

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
February 5, 2025
Police Jury Chambers
507 West Main Street
Homer, LA 71040

The Road Committee met in the Conference Room of the CPPJ at 9:00 a.m.

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 5th of February 2025, on being called to order by President Scott Davidson, the following Jurors were present:

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

There were 23 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendents Mr. Chad Verdin and Mr. Brant Cupp, Director of Libraries Mrs. Pam Suggs, Library Historian Mr. Wesley Harris, Claiborne Registrar Tracy Lowery, Assessor Mrs. Katie Coburn, Claiborne Parish Coroner Dr. Mark Haynes, Mr. David Greene of Republic Services, Town of Homer Council Member and Homer Main Street Mr. Jimmy Hand, CMMC COO Angie Costakis, Town of Homer Mayor Xanthe Seals, Mr. Lee Faulk, Mr. John Monzingo, and Mrs. Destiny Hightower with the LSU AgCenter & Claiborne Parish 4-H, Mrs. Debra Woodard, Parish Digital Liaison Jerry Hillidge, OPCS Executive Director April Childress, CP DART Representative Rosalind Penegar, Parish Hwy Dept Retiree Wayne Tanner, CPFD#4 Board Member Ronald Day, Mr. Vince Ory and Bro. Steve Fowler of the Homer Cornerstone Church.

The meeting was opened with a word of Prayer led by Rev. Willing Young, followed by the Pledge of Allegiance led by Paul Cook.

President Scott Davidson welcomed everyone.

At this time, President Scott Davison recognized the recent involvement from the Claiborne Sheriff's Office, Webster Sheriff's Office, the LSP and other area agencies, which led to multiple drug arrests here in Claiborne Parish. He stated he was grateful for the job that they do here in our Parish.

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

Upon motion by Gill Dowies, duly seconded by Mary McDaniel, the Jury unanimously voted to amend the regular agenda and add the following:

1. Request from the CPHSD #3, in an email received on January 3, 2025, requesting that the Jury reappoint Town of Homer Mayor Xanthe Seals to the board for a two-year term ending on December 31, 2026.
2. Request from the CPHSD #3, in an email received on January 3, 2025, requesting that the Jury reappoint Ms. NieKitsha Ridley of 408 South 3rd St., Homer, for a four-year term ending December 31, 2028.

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

Consent

1. Approval of the January 8, 2025, regular meeting minutes as published in the Official Journal.
2. Payment of the January 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, 2025.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2025, by all Parish Employees and that Parish Department Heads and Police Jury Officers have a two (2) hour training requirement.

At this time, the Jury, along with Parish Road Superintendents Chad Verdin and Brant Cupp presented Mr. Wayne Tanner, Operator II of the CPPJ Hwy Department with a jacket for is 14+ years of service to our Parish. Mr. Tanner’s retirement is effective February 12, 2025. During his entire employment, Mr. Tanner worked served nearly 25 years with the CPPJ Hwy Department.

Upon motion by Mary McDaniel, duly seconded by Malcolm Cooper, the Jury unanimously appointed Mrs. Debra Baggett Woodard, FNP to the NWLHSD board to represent Claiborne Parish.

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously adopted Resolution 2025 -006 – LGAP \$300,000 Grant Application for the year 2025 – Courthouse Repairs \$125,000, Pinehill Water System \$100,000 and the CPPJ-OOCS Building Roof and Repairs \$75,000.

RESOLUTION 2025-006

A RESOLUTION OF SUPPORT FOR THE FY 2025 LGAP GRANT APPLICATION DUE
February 28, 2025

WHEREAS, the FY 2025 Local Government Assistance Program provides financial assistance to the local units of government in rural areas for the sole purpose of improving or rehabilitating certain qualified projects;

WHEREAS, the FY 2025 LGAP Grant will be administered by the Office of Community Development (OCD); and

WHEREAS, the grant application and guidelines require a resolution of support from the local governing authority; and

WHEREAS, the Claiborne Parish Police Jury is applying for up to \$300,000 of FY 2025 LGAP grant monies at the parish level; and

WHEREAS, the Claiborne Parish Police Jury intends to use these grant monies on the following projects - \$75,000 for a new roof and building repairs for the CPPJ-OOCS Building located at 721 South Main Street in Homer; \$100,000 for the Central Claiborne Water System for waterline extension on E D White Road and \$125,000 for exterior painting and repairs of the Historic Claiborne Parish Courthouse located at 513 North Main Street in Homer; and

WHEREAS, the Claiborne Parish Police Jury will be providing local funds up to \$20,000 to ensure completion of the awarded projects;

BE IT RESOLVED, that the Claiborne Parish Police Jury does hereby approve and support this grant application and its purpose.

Upon a motion by Gil Dowies and duly seconded by Mark Furlow this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular scheduled session on Wednesday, February 5, 2025.

Yeas – (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies, and Young

Nays – (0) None

Abstain – N/A

Absent – (0) None

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/ Scott Davidson
President

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously adopted Resolution 2025-007 – CWEF \$350,000 Grant Application for the year 2025 – South Claiborne Water System \$100,000 and Central Claiborne Water System \$125,00 and Gilgal Water System \$100,000.

RESOLUTION 2025-007

A RESOLUTION OF SUPPORT FOR THE FY 2025 CWEF GRANT APPLICATION DUE FEBRUARY 28, 2025

WHEREAS, the FY 2025 Community Water Enrichment Program provides financial assistance to the local units of government in rural areas for the sole purpose of improving or rehabilitating certain qualified projects;

WHEREAS, the FY 2025 CWEF Grant will be administered by the Office of Community Development (OCD); and

WHEREAS, the grant application and guidelines require a resolution of support from the local governing authority; and

WHEREAS, the Claiborne Parish Police Jury is applying for up to \$350,000 of FY 2025 CWEF grant monies at the parish level; and

WHEREAS, the Claiborne Parish Police Jury intends to use these grant monies on the following project - \$125,000 for the Central Claiborne Water System for the installation of SCADA systems at five (5) of their sites; \$100,000 for South Claiborne Water System for line repair and refurbishment on Hwy 518; and \$100,000 For the Gilgal Water System for line and water meter upgrades; and

WHEREAS, the Claiborne Parish Police Jury will be providing local funds up to \$25,000 to ensure completion of the awarded projects;

BE IT RESOLVED, that the Claiborne Parish Police Jury does hereby approve and support this grant application and its purpose.

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 scheduled session on Wednesday, February 5, 2025.

Yeas – (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies, and Young.

Nays – (0) None

Abstain – N/A

Absent – None

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the 2025 Cooperative Endeavor Agreement between the CPPJ and the LA Department of Affairs for the location of the VA Office in the CPPJ Admin Bldg. (Monthly support of \$1,272 which is an increase of \$81 per month over last year). The Claiborne Parish VA Office in 2023 helped 751 veterans who received over \$6,381,000 in benefits.

Kevin Gray, made the motion to approve the request of the Claiborne Parish Library Board to surplus the Capital One Bank Building in Haynesville per a letter dated January 28, 2025, the motion was seconded by Paul Cook, however, the motion failed by a vote of FOUR for (Gray, McDaniel, Dowies and Cook) to FIVE against (Ford, Furlow, Cooper, Merritt and Young). President Davidson could not vote because his vote would of sent the motion to a tie – the President’s vote can only break a tie. Those who voted against declaring the building surplus stated they still think the building should be used as the branch library in Haynesville

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously approved the request from the Claiborne Parish Schoolboard, in a letter received January 27, 2025, requesting permission from the CPPJ to use the Talbot Law Firm to amend the sales tax ordinances for the CPPJ to bring them in compliance with the state sales tax laws that went into effect on January 1, 2025. They will amend the ordinances for the Parish’s 1% tax for trash pickup and the Watershed’s 1/8th of a percent parish wide.

Upon motion by Gil Dowies, duly seconded by Joe Merritt, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, to increase Truck Driver Wilbert Buggs’ base hourly rate by \$0.50 per hour from \$15.05 to \$15.55 due to his completion if his 6-month probationary period on February 15, 2025. This will be effective on February 16, 2025.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, to increase Operator II Robert Heard’s base hourly rate by \$0.50 per hour from the \$14.80 to \$15.30 due to his completion of his 6-month probationary period on February 15, 2025. This will be effective on February 16, 2025.

Upon motion by Paul Cook, duly seconded by Mark Furlow, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, to post the open position of Operator II with the Hwy Dept. due to the retirement of Wayne Tanner.

Upon motion by Gil Dowies, duly seconded by Mary McDaniel, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, to allow Operator II Robert Heard to transfer back to the position of Truck Drive at the same rate of hourly pay effective immediately.

At this time, President Scott Davidson presented the Road Committee item.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Road Committee, the quote from Ragan Nash to install a security camera system at the OOCs Building not to exceed \$5,000.

At this time Claiborne Parish Coroner Dr. Mark Haynes gave the January 2025 report for the Coroner’s Office. There were twenty-one (21) total deaths: (15) hospice/ER related, (0) other

facilities, (2) were on scene with autopsy required, (3) on scene no autopsy required, (1) CMMC and there were (5) CECs in the parish for the month.

ITEM #23 – February 5, 2025 – 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 – completed contract received from the State.

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.

South Claiborne Water System
FY2022-2023 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 December 2024 – net of \$70,733 from gross collections of \$72,547

Net sales tax collections for November 2024 – \$54,556 – increase \$16,177 (29.65%)

Net sales tax collections for December 2023 - \$78,621 – decrease \$-7,888 (-10.03%)

4. Cash position on January 31, 2025 - \$11,652,519

Cash position on December 31, 2024 - \$9,735,076 (increase of \$1,917,443)

Cash position on January 31, 2024 - \$11,367,907 (increase of \$284,612)

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

5. Total Receipts for the month of January 2025 – \$2,477,784

6. Upcoming important dates and meetings –

2/27/2025 – CPHSD #3 Board Meeting

2/28/2025 – 2025 LGAP & CWEF applications due

3/4/2025 – Offices closed - Mardi Gras Holiday

3/5/2025 – Agenda Items due for March Meeting

3/10/2025 – Tentative Day for Committee Meetings – if necessary

3/12/2025 – March Meeting
3/27/2025 – CPHSD #3 Board Meeting
4/2/2025 - Agenda Items due for April Meeting
4/9/2025 – April Meeting

Public Comments:

Mrs. Destiny Hightower of the Claiborne Parish 4-H informed the Jurors that this year’s banquet will be on May 3rd where there will be a silent auction and items for purchase to help our kids attend events/camp. Also, the kids are selling pecans to help fund the cost of camp for 2025.

Mr. John Monzingo of the LSU Ag Center invited the Jurors to his workshop to be held on 2/19/2025 focusing on how to prune plants, along with Master Gardeners which will be held on 2/22/2025 which will be a Buds and Blooms workshop.

Upon motion by Mark Furlow, duly seconded by Joseph Merritt, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President