

**MINUTES**  
**POINTE COUPEE PARISH HOME RULE CHARTER COMMISSION**  
**October 26, 2015**

The Pointe Coupee Parish Home Rule Charter Commission met in regular session at 5:00 p.m. on Monday, October 26, 2015 at the Courthouse Building in the Sheriff's Meeting Room, New Roads, Louisiana.

Chairman Lyles called the meeting to order and directed Secretary Gerrie Martin to call the roll:

**PRESENT:** Messrs. Alden Andre, Price Gay, Mrs. Gail Hurst, Messrs. Jeremy LaCombe, Cletus Langlois, Richard Maciasz, Albert Sneed and Jimmy Lyles, Chairman.  
Arrived after roll call: Mr. Albert Dukes.

**OTHERS**

**PRESENT:** Mrs. Stacie Major Greene, Messrs. James Fairchild and Charles Morgan.  
**ABSENT:** Messrs. Cornell Dukes and Jacques LaCour.

**PUBLIC COMMENTS**

There were no public comments.

**ADOPT MINUTES**

Motion by Mr. Gay and seconded by Mrs. Hurst:

**RESOLVED**, That the minutes of October 12, 2015 meeting be accepted as written and be published.

Unanimously carried.

**DISCUSSION AND CONSIDERATION REGARDING ADMINISTRATION PORTION OF CHARTER**

Chairman Lyles announced Attorney Dannie Garrett was attending a Finance Committee meeting of the Police Jury and would be attending their meeting thereafter.

Chairman Lyles commented on the information and documents that were sent to commissioners for their review prior to the meeting. He commented on the commissioners discussing the administration section of the charter and decide on the items they will be discussing at their next meeting. He discussed the importance of getting information to commissioners prior to their meetings so everyone would have a chance to review the documents and be prepared to vote on items at their meetings.

The commissioners reviewed the organizational chart and the Police Jury's employee information list that includes their job titles and salaries.

Upon review and discussion, the commissioners asked that the number of employees per each department be provided as outlined on the organizational chart.

In response to Mr. LaCombe, Mr. Dukes, as a Police Juror, commented on his idea to save money by consolidating departments and number of supervisors. Mr. Dukes stated that the parish has not had an increase in property taxes (millage) in 30 years, and Pointe Coupee ranks 62 of 64 parishes in Louisiana for having the lowest amount in property taxes. He commented on the needs in the parish and at some point a tax increase will have to be placed on the ballot to afford the plan the commission develops. He stated they need to put a plan in place that the people will accept and approve.

Mr. Langlois commented on the need to obtain copies of the budgets and millage(s) totals from surrounding parishes.

The secretary was asked to request copies of organizational charts, employee census, job descriptions and salaries of employees from St. Landry, West Baton Rouge and West Feliciana Parishes and forward to commissioners for comparison with the parish.

The commissioners discussed obtaining budgets and millage totals from other parishes for their review.

Mr. Gay commented on who is responsible for tracking the fees and paying Attorney Dannie Garrett for his services to the commission and what will be the total cost estimate for his services.

Secretary Martin stated that when Attorney Garrett submits invoices to the Jury they are itemized detailing the date, hours, service and cost, prior to being paid by the treasurer.

Chairman Lyles commented on obtaining costs from Attorney Garrett, his fees charged to other parishes for assisting other commissions with developing charters.

Chairman Lyles commented on the commissioners discussing with Attorney Garrett preparing sections at a time of the charter for the commission to approval.

Attorney Garrett entered the meeting at 5:54 p.m.

In response to Mr. Gay, Attorney Garrett stated he has a contract agreement with the Police Jury which extends to the commission, since they were created by the Jury. He reported any legal fees incurred by the commission will be invoiced to the Jury for payment.

In response to Mr. Gay, Attorney Garrett reported that his legal fees varied between the different parishes based upon the services he was asked to provide and the completion of the charter. He gave an example and comparison of other parishes and how their charters were structured. He reported his fees for Natchitoches Parish was approximately \$7,500.

October 26, 2015

3

Attorney Garrett gave an overview of the parish organizational chart with the commissioners, and gave suggestions and examples of proposed restructuring.

In response to Chairman Lyles, Attorney Garrett reviewed a suggested format for their meetings. Chairman Lyles reported the assignment for each member will be to review the administration section of the charters from the three (3) parishes stated above noting their likes and dislikes. He asked that all commissioners be prepared to discuss and vote on this section at their next meeting. Thereafter, Attorney Garrett would proceed with preparing a draft of the administration section of the charter, and receive final approval and adoption at their next meeting. The commission will use this same process for other sections of the charter. Attorney Garrett suggested that the commission include Natchitoches Parish with the other three (3) parishes. Attorney Garrett also suggested the commission review any amendments made to charters by other parishes.

#### SET NEXT MEETING DATE AND AGENDA ITEMS

Chairman Lyles announced the next meeting will be held Monday, November 9, 2015 at 5:00 p.m. The agenda items will be discussion and consideration of the administration section of the charter.

#### OPEN DISCUSSION

There was no open discussion.

Motion by Mr. Dukes and seconded by Mr. Andre, the meeting adjourned at 6:31 p.m.

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Jimmy Lyles, Chairman