana (the "Parish"), and described the proposed territory of the District, the boundaries thereof and all other matters required by law, and provided that the Police Jury would meet in open and public session on Monday, March 13, 2017, at three o'clock (3:00) p.m., at its regular meeting place, the Police Jury Meeting Room, 2nd Floor, Parish Courthouse, Alexandria, Louisiana, to hear any and all objections thereon, and after hearing such objections proceed to enlarge the District; and

WHEREAS, the Notice of Intention was duly published on February 22 and March 1, 2017, and;

WHEREAS, pursuant to the Notice of Intention, this Police Jury did on this date (March 13, 2017), hold a public hearing on the proposed enlargement of the District, and no objections were made to the enlargement thereof, the boundaries thereof or the property to be included therein; and

WHEREAS, the Police Jury has determined that the enlargement of the District would benefit and is to the best interests of the Parish and the inhabitants of the area affected;

NOW, THEREFORE, BE IT RESOLVED, by the Police Jury of the Parish of Rapides, State of Louisiana (the "Police Jury"), acting as the governing authority of the Parish of Rapides, State of Louisiana (the "Parish"), that:

SECTION 1. By virtue of the authority conferred by Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, and subject to the concurrence of the Town of Cheneyville as to its inclusion in the enlarged District and the boundaries herein fixed, the District is hereby enlarged and shall embrace all of that territory within the following described boundaries:

FIRE PROTECTION DISTRICT NO. 12

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Begin at a point where U.S. 167 intersects the Rapides/Evangeline Parish line in Section 4 Township 1 South, Range 1 East, thence, in a northeasterly direction along U.S. 167 to a point where U.S. 71 intersects U.S. 167, thence southeasterly along U.S. 71 to a point where U.S. 71 intersects Bayou Road in Township 1 North, Range 1 East, thence, due north to the northern boundary of Section 6 Township 1 North, Range 1 East, thence, in a northeasterly direction along the section line of Section 6 to a point where it intersects Section 13, thence, southeasterly to the southwest corner of Section 18 Township 1 North, Range 2 East, thence east to the southern corner common to Sections 17 and 18, Township 1 North, Range 2 East, thence, northeasterly across Section 17 to the section corner common to Section 8, 9, 16, and 17 Township 1 North, Range 2 East, thence, north along the section line to the point common to Section 4, 5, 8, and 9 Township 1 North, Range 2 East, thence east along the section line until it intersects the Chatlin Lake Canal, thence, easterly along the center of the Chatlin Lake Canal to a point where the Chatlin Lake Canal intersects the parish line, thence in a clockwise direction along the parish line to the point of beginning.

SECTION 2. Due notice of the enlargement of the District hereby enlarged, attached hereto as Exhibit "A", shall be published in accordance with law and the President of this Police Jury is hereby instructed and ordered to issue notice of the enlargement of the District and to cause publication thereof to be made in compliance with the provisions of the Act.

SECTION 3. In accordance with the Act, the Police Jury hereby requests that the Town of Cheneyville, State of Louisiana (the "Town"), concur by resolution in its inclusion in the enlarged District and in the boundaries fixed for the District.

SECTION 4. This resolution shall become effective immediately.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Davron "Bubba" Moreau, Joe Bishop, Theodore Fountaine, Jr.,
Richard Vanderlick, Oliver "Ollie" Overton, Sean McGlothlin,
Richard Billings, Scott Perry, Jr. and Craig Smith
NAYS: None
ABSENT: None

And the resolution was declared adopted on this, the 13th day of March, 2017.

/s/ Laurel Smith
Secretary

/s/ Craig Smith
President

EXHIBIT A

NOTICE OF ENLARGEMENT

Pursuant to the provisions of a resolution adopted by the Police Jury of the Parish of Rapides, State of Louisiana, on March 13, 2017, NOTICE IS HEREBY

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GIVEN in accordance with the provisions of Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, of the enlargement of Fire Protection District No. 12 of the Parish of Rapides, State of Louisiana (the "District"), which District comprises and embraces all of that territory contained within the following described boundaries:

FIRE PROTECTION DISTRICT NO. 12

Begin at a point where U.S. 167 intersects the Rapides/Evangeline Parish line in Section 4 Township 1 South, Range 1 East, thence, in a northeasterly direction along U.S. 167 to a point where U.S. 71 intersects U.S. 167, thence southeasterly along U.S. 71 to a point where U.S. 71 intersects Bayou Road in Township 1 North, Range 1 East, thence, due north to the northern boundary of Section 6 Township 1 North, Range 1 East, thence, in a northeasterly direction along the section line of Section 6 to a point where it intersects Section 13, thence, southeasterly to the southwest corner of Section 18 Township 1 North, Range 2 East, thence east to the southern corner common to Sections 17 and 18, Township 1 North, Range 2 East, thence, northeasterly across Section 17 to the section corner common to Section 8, 9, 16, and 17 Township 1 North, Range 2 East, thence, north along the section line to the point common to Section 4, 5, 8, and 9 Township 1 North, Range 2 East, thence east along the section line until it intersects the Chatlin Lake Canal, thence, easterly along the center of the Chatlin Lake Canal to a point where the Chatlin Lake Canal intersects the parish line, thence in a clockwise direction along the parish line to the point of beginning.

THUS DONE AND SIGNED at Alexandria, Louisiana, on this, the 13th day of March, 2017.

On motion by Mr. Richard Billings, seconded by Mr. Richard Vanderlick, to open a public hearing on the proposed creation of Fire Protection District No. 18 (Lecompte) of the Parish of Rapides, State of Louisiana; defining and describing the boundaries thereof and providing for other matters in connection therewith. On vote the motion carried.

The President ask if there was any public comment from the public.

Mr. Bill Wilson, resident of Lecompte questioned if the motion passed, how long it would take before the District would get a fire rating, to which Mr. Ollie Overton explained the procedure to Mr. Wilson.

Discussion ensued.

On motion by Mr. Richard Vanderlick, seconded by Mr. Richard Billings, to close the public hearing. On vote the motion carried.

The following resolution, creating Fire District No. 18, was offered by Mr. Richard Billings and seconded by Mr. Richard Vanderlick:

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RESOLUTION

A resolution creating Fire Protection District No. 18 of the Parish of Rapides, State of Louisiana; defining and describing the boundaries thereof; and providing for other matters in connection therewith.

WHEREAS, at a regular meeting of the Police Jury of the Parish of Rapides, State of Louisiana (the "Police Jury"), held on February 13, 2017, the Police Jury, acting under the authority of Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, adopted a resolution giving notice of intention ("Notice of Intention") to create a fire protection district within the Parish of Rapides, State of Louisiana (the "Parish"), and described the territory of said proposed fire protection district, the boundaries thereof and all other matters required by law, and provided that the Police Jury would meet in open and public session on Monday, March 13, 2017, at three o'clock (3:00) p.m., at its regular meeting place, the Police Jury Meeting Room, 2nd Floor, Parish Courthouse, Alexandria, Louisiana, to hear any and all objections thereon, and after hearing such objections proceed to create said fire protection district; and

WHEREAS, the Notice of Intention was duly published on February 22 and March 1, 2017, and;

WHEREAS, pursuant to the Notice of Intention, this Police Jury did on this date (March 13, 2017), hold a public hearing on the creation of the proposed fire protection district, and no objections were made to the creation thereof, the boundaries thereof or the property to be included therein; and

WHEREAS, the Police Jury has determined that the creation of said fire protection district would benefit and is to the best interests of the Parish and the inhabitants of the area affected;

NOW, THEREFORE, BE IT RESOLVED, by the Police Jury of the Parish of Rapides, State of Louisiana (the "Police Jury"), acting as the governing authority of the Parish of Rapides, State of Louisiana (the "Parish"), that:

SECTION 1. By virtue of the authority conferred by Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, and subject to the concurrence of the Town of Lecompte as to its inclusion in the District and the boundaries herein fixed, a fire protection district is hereby created within the Parish, which fire protection district shall embrace all of that territory within the following described boundaries:

FIRE PROTECTION DISTRICT NO. 18

BEGINNING at a point in Indian Creek Reservoir along the southern line of Ward 2 where said line intersects the southern point common to Sections 33 and 35 at the range line separating Township 1 North Range 1 West from Township 2 North

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Range 1 West; Thence northeasterly to a point in Indian Creek Reservoir which is the westernmost corner of Section 36; Thence northeasterly to the center of the Indian Creek Reservoir overflow structure; Thence downstream Indian Creek to the intersection of Bayou Clear; Thence southeasterly to the intersection of the western right-of-way of I-49 with the center of Bayou Boeuf; Thence northwesterly along Bayou Boeuf to the intersection of Bayou Clear and Bayou Boeuf; Thence along Bayou Clear along the path of the Bayou Clear Diversion Canal to the intersection of Robinson Bridge Road; Thence easterly along Robinson Bridge road to the intersection of La. Hwy. 470; Thence easterly along La. Hwy 470 to the intersection of U.S. Hwy 71; Thence northwesterly along U.S. Hwy 71 to the intersection of La. Hwy 3170; Thence easterly along La. Hwy 3170 to the intersection of Chatlin Lake Canal; Thence southeasterly along the Chatlin Lake Canal to the intersection of the northern line of Section 10 Township 1 North Range 2 East; Thence west along the northern lines of Sections 9 and 10 the corner common to Sections 4, 5, 8, and 9 Township 1 North Range 2 East; Thence south to the corner common to Sections 8, 9, 16, and 17 Township 1 North Range 2 East; Thence southwest to the southern corner common to Sections 18 and 19 Township 1 North Range 2 East; Thence west along the southern line of Section 18 to the southwest corner of Section 18; Thence northwesterly to the corner common to Sections 4, 6, and 13 Township 1 North Range 2 East; Thence southwest along the line common to Sections 4 and 6 to a point due north of the intersection of Bayou Road with U.S. Hwy 71 in Township 1 North Range 1 East; Thence due south to the intersection of Bayou Road with U.S. Hwy 71 in Township 1 North Range 1 East; Thence northwesterly along U.S. Hwy 71 intersects U.S. Hwy 167 Thence southerly along U.S. Hwy 167 to a point where U.S. Hwy 167 intersects the Rapides/Evangeline Parish line; Thence southwest along said parish line to the southernmost point common to Wards 3 and 4; Thence northwesterly along the line common to Wards 3 and 4 to the northwest corner of Section 25 Township 1 North-Range 1 West; Thence along a hypothetical line due north, passing along the west boundary of Section 24 Township 1 North Range 1 West to its intersection with Beaver Creek; Thence northwesterly and upstream Beaver Creek to its intersection with LA Hwy 112; Thence west along LA Hwy 112 to its intersection with the line common to Wards 2 and 4; Thence continue northwesterly along the line common to Wards 2 and 4 back to the POINT OF BEGINNING.

SECTION 2. The fire protection district hereby created shall be known and designated as "Fire Protection District No. 18 of the Parish of Rapides, State of Louisiana" (the "District"), and as thus created constitutes a public corporation and political subdivision of the State of Louisiana, and has all rights, powers and privileges granted by and conferred by the Constitution and Statutes of the State of Louisiana to such corporations, including the authority to incur debt, issue bonds and levy taxes and parcel fees.

SECTION 3. In accordance with the provisions of the Act, the Police Jury shall, by future action, appoint two resident property taxpayers of the District as commissioners of the Board of Commissioners of the District (the "Board"), which Board is the governing authority of the District. At the organizational meeting, the members of the Board shall by lot determine their terms of office as follows: two

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(2) members of the Board shall hold office until one (1) year from the January first immediately succeeding their appointment, and three (3) members shall hold office until two (2) years from the January first immediately succeeding their appointment. All members subsequently appointed to the Board shall serve for a period of two (2) years.

SECTION 4. The domicile of the District is hereby designated as the Rapides Parish Police Jury Office, Rapides Parish Courthouse, 701 Murray Street, Alexandria, Louisiana. The Police Jury shall, by future action, fix the time and place for the first meeting of the Board, at which meeting the members of the Board shall then and there proceed to organize, select the fifth member of the Board who shall serve as chairman, and elect a secretary and treasurer or a combined secretary-treasurer, all in the manner and form provided by law.

SECTION 5. Due notice of the formation and creation of the District hereby created, attached hereto as Exhibit "A", shall be published in accordance with law and the President of this Police Jury is hereby instructed and ordered to issue notice of the formation and creation of the District and to cause publication thereof to be made in compliance with the provisions of the Act.

SECTION 6. In accordance with the Act, the Police Jury hereby requests that the Town of Lecompte, State of Louisiana (the "Town"), concur by resolution in its inclusion in the District and in the boundaries to be fixed for the District. The Police Jury additionally requests that the Town appoint two (2) members of the Board as provided by the Act.

SECTION 7. This resolution shall become effective immediately.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Davron "Bubba" Moreau, Joe Bishop, Theodore Fountaine, Jr.,
Richard Vanderlick, Oliver "Ollie" Overton, Sean McGlothlin,
Richard Billings, Scott Perry, Jr. and Craig Smith

NAYS: None

ABSENT: None

And the resolution was declared adopted on this, the 13th day of March, 2017.

/s/ Laurel Smith
Secretary

/s/ Craig Smith
President

EXHIBIT A

NOTICE OF FORMATION

Pursuant to the provisions of a resolution adopted by the Police Jury of the Parish of Rapides, State of Louisiana, on March 13, 2017, NOTICE IS HEREBY GIVEN in accordance with the provisions of Part I, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, of the formation and creation of Fire

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Protection District No. 18 of the Parish of Rapides, State of Louisiana (the “District”), which District comprises and embraces all of that territory contained within the following described boundaries:

FIRE PROTECTION DISTRICT NO. 18

BEGINNING at a point in Indian Creek Reservoir along the southern line of Ward 2 where said line intersects the southern point common to Sections 33 and 35 at the range line separating Township 1 North Range 1 West from Township 2 North Range 1 West; Thence northeasterly to a point in Indian Creek Reservoir which is the westernmost corner of Section 36; Thence northeasterly to the center of the Indian Creek Reservoir overflow structure; Thence downstream Indian Creek to the intersection of Bayou Clear; Thence southeasterly to the intersection of the western right-of-way of I-49 with the center of Bayou Boeuf; Thence northwesterly along Bayou Boeuf to the intersection of Bayou Clear and Bayou Boeuf; Thence along Bayou Clear along the path of the Bayou Clear Diversion Canal to the intersection of Robinson Bridge Road; Thence easterly along Robinson Bridge road to the intersection of La. Hwy. 470; Thence easterly along La. Hwy 470 to the intersection of U.S. Hwy 71; Thence northwesterly along U.S. Hwy 71 to the intersection of La. Hwy 3170; Thence easterly along La. Hwy 3170 to the intersection of Chatlin Lake Canal; Thence southeasterly along the Chatlin Lake Canal to the intersection of the northern line of Section 10 Township 1 North Range 2 East; Thence west along the northern lines of Sections 9 and 10 the corner common to Sections 4, 5, 8, and 9 Township 1 North Range 2 East; Thence south to the corner common to Sections 8, 9, 16, and 17 Township 1 North Range 2 East; Thence southwest to the southern corner common to Sections 18 and 19 Township 1 North Range 2 East; Thence west along the southern line of Section 18 to the southwest corner of Section 18; Thence northwesterly to the corner common to Sections 4, 6, and 13 Township 1 North Range 2 East; Thence southwest along the line common to Sections 4 and 6 to a point due north of the intersection of Bayou Road with U.S. Hwy 71 in Township 1 North Range 1 East; Thence due south to the intersection of Bayou Road with U.S. Hwy 71 in Township 1 North Range 1 East; Thence northwesterly along U.S. Hwy 71 intersects U.S. Hwy 167 Thence southerly along U.S. Hwy 167 to a point where U.S. Hwy 167 intersects the Rapides/Evangeline Parish line; Thence southwest along said parish line to the southernmost point common to Wards 3 and 4; Thence northwesterly along the line common to Wards 3 and 4 to the northwest corner of Section 25 Township 1 North-Range 1 West; Thence along a hypothetical line due north, passing along the west boundary of Section 24 Township 1 North Range 1 West to its intersection with Beaver Creek; Thence northwesterly and upstream Beaver Creek to its intersection with LA Hwy 112; Thence west along LA Hwy 112 to its intersection with the line common to Wards 2 and 4; Thence continue northwesterly along the line common to Wards 2 and 4 back to the POINT OF BEGINNING.

THUS DONE AND SIGNED at Alexandria, Louisiana, on this, the 13th day of March, 2017.

/s/ Craig Smith
President

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ATTEST:

/s/ Laurel Smith
Secretary

On motion by Mr. Craig Smith, seconded by Mr. Richard Vanderlick, to waive the thirty (30) day announcement rule and reappoint Mr. Tyson Clanton to the Buckeye Recreation District for a five (5) year term. Term will expire April 9, 2022. On vote the motion carried.

On motion by Mr. Sean McGlothlin, seconded by Mr. Joe Bishop, to waive the thirty (30) day announcement rule and reappoint Sgt. Al Bordelon to the Communications District for a four (4) year term. Term will expire March 17, 2021. On vote the motion carried.

On motion by Mr. Sean McGlothlin, seconded by Mr. Scott Perry, to authorize the submission of an application for funding under the State of Louisiana FY 2018/2019 Community Development Block Grant (LCDBG) for a Sewer Rehabilitation Project and a Road Reconstruction Project within Rapides Parish and authorize the President to sign any necessary documents.

Amendment to the motion by Mr. Sean McGlothlin, seconded by Mr. Ollie Overton to amend the motion to authorize the submission of an application for funding under the State of Louisiana FY 2018/2019 Community Development Block Grant (LCDBG) for a Sewer Rehabilitation project and a Road Reconstruction Project within Rapides Parish and authorize the President to sign any necessary documents **and authorization of the procurement of engineering services**. On vote the amended motion carried.

On motion by Mr. Sean McGlothlin, seconded by Mr. Scott Perry, to approve Final Summation Change Order No. 4 for the Rapides Parish Coliseum, ADG Job No. 12014, for an increase amount of \$9,274 as recommended by Alliance Design Group Project Architect and authorize the President to sign same. On vote the motion carried.

Some problems with the event held Friday in the Coliseum were addressed to which Mr. Craig Smith stated he would inquire of Mr. Bill Tudor, Alliance Design, LLC and bring back answers for the Jurors.

On motion by Mr. Richard Vanderlick, seconded by Mr. Sean McGlothlin, to ratify the deletion of the vehicle listed from the Rapides Parish Fire District #2 Asset/Inventory program, it was surplus and placed in the auction as requested by the Chief.

Asset Number	Description	Disposal
8694	2001 Ford Crown Vic	Placed in Auction

On vote the motion carried.

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On motion by Mr. Scott Perry, seconded by Mr. Joe Bishop, to authorize an amendment to the Professional Services Agreement on the Rapides Parish Libuse (Gunter) Branch Library, to delete the Construction Phase services with Alliance Design Group, LLC, as requested by the Rapides Parish Library and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Richard Vanderlick, seconded by Mr. Sean McGlothlin, to request the Rapides Area Planning Commission notify residents within McMain Subdivision and within a 100 foot radius of said subdivision, the intention of Mr. Floyd Brown, resident of 299 Dupree Street, to put a shooting range on his property for private use, to allow any opposition and to bring a recommendation back to the April meeting for update. On voice vote the motion carried. Mr. Bubba Moreau and Mr. Joe Bishop voted nay.

On motion by Mr. Bubba Moreau, seconded by Mr. Ollie Overton, to authorize the Public Works Director to hire up to 25 seasonal workers for the mowing and chip sealing crews. Work to begin on or about April 3, 2017 and end no later than October 31, 2017, at the rate of \$9.00 per hour and foreman at \$9.75 per hour, to be paid from the Road & Bridge Salary line item. On vote the motion carried.

On motion by Mr. Bubba Moreau, seconded by Mr. Joe Bishop, to enter into an Intergovernmental Agreement with Ward 10 Recreation District to move approximately ninety (90) yards of dirt, stockpiled on Ward 10 Recreation District property, to other locations on Ward 10 Recreation District property with the Ward 10 Recreation District to provide all materials and the Rapides Parish Police Jury to provide labor and equipment, to be paid out of Road District 10A Maintenance Funds. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Sean McGlothlin, to authorize the Rapides Parish Highway Department to accept quotes and purchase or repair a new heavy duty dual axle trailer with air brakes from the lowest bidder in an amount not to exceed \$25,000, as recommended by the Public Works Director and approved by Purchasing, to be paid from Road and Bridge Funds. On vote the motion carried.

Mr. Bubba Moreau stated he spoke with Ms. Marla West, Purchasing Agent, and last week, she contacted the Insurance Company and we are in the process of getting paid for the trailer and will put that towards the purchase of a new one.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Vanderlick, to adopt the following Citizen Participation Plan and Citizen Complaint Procedure for the FY 2018-2019 LCDBG Grant Program:

CITIZEN PARTICIPATION PLAN

The Rapides Parish Police Jury has adopted the following Citizen Participation Plan to meet the citizen participation requirements of Section 508 of the Housing and Community Development Act of 1974, as amended. The Rapides Parish Police

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Jury is committed through adoption of this plan to full and total involvement of all residents of the community in the composition, implementation and assessment of its Louisiana Community Development Block Grant (LCDBG) Program. Attempts will be made to reach all citizens, with particular emphasis on participation by persons of low and moderate income, residents of slum and blighted areas and of areas in which funds are proposed to be used. A copy of this plan will be made available to the public upon request.

As part of the citizen participation requirements and to maximize citizen interaction, the Rapides Parish Police Jury shall:

- 1) Provide citizens with reasonable and timely access to local meetings, information and records relating to the state's proposed method of distribution, as required by the Secretary, and relating to the actual use of funds under Title I of the Housing and Community Development Act of 1974, as amended;
- 2) Provide for public hearings to obtain views and respond to proposals and questions at all stages of the community development program. These hearings will consist of the development of needs and proposed activities and review of program performance. These hearings will be held after adequate notice, a minimum of five calendar days, at times and locations convenient to potential or actual beneficiaries with accommodations for persons with disabilities;
- 3) Provide for and encourage citizen participation with particular emphasis on participation by persons of low and moderate income who are residents of slum and blighted areas and of areas in which funds are proposed to be used;
- 4) Provide for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals;
- 5) Where applicable, identify how the needs of non-English speaking residents will be met in the case of public hearings; and
- 6) Provide for a formal written procedure which will accommodate a timely written response, within fifteen days where practicable, to written complaints and grievances.

Written minutes of the hearings and an attendance roster will be maintained by the Rapides Parish Police Jury.

PUBLIC HEARINGS

Notices informing citizens of any public hearings will appear in the official journal of the Rapides Parish Police Jury a minimum of five calendar days prior to the hearing. In addition, notices will also be posted in (parish office buildings/town

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hall) and the hearing will be publicized through local community organizations, i.e., churches, clubs, etc., and/or dissemination of leaflets in the target area. Hearings will be held at times and locations convenient to potential or actual beneficiaries with accommodations for individuals with disabilities and non-English speaking persons. Whenever possible these hearings will be held within or near the target areas, at times affording participation by the most affected residents.

I. APPLICATION

First Notice/Public Hearing

The public hearing to address LCDBG application submittal will be held approximately seven calendar days prior to the deadline for submission of the application for the current funding cycle. The Citizen Participation Plan will be available at the hearing. The public notice for this hearing will state that the following will be discussed:

- a) The amount of funds available for proposed community development;
- b) The range of activities that may be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income;
- c) The plans of the Rapides Parish Police Jury for minimizing displacement of persons as a result of activities assisted with such funds and the benefits to be provided by the Rapides Parish Police Jury to persons actually displaced as a result of such activities; and
- d) The Rapides Parish Police Jury's prior performance of LCDBG programs funded by the State of Louisiana. In addition, the notice shall state that all citizens, particularly low and moderate income residents of slum and blighted areas, are encouraged to submit their views and proposals regarding community development and housing needs. Those citizens unable to attend this hearing may submit their views and proposals to:

Rapides Parish Police Jury
P O Box 1150
Alexandria, LA 71309

The notice will also state that accommodations will be made for disabled and non-English speaking individuals provided a five day notice is received by the Rapides Parish Police Jury.

Second Notice

Seven calendar days, at a minimum, prior to the deadline for submittal of the application, a second notice shall appear in the official journal informing the citizens of the following:

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- a) Proposed submittal date of the application;
- b) Proposed objectives;
- c) Proposed activities;
- d) Location of proposed activities;
- e) Dollar amount of proposed activities; and
- f) Location and hours available for application review.

In addition, the notice shall state "all citizens, particularly those affected by the proposed project, are encouraged to review the proposed application and submit any written comments on the application to:

Rapides Parish Police Jury
P O Box 1150
Alexandria, LA 71309

Negative comments received will be forwarded to the state's Office of Community Development, Division of Administration or the application will be withdrawn if necessary.

II. AMENDMENTS

Program amendments, which substantially alter the LCDBG project from that approved in the original application, shall not be submitted to the state without holding one public hearing in accordance with the procedures outlined within this Citizen Participation Plan. Minutes of the hearing will be submitted with the request for the amendment. All interested citizens, particularly the low and moderate income, elderly, handicapped, and residents of the project area, shall be made aware and have the opportunity to comment on proposed amendments and/or submit alternative measures.

III. GRANTEE PERFORMANCE

The Rapides Parish Police Jury will hold one performance hearing to solicit the public's opinion of the effectiveness of the LCDBG Program. The manner of notification will be the same as previously described for all public hearings. Notification will be made in the official journal approximately seven calendar days prior to the anticipated submittal of close-out documents to the state, and will indicate the date, time, and place of the performance hearing, and invite comments and opinions on the LCDBG activities implemented under the FY 2018/2019 LCDBG Program being closed out. The notice will also state that accommodations will be made for disabled and non-English speaking persons provided a day notice is received by the Rapides Parish Police Jury.

This notice shall invite all interested parties, particularly those low to moderate income residents in the target area to attend.

The hearing will be held no sooner than five calendar days from the publication date of said notice.

CONSIDERATION OF OBJECTION TO APPLICATION

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Persons wishing to object to approval of an application by the state may make such objection known to:

Office of Community Development
Division of Administration
Post Office Box 94095
Baton Rouge, Louisiana 70804-90958

The state will consider objections made only on the following grounds:

- i. The application description of needs and objectives is plainly inconsistent with available facts and data;
- ii. The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant; and
- iii. The application does not comply with the requirements set forth in the state's Annual Action Plan or other applicable laws.

Such objections should include both an identification of the requirements not met and, in the case of objections relative to (i) above, the complainant must supply the data upon which he/she relied upon to support his/her objection.

BILINGUAL

Whenever a significant number of persons and/or residents of blighted neighborhoods communicate with a primary language other than English attend public hearings, the Rapides Parish Police Jury will provide an interpreter for dissemination of information to them providing the Rapides Parish Police Jury is given sufficient notification of 5 day(s).

TECHNICAL ASSISTANCE

Technical assistance may be provided directly by the Rapides Parish Police Jury to any citizen, particularly to low and moderate income persons, residents of blighted neighborhoods and minorities, who request assistance in the development of proposals and statement of views concerning the LCDBG Program. The local officials, administrator and engineer will conduct informational meetings with the residents of the low to moderate income areas if a written request is received by the Rapides Parish Police Jury with at least a one week notification. The person who conducts the technical assistance meetings will disseminate information on the program and answer all pertinent questions.

TIMELY ACCESS AND ADEQUATE INFORMATION

The Rapides Parish Police Jury shall provide timely disclosure of records, information and documents related to the LCDBG Program activities. Documents will be made available for copying upon request at the Rapides Parish Police Jury, Monday thru Friday, 8:00 a.m. to 4:30 p.m. Such documents may include the following:

- 1) All meetings and promotional materials.

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- 2) Records of hearings and meetings.
- 3) All key documents, including prior applications, letters, grant agreements, citizen participation plans, and proposed applications.
- 4) Copies of the regulations (final statements) concerning the program.
- 5) Documents regarding other important requirements, such as Procurement Procedures, Fair Housing, Equal Employment Opportunity, Uniform Act, Labor Provisions and Environmental Procedures.

CITIZEN COMPLAINT PROCEDURE

SECTION 1

It is the policy of the Rapides Parish Police Jury to review all complaints received by the Rapides Parish Police Jury.

SECTION 2

The following procedures will be followed on all complaints received by the Rapides Parish Police Jury:

- 1) The complainant shall notify the Treasurer of the complaint. The initial complaint may be expressed orally or by written correspondence.
- 2) The Treasurer will notify the President or designated representative of the complaint within 5 working days.
- 3) The President or designated representative will investigate the complaint and will report the findings to the Treasurer within 5 working days.
- 4) The Treasurer will notify the complainant of the findings of the President or designated representative in writing or by telephone within 10 working days.
- 5) If the complainant is aggrieved by the decision, he must forward the complaint in writing (if previously submitted orally) to the Treasurer who will forward the complaint and all actions taken by the President or designated representative to the appropriate Jury committee for their review. This will be accomplished within 30 working days of receipt of the written complaint.
- 6) The reviewing Jury committee will have 10 working days to review the complaint and forward their decision to the complainant in writing.
- 7) If the complainant is aggrieved with the decision of the Committee, he must notify the Treasurer in writing that he desires to be afforded a hearing by the Rapides Parish Police Jury. The complainant will be placed on the next regularly scheduled Jury meeting agenda. The Treasurer will notify the complainant in writing of the date of the hearing.
- 8) The complainant must bring all relevant data, witnesses, etc., to the hearing. The Rapides Parish Police Jury, at the hearing, will review

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the complaint and forward within days a certified copy of the minutes of the meeting at which the hearing was conducted and a decision was rendered to the complainant. If a decision is not reached at the hearing, the Parish President will inform complainant of an appropriate date to expect a response. Within 15 working days of reaching a decision, the complainant will be notified in writing of the decision.

Complaints concerning the general administration of the LCDBG Program may be submitted in writing directly to the:

Division of Administration
Office of Community Development
Post Office Box 94095
Baton Rouge, Louisiana 70804-9095

SECTION 3

All citizen complaints relative to Fair Housing/Equal Opportunity violations alleging discrimination shall be forwarded for disposition to the:

Louisiana Department of Justice
Public Protection Division
Post Office Box 94005
Baton Rouge, Louisiana 70804

The complainant will be notified in writing within 10 days that, due to the nature of the complaint, it has been forwarded to the Louisiana Department of Justice.

or

Complainant may contact the Louisiana Department of Justice Public Protection Division directly at the Toll Free Telephone number 1-800-273-5718 or 225-342-5521.

SECTION 4

The Treasurer will maintain a file for the purpose of keeping reports of complaints.

SECTION 5

This policy does not invalidate nor supersede the personnel or other policies of the Rapides Parish Police Jury which are currently adopted, but is intended to serve as a guide for complaints.

SECTION 6

This policy may be amended by a majority vote at any of the Rapides Parish Police Jury regularly scheduled meetings.

ADOPTION

This Citizen Participation Plan is hereby adopted by Rapides Parish Police Jury in regular session on this 13th day of March, 2017.

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On motion by Mr. Sean McGlothlin, seconded by Mr. Ollie Overton, the following resolution was presented to adopt a Procurement Policy for the FY 2018-2019 LCDBG Grant Program:

PROCUREMENT POLICY

These procedures are intended to serve as guidelines for the procurement of supplies, equipment, construction services and professional services for the LCDBG Program. These guidelines meet the standards established in 2 CFR 200.318 through 200.326 and state requirements.

CODE OF CONDUCT

No employee, officer, or agent of the Rapides Parish Police Jury shall participate in the selection or in the award or administration of a contract supported by LCDBG funds if a conflict of interest, real or apparent, would be involved. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the above, has a financial or other interest in the firm selected for award.

No officer, employee or agent of the Rapides Parish Police Jury shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Any alleged violations of these standards of conduct shall be referred to the Rapides Parish Police Jury Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

PROCUREMENT PROCEDURES

The director or supervisor of each department or agency of the Rapides Parish Police Jury responsible for procurement of services, supplies, equipment, or construction obtained with LCDBG funds shall review all proposed procurement actions to avoid the purchase of unnecessary or duplicative items. Such reviews shall consider consolidation or breaking out to obtain a more economical purchase. When determined appropriate by the Director or Supervisor, an analysis to determine which approach would be the most economical shall be undertaken.

The Rapides Parish Police Jury shall take affirmative steps to assure that small and minority firms, women's business enterprises, and labor surplus firms are solicited whenever they are potential qualified sources. The Rapides Parish Police Jury shall also consider the feasibility of dividing total requirements into smaller tasks or quantities so as to permit maximum participation by small and minority firms, women's business enterprises, and labor surplus firms. Where permitted by regulations, delivery schedules will be developed which will include participation

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by such businesses.

The Rapides Parish Police Jury shall assist the prime contractor whenever possible by providing copies of lists which identify qualified small and minority firms, women's business enterprises, and labor surplus area firms.

SELECTION PROCEDURES

All procurement carried out with LCDBG funds, where Rapides Parish Police Jury is a direct party, shall be carried out in a manner that provides maximum free and open competition. Procurement procedures will not restrict or eliminate competition. Rapides Parish Police Jury shall not place unreasonable requirements on firms in order for them to qualify to do business. Nor will Rapides Parish Police Jury encourage or participate in noncompetitive practices among firms. The Rapides Parish Police Jury is alert to organizational conflicts which would jeopardize the negotiation process and limit competition. Rapides Parish Police Jury will not require unnecessary experience or bonding requirements.

Pursuant to state law, all solicitations of offers shall incorporate a clear accurate description of the technical requirements for the material, service, or product to be procured. In competitive procurements, these descriptions shall not contain features which unduly limit competition. The description may include a statement of the qualitative nature of the material, product, or service and the minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications shall be avoided whenever possible. A "brand name or equal" description may be used to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offerers shall be clearly stated.

All solicitations of offers shall clearly set forth all requirements which offerers must fulfill and all other factors to be used in evaluating bids, proposals, or statements of qualifications.

Contracts shall be awarded only to responsible contractors/firms that possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.

Consideration shall be given to such factors as the contractor's/firm's capacity, integrity, compliance with public policy, record of past performance, and financial and technical resources.

METHODS OF PROCUREMENT

Direct procurement by the Rapides Parish Police Jury shall be made by using one of the following methods depending on the type of service to be procured.

Micro-Purchase – Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold of \$3,000. To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

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Small Purchase Procedures. Relatively simple, informal procurement procedures will be used where the purchase of materials, supplies, equipment, and/or other property will not cost in the aggregate more than \$30,000, and for construction with a cost of not more than \$150,000, except where further limited by state law or LCDBG policy. The small purchase procedure can also be utilized to procure administrative consulting and other professional services costing not more than \$150,000. The only exception to professional services is for Architectural/engineering services that must be procured through competitive negotiation. The procurement officer must obtain a minimum of three oral or written price or rate quotations from qualified sources. Documentation on all quotations received (whether oral or written) shall be made a part of the file.

Competitive Sealed Bids/Formal Advertising. Under this procedure bids are publicly advertised in accordance with the state's Public Bid Law. A firm fixed price contract (either lump sum or unit price) shall be awarded to the responsible bidder whose bid is lowest in price and that conforms to all the material terms and conditions of the advertisement for bids.

Competitive sealed bids can be used ONLY when the following criteria are met: (1) there are complete, adequate, and realistic specifications or purchase descriptions; (2) there are two or more responsible bidders who are willing and able to compete effectively; (3) the procurement can be made on a firm fixed-price contract and selection of the successful bidder can appropriately be made principally on the basis of price.

When formal advertising is used the following conditions shall be met:

- i. The advertisement for bids shall be publicly advertised in accordance with state law.
- ii. The advertisement for bids, including the specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the advertisement.
- iii. All bids shall be opened publicly at the time and place specified in the advertisement for bids.
- iv. A firm fixed-price contract award shall be made by written notice to the lowest responsible bidder whose bid conforms to the advertisement for bids. Where specified in the bid documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts shall only be used to determine low bid when prior experience indicates that such discounts are generally taken.
- v. Notwithstanding the above, any or all bids may be rejected when there are sound documented business reasons in the best interest of the LCDBG Program.

Competitive Negotiation: Requests for Proposals/Qualification Statements. This

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method may be used when formal advertising is not appropriate. Architectural and engineering services must be procured via requests for qualification statements; administrative consulting services must be procured via requests for proposals. Other professional services may also be procured by requests for proposals. The following procedures will be used for competitive negotiation:

- i. Requests for proposals or qualification statements must be advertised in a newspaper in the nearest metropolitan area in accordance with the rules of the state's LCDBG Program. All submittals will be honored and entered into the competition.
- ii. The package for proposals or qualification statements shall identify all significant evaluation factors or selection criteria, including the corresponding point system that will be used to rate the proposals/qualification statements.
- iii. The selecting official (or committee, if one is designated) shall review all proposals and statements received and make a technical evaluation of each. This shall also include a written statement that identifies the basis upon which the selection was made.
- iv. Contract award will be made to the responsible offerer whose submission is deemed most appropriate to the Rapides Parish Police Jury with consideration for price, qualifications, and other factors set by the local governing body. Unsuccessful offerers shall be notified in writing within ten working days of contract award. Documentation of notification shall be maintained in the contract selection file for the individual project.
- v. Following the review of the qualification statements received, the most qualified competitor will be selected to enter into contract negotiation. This shall always include negotiation of price to insure cost reasonableness. At the conclusion of successful negotiation, the competitor shall be invited to enter into a contract.

Noncompetitive Negotiation/Sole Source. Noncompetitive negotiation shall be used when small purchase, formal advertising, or competitive negotiation procedures are not feasible.

Noncompetitive negotiation will involve solicitations of a proposal from only one source. This can also occur if solicitations under the competitive negotiation procedures result in only one proposal or qualification statement. Noncompetitive negotiation shall only be used when written authorization has been obtained from the state's Office of Community Development.

In order to qualify for this type of procurement, one of the following circumstances must apply:

- i. The item or service is available only from a single source;
- ii. It is determined that a public urgency or emergency exists and the urgency will not permit the delay beyond the time needed to employ one of the other three

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methods of procurement.

iii. After solicitation of a number of sources, competition is determined to be inadequate.

CONTRACT PRICING

Cost plus percentage of cost and percentage of construction cost methods of contracting MUST NOT be used. Rapides Parish Police Jury shall perform cost or pricing analysis in connection with EVERY procurement action including contract modifications. Costs or prices based on estimated costs for LCDBG projects shall be allowed only to the extent that the costs incurred or the cost estimates included in negotiated prices are consistent with federal cost principals. Cost reimbursement, fixed price, per diem contracts, or a combination thereof may be utilized as appropriate.

A cost reimbursement type contract is most appropriate when the scope and extent of the work to be performed are not clearly defined. A cost reimbursement contract MUST clearly establish a cost ceiling which may not be exceeded without formally amending the contract, and must identify a fixed dollar profit that may not be increased unless there is a contract amendment that increases the scope of the work.

A fixed price contract is appropriate when the scope of work is very well defined and product oriented. A fixed price contract MUST establish a guaranteed price that may not increase unless there is a contract amendment that increases the scope of the work.

A per diem contract expected to exceed \$10,000 will not be considered unless Rapides Parish Police Jury has determined that a cost reimbursable or fixed price contract is not appropriate. Cost and profit included in the per diem rate MUST be specifically negotiated and shown separately in the proposal. The contract must clearly establish a ceiling price that may not be exceeded without formally amending the contract.

The Rapides Parish Police Jury may use a multiplier type of compensation under either the cost reimbursement or fixed price contract. The multiplier and the portions of the multiplier applicable to overhead and profit must be specifically negotiated and separately identified in the contract.

PROCUREMENT RECORDS

The Rapides Parish Police Jury shall maintain records sufficient to detail the history of the procurement. The records shall include the following contract provisions and conditions, as applicable for construction contracts:

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Jury and the Defense Acquisition Regulations Jury (Jurys) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

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(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or sub recipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess

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of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or sub recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or sub recipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and sub grants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials.

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(K) Pursuant to LRS 38:2227, public entities are required to obtain an attestation regarding past criminal convictions, if any, from each bidding entity responding to advertisements and letting for bids for public works contracts. The Past Criminal Convictions of Bidders form must be included in all bid documents and contracts for public works.

(L) Pursuant to LRS 38:2212.10, all bidders and contractors performing physical services with public entities must be registered and participate in a status verification system to verify that all employees in the state are legal citizens of the United States, or are legal aliens. The bidder/contractor must sign an attestation that they are complying with this law, and that all subcontractors will comply with this law.

(M) Pursuant to LRS 23:1726, bidders and contractors must certify that they are not being assessed penalties regarding unpaid worker's compensation insurance.

CONTRACT ADMINISTRATION

The Rapides Parish Police Jury shall maintain contract administration systems that insure contractors/firms perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. The accepted performance of contractors/ firms will be a factor in subsequent contract negotiations and award. Remedial action by the Rapides Parish Police Jury through legal processes shall be considered in instances of identified significant nonperformance.

This Procurement Policy is hereby adopted by Rapides Parish Police Jury in regular session on this 13th day of March, 2017

On motion by Mr. Ollie Overton, seconded by Mr. Joe Bishop, to apply for a grant with the United States Department of Housing and Urban Development for the Emergency Solutions Grant (formerly the Emergency Shelter Grant) for the Year 2018 for \$50,000 and authorize the President to sign same. The Cenla Hope House will administer the grant and provide service; the Rapides Parish Police Jury will act as fiscal agent. On vote the motion carried.

On motion by Mr. Scott Perry, seconded by Mr. Ollie Overton, to approve Change Order No. 3 to the construction contract with Rylee Contracting, Inc., for the Airbase Road Phase I Sewer System Improvements, FY 2014 LCDBG Program No. 733577, for a decreased amount of \$45,090.65 (reflects contract quantities actually installed on project, excavation and relocation of cables and waterline modifications), and to extend the contract by 183 days, as approved by Meyer, Meyer, LaCroix & Hixson, Project Engineers and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Scott Perry, to approve Change Order No. 1 to the construction contract with Rylee Contracting, Inc. for the Airbase Road Phase II Sewer System Improvements, FY 2013 LCDBG Program No. 724753, for an increased amount of \$10,437.50 (reflects revised contract quantities actually installed) and to extend the contract by 358 days, as approved by Meyer, Meyer, LaCroix & Hixson, Project Engineers and authorize

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the President to sign same. On vote the motion carried.

On motion by Mr. Richard Vanderlick, seconded by Mr. Ollie Overton, to accept the Construction Contract with Rylee Contracting, Inc., for Airbase Road Phase I Sewer System Improvements, FY2014 LCDBG Program No. 733577, as substantially complete, with all new facilities being turned over to Sewer District No. 1 for operation and maintenance, as recommended by Meyer, Meyer, LaCroix & Hixson, Project Engineers and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Vanderlick, to accept the Construction Contract with Rylee Contracting, Inc., for Airbase Road Phase II Sewer System Improvements, FY2013 LCDBG Program No. 724753, as substantially complete, with all new facilities being turned over to Sewer District No. 1 for operation and maintenance, as recommended by Meyer, Meyer, LaCroix & Hixson, Project Engineers and authorize the President to sign same. On vote the motion carried.

The following resolution, intent to create Fire Protection District No. 19, was offered by Mr. Richard Billings and seconded by Mr. Richard Vanderlick:

RESOLUTION

A resolution of intention of the Police Jury of the Parish of Rapides, State of Louisiana, to create Fire Protection District No. 19 of Rapides Parish, State of Louisiana, describing the boundaries thereof, ordering and directing the President to give due notice of the proposed creation of said fire protection district and providing for the hearing of any and all objections to the creation or boundaries thereof.

WHEREAS, the Police Jury, acting upon its own initiative, desires to issue notice of its intention to create a fire district in the hereinafter described territory of the Parish of Rapides, State of Louisiana, and outside of the corporate limits of municipalities, in the manner provided by Part 1, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, and other constitutional and statutory authority supplemental thereto;

NOW, THEREFORE, BE IT RESOLVED by the Police Jury of the Parish of Rapides, State of Louisiana, acting as governing authority of said Parish:

SECTION 1. That in compliance with the provisions of Part 1, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, and other constitutional and statutory authority supplemental thereto, it is the intention of this Police Jury to create a fire district (the "District") within the Parish of Rapides, State of Louisiana, and outside the corporate limits of any municipality, which District shall comprise and embrace all of that territory within the following described boundaries, or such part thereof as may be determined upon, to-wit:

FIRE PROTECTION DISTRICT NO. 19

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Beginning at a point in Indian Creek Reservoir along the southern line of Ward 2 where said line intersects the southern point common to Sections 33 and 35 at the range line separating Township 1 North Range 1 West from Township 2 North Range 1 West; thence in a clock wise direction along the line of Ward 2 to the center of Bayou Clear; thence follow Bayou Clear along the path of the Bayou Clear Diversion Canal to the intersection of Bayou Clear and Bayou Boeuf; Thence southeasterly along Bayou Boeuf to the western right-of-way of I-49; Thence northwesterly to the intersection of Bayou Clear with Indian Creek; Thence upstream Indian Creek to the Indian Creek Reservoir control structure; Thence southwesterly to the westernmost corner of Section 36; Thence southwesterly back to the POINT OF BEGINNING. LESS AND EXCEPT THE CITY LIMITS OF WOODWORTH AS OF JANUARY 4, 2017.

SECTION 2. That the Police Jury of the Parish of Rapides, State of Louisiana, shall meet in open and public session at its regular meeting place, the Police Jury Meeting Room, 2nd Floor, Parish Courthouse, Alexandria, Louisiana, on Monday, April 10, 2017, at three o'clock (3:00) p.m., for the purpose of hearing any and all objections to the creation of the proposed District, to the boundaries thereof and to the inclusion of the property proposed to be included in the District, and that after disposing of all objections, if there be any, the Police Jury shall, if it determines to do so, adopt a resolution creating the District, fixing the boundaries thereof, giving said District a numerical designation and name (Fire Protection District No. 19 of the Parish of Rapides, State of Louisiana).

SECTION 3. That the President of this Police Jury is hereby ordered and directed to issue a notice of intention of the Police Jury of the Parish of Rapides, State of Louisiana, to create said District, which notice shall substantially be in the form attached as Exhibit "A" hereto and shall be published in accordance with the provisions of law.

SECTION 4. That any and all resolutions in conflict herewith are hereby repealed or rescinded to the extent of such conflict.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Davron "Bubba" Moreau, Joe Bishop, Theodore Fontaine, Jr.,
Richard Vanderlick, Oliver "Ollie" Overton, Sean McGlothlin,
Richard Billings, Scott Perry, Jr. and Craig Smith
NAYS: None
ABSENT: None

And the resolution was declared adopted on this, the 13th day of March, 2017.

/s/ Laurel Smith
Secretary

/s/Craig Smith
President

EXHIBIT "A"

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NOTICE OF INTENTION

Pursuant to the provisions of Part 1, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950 and other constitutional and statutory authority supplemental thereto, and a resolution adopted by the Police Jury of the Parish of Rapides, State of Louisiana, on March 13, 2017, NOTICE IS HEREBY GIVEN of the intention of said Police Jury to create a fire protection district (the "District") within the Parish of Rapides, State of Louisiana, and outside the corporate limits of any municipality, which District shall comprise and embrace all of that territory within the following described boundaries, or such part thereof as may be determined upon, to-wit:

FIRE PROTECTION DISTRICT NO. 19

Beginning at a point in Indian Creek Reservoir along the southern line of Ward 2 where said line intersects the southern point common to Sections 33 and 35 at the range line separating Township 1 North Range 1 West from Township 2 North Range 1 West; thence in a clock wise direction along the line of Ward 2 to the center of Bayou Clear; thence follow Bayou Clear along the path of the Bayou Clear Diversion Canal to the intersection of Bayou Clear and Bayou Boeuf; Thence southeasterly along Bayou Boeuf to the western right-of-way of I-49; Thence northwesterly to the intersection of Bayou Clear with Indian Creek; Thence upstream Indian Creek to the Indian Creek Reservoir control structure; Thence southwesterly to the westernmost corner of Section 36; Thence southwesterly back to the POINT OF BEGINNING. LESS AND EXCEPT THE CITY LIMITS OF WOODWORTH AS OF JANUARY 4, 2017.

NOTICE IS HEREBY FURTHER GIVEN that the Police Jury of the Parish of Rapides, State of Louisiana, will meet in open and public session at its regular meeting place, the Police Jury Meeting Room, 2nd Floor, Parish Courthouse, Alexandria, Louisiana, on Monday, April 10, 2017, at three o'clock (3:00) p.m., and will at that time hear any and all objections to the creation of the proposed District, and after disposing of all objections, if there be any, the Police Jury shall, if it determines to do so, adopt a resolution creating said District, fixing the boundaries thereof, giving the District a numerical designation and name (Fire Protection District No. 19 of the Parish of Rapides, State of Louisiana).

THUS DONE AND SIGNED at Alexandria, Louisiana, on this, the 13th day of March, 2017.

/s/ Craig Smith
President

ATTEST:

s/ Laurel Smith
Secretary

On motion by Mr. Theodore Fontaine, seconded by Mr. Ollie Overton, to appoint Dr. Charles R. King to the Rapides Finance Authority Board of

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Commission, for a six (6) year term, to fill the expired term of Mr. Charles Johnson. Term will expire November 8, 2022. On vote the motion carried.

On motion by Mr. Bubba Moreau, seconded by Mr. Richard Vanderlick, to accept the resignation of Mr. Brent Tyson on the Buckeye Recreation Board, waive the thirty (30) day announcement rule and appoint Mr. Lance Speer to fill the unexpired term. Term will expire April 12, 2020. On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, to receive the required report from Acadian Ambulance under the Contract for January, 2017:

Response Zone	Number of Responses	Required %	Compliance %
Alexandria - 8 minute	525	80%	87.43%
Pineville - 8 minute	183	80%	81.42%
Rapides - 12 minute	186	80%	91.94%
Rapides - 20 minute	222	80%	81.08%

On vote the motion carried.

On motion by Mr. Richard Billings, seconded by Mr. Ollie Overton, that the following items were not considered by the Committee of the Jury but were posted on the agenda after the Committee Meeting and added to the Jury agenda in compliance with the Public Meetings Law and are now confirmed as having been added to the agenda by two-thirds vote:

YEAS: Davron "Bubba" Moreau, Joe Bishop, Theodore Fountaine, Jr., Richard Vanderlick, Oliver "Ollie" Overton, Sean McGlothlin, Richard Billings, Scott Perry, Jr. and Craig Smith

NAYS: none

ABSTAINED: none

ABSENT: none

On roll call vote the motion carried 9-0.

On motion by Mr. Richard Vanderlick, seconded by Mr. Richard Billings, to amend the Automatic Aid Agreement between Rapides Parish Fire District No. 14 (Flatwoods) and Rapides Parish Fire District No. 8 (Cotile) to provide response to all structure fires, on the North side of LA Highway 28W, from the western boundary of Rapides Parish Fire Department No. 8, to Clifton Crossing Road, then North on same road, to the address of 1146 Clifton Crossing Road, with appropriate equipment and personnel, as recommended by the Flatwoods Volunteer Fire Department and agreed to by Cotile Volunteer Fire Department and authorize the President to sign same. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Billings, to authorize to renew the lease for the Johnson Branch (Lecompte) Library with the LHS Corporation for a three (3) year period, at the current rate, for \$1,150 a month, beginning April 1, 2017 and ending April 1, 2020, as recommended by the Library Board of Control and authorize the President to sign same. On vote the motion carried.

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On motion by Mr. Richard Billings, seconded by Mr. Joe Bishop, to authorize Mrs. Linda Guillory, 122 Highway 461, Hineston, LA 71438, District H, as a Hardship Case, pending proper certification. On vote the motion carried.

On motion by Mr. Ollie Overton, seconded by Mr. Richard Vanderlick, to add the following motions to the agenda, received after the Jury Meeting agenda was posted in compliance with the Public Meetings Law and are now confirmed as having been added to the agenda by unanimous vote:

YEAS: Davron "Bubba" Moreau, Joe Bishop, Theodore Fountaine, Jr., Richard Vanderlick, Oliver "Ollie" Overton, Sean McGlothlin, Richard Billings, Scott Perry, Jr. and Craig Smith

NAYS: none

ABSTAINED: none

ABSENT: none

On roll call vote the motion carried 9-0.

On motion by Mr. Joe Bishop, seconded by Mr. Ollie Overton, the following ordinance was presented to amend Section 20-5 of the Rapides Parish Code of Ordinances as follows:

ORDINANCE
AN ORDINANCE TO AMEND SECTION 20-5 TO READ
DRIVEWAY PIPE INSTALLATION

BE IT ORDAINED by the Rapides Parish Police Jury in Regular Session convened on this 13th day of March, 2017, that Section 20-5 of the Rapides Parish Code of Ordinances is hereby amended to read as follows:

CHAPTER 20. ROADS AND DRAINAGE

ARTICLE I. – IN GENERAL

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Sec. 20.5. – DRIVEWAY PIPE INSTALLATION

Regulating the cost and installation of driveway pipe on all roads, driveways and connecting rights-of-way to public roads within the parish as follows:

- (a) All driveway pipe installations shall require the property owner to contact and secure a permit from the Police Jury prior to installation, to insure that the proper depth and size of culvert or pipe is determined (whether or not it is installed by Police Jury).
- (b) No culvert shall be installed that is less than 20 feet in length and applicant is responsible for purchasing the culvert (pipe) at his/her costs.
- (c) If the Police Jury installs the culvert, the Jury shall charge the applicant either a lump sum per twenty foot section of culvert or a per linear foot charge as set by the Public Works Director after considering current cost of

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material and manpower to cover the costs of installation and fill material. The Public Works Director in determining the cost shall take into consideration if the applicant furnishes the fill material on site. Payment shall be made to the Rapides Parish Police Jury, through the Office of the Treasurer prior to the issuance of the permit by the Highway Department. The charge for installation may be waived if the applicant meets the guidelines for hardship cases as set forth in Section 20-7.

- (d) This section shall not supplant or replace any requirements needed by applicants to install culverts or pipe under driveways connecting to state or federal highways within the parish and these permits must be secured from The Louisiana Department of Transportation and Development.
- (e) This section shall not apply to streets and roads located within an incorporated area of Rapides Parish.
- (f) Failure to secure a permit prior to installing a pipe on a driveway connecting to a parish road will result in a penalty of \$100.00 payable to the Rapides Parish Police Jury. If culvert has been incorrectly installed, the owner will be required to reinstall pipe at Police Jury's specifications at their costs. If the pipe is incorrectly installed, the owner will have 14 days to correct the situation or the Police Jury will remove the pipe and charge the owner for their expenses.
- (g) The Jury reserves the right to remove and/or replace any pipe that has collapsed or is causing an impediment to drainage at its own cost.
- (h) Culvert installations by the parish shall be limited to residential properties and residential property owners on parish routes. Culvert installations by the Parish shall be limited to one (1) 40-foot culvert per residence. Projects such as subdivision developments, spec home projects, mobile home parks, commercial developments, or any non-residential development shall not be eligible for installation by the parish.

BE IT FURTHER ORDAINED in all other respects Chapter 20 of the Rapides Parish Code of Ordinances shall remain unchanged.

THUS DONE AND SIGNED on this 13th day of March, 2017.

On motion by Mr. Ollie Overton, seconded by Mr. Joe Bishop, there being no further business, the meeting was adjourned at 3:28 p.m.

Laurel Smith, Secretary
Rapides Parish Police Jury

Craig Smith, President
Rapides Parish Police Jury