

Drainage Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, January 13, 2021
4:50 O'clock p.m.

1. Committee members recorded as present were: Mr. Jamie Ponville, Chairman; Mr. Chris Carter, Mr. Irving Comeaux, Mr. Leroy Blanchard, Mr. Myron Matherne, Mr. Jeff Naquin.
Other Police Jurors recorded as present were: Mr. Ron Alcorn, Mr. Patrick Johnson, Mr. Michael Dias.
2. Chairman Jamie Ponville recognized the Parish Manager, who stated that the listing that was presented indicated a 2 week schedule showing when the project will begin and finish. He also stated that due to weather conditions, more or less can be accomplished. He then stated that he will have an updated listing at the next meeting. In response, he stated that private installations are done as they are received which slows progress with projects listed. A discussion was then held regarding the submittal of additional projects and project priority. Following the discussion, it was agreed that if it's an emergency can be submitted. They also agreed that projects that have been on the list since 2016 should be removed because the circumstance surrounding it is almost impossible.
3. Chairman Jamie Ponville recognized committee member Jeff Naquin, who stated that he received 3 quotes for snagging and banking trees from the Labadieville Drainage Canal. He stated that the water is low and many trees are down from the storm. He stated that the low bid of \$11,980 was submitted by K&K Marines. He then recommended that the low bid be accepted and that the cost would be split between Wards 2 and 3 drainage funds. In response, Chairman Jamie Ponville stated that more bids received would have resulted in a better price. He then stated that projects such as this need to be advertised giving other construction companies the opportunity to bid. They also discussed the request made by the contractor for 50% payment upon award of the project. Following a discussion, the committee agreed to not adhere to that request and payment would be made after completion and inspection.
4. Committee member Jeff Naquin offered a motion, seconded by Mr. Irving Comeaux, "THAT, the committee approve and accept the low bid of \$11,980 submitted by K & K Marine for snagging and banking of the trees in the Labadieville Drainage Canal and payment made from Wards 2 & 3 drainage fund following completion." The motion was adopted with Chairman Jamie Ponville voting nay.
5. Committee member Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, "THAT, there being no further business to come before the Drainage Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Jamie Ponville
Drainage Committee Chairman

Finance Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, January 13, 2021
5:00 O'clock p.m.

1. Committee members recorded as present were: Mr. Jeff Naquin, Chairman; Mr. Michael Dias, Mr. Ron Alcorn, Mr. Irving Comeaux, Mr. Chris Carter, Mr. Myron Matherne.
Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Leroy Blanchard, Mr. Jamie Ponville.
2. Committee member Michael Dias offered a motion, seconded by Mr. Myron Matherne, "THAT, the committee approve payment of the bills submitted through January 8, 2021." The motion was unanimously adopted.
3. Chairman Jeff Naquin recognized the Secretary-Treasurer, who stated that the Public Defender sent a letter requesting that the Parish consider providing office space for the 23rd Judicial District to utilize. Chairman Jeff Naquin recognized Alan Robert, who introduced himself and gave a brief history of his present position. He proceeded to explain how the Public Defender's Office assists each parish and the number of cases that are handled by their teams yearly. He briefly explained how their department is funded and added that this is a free lawyer service to those charged with crimes and no cost to the parish. He stated that the office space request would be for the investigator to work regular office hours and the lawyers would be able to meet their clients in the parish and added that this does not have to be a large space. He again stated that this is a service to the parish, does not cost the Parish anything but stated that the Parish makes money on the fines and the court cost that is received. Following a brief discussion regarding available space, the committee agreed to look further into what is available.
4. Chairman Jeff Naquin recognized the Grants Coordinator, who stated that Direct Parts & Services is the same company that has maintained the Chiller since opening. She stated that they are offering the same terms and conditions with no increase in cost to the Parish for the upcoming year. She stated that the contract expires in March and she recommends that it be renewed. In response, she stated that there is no local company that can provide the service.
5. Committee member Ron Alcorn offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve the renewal contract for APCC Chiller Maintenance with Direct Parts & Services." The motion was unanimously adopted.
6. Committee member Chris Carter offered a motion, seconded by Mr. Michael Dias, "THAT, there being no further business to come before the Finance Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Jeff Naquin, Chairman
Finance Committee

Personnel Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, January 13, 2021
5:10 O'clock p.m.

1. Committee members recorded as present were: Mr. Chris Carter, Chairman; Mr. Irving Comeaux, Mr. Ron Alcorn, Mr. Michael Dias, Mr. Leroy Blanchard, Mr. Jeff Naquin. Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Jamie Ponville, Mr. Myron Matherne.
2. Chairman Chris Carter recognized the Secretary-Treasurer, who stated that the Jury made recommended changes/modifications to the Personnel Manual and they were done as requested. She also stated that some additional amendments as required by the auditors as well as some other things that are common practice that were not actually stated in the manual were made. She stated that it is very detailed and requested that it be discussed in sections. She stated that she received concerns from different Jurors stating their views so now the decision has to be made to finalize the revisions. Chairman Chris Carter requested that if any Juror had any concerns after reviewing please share for discussion. In response, Committee member Ron Alcorn stated that he reviewed the proposed revisions and compared them to the original personnel manual. He began with Section 4 Probation relative to 2 months instead of 3 for employees and 4 months instead of 6 for supervisors. He stated that he would like to stay consistent across the board if it's 2 months let it be for everyone and in the supervisor position if the Jury sees fit for an extension then it would be recommended and voted on. In response, the Secretary-Treasurer stated that it was 3 months and 6 months but in the revision she reduced the time for each. She added that the director's position needed a little more transition time. A discussion was held regarding the length of time a new employee has to wait to receive leave and benefits. They discussed and decided that an inhouse transfer has to meet the probation requirements as well. Following the discussion, the committee agreed to accept 60 days from date of hire or transfer for all new employees with Jury having the option to extend the probation period. They also agreed to no vacation or holiday pay during the probation period. In response, the Secretary-Treasurer stated that many of these matters have been apart of our operations but the question was being asked where is it located in the manual. Mr. Alcorn referenced that the matter concerning pay for bi-weekly employees and the possibility that paychecks may not be received until the Monday following the appropriate Friday when a holiday falls. The Secretary-Treasurer requested that all changes be discussed so that everyone is clear on the same meaning. Leave earning should be changed to 60 days. A discussion was then held regarding the holiday schedule. The Parish Manager spoke about Martin Luther King holiday as it relates to the 4-10 hr employees and the number of hours worked. In response, the Secretary-Treasurer explained that the following week those employees will work only 24 hrs. She added that this will occur on several other holidays. She then discussed department staffing and work crew requirements, how should leave be scheduled, first come first serve or seniority. Following a brief discussion regarding leave scheduling, the committee agreed leave 50% staffing and leave the scheduling to the discretion of the supervisor. A brief discussion about sick leave and a required doctor excuse for 3 days and more was held. Following the discussion, the committee agreed with the exception of a public health emergency. The Parish Manager spoke about a repetitive specific sick day for 6 weeks. He stated that the question arises if it's in the manual and it's not. Following a brief discussion, the committee agreed to a 3 month period of a repetitive sick call in. It was also stated that following 3 or more days of sick leave (medical procedure) needs FMLA Leave request. Bereavement/Personal Leave has been changed to 16 hrs. Under Public and Private vehicles the Jury opted vehicle allowance some time ago and it's being placed in the policy. She also explained that if a sticker is placed on the vehicle indicating public safety officer the exemption is met. Fringe Benefits is fixing the plan to reflect a January-December health plan year. Internal Controls are things required by the auditor to be placed in the manual. She stated that as things change changes are made and put in writing. She mentioned that any bid process must be published on the parish website. She added that most of this was occurring but not documented and she conferred with the IT Specialist to make sure everything was in line and being followed. An amendment to the LA Code of Ethics was done to include the 1 hr. of training by all Board members and employees annually. Added the 1 hr. of Sexual Harassment training requirement in addition to the additional 1 hr. for supervisors. The Secretary-Treasurer stated that under the organizational chart some positions have changed so the pay scale and the positions are now being matched to the manual.
3. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve the revisions to the personnel manual as presented effective immediately." The motion was unanimously adopted.

4. A brief discussion was held regarding a newly hired employee and which policy would they fall under.
5. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, 'THAT, the committee approve and authorize that Warren Coupel's probationary period falls under the newly adopted revisions of the personnel manual policy.' The motion was unanimously adopted.
6. Chairman Chris Carter recognized Mr. Jermaine Carter, R&B employee, who shared his grievances relative to 50% of the employees being at work during the holiday season and seniority being granted vacation during the holidays. He then spoke about all the changes being made due to one (1) employee who is never at work. Chairman Chris Carter explained the unfairness of the 10 hrs workers receiving more holiday pay than the 8 hr. workers and stated that a change was needed. Chairman Chris Carter recognized Kent Breaux, Road & Bridge employee, who also shared his grievances regarding the changes for the 10 hrs. workers policy. He then spoke about the 16 hrs. that are granted to everyone in personal and bereavement. He stated that he and the other guys felt that someone should have explained the revisions to the policy before being done. He stated that he and the others feel it's a lack of communication. In conclusion, Chairman Chris Carter stated that when it was brought to his attention, he spoke with the department supervisors and came up with a method to fix the issue across the board. Chairman Chris Carter recognized John Thibodaux, R&B employee, who stated that he accepted employment with the Jury because of the benefit package. He also stated that he realized that some things were not fair but when changes are made losses can happen because of it. In response, he stated that he liked having the Thursday and Friday off when a holiday fell within a work week.
7. Committee member Jeff Naquin offered a motion, seconded by Mr. Michael Dias, "THAT, the committee approve the re-appointment of John Boudreaux as OHSEP Director for 2021." The motion was unanimously adopted.
8. Chairman Chris Carter stated that there have been many cases where employees have been coming in contact with persons with COVID-19 and the Parish should have something in place across the board stating when quarantine is needed, for how long and if testing is needed to return to work. He stated that he believes that one person should be making the calls in accordance with the CDC guidelines instead of each department head. He then stated that he would recommend that when the supervisor is notified of a situation the OHSEP Director should be contacted and should then inform them as to when that person should return to work in accordance with the guidelines. In response, the OHSEP Director stated that under the executive order that we adopted last year it basically states that we are following the Governor's guidelines which are state guidelines. He then stated that if an issue arises and he provides the information, under a public health emergency, he doesn't mind helping another supervisor but he's not sure he wants to make the decisions for their employees. He further explained the difficulty to figure out how to make the determination but stated that he would assist them in accordance with the guidelines. A brief discussion was then held regarding the guidelines and the interpretation. The OHSEP Director stated that you are required to quarantine 14 days unless you are a healthcare worker. A brief discussion was then held regarding the 14 days requirement for people with the virus or those that have come in contact with someone. They also spoke about reverting back to temp checks and mandating the wearing of a mask outside of your personal office space. A discussion was also had relative to wearing masks at all Police Jury meetings, performing temp checks and sticking to occupancy requirements
9. Committee member Ron Alcorn offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve to follow CDC guidelines as it relates to COVID-19." The motion was unanimously adopted.
10. Committee member Ron Alcorn offered a motion, seconded by Mr. Jeff Naquin, "THAT, there being no further business to come before the Personnel Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Chris Carter
Personnel Committee Chairman

Engineering/Grants Committee Meeting
Of the
Assumption Parish Police Jury

Wednesday, February 26, 2020
5:35 O'clock p.m.

1. Committee members recorded as present were: Mr. Irving Comeaux, Chairman; Mr. Leroy Blanchard, Mr. Ron Alcorn, Mr. Michael Dias, Mr. Jeff Naquin.
Other Police Jurors recorded as present were: Mr. Patrick Johnson, Mr. Chris Carter, Mr. Jamie Ponville, Mr. Myron Matherne.
2. Chairman Irving Comeaux recognized Jacob Lueke, GIS Engineering, who stated that they have coordinated with the Parish and was able to assist the Grants Coordinator with the inventory and the application process to submit the entire list of projects that were brought about from the master plan. He then stated that it will require the Jury's approval before it can be submitted. He then stated that they have also coordinated with Beryl Gomez and Leroy Blanchard to discuss funding sources and looking at the Louisiana Watershed Initiative. Committee member Leroy Blanchard stated that Congressman Graves had a meeting and discussed some new funding opportunities that has arisen from the new stimulus that was passed. There is \$3 Billion allocated to Louisiana for flood & drainage mitigation type projects. It's divided into five (5) buckets and four (4) of them the Parish may have access to. \$1.2 is dedicated to the Community Development Block Grant that will have different rules from any other CDBG grant of the past. It's geared towards the hazard before it happens. He stated that the Grants Coordinator attended the meeting and is now researching the grants to see how the Parish can apply that towards the master plan and what's been identified within. Police Juror Patrick Johnson stated that when low to moderate income is used or considered, most areas will not be considered due to qualifications. In response, committee member Leroy Blanchard stated that they spoke on how they assist themselves and are penalized by not being eligible for federal monies to mitigate in the future. A brief discussion was then held regarding the projects being considered no regret projects.
3. Chairman Irving Comeaux recognized Pat Gordon, Chief Planning Officer South Central Planning, who explained that the Barrataria-Terrebonne National Estuary Program (BTNEP) has obtained a grant to reimburse homeowners to repair their home sewage systems in parts of Ascension, Assumption and Lafourche Parishes along the Bayou Lafourche corridor. He stated that South Central Planning and Development Commission (SCPDC) will be the agency processing the participation agreements and reimbursements for residents eligible for the home sewage assistance grant. He then stated that Bayou Lafourche Freshwater District (BLFWD) will be the outreach agency visiting residential sites along Bayou Lafourche. Mr. Gordon then stated that the reimbursement program is simple, once BLFWD has identified a broken system they will refer those homeowners to SCPDC for financial assistance. A licensed contractor will provide an estimate to complete the work and the homeowner will use a licensed contractor to fix the system. Once the work is complete, SCPDC will re-inspect to make sure all work was done. He then stated that reimbursement pays 100% of the first \$1,000 and 50% up to \$4,000 in cost incurred by homeowner. He added that this program is completely voluntary and a one-time offer. In response, Mr. Andrew Barron, BTMEP stated he hopes to provide for other waterways but that this program was directed to assist with keeping the drinking water source clean which is Bayou Lafourche. Chairman Irving Comeaux thanked them for their presentation.
4. Chairman Irving Comeaux recognized committee member Michael Dias, who stated that Duplantis Design Group submitted a Geo Technical report for the Attakapas Landing Restoration. He stated that this is the 1st step in getting things started to get a cost estimate for the project (re-bulking, raising, etc). Committee member Jeff Naquin stated that GOMESA would be a prime funding source for this project. Committee member Ron Alcorn stated that he would like to have other engineers submit a proposal or a study report. A brief discussion was then held regarding all engineers submitting a proposal to have input on the geo tech study so they would have use by any engineer that would be awarded the project.
5. Committee member Jeff Naquin offered a motion, seconded by Mr. Ron Alcorn, "THAT, the committee approve to advertise for the Geo Technical Study for the Attakapas Landing Restoration Project." The motion was unanimously adopted.
6. Chairman Irving Comeaux recognized the Secretary-Treasurer, who stated that the agreement with DOTD was that the Parish would receive credits for projects and once submitted they would contract them out and monitor the completion. She then stated that they don't want to be responsible for overseeing the projects and they want to cut the check to the Parish and we handle everything. A brief discussion was held regarding the initial agreement involving LA 1247,

the other projects that were submitted utilizing the credits and the Parish being able to afford future repairs. Following the discussion, the committee agreed to send a letter to DOTD stating that the Parish is not interested in handing the projects utilizing the credits from LA 1247.

7. Chairman Irving Comeaux recognized committee member Leroy Blanchard, who stated that the handout indicated the projects that were included in phase 1 of the master plan. He stated that engineering has not be done but they need to be included in the inventory. They are Baker Canal Dredging Project, Labadieville Canal Dredging Project, Cancienne Canal, Bayou St. Vincent, Himalaya Bayou, William Canal, Godchaux Canal, Pierre Part Levee Improvements, Bayou L'Ourse Levee Improvement, Amelia Levee Project, Wards 8 & 9 Levee & Road Improvement Projects. He added that if they are not included in the inventory, they would not be eligible for the round.
8. Committee member Leroy Blanchard offered a motion seconded by Mr. Jamie Ponville, "THAT, the committee approve the submittal of the Louisiana Watershed Initiative Round 1 Projects." The motion was unanimously adopted.
9. Chairman Irving Comeaux recognized the Grants Coordinator, who stated that a project is needed for the 2020-2021 LGAP application. She stated that the Parish is allocated \$33,800. A brief discussion was then held regarding equipment for the Public Works Department or attachments for current equipment. Following the discussion, the committee agreed to submit details at the next meeting.
10. Chairman Irving Comeaux recognized the OHSEP Director, who stated that the owner acknowledges that based on the lot extension, the lots can only be sold to adjacent property owners. He stated that this has been done in the past and doesn't comply with the ordinance. He then recommended approval.
11. Committee member Jamie Ponville offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the committee approve the lot extension off of Sugar Cane Lane in Pierre Part." The motion was unanimously adopted.
12. Chairman Irving Comeaux recognized the OHSEP Director, who stated that the numbers for the Coronavirus are, positive cases are 1500 with a death toll of 29. The Parish is averaging about 20 new cases per day which is up from about 2-3 months which averaged 2-3 per day. He stated that the cases are up and it will take longer than expected to have everyone vaccinated. He stated that the 70+ aged individuals and the key healthcare workers are receiving it now.
13. The OHSEP Director stated that there are no updates on the Disaster Recovery Grants.
14. Committee member Jamie Ponville offered a motion, seconded by Mr. Michael Dias, "THAT, there being no further busines to come before the Engineering/Grants Committee, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Irving Comeaux, Chairman
Engineering/Grants Committee

Regular Meeting
Of the
Assumption Parish Police Jury

Wednesday, January 13, 2021
6:00 O'clock p.m.

1. The Regular Meeting of the Assumption Parish Police Jury was called to order by Police Jury President Jeff Naquin in the Assumption Parish Police Jury Chamber located at 4813 Highway 1, Napoleonville, Louisiana.
2. Police Jurors recorded as present were: Mr. Ron Alcorn, Ward 1; Mr. Jeff Naquin, Ward 2; Mr. Irving Comeaux, Ward 3; Mr. Patrick Johnson, Ward 4, Mr. Michael Dias, Ward 5; Mr. Chris Carter, Ward 6; Mr. Leroy Blanchard, Ward 7; Mr. Jamie Ponville, Ward 8; Mr. Myron Matherne, Ward 9.
3. President Jeff Naquin recognized Police Juror Patrick Johnson to lead the Prayer and Police Juror Chris Carter led the Pledge of Allegiance to the Flag.
4. The Secretary-Treasurer opened nominations for Police Jury President for 2021. Police Juror Irving Comeaux nominated Police Juror Jeff Naquin. Police Juror Jamie Ponville nominated Police Juror Leroy Blanchard. Police Juror Chris Carter nominated Police Juror Patrick Johnson. Following three (3) calls, there were no other nominations.

There were recorded on the nomination for Jeff Naquin:

Yeas: Irving Comeaux, Michael Dias, Jeff Naquin

There were recorded on the nomination for Leroy Blanchard:

Yeas: Leroy Blanchard, Jamie Ponville, Myron Matherne

There were recorded on the nomination for Patrick Johnson:

Yeas: Ron Alcorn, Patrick Johnson, Chris Carter

5. ADA Michael Calabro stated that there is a 3-way tie and under Robert Rules of Order the voting process must go on until one (1) person receives the majority number of votes.
6. The Secretary-Treasurer again opened nominations for Police Jury President for 2021. Police Juror Chris Carter nominated Police Juror Patrick Johnson. Police Juror Jamie Ponville nominated Police Juror Leroy Blanchard. Police Juror Michael Dias nominated Police Juror Jeff Naquin.

There were recorded on the nomination for Patrick Johnson:

Yeas: Ron Alcorn, Patrick Johnson, Chris Carter

There were recorded on the nomination for Leroy Blanchard:

Yeas: Leroy Blanchard, Jamie Ponville, Myron Matherne

There were recorded on the nomination for Jeff Naquin:

Yeas: Irving Comeaux, Michael Dias, Jeff Naquin

7. Police Juror Irving Comeaux stated that all three (3) guys are good candidates. He stated that Patrick Johnson has serviced for 25 yrs. and has as much experience as he does. He stated that Leroy Blanchard has served for only 1 year and would be good but he believes he needs a little more experience because there is a lot of things that happen and he's unaware of it at this time. He then stated that Jeff Naquin has served 17 yrs and has done a good job running the Parish in the last year. He then spoke about when he and Juror Johnson became a Juror and the condition of the Parish and how nightly negotiations and bonds brought the Parish through. He then stated that his concern last year was the General Fund and he didn't want to see the Parish go backwards to where it was when he took office. He stated that he kept a close eye on everything that was being done and he was satisfied because the Parish is still in good shape. In response, Police Juror Leroy Blanchard stated that his lack of experience was mentioned but when Martin Triche was elected and he served 1 yr. and became President. In response, Police Juror Irving Comeaux explained how 5 new members came in, 1 replaced a deceased member and Mr. Triche was the only Juror that wanted to step up. He added that Mr. Triche did a superb job for this Parish.
8. The Secretary-Treasurer again opened nominations for Police Jury President for 2021. Police Juror Jamie Ponville nominated Police Juror Leroy Blanchard. Police Juror Michael Dias

nominated Police Juror Jeff Naquin Police Juror Chris Carter nominated Police Juror Patrick Johnson.

There were recorded on the nomination for Leroy Blanchard:

Yeas: Leroy Blanchard, Jamie Ponville, Myron Matherne

There were recorded on the nomination for Jeff Naquin:

Yeas: Irving Comeaux, Michael Dias, Jeff Naquin

There were recorded on the nomination for Patrick Johnson:

Yeas: Ron Alcorn, Patrick Johnson, Chris Carter

9. In response, the ADA stated that the matters on the Regular Meeting can't be discussed due to the President having to preside over the meeting. The committee agreed to have a short recess.
10. Police Juror Ron Alcorn offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve holding a five (5) minute recess." The motion was unanimously adopted.
11. Police Juror Chis Carter offered a motion, seconded by Mr. Ron Alcorn, "THAT, the Police Jury resume regular session." The motion was unanimously adopted.
12. The Secretary-Treasurer proceeded to open nominations for Police Jury President for 2021, The split vote nominations went on for approximately four (4) more rounds. A brief recess occurred.
13. The Secretary-Treasurer again opened nominations for Police Jury President for 2021. Police Juror Chris Carter nominated Police Juror Patrick Johnson. Police Juror Police Juror Michael Dias nominated Police Juror Jeff Naquin. Police Juror Jamie Ponville nominated Police Juror Leroy Blanchard who declined his nomination.

There were recorded on the nomination for Patrick Johnson:

Yeas: Ron Alcorn, Patrick Johnson, Chris Carter, Leroy Blanchard, Myron Matherne.

Nays: Irving Comeaux, Michael Dias, Jeff Naquin

Absent: None

Abstain: Jamie Ponville

The Secretary-Treasurer declared the motion passed. (resolution attached)

14. President elect Patrick Johnson thanked the Jury for the confidence they are placing in him. He opened the nominations for Vice-President.
15. Police Juror Chris Carter nominated Police Juror Irving Comeaux for the Vice-President position. Following three (3) calls, there were no other nominations.
16. Police Juror Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve and elect Irving Comeaux as the Police Jury Vice-President for 2021." The motion was unanimously adopted. (resolution attached)
17. President Patrick Johnson stated that the committees are as stand but would ask that if any Jury would like to make a change or be added please inform the Secretary-Treasurer. Police Juror Leroy Blanchard requested to be added to the Road & Bridge Committee, Jamie Ponville requested to be added to Personnel Committee, Jeff Naquin will become Solid Waste Committee Chairman.
18. Police Juror Chris Carter offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the List of Committees in accordance with the revisions." The motion was unanimously adopted.
19. President Patrick Johnson recognized Mr. John Barthelemy, Assumption Parish School Board Superintendent, who thanked the Jury for recognizing him early. He then recognized the School Board President Honoray Lewis who is their showing his support. He proceeded to introduce himself and stated that the schools in Assumption Parish are very near and dear to his heart and wants a good education for everyone. He gave a brief background of himself, 22 yrs in education service from a Bus Drive to being a principal to being a district leader. He listed the Parishes in which he was employed as well as his parents being educators. He stated that he's here to serve and he truly appreciate the Parish allowing him to address the Board. In response, Mr. Barthelemy stated that he has an open door policy. He then informed the Jury that the School Board is partnering with Fletcher Community College which will allow the students to earn an associate degree or technical diploma while in high school. He stated that if you can earn these certificates for free in high school and when you graduate and qualify for a Pell grant or TOPS, then you would be able to earn a Bachelor Degree for free and also a Masters. He stated that they are working on introducing this in the Fall of this year. Police Juror Leroy Blanchard stated

that he had the pleasure of speaking with Mr. Barthelemy and discussed the opportunity of the Economic Development Committee with he and the Chamber of Commerce to talk about the development of an economic plan for both school systems and the businesses in the area. President Patrick Johnson welcomed him to the parish and stated that the Police Jury looks forward to supporting his efforts.

20. President Patrick Johnson stated that the date and time remains on the 2nd and 4^h Wednesday of each month but due to the Police Jury Convention, the meeting date was changed in February. He then stated that the convention date has been changed therefore, the meeting for Tuesday February 9, 2021 will revert back to Wednesday, February 10, 2021 and the meeting for Wednesday, May 12, 2021 will now be Tuesday, May 11, 2021.
21. Police Juror Myron Matherne offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve and accept the time and date of the Regular Police Jury meetings for 2021 with the revisions as noted." The motion was unanimously adopted.
22. Police Juror Chris Carter offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve the minutes of the December 16, 2020 meeting." The motion was unanimously adopted.
23. President Patrick Johnson opened the meeting to the public for any public comments, questions or concerns regarding the items listed on the agenda. ADA Michael Calabro stated that Mr. Edwards has approached the podium but he has spoken with him and informed him that the matter he wishes to bring forth can't be discussed due to ongoing litigations. President Patrick Johnson recognized Mr. Louis Edwards but reiterated what was stated by the ADA. Mr. Edwards stated that he wanted to congratulate Mr. Johnson on his election of President of the Police Jury. He then stated that a discussion was held on the past and current drainage project completion. He added that the Manager stated that his team has been working diligently and if someone had a little water would not qualify getting his attention at this time. He stated that the Parish Manager is requesting that he be called for a purpose because without purpose they don't end up right. He then stated that he won the litigation with the Jury. President Patrick Johnson stated that respectfully the Police Jury soundingly will recognize the ADA's recommendation with no disrespect to him. He stated that the Police Jury is called to adhere to the ADA and on the time frame on which he is referred to and also have directed you the Jury would be happy to ablige with that. Mr. Edwards then stated that he was addressing the things that were done today especially when the drainage issues are talked about and the water running into Bayou Lafourche or the ground water. He added that there are ground water and sewage issues in the area in which he lives, Tyler Lane therefore, he is asking that the issues there be reviewed and that the Police Jury consider drainage with a purpose and asked that they look into the drainage and 300 ft. of sewer lines that are not being used on Tyler Lane. Following three (3) calls, there were no further comments received.
24. President Patrick Johnson recognized Drainage Committee Chairman Jamie Ponville, who stated that the committee met and recommended the following: received an update regarding the time frame of past and current drainage project completion and accepted the low bid of \$11,980 submitted by K&K Marine for the Labadieville Drainage Canal Snagging & Banking of Trees Project budget by both Wards 2 & 3 drainage fund.
25. Police Juror Jamie Ponville offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve the Drainage Committee report as presented." The motion was unanimously adopted. (resolution attached)
26. President Patrick Johnson recognized Finance Committee Chairman Jeff Naquin, who stated that the committee met and recommended the following: approval of payment of bills submitted through January 8, 2021, heard from Alan Robert regarding the request to provide office space for the 23rd Judicial District Public Defender and approved the renewal contract for the APCC Chiller Maintenance with Direct Parts & Service.
27. Police Juror Jeff Naquin offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Finance Committee report as presented." The motion was unanimously adopted. (resolution attached)
28. President Patrick Johnson recognized Personnel Committee Chairman Chris Carter, who stated that the committee met and recommended the following: reviewed and accepted the proposed changes to the Personnel Manual, reappointed John Boudreaux as OHSEP Director for 2021 and decided on a 14 day quarantine if period if any employee is in direct contact with a COVID patient or positive themselves, 80 hrs of COVID-19 allocation and heard from several R&B employees relative to decisions that affect them.
29. Police Juror Chris Carter offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police Jury approve the Personnel Committee report as presented." The motion was unanimously adopted. (resolutions attached)
30. President Patrick Johnson recognized Engineering/Grants Committee Chairman Irving Comeaux who stated that the committee met and recommended the following: received an update on the

Drainage Master Plan & Flood Mitigation Project, heard a presentation relative to Bayou Lafourche Home Sewerage Assistance Program, advertise for the Geo Technical Study for the Attakapas Landing Restoration Project, send a letter to DOTD stating that the Parish is not interested in handling the projects utilizing the credits from LA 1247, submittal of the Louisiana Watershed Initiative Round 1 Projects, submit details for the 2020-2021 LGAP application at the next meeting, lot extension off of Sugar Cane Lane in Pierre Part and received an update on the Coronavirus Pandemic.

31. Police Juror Irving Comeaux offered a motion, seconded by Mr. Michael Dias, "THAT, the Police Jury approve the Engineering/Grants committee report as presented." The motion was unanimously adopted.
32. President Patrick Johnson recognized Ryan Perque, who stated that he originally came before the Jury in 2018 regarding the provisional approval for a Bayou Side Enhancement Project behind the pavilion across from the high school creating a walk way to the pedestrian bridge. He stated that they are currently going through the permitting process and if it follows the directed timeline the notice to proceed will be received soon. He stated that the CEA covers the roles and responsibilities of each party. He stated that he and the ADA have tweaked it to accommodate both parties therefore, an approval and President's signature is needed from the Parish.
33. Police Juror Michael Dias offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the Cooperative Endeavor Agreement between APPJ and Friends of Bayou Lafourche for the Napoleonville Multi-trail Connection Project and authorize the President to sign." The motion was unanimously adopted. (resolution attached)
34. Police Juror Irving Comeaux offered a motion, seconded by Mr. Leroy Blanchard, "THAT, the Police Jury approve and authorize the Secretary-Treasurer to purchase government securities for the Parish (UBS Financial Services, Inc, LAMP)." The motion was unanimously adopted. (resolution attached)
35. Police Juror Jamie Ponville offered a motion, seconded by Mr. Myron Matherne, "THAT, the Police Jury approve adoption of a resolution approving the holding of an election in Recreation District No 2 of Assumption Parish on Saturday, April 24, 2021 to authorize the renewal of a special tax therein." The motion was unanimously adopted. (resolution attached)
36. President Patrick Johnson recognized the Secretary-Treasurer, who stated that she received only one (1) application, Mrs. Jerilyn Williams, for the replacement of Mr. Joe Montero on the Library Control Board. The Library Director stated that other applications were received. They had not been forwarded to the Board or the Secretary-Treasurer, the matter was tabled.
37. Police Juror Irving Comeaux offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve a light at 208 Violet St." The motion was unanimously adopted.
38. Police Juror Jeff Naquin offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve an occupational license submitted for Mia Bella-A Southern Beauty Studio, DorseyBoyz, Bayside Seafood & Supply, LLC, Crochet's Accounting & Tax Services, LLC, Nick Devernney Electric and Vudu Club." The motion was unanimously adopted.
39. Police Juror Michael Dias offered a motion, seconded by Mr. Jeff Naquin, "THAT, the Police jury approve adoption of ordinance 21-01 approving new polling place location for Ward 5 precinct 1." The motion was unanimously adopted. (ordinance attached)
40. President Patrick Johnson recognized Police Juror Ron Alcorn, who stated that he has been working with the Grants Coordinator and requested approval for her to start seeking grant opportunities for improvements to Gilbert Dupaty Park.
41. President Patrick Johnson recognized Lonnie Cavalier, who stated that there will be no litter abatement program as long as we are under phase 3 of COVID-19. A brief discussion was held regarding community service hours. Following the discussion, suggestions were given to contact the churches, Sheriff's Substation, Fire Departments, etc. (public purpose). In response, Mr. Cavalier stated that when this pandemic is beyond us the program will commence again.
42. Police Juror Chris Carter offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve the 1st phase of the derelict structure procedure for the dwelling located at 5252 Hwy 1, Napoleonville." The motion was unanimously adopted.
43. Police Juror Jeff Naquin offered a motion, seconded by Mr. Chris Carter, "THAT, the Police Jury approve a liquor license application for Zoe & Mark Dorsey." The motion was unanimously adopted.
44. President Patrick Johnson informed the Jury of the 32nd Martin Luther King Program, Monday, January 18, 2021, 11 a.m. at Beautiful Zion Baptist Church, Keynote Speaker Pastor Ritney Castine, Trinity AME Church, Pastor.

45. Police Juror Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve adding the following matters to the agenda." The motion was unanimously adopted.
46. President Patrick Johnson requested comments, questions or comments regarding a letter of support to add Brian Mabile to the Atchafalaya River Basin Restoration & Enhancement Task Force. Following three (3) calls, there were no comments received.
47. Police Juror Leroy Blanchard offered a motion, seconded by Mr. Jamie Ponville, "THAT, the Police Jury approve a letter of support to the Governor to add Brian Mabile to the Atchafalaya River Basin Restoration & Enhancement Task Force, Commercial Fishery Representative." The motion was unanimously adopted.
48. Police Juror Leroy Blanchard offered a motion, seconded by Mr. Chris Carter, "THAT, there being no further business to come before the Assumption Parish Police Jury, the meeting be adjourned." The motion was unanimously adopted.

Kim M. Torres
Secretary-Treasurer

Patrick Johnson
President

On a motion by Mr. Chris Carter, seconded by Mr. Jeff Naquin, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby reinforce the wearing of face masks by all employees within parish buildings.

BE IT FURTHER RESOLVED that the jury mandates a 14-day quarantine period beginning the first day following direct contact with a positive COVID-19 individual regardless of any testing results being negative or the lack of symptoms;

80 hours of paid COVID-19 excused leave will be provided per employee beginning in March of 2020. Employees that have already exhausted their 80 hours and are required to quarantine, MUST use their accumulated leave on the books or not be paid for the time off of work.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9
Nays: 0
Absent: 0

On a motion by Mr. Chris Carter, seconded by Mr. Jeff Naquin, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby motion to allow recently hired new employee Warren Coupel to fall under the "newly" adopted personnel policy amendments as it relates to the end of the probationary period being 60 days from hire date with no earning of leave, holidays or benefits until after the end of probationary period is approved by the jury.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9
Nays: 0
Absent: 0

On a motion by Mr. Irving Comeaux, seconded by Mr. Michael Dias, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its Grants Coordinator to submit the listing of projects for Round 1 as provided to the jury for funding through the Louisiana Watershed Initiative.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0

On a motion by Mr. Irving Comeaux, seconded by Mr. Michael Dias, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve the lot extensions off of Sugar Cane Lane in the Pierre Part community.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9
Nays: 0
Absent: 0

On a nomination by Mr. Chris Carter, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby appoint Patrick Johnson as Police Jury President of the Assumption Parish Police Jury for 2021.

Yeas: Chris Carter, Ron Alcorn, Patrick Johnson, Myron Matherne, Leroy Blanchard

Nays: Jeff Naquin, Irving Comeaux, Michael Dias

Absent: 0

Abstain: Jamie Ponville

On a nomination by Mr. Chris Carter, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby appoint Irving Comeaux as Police Jury Vice-President of the Assumption Parish Police Jury for 2021.

Yeas: 9
Nays: 0
Absent: 0
Abstain: 0

On a motion by Police Juror Chris Carter, seconded by Mr. Jeff Naquin, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby re-appoint John Boudreaux as its OHSEP Director for 2021.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0

On a motion by Mr. Jeff Naquin, seconded by Mr. Jamie Ponville, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby and authorize the President, Patrick Johnson, to sign the renewal preventive maintenance agreement with Direct Parts & Service for the Assumption Parish Community Center Air Cooled Chillers on the same terms and conditions as the prior year contact.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9
Nays: 0
Absent: 0

On a motion by Mr. Chris Carter, seconded by Mr. Jeff Naquin, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby amend its Personnel Manual and Organization Structure Manual to provide for the changes as presented in the Public Meeting on January 13, 2021 relative to the following:

- Amend Table of Contents (Consent Acknowledgement Page & Page Numbers)
- Amend Section 4.1: Probation
- Amend Section 5.2: Pay Period
- Amend Section 6.1: Holidays
- Add Section 6.15: Department Staffing & Work Crew Requirements
- Amend Section 6.3: Sick Leave
- Amend Section 6.4: Bereavement Leave/Personal Leave
- Amend Section 7.3: Use of Public & Private Vehicles
- Amend Section 10.2: Fringe Benefits
- Amend Section 10.6: Internal Controls
 - Sub-Section 1: Internal Controls over Receipts/Disbursements
 - Sub-Section 3: Internal Controls over Revenues/Receivables
 - Sub-Section 4: Internal Controls over Capital Assets & Expenditures
 - Sub-Section 5: Internal Controls over Accounts Payable/Expenditures
 - Sub-Section 8: Internal Controls over Grants and Similar Programs
 - Sub-Section 9: Internal Controls over Payroll and Related Liabilities
 - Sub-Section 11:D Procurement Policy including RFP/Bidding Process
 - Sub-Section 11: Additional Policies Required for Internal Controls
- Amend Section 10.8: Louisiana Code of Governmental Ethics
- Amend Section 10.12: Sexual Harassment Free Workplace
- Amend Summary of Job Titles by Pay Grade in Organization Structure

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas:	9
Nays:	0
Absent:	0

On a motion by Mr. Michael Dias, seconded by Mr. Jamie Ponville, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED that the Assumption Parish Police Jury does hereby approve and authorize its President, Patrick Johnson, to Cooperative Endeavor Agreement with the Friends of Bayou Lafourche for the construction of the Napoleonville Multi-Trail Connection Project to be funded through the Recreational Trails Program with Assumption Parish Police Jury contributing \$20,000 from the Ward 5 Recreation allocation.

Upon being placed to a vote, the above resolution was adopted as follows:

Yeas: 9
Nays: 0
Absent: 0

The following resolution was offered by Mr. Jamie Ponville and seconded by Mr. Myron Matherne :

RESOLUTION

A resolution approving the holding of an election in Recreation District No. 2 of the Parish of Assumption, State of Louisiana, on Saturday, April 24, 2021, to authorize the renewal of a special tax therein.

WHEREAS, the Board of Commissioners of Recreation District No. 2 of the Parish of Assumption, State of Louisiana (the "Governing Authority"), acting as the governing authority of Recreation District No. 2 of the Parish of Assumption, State of Louisiana (the "District"), adopted a resolution on January 5, 2021, calling a special election in the District on Saturday, April 24, 2021, to authorize the renewal of a special tax therein; and

WHEREAS, the governing authority of the District has requested that this Police Jury, acting as the governing authority of the Parish of Assumption, State of Louisiana, give its consent and authority for the District to hold the aforesaid election, and in the event that the election carries to continue to levy and collect the special tax provided for therein; and

WHEREAS, as required by Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, it is now the desire of this Police Jury to approve the holding of said election and in the event that the election carries, to continue to levy and collect the special tax provided for therein;

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

SECTION 1. In compliance with the provisions of Article VI, Section 15 of the Constitution of the State of Louisiana of 1974, and in accordance with the request of the Board of Commissioners of Recreation District No. 2 of the Parish of Assumption, State of Louisiana, this Police Jury hereby approves the holding of an election in the District, on Saturday, April 24, 2021, at which election there will be submitted the following proposition, to-wit:

PROPOSITION (MILLAGE RENEWAL)

Shall Recreation District No. 2 of the Parish of Assumption, State of Louisiana (the "District"), continue to levy and collect a special tax of six (6) mills on all property subject to taxation in said District, for a period of ten (10) years, beginning with the year 2023 and ending with the year 2032 (an estimated \$193,000 reasonably expected at this time to be collected from the levy of the tax for an entire year), for the purpose of acquiring, constructing, improving, maintaining and/or operating the recreational facilities of the District, including necessary equipment in connection therewith?

SECTION 2. In the event the election carries, this Police Jury does hereby further consent to and authorize the District to continue to levy and collect the special tax provided for therein. This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Ron Alcorn, Jeff Naquin, Irving Comeaux, Patrick Johnson, Michael Dias, Chris Carter, Leroy Blanchard, Jamie Ponville, Myron Matherne

NAYS: None

ABSENT: None

And the resolution was declared adopted on this, the 13th day of January, 2021.

/s/ Kim M. Torres
Secretary-Treasurer

/s/ Patrick Johnson
President

STATE OF LOUISIANA
PARISH OF ASSUMPTION

I, the undersigned Secretary-Treasurer of the Police Jury of the Parish of Assumption, State of Louisiana, do hereby certify that the foregoing pages constitute a true and correct copy of a resolution adopted by said Police Jury on January 13, 2021, approving the holding of an election in Recreation District No. 2 of the Parish of Assumption, State of Louisiana, to authorize the renewal of a special tax therein.

IN FAITH WHEREOF, witness my official signature at Napoleonville, Louisiana, on this, the 13th day of January, 2021.

Secretary-Treasurer

On a motion by Mr. Michael Dias, seconded by Mr. Jeff Naquin, the following ordinance was adopted:

AMEND ORDINANCE NO. 21 - 01

AN ORDINANCE OF THE PARISH OF ASSUMPTION TO AMEND SECTION 2:52 "POLLING PLACES ESTABLISHED", OF SUB-CHAPTER B, "ELECTIONS" OF CHAPTER 2 OF THE ASSUMPTION PARISH CODE OF ORDINANCES SO AS TO ESTABLISH A NEW POLLING PLACE FOR WARD 5 – PRECINCT 1.

Be it enacted by the Police Jury of the Parish of Assumption, convened in Regular Session on January 13, 2021, that Section 2:52, "Polling Places Established", of Sub-Chapter B, "Elections", of Chapter 2 of the Assumption Parish Code of Ordinances be hereby amended so as to establish a new polling place for Ward 5 – Precinct 1.

CHAPTER 2

Sub-Chapter B

Elections

SECTION 2:52. POLLING PLACES ESTABLISHED

TO BE REVISED FROM:

Ward 5, Precinct 1: Napoleonville Volunteer Fire Station
212 Washington Street
Napoleonville, Louisiana 70390

TO READ AS FOLLOWS:

Ward 5, Precinct 1: Napoleonville Community Center
4770 Highway 1
Napoleonville, Louisiana 70390

WHEREAS, should any section or provision of this ordinance be declared unconstitutional or not valid, such decision shall not affect the validity of the ordinance as a whole or any part thereof.

WHEREAS, all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

THEREFORE, BE IT ORDAINED, that the provisions of this ordinance shall become effective upon approval by the Louisiana House of Representatives, the Louisiana Senate, and the Department of Elections and Registration; and, upon preclearance by the U.S. Department of Justice.

The foregoing ordinance, having been submitted to a vote, was as follows:

Yeas: 9

Nays: 0

Absent: 0

And the ordinance was declared adopted this 14th day of January 2021.

Kim M. Torres
Secretary-Treasurer

Patrick Johnson
President