

Colfax, Louisiana
March 14, 2019

The Police Jury of the Parish of Grant, State of Louisiana, met in regular session at its meeting place, the Police Jury Meeting Room of the Parish Courthouse, 200 Main Street, Colfax, Louisiana on Thursday, March 14, 2019 at 5:00 p.m.

The following members were present:

Mr. Don Arnold, Mr. Carl Ray Lasyone, Mr. Brandon Dubois, Mr. Arnold Murrell, Mr. Winston Roberts, Mr. Britton Carroll, Mr. Cephas Bowie, Jr. and Mr. David Merrell.

The following members were absent:

None

Motion by Mr. Arnold Murrell, seconded by Mr. Cephas Bowie, Jr. to accept the minutes of the last meeting as published in the official Journal. Motion carried.

Mr. Jeff Pogue, Operations Manager with Acadian Ambulance gave the monthly report for February, 2019. He advised the Jurors to contact him with any questions or concerns.

Motion by Mr. Arnold Murrell, seconded by Mr. Winston Roberts to authorize 478 Airbase Road, District 6 as a Hardship case. Motion carried.

Motion by Mr. Arnold Murrell, seconded by Mr. David Merrell to advertise for bids on the following:

- Cold Mix - State Specifications by Ton - FOB Plant
Delivered to Grant Parish Police Jury Maintenance shop 1141 landfill Rd.,
Dry Prong, Louisiana
- Hot Mix - State Specifications by Ton
- C-1, C-2, C-3, Maintenance Gravel - State Specifications by Ton - FOB Plant
Delivered to Grant Parish Police Jury Maintenance shop 1141 Landfill Rd.,
Dry Prong, Louisiana
- # 2 Diesel - Off Road and On Road
- AC-10 State Specifications
- MC-30 State Specifications
- CRS-2 Emulsion
- 610 one. #8 Stone, Rip Rap State Specifications by Ton - FOB Plant
Delivered to Grant Parish Police Jury Maintenance shop 1141 Landfill Rd.
Dry Prong, Louisiana

Motion by Mr. Cephas Bowie, Jr., seconded by Mr. Britton Carroll to adopt Resolution 03-2019; LCDBG Citizen Participation Plan. Motion carried.

RESOLUTION 03-2019
BY
GRANT PARISH POLICE JURY, LOUISIANA

WHEREAS, the Grant Parish Police Jury has been informed that the State of Louisiana, Division of Administration, CDBG Section will be accepting applications for FY 2020/2021 Louisiana Community Development Block Grants; and

WHEREAS, the State is requiring communities to revise existing Citizen Participation Plans to conform with current HUD regulations.

NOW THEREFORE BE IT RESOLVED, that the attached Citizen Participation Plan dated March 14, 2019 is hereby adopted and will supersede all previously adopted Citizen Participation Plans.

Passed, approved and adopted this 14th day of March, 2019.

(s) Cynthia Jamison
Cynthia Jamison
Secretary/Treasurer

(s) Don Arnold
Don Arnold
President

C E R T I F I C A T E

I, Cynthia Jamison, Secretary/Treasurer of the Grant Parish Police Jury, certify that the above and foregoing constitutes a true and correct copy of a Resolution passed and adopted by the Grant Parish Police Jury on March 14, 2019.

(s) Cynthia Jamison
Cynthia Jamison
Secretary/Treasurer

Motion by Mr. Britton Carroll, seconded by Mr. Winston Roberts to adopt Resolution 04-2019; Standard LCDBG Policies and Procedures (including but not limited to Procurement, Fair Housing, Section 3, Citizen Complaint Procedures, appointment of a Labor Compliance Officer, Section 504, Section 504 Coordinator). Motion carried.

RESOLUTION 04-2019
BY
GRANT PARISH POLICE JURY, LOUISIANA

WHEREAS, the GRANT PARISH POLICE JURY has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) Program administered by the Division of Administration; and,

WHEREAS, it is necessary under the program regulations to authorize certain actions and individuals to perform certain designated functions required by the STATE:

NOW THEREFORE BE IT RESOLVED, that the GRANT PARISH POLICE JURY as legal recipient of the CDBG funds, does hereby authorize the following actions.

SECTION I.
EQUAL OPPORTUNITY

WHEREAS, equal opportunity regulations of the CDBG program require the appointment by the recipient of an Equal Opportunity Officer, (EEO Officer) to have responsibility for maintaining all pertinent EEO files, submitting on a timely basis all required reports, answer all related correspondence and monitor all EEO areas;

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY that Don Arnold is hereby appointed as EEO officer for the life of the CDBG Program and as such is charged to faithfully execute all duties and responsibilities herein described.

SECTION II.
FAIR HOUSING POLICY

WHEREAS, the STATE requires Grantees to take actions to affirmatively further fair housing in compliance with Title VIII of the Civil Rights Act of 1968, as amended and Executive Order 11063, as amended; and

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY, that the attached policy entitled "Fair Housing Policy of the GRANT PARISH POLICE JURY" dated March 14, 2019 is hereby adopted.

BE IT FURTHER RESOLVED, that the President of the GRANT PARISH POLICE JURY is hereby authorized to execute the attached Fair Housing Assurance.

SECTION III.
PROCUREMENT POLICY

WHEREAS, the STATE requires the establishment of uniform procedures in compliance with 2 CFR 200; and,

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY, that the attached policy entitled "GRANT PARISH POLICE JURY CDBG Procurement Policy" dated March 14, 2019 is hereby adopted.

SECTION IV.
SECTION 3 PLAN

WHEREAS, the STATE requires Grantees to the greatest extent feasible to provide opportunities for training and employment to lower income residents of the project area and contracts for work in connection with the project area be awarded to eligible business concerns which are located in, or owned in substantial part by, persons residing in the area of the project in compliance with Section 3 of the Housing and Urban Development Act of 1968; and,

NOW THEREFORE BE IT RESOLVED, that the attached "Section 3 Plan" for the GRANT PARISH POLICE JURY dated March 14, 2019 is hereby adopted.

SECTION V.
COMPLAINT POLICY

WHEREAS, the STATE requires Grantees to establish procedures to deal with citizen inquiries and complaints; and,

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY, that the attached policy entitled "Citizen Complaint Procedure", dated March 14, 2019 is hereby adopted.

SECTION VI.
SECTION 504 GRIEVANCE PROCEDURE

WHEREAS, the STATE requires Grantees to establish internal grievance procedures to deal with citizen inquiries and complaints concerning Section 504;

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY, that the attached policy entitled "Section 504 Grievance Procedure", dated March 14, 2019 is hereby adopted.

SECTION VII.
504 COORDINATOR

WHEREAS, the STATE requires Grantees to designate a responsible person to coordinate the POLICE JURY's efforts to comply with Section 504 of the Rehabilitation Act of 1973 as amended;

NOW THEREFORE BE IT RESOLVED, that Don Arnold is appointed as Section 504 Compliance Officer.

BE IT FURTHER RESOLVED, that the President of the GRANT PARISH POLICE JURY is hereby authorized to execute the attached Section 504 Certification.

SECTION VIII.
ANTI-DISPLACEMENT

WHEREAS, the CDBG Program requires that all grant recipients adopt by resolution a Residential Anti-Displacement and Relocation Assistance Plan,

NOW THEREFORE BE IT RESOLVED, that the attached "Residential Anti-Displacement and Relocation Assistance Plan" for the GRANT PARISH POLICE JURY dated March 14, 2019 is hereby adopted.

BE IT FURTHER RESOLVED, that the President of the GRANT PARISH POLICE JURY is hereby authorized to execute the attached Residential Anti-Displacement and Relocation Assistance Certification.

SECTION IX.
LABOR COMPLIANCE

WHEREAS, labor compliance regulations of the CDBG Program require the appointment by the recipient of a Labor Compliance Officer, (LCO) to have the responsibility for maintaining all pertinent labor compliance files, submitting on a timely basis all required reports, answer all related correspondence and monitor all labor compliance areas;

NOW THEREFORE BE IT RESOLVED, by the GRANT PARISH POLICE JURY that Thomas C. David is hereby appointed as Labor Compliance Officer for the life of the CDBG Program and as such is charged to faithfully execute all duties and responsibilities herein described.

SECTION X.
COMMUNICATION

WHEREAS, the CDBG Program requires that all grant recipients adopt by resolution a policy for communicating information to persons with hearing impairments,

NOW THEREFORE BE IT RESOLVED, that the attached "Policy Statement For Communicating Information to Persons With Sensory Impairments" for the GRANT PARISH POLICE JURY dated March 14, 2019 is hereby adopted.

BE IT FURTHER RESOLVED, the GRANT PARISH POLICE JURY hereby adopts a policy to utilize the Louisiana Hearing Impaired Relay System for communicating with hearing impaired persons. The relay numbers are: Information 1-800-333-0605, TDD Users 1-800-846-5277 and Voice Users 1-800-947-5277.

SECTION XI.
LANGUAGE ACCESS PLAN

WHEREAS, the CDBG Program requires that all grant recipients adopt by resolution a Language Access Plan,

NOW THEREFORE BE IT RESOLVED, that the attached "Language Access Plan" for the GRANT PARISH POLICE JURY dated March 14, 2019 is hereby adopted.

Passed, approved and adopted this 14th day of March, 2019.

(s) Cynthia Jamison
Cynthia Jamison
Secretary/Treasurer

(s) Don Arnold
Don Arnold
President

C E R T I F I C A T E

I, Cynthia Jamison, Secretary/Treasurer of the Grant Parish Police Jury, certify that the above and foregoing constitutes a true and correct copy of a Resolution passed and adopted by the Grant Parish Police Jury on March 14, 2019.

(s) Cynthia Jamison
Cynthia Jamison
Secretary/Treasurer

Motion by Mr. Winston Roberts, seconded by Mr. David Merrell to adopt Resolution 05-2019; Financial Management Procedures (including but not limited to names of those authorized to sign requests for payment, bank name, authorization to sign checks). Motion carried.

RESOLUTION 05-2019
BY THE
GRANT PARISH POLICE JURY, LOUISIANA

WHEREAS, the Grant Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant (CDBG) Program administered by the Division of Administration; and,

WHEREAS, it is necessary under the program regulations to authorize certain actions and individuals to perform certain designated functions required by the STATE:

NOW THEREFORE BE IT RESOLVED, that the Grant Parish Police Jury as legal recipient of the CDBG funds, does hereby authorize the following actions.

SECTION I.
FINANCIAL MANAGEMENT

WHEREAS, it is necessary under the Financial Management regulations of the CDBG program to authorize certain individuals to sign for drawdowns for request for payment and to authorize one certain individual to certify the correctness of each signature; and,

WHEREAS, it is further necessary under the Financial Management regulations of the CDBG program to designate an official depository to hold CDBG funds;

NOW THEREFORE BE IT RESOLVED, by the Grant Parish Police Jury as legal authorized recipient of the CDBG funds, in regular session convened, that Cynthia Jamison, Geni Wyatt, Cephus Bowie, Jr., and Kelsie Lacombe are hereby authorized to sign "Authorized Signature Card for Request for Payment", and,

BE IT FURTHER RESOLVED, that Don Arnold, President shall certify the correctness of the signatures; and,

BE IT FURTHER RESOLVED, that the Colfax Banking Company is hereby designated as the official depository for direct deposit of grant funds for the CDBG project.

SECTION II.
REQUISITION OF FUNDS

WHEREAS, the STATE requires adequate financial management control over CDBG funds. The establishment of a Requisition of Funds Policy is a vital tool to such control.

NOW THEREFORE BE IT RESOLVED, by the Grant Parish Police Jury that all invoices for work performed or materials used in relation to the CDBG Program, prior to payment, must have attached a signed pre-printed project requisition form. The form and invoice shall be approved in the following order:

- (1) Approval by Project Administrator for budget control.
- (2) Approval by Chief Executive Officer (President).
- (3) Approval by Secretary/Treasurer.

BE IT FURTHER RESOLVED, that Don Arnold and Cynthia Jamison are hereby authorized to sign checks written on the CDBG account, with a minimum of two signatures required on each check.

Passed, approved and adopted this 14th day of March, 2019.

(s) Cynthia Jamison
Cynthia Jamison
Secretary/Treasurer

(s) Don Arnold
Don Arnold
President

C E R T I F I C A T E

I, Cynthia Jamison, Secretary/Treasurer of the Grant Parish Police Jury, certify that the above and foregoing constitutes a true and correct copy of a Resolution passed and adopted by the Grant Parish Police Jury on March 14, 2019.

(s) Cynthia Jamison _____
Cynthia Jamison
Secretary/Treasurer

Motion by Mr. Brandon Dubois, seconded by Mr. Winston Roberts to rescind Ordinance 01-2019; Authorizing the Grant Parish Police Jury to sell Adjudicated Property to Richard and Brenda Payne due to technical error. Motion carried.

Motion by Mr. Brandon Dubois, seconded by Mr. Arnold Murrell to adopt Notice of Intention to Sell Adjudicated Property (Old Jefferson Highway, Montgomery). Motion carried.

Parish Advertisement

NOTICE OF INTENTION TO SELL ADJUDICATED PROPERTY PURSUANT TO R.S. 47:2202, 2203, 2206, OR AS OTHERWISE PROVIDED BY LAW

Notice is hereby given that the Grant Parish Police Jury has received a request to sell the following listed property, which has previously been adjudicated to the Parish of Grant for unpaid taxes. Anyone wishing to offer a higher price for the property, or wishing to oppose the sale must file a written offer or written opposition with the

The Grant Parish Police Jury, 200 Main Street, Colfax, La. 71417 prior to the Police Jury Meeting on the 9th day of May, 2018, at 5:00 P.M.

at which time the authorization of the sale will be considered. Anyone wishing to offer an amount greater than the minimum bid indicated below for the property shall submit with his/her offer, a cashier's check or money order in the amount of the Advanced Cost indicated below (which may include the first prospective purchaser's application fee, appraisal fee and attorney fee) payable to the Parish of Grant. Written bids shall be accepted up to the day before the sale as indicated above. If more than one (1) offer for any particular piece of property is received, all parties (i.e., the original applicant and subsequent offerors) who have submitted an offer with the required deposit shall be allowed to submit additional verbal bids immediately at the Police Jury meeting.

PROPERTY

Beginning at the Northwest corner of property now owned by Mrs. Lillian Lecaze and run west along Red River Drive a distance of 64 feet, thence South a distance of 135 feet, thence East a distance of 61 feet to property line of Mrs. Lillian Lecaze, thence North 135 feet to point of beginning on Red River Drive, all in the Town of Montgomery, Grant Parish, Louisiana as described in COB 105, Page 343;

Further described on the Grant Parish tax roll as Lot 10 of E.W. Rodgers Est. of Blk 20 of Old Montgomery, Sec. 20-8-5 West.

<u>ADVANCED COST</u>	<u>MINIMUM BID</u>	<u>TOTAL ADVANCED COSTS & MINIMUM BID PRICE</u>
\$ 854.00	\$ 889.97	\$ 1,743.97

PARISH OF GRANT
GRANT PARISH POLICE JURY

*Legal Advertising Department—please publish two times:
30 days before the above date: 4/4/19
7 days before the above date: 5/2/19

Motion by Mr. Brandon Dubois, seconded by Mr. Cephas Bowie, Jr., to introduce Ordinance 01-2019; Authorizing the Grant Parish Police Jury to sell Adjudicated Property to Richard and Brenda Payne. Motion carried.

Motion by Mr. Brandon Dubois, seconded by Mr. Arnold Murrell to accept Mr. Britton Carroll's resignation from the Kisatchie-Delta Regional Planning and Development District Board. Motion carried.

Motion by Mr. Arnold Murrell, seconded by Mr. Cephas Bowie, Jr., to appoint Mr. Winston Roberts to the Kisatchie-Delta Regional Planning and Development District Board. Motion carried.

Motion by Mr. David Merrell, seconded by Mr. Winston Roberts to renew Group Health Coverage with Humana. Motion carried.

Motion by Mr. Brandon Dubois, seconded by Mr. Arnold Murrell to add a Pay Increase Recommendation form to the Police Jury Employee handbook and Policies as recommended by the Personnel Committee. Motion carried.

Motion by Mr. Britton Carroll, seconded by Mr. Arnold Murrell to approve a three 3% increase for all employees as recommended by the Personnel Committee with the exception of two (2) employees who will receive a 5% pay increase based on the Pay Increase Recommendation form and Personnel Committee. Motion carried.

Motion by Mr. Brandon Dubois, seconded by Mr. Arnold Murrell to amend the Agenda to add discuss the dump truck bids received in 2018.

Motion by Mr. Brandon Dubois, seconded by Mr. Arnold Murrell to discuss dump truck bids received in 2018.

Motion by Mr. Britton Carroll, seconded by Mr. Arnold Murrell to authorize the equipment committee to prepare specs and advertise for a dump truck to be deliverable within 30 days of bid acceptance. Bids to be opened at the next Police Jury meeting. Motion carried.

Motion by Mr. Winston Roberts, seconded by Mr. David Merrell to amend the agenda to add discuss repair of parish roads. Motion carried.

Motion by Mr. Winston Roberts, seconded by Mr. David Merrell to authorize hot mix repairs on the following road: District 6: Walker Ferry Road. Motion carried.

Motion by Mr. Britton Carroll, seconded by Mr. Arnold Murrell to authorize hot mix repairs on the following road: Districts 4 and 5: Grays Creek Road. Motion carried.

Motion by Mr. Winston Roberts, seconded by Mr. Arnold Murrell to authorize hot mix repairs on the following road: District 4: Overby Road. Motion carried.

Motion by Mr. David Merrell, seconded by Mr. Cephas Bowie, Jr., to authorize drainage work on the following road: District 7: Shadow road. Motion carried.

Motion by Mr. Carl Ray Lasyone, seconded by Mr. Winston Roberts to authorize hot mix repairs on the following roads: District 2: Dartigo Road, Fairfield Road and Donaldson Road. Motion carried.

Motion by Mr. Winston Roberts, seconded by Mr. Britton Carroll to pay bills as funds become available. Motion carried.

Motion by Mr. Winston Roberts, seconded by Mr. David Merrell to adjourn. Motion carried.