

MINUTES
Of the Regular Meeting of
The Claiborne Parish Police Jury
10:00 a.m. Wednesday
January 7, 2026
Police Jury Chambers
507 West Main Street
Homer, LA 71040

A Public Hearing was held for the 2026 Proposed Budget held at 9:00 am in the Conference Room of the Claiborne Parish Police Jury Administrative Building.

A Road Committee Meeting was held immediately following the Public Hearing.

The Claiborne Parish Police Jury met in regular session in the Jury Chambers of the Claiborne Parish Police Jury Complex, located at 507 West Main Street in Homer, LA at 10:00 a.m. on the morning of the 7th of January 2026, on being called to order by 2025 President Scott Davidson, the following Jurors were present:

Larry Ford, Mark Furlow, Kevin Gray, Mary McDaniel, Paul Cook, Joseph Merritt, Malcolm Cooper, and Gil Dowies.

District Ten Juror Rev. Willie Young, Sr., was absent.

There were 16 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendents Mr. Chad Verdin and Mr. Brant Cupp, CP Director of Libraries Mrs. Pam Suggs and Library Historian Mr. Wesley Harris, Claiborne Parish District Attorney Danny Newell, OPCS Executive Director Mrs. April Childress, Claiborne Parish Tax Assessor Mrs. Katie Coburn, Claiborne Parish Coroner Dr. Mark Haynes, Mr. David Greene of Republic Services, Claiborne Parish Digital Liaison Jerry Hilledge, LSU AG Center Lee Faulk and New Claiborne Parish 4-H Chair Destiny Hightower, Claiborne Parish Tourism Commission Board Member Jack Hightower, Claiborne Parish DART Representative Mrs. Rosalind Penegar, and Mr. Jerry Whitton of Homer.

The meeting was opened with a word of Prayer led by Mrs. Mary McDaniel, followed by the Pledge of Allegiance led by Paul Cook.

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously voted to adopt the agenda as presented.

At this time 2025 President Scott Davidson turned the meeting over to 2025 Vice-President Mark Furlow to begin the process of electing the 2026 Officers of the Claiborne Parish Police Jury.

2025 Vice-President Mark Furlow opened the floor for nominations for the 2026 President of the Police Jury.

District Three Juror Kevin Gray nominated 2025 President Scott Davidson as the 2026 President, duly seconded by Mary McDaniel.

Upon motion by Gil Dowies, duly seconded by Larry Ford, the Jury unanimously approved that the floor be closed to nominations for 2026 President.

By acclamation District Six Juror Scott Davidson was elected as the 2026 President of the Claiborne Parish Police Jury.

At this time 2025 Vice-President Mark Furlow turned the meeting back over to President Scott Davidson.

President Scott Davidson opened the floor for nominations for the 2026 Vice-President of the Police Jury.

District Five Juror Paul Cook nominated 2025 Vice-President Juror Mark Furlow for the position of 2026 Vice-President, duly seconded by Mary McDaniel.

Upon motion by Gil Dowies, duly seconded by Malcolm Cooper, the Jury unanimously approved that the floor be closed to nominations for 2026 Vice-President.

By acclamation District Two Juror Mark Furlow was elected as the 2026 Vice-President of the Claiborne Parish Police Jury.

Upon motion of Mark Furlow, duly seconded by Gil Dowies, the Jury unanimously appointed Secretary-Treasurer Dwayne R. Woodard for another two year term ending December 31, 2027.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved the following consent agenda:

Consent

1. Approval of the December 10, 2025, regular meeting minutes as published in the Official Journal.
2. Payment of the December 2025 bills as approved by the Claims Committee.

Regular Agenda

President Scott Davidson read aloud a notice that all Jurors and Parish Employees are required to complete one (1) hour of required ethics training by December 31, 2026.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2026, by all parish employees and that Parish Department Heads and Police Jury Officers have a two (2) hour training requirement.

President Scott Davidson reminded everyone that one (1) hour of Cybersecurity Training is required for all employees who have access to the Police Jury’s computer network system.

Sealed bids will be received by the Claiborne Parish Library Board of Control for the Haynesville Branch Project until 2:00 pm on Thursday, January 28, 2026, at the Claiborne Parish Library located at 909 Edgewood Drive, Homer, LA 71040.

Upon motion of Joseph Merritt, duly seconded by Mary McDaniel, the Jury unanimously approved the appointments to the committees of the Claiborne Parish Police Jury for 2026.

CLAIBORNE PARISH POLICE JURY – 2026 COMMITTEE ASSIGNMENTS

Revised – January 2026

Scott Davidson, President – ex-officio all

BUILDINGS & GROUNDS

- Kevin Gray, Chair
- Paul Cook
- Malcolm Cooper
- Larry Ford
- Joe Merritt

CLAIMS

- Mary McDaniel, Chair – Library
- Paul Cook – Road & Equipment
- Larry Ford - General
- Kevin Gray – Buildings & Grounds
- Malcolm Cooper – alternate
- Gil Dowies - alternate

FINANCE

Gil Dowies, Chair
Mark Furlow
Paul Cook
Rev. Willie Young
Kevin Gray

GARAGE

Paul Cook, Chair
Malcolm Cooper
Larry Ford
Mark Furlow
Kevin Gray

GRANTS

Rev. Willie Young, Chair
Malcolm Cooper
Gil Dowies
Mary McDaniel
Joe Merritt

HOUSING

Committee is comprised of the Jury as a whole.

PERSONNEL

Mark Furlow, Chair
Paul Cook
Gil Dowies
Mary McDaniel
Rev. Willie Young

ROAD

Committee is comprised of the Jury as a whole.

WATER

Paul Cook, Chair
Gil Dowies
Mark Furlow
Mary McDaniel
Rev. Willie Young

Upon motion of Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved the Regular Meeting Dates of the Claiborne Parish Police Jury for the 2026 Year – normally the Wednesday following the first Sunday of every month unless otherwise noted.

Proposed 2026 Meeting Dates

- February 4, 2026 – agenda closed at noon on January 28, 2026
- March 4, 2026 – agenda closed at noon on February 25, 2026
- April 8, 2026 – agenda closed at noon on April 1, 2026
- May 6, 2026 – agenda closed at noon on April 29, 2026
- June 10, 2025 – agenda closed at noon on June 3, 2026
- July 8, 2026 – agenda closed at noon on July 1, 2026
- August 5, 2026 – agenda closed at noon on July 29, 2026
- September 9, 2026 – agenda closed at noon on September 2, 2026
- October 7, 2026 – agenda closed at noon on September 30, 2026
- November 4, 2026 – agenda closed at noon on October 28, 2026
- December 9, 2026 – agenda closed at noon on December 2, 2026

+January 13, 2027 – agenda closed at noon on January 6, 2027

+Changed based on the New Year’s Holiday – January 13

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved the following Holidays for the Claiborne Parish Police Jury for the 2026 calendar year.

Proposed 2026 Holiday Dates

*Employee’s Birthday

- 2026 New Year’s Day – observed Thursday, January 1, 2026
- MLK Day – Monday, January 19, 2026
- Mardi Gras – Tuesday, February 17, 2026
- Good Friday – Friday, April 3, 2026
- Memorial Day – Monday, May 25, 2026
- Juneteenth – Friday, June 19, 2026
- Independence Day – Friday, July 3, 2026
- Labor Day – Monday, September 7, 2026
- Thanksgiving Holiday -Wednesday, November 25th – Friday, November 27th
- Christmas Holiday – Thursday, December 24th – Thursday, December 31st
- 2027 New Year’s Day – Friday, January 1, 2027

*Regular Full-time Employees Only

At this time, the President announced that the Proposed Budget has been posted and advertised with two public hearings held with no public comments received. He again asked if there were any public comments at this time and there were none.

Upon motion by Gil Dowies, duly seconded by Mary McDaniel, the Jury unanimously approved Ordinance No. 806 – Adoption of the 2026 Operating Budget for the Claiborne Parish Police Jury.

THUS INTRODUCED by Juror Mary McDaniel and duly seconded by Juror Gil Dowies at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on December 10, 2025.

For: (8) Ford, Furlow, Gray, McDaniel, Cook, Cooper, Dowies and Young
 Against: (0) None
 Absent: (2) Davidson and Merritt
 Abstain: N/A

ORDINANCE NO. 809

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026, AND ENDING ON DECEMBER 31, 2026

BE IT ORDAINED by the Police Jury of Claiborne Parish, Louisiana, in a regularly called session, the Ordinance adopting an Operating Budget for Revenues and Expenditures for the fiscal year beginning January 1, 2026, and ending December 31, 2026.

Section I. The following detailed estimate of Revenues and Expenditures for the Fiscal Year beginning January 1, 2026, and ending December 31, 2026, be and the same is hereby adopted and known as an operating budget for the Claiborne Parish Police Jury during the same period is as follows:

Revenues	
Taxes:	
Ad valorem	\$2,626,800
Sales & use	755,600
Other	2,400

Licenses and permits	111,800	
Intergovernmental revenues	2,431,500	
State revenue sharing	88,200	
Fines and forfeitures	263,200	
Grants and awards	600,000	
Other revenues	19,700	
Use of property and money	245,200	
Total Revenues		\$7,144,400
Expenditures		
General government:		
Legislative	183,700	
Judicial	673,200	
Elections	37,400	
Finance and administrative	505,600	
Other general government	472,100	
Public safety	493,900	
Public works	2,606,500	
Sanitation	1,112,600	
Health and welfare	22,400	
Culture and recreation	2,129,200	
Economic development and assistance	100,900	
Debt service	191,200	
Grants and rewards	300,000	
Conservation	3,200	
Total Expenditures		<u>8,831,900</u>
Excess (Deficiency) of Revenues Over Expenditures		(1,687,500)
Other Financing Sources (Uses)		
Proceeds from borrowing	-	
Operating transfers in	1,250,000	
Operating transfers out	<u>(1,250,000)</u>	
Total Other Financing Sources (Uses)		<u>-</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses		(1,687,500)
Contingency		-
Fund Balance at Beginning of Year		<u>12,094,073</u>
Fund Balance at End of Year		<u><u>\$10,406,573</u></u>

Section 2. The adoption of this operating budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

Section 3. Amounts are available for expenditures to the extent that is included within the 2026 budget.

Section 4. The Police Jury will exercise control over expenditures at the functional level.

THUS motioned by Juror Gil Dowies and duly seconded by Juror Mary McDaniel at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 7, 2026.

For: (9) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies
Against: (0) None
Absent: (1) Young
Abstain: N/A

THUS ADOPTED at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 7, 2026.

/s/Dwayne R. Woodard
SECRETARY-TREASURER

/s/Scott Davidson
PRESIDENT

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved Resolution 2026-001 – A Resolution Authorizing Signature Authority on the Parish’s Demand Deposit Accounts Effective January 7, 2026.

RESOLUTION 2026-001

A RESOLUTION AUTHORIZING THE PRESIDENT AND VICE PRESIDENT OF THE CLAIBORNE PARISH POLICE JURY TO HAVE SIGNATURE AUTHORITY ON ALL OF THE PARISH’S BANK ACCOUNTS AND INVESTMENT ACCOUNTS EFFECTIVE JANUARY 7, 2026

WHEREAS, the Claiborne Parish Police Jury elected new officers as of January 7, 2026;

WHEREAS, the Claiborne Parish Police Jury requires two signatures on all of the Parish’s bank accounts (demand accounts and certificates of deposit);

WHEREAS, the signatures shall be one (1) of the Secretary-Treasurer or Assistant Secretary-Treasurer and either the Parish President or Vice-President or both executive officers;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President Scott Davidson, Vice-President Mark Furlow, Secretary-Treasurer Dwayne R. Woodard, and Assistant Secretary-Treasurer Shelia W. Washington to sign checks on the Parish’s demand accounts on behalf of the Claiborne Parish Police Jury.

Upon a motion by Kevin Gray and duly seconded by Paul Cook this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, January 7, 2026.

Yeas – (9) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, and Dowies

Nays – (0)

Abstain – N/A

Absent – (1) Young

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Mary McDaniel duly seconded by Malcolm Cooper, the Jury unanimously approved Resolution 2026–002 – A Resolution Authorizing the President, Vice-President, and Secretary-Treasurer of the Claiborne Parish Police Jury to Have Signature Authority on Any and All Resolutions and Documents Concerning the Operations of the Parish for the Calendar Year 2026.

RESOLUTION 2026-002

A RESOLUTION AUTHORIZING THE PRESIDENT, VICE PRESIDENT, AND SECRETARY-TREASURER OF THE CLAIBORNE PARISH POLICE JURY TO HAVE

SIGNATURE AUTHORITY ON ANY AND ALL RESOLUTIONS CONCERNING THE OPERATION OF THE PARISH FOR THE CALENDAR YEAR 2026

WHEREAS, the Claiborne Parish Police Jury elected new officers as of January 7, 2026;

WHEREAS, the Claiborne Parish Police Jury requires signatures on certain resolutions and formal documents during the year concerning the operation of the Parish and its activities;

WHEREAS, the signatures shall be one (1) of the Secretary-Treasurer, the Parish President or Vice-President or a combination of any two (2) executive officers;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President Scott Davidson, Vice-President Mark Furlow and Secretary-Treasurer Dwayne R. Woodard to sign documents on behalf of the Claiborne Parish Police Jury.

Upon a motion by Mary McDaniel and duly seconded by Malcolm Cooper this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, January 7, 2026.

Yeas – (9) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, and Dowies

Nays – (0) None

Abstain – N/A

Absent – (1) Young

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved Resolution 2026-003 – A Resolution Authorizing the Executive Director of the Claiborne Parish Office of Community Services, Mrs. April Childress, to Sign and Execute Any Documents on Behalf of Claiborne Parish Concerning the Operation of Said Office for the Calendar Year 2026

RESOLUTION 2026-003

A RESOLUTION AUTHORIZING APRIL CHILDRESS AS EXECUTIVE DIRECTOR OF THE CLAIBORNE PARISH OFFICE OF COMMUNITY SERVICES TO SIGN AND EXECUTE ANY DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE OPERATIONS OF SAID OFFICE FOR THE CALENDAR YEAR 2026

WHEREAS, the Claiborne Parish Police Jury has hired Mrs. April Childress effective August 18, 2021, to fill the title of OPCS Executive Director;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the Executive Director, Mrs. April Childress to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the day-to-day operations of the Office of Community Services; including any grants or grants related documents for the Calendar Year of 2026.

Upon a motion by Gil Dowies and duly seconded by Kevin Gray this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, January 7, 2026.

Yeas – (9) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, and Dowies

Nays – (0)

Absent – (1) Young

Abstain – N/A

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved Resolution 2026–004 – A Resolution to Grant Express Authority to Legal Representative to Sign Uninsured/Underinsured Motorist Bodily Injury Coverage Form for the CPPJ.

RESOLUTION 2026-004

**TO GRANT EXPRESS AUTHORITY
TO LEGAL REPRESENTATIVE TO SIGN
UNINSURED/UNDERINSURED MOTORIST BODILY INJURY COVERAGE FORM**

WHEREAS the Claiborne Parish Police Jury (the “Police Jury”) desires to reject Uninsured/Underinsured Motorists Bodily Injury Coverage (“UMBI”) by completing the Uninsured/Underinsured Motorist Bodily Injury Coverage Form (the “UM Rejection Form”) issued by the Louisiana Department of Insurance;

WHEREAS, pursuant to La. R.S. 22:1295, a legal representative of the Police Jury is authorized to sign the UM Rejection Form;

NOW, THEREFORE, BE IT RESOLVED that the Police Jury hereby expressly authorizes Dwayne R. Woodard (the “Legal Representative”), who serves as the Secretary/Treasurer for the Police Jury, to act as the legal representative for the Police Jury in completing and signing the UM Rejection Form.

BE IT FURTHER RESOLVED that the Legal Representative is hereby expressly authorized to reject UMBI on behalf of the Police Jury.

Said Resolution having been introduced and considered on the 8th day of January 2025 upon motion of Gil Dowies and duly seconded by Mary McDaniel; public hearing on said Resolution having been held; the title of said Resolution having been read; said Resolution having been considered, and a record vote having been taken, the results of which were:

YEAS: (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies, and Young

NAYS: (0) None

ABSENT: (0) None

ABSTAIN: N/A

THUS DONE AND ADOPTED at regular meeting of the Claiborne Parish Police Jury, Claiborne Parish, Louisiana, on the 8th day of January 2025.

/s/Dwayne R. Woodard
Secretary-Treasurer
Claiborne Parish Police Jury

Date: 01-08-2025

Upon motion by Gil Dowies duly seconded by Paul Cook, the Jury unanimously approved the request from the North La Criminalistics Lab Commission, per letter received December 10, 2025, requesting that the Police jury consider for approval their 2025 Budget Amendments and their 2026 proposed budget as required by R.S. 40:2261-22678.4.

Upon motion by Kevin Gray, duly seconded by Larry Ford, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, to hire current part-time Road Mechanic Helper JaVonte Kyle to the open position of Operator II at the base rate of \$15.00 per hour plus benefits effective January 8, 2026. Mr. Kyle will be subject to eh Police Jury’s Standard Six Month (6) month Probationary Period.

President Scott Davidson read aloud a notice of CPI & Landfill Letter from Republic Services received December 23, 2025, stating that our new residential rate is \$23.99 per household pickup. This is an increase of \$0.99 cents. President Scott Davidson stated that this was in the Parish Contract and, unfortunately, we have no choice by to pay it.

At this time President Scott Davidson presented the recommendations from the Road Committee.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously voted, upon recommendation from the Road Committee to surplus a parish-owned 2013 Dodge Truck, VIN # ending in 537652, due to mechanical failure and is not worth the \$\$\$\$ to repair. The truck will remain as a “part” vehicle at the Road Barn and will be removed from our schedule of insured vehicles and the plate will be canceled with the DMV.

At this time Claiborne Parish Coroner Dr. Mark Haynes gave the December 2025 report for the Coroner’s Office.

There were eighteen (14) total deaths in December – nine (9) Hospice/ER related, one (1) on scene requiring an autopsy, three (3) were on scene with no autopsy required, (1) other facilities, and two (2) CECs were issued in the parish for December.

Dr. Mark Haynes gave an update on the hospital and clinics. He stated a slight increase in flu cases. Some Covid cases have been seen, with admissions being those that were elderly or with underlying health conditions. Most of the illnesses have been RSV, rhinovirus and a type of seasonal corona virus that is going around. The CMMC ER has been busy with the hospital inpatient census being steady.

ITEM #28 – January 07, 2026 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

Claiborne Parish Police Jury
FY2022-2023 LGAP Grant
Amount \$100,000
Project – Roof rehab/repair CPPJ Admin Building
Status – Bids received and accepted – Brazos Industries was awarded the bid.
Construction is completed as of 11/4/2024. Certificate of completion filed and recorded.
Preparing reimbursement for submittal to the State and working on close-out documents.

Claiborne Parish Police Jury
FY2023-2024 LGAP Grant
Amount \$62,500
Project – Purchase of John Deere Tractor w/Loader
Status – awarded on September 18, 2024.
The tractor has been delivered. In the process of filing the reimbursement.

2. CWEF Projects -

Pinehill Water System
FY2020-2021 CWEF Grant
Amount - \$21,225
Project – Water line extension E D White Road area
Status – Contract signed and approved by the State. (Seeking additional funding)

South Claiborne Water System
FT2022-2023 CWEF Grant
Amount - \$100,000
Project – Owens Booster Station Project (Hwy 146)
Status – Contract received and approved by the State. Project construction is completed as of 10/31/2024. Certificate of completion filed and recorded. Preparing reimbursement for submittal to the State and working on close-out documents

3. Sales Tax Collections for November 2025 – net of \$60,956 from gross collections of \$62,518.75
Net sales tax collections for October 2025 – \$63,381 – decrease \$-2,425 (-3.83%)
Net sales tax collections for November 2024 - \$54,556 – increase \$6,400 (11.73%)

4. Cash position on December 31, 2025 - \$11,131,222
Cash position on November 30, 2025 - \$9,457,457 (increase of \$1,673,765)
Cash position on December 31, 2024 - \$9,735,076 (increase of \$1,396,146)

See Deposit Balances by Institution for breakdown on December 31, 2025 –

5. Total Receipts for the month of December 2025 – \$491,090

6. Upcoming important dates and meetings –

1/8 – Claiborne Parish Watershed District 5:30 pm
1/14 – Pre-bid conference for Haynesville Branch 11:00 am
1/19 – MLK Day – offices closed
1/22 – CPHD #3 board meeting
1/28 – Agenda items due
1/28 – Bid openings for Library 2:00 pm CPL
2/4 – February regular meeting

Public Comments:

LSU Ag Center Extension Agent Lee Faulk addressed the Jury and thanked them for their support over the past year. Agent Faulk introduced Mrs. Destiny Hightower, who has been with the LSU Ag Center for a couple of years, as the new Parish Chair. Mr. Faulk told the Jury that Mrs. Hightower has built the 4-H Program back up and has done a wonderful job with our program here in Claiborne Parish.

Upon motion by Mark Furlow, duly seconded by Larry Ford, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President