

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
February 8, 2023  
Police Jury Chambers  
507 West Main Street  
Homer, LA 71040

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 8<sup>th</sup> of February 2023. On being called to order by President Scott Davidson, the following Jurors were present:

James Laird, Mark Furlow, Kevin Gray, Mary McDaniel, Paul Cook, Joseph Merritt, Tommy Sanders, Gil Dowies, and Willie Young.

There were 14 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Interim Parish Road Superintendents Chad Verdin and Brant Cupp, Parish Coroner Dr. Mark Haynes, Director of Libraries Mrs. Pam Suggs, Library Historian Mr. Wesley Harris, Mr. Lee Faulk and Mr. John Monzingo of the LSU Ag-Center, OPCS Director Mrs. April Childress, 911 Director Walter Johnson, Mr. David Greene of Republic Services, Mrs. Jackie Roberts of the Guardian Journal, Mr. Lee Wells of Homer, Mr. Jerry Hilledge of Homer, and Mrs. Heather Durrett of Bernice.

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

Upon motion by Paul Cook, duly seconded by Mary McDaniel, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Tommy Sanders, duly seconded by Gil Dowies, the Jury unanimously approved to amend the agenda and add the following item:

1. Evergreen Fire Protection District, Webster & Claiborne requesting to reappoint Mrs. Lavetra Johnson for a 2-year term, expiring December 31, 2024.

Upon motion by Willie Young, duly seconded by Joseph Merritt, the Jury unanimously approved the following consent agenda:

**Consent Agenda**

1. Approval of the January 11, 2023, regular meeting minutes.
2. Payment of the January 2023 bills as approved by the Claims Committee

At this time President Scott Davidson requested that the Jury handle the one amendment to the regular agenda.

Upon motion by Tommy Sanders, duly seconded by Gil Dowies, the Jury unanimously approved the request from Evergreen Fire Protection District of Webster and Claiborne Parishes to re-appoint Mrs. Lavetra Johnson, whose term expired on December 31, 2022, for a 2-year term that will expire on December 31, 2024.

**Regular Agenda**

President Scott Davidson read aloud the notice that all Parish Employees are required to complete one (1) hour of ethics training by December 31, 2023.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2023, by all Parish Employees – Department Heads and Jury Officers are required to have two (2) hours of training.

President Scott Davidson reminded Jurors that the registration is open for the 2023 PJAL Annual Convention to be held at the Shreveport Convention Center on March 8-10, 2023. (Registration ends on February 22)

Upon motion by Paul Cook, duly seconded by Joseph Merritt, the Jury unanimously awarded, the lowest qualified re-bid on C-1, C-2, and C-3 Crushed Stone for use by the CPPJ Hwy Dept for the 2023 year to Blann Tractor Company of Hampton, Arkansas in the amount of \$63.00 per ton. (Delivered - all sizes)

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously adopted Resolution 2023 – 006 – A Resolution Approving the 2022 Louisiana Compliance Questionnaire for the Police Jury’s 2022 Audited Financial Statements.

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A RESOLUTION APPROVING THE LOUISIANA COMPLIANCE QUESTIONNAIRE FOR THE 2022 AUDITED FINANCIAL STATEMENTS

WHEREAS, the Louisiana Compliance Questionnaire is to be completed and must be presented to and adopted by the governing body by means of a formal resolution; and

WHEREAS, the completed questionnaire and a copy of the adoption instrument, must be given to the auditor at the beginning of the audit; and

WHEREAS, the auditor will, during the course of the regular audit, test the accuracy of the responses in the questionnaire;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury APPROVES the completed Louisiana Compliance Questionnaire relating to the Parish’s 2022 audited financial statements.

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 session convened on Wednesday, February 8, 2023.

Yeas – (10) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders, Dowies and Young

Nays – (0) None

Abstain – N/A

Absent – (0) None

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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Upon motion by Rev. Willie Young, duly seconded by Mary McDaniel, the Jury unanimously approved the request from Co-Interim Road Superintendents Brant Cupp and Chad Verdin to raise Truck Driver Greg Buggs \$0.75/hour to \$15.03 effective pay period beginning February 2, 2023. Mr. Buggs has completed his six (6) month probationary period.

Upon motion by Rev. Willie Young, duly seconded by Joseph Merritt, the Jury unanimously approved the recommendation from the Personnel Committee to hire Mr. Lee Wells of Homer

for the duly posted and advertised unfilled position of Truck Driver for the CPPJ Hwy Dept. in the amount of \$14.00 per hour starting pay. Mr. Wells first day of work will be February 9<sup>th</sup> and will be on the PJ's standard six-month probationary period for all new hires.

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

Upon motion by Paul Cook, duly seconded by Mary McDaniel, the Jury unanimously approved, upon recommendation from the Road Committee, due to high demand and the short supply of dump trucks, to install a new engine in the recently unsold surplus dump truck Unit #65. Estimated cost of repair is \$15,000.

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously approved, upon recommendation from the Road Committee, to install additional hazard lighting on the bush-hog crew lead and follow trucks, along with the mechanic truck, for further safety of our employees and the general public. Estimated cost of lights is \$2,500.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Road Committee, the updated 2023 Equipment Billing Rates List. The rates have not been updated since 2015.

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#### Equipment Rates (2023)

All Equipment has a 2-hour minimum. All rates stated are per hour -

- 14-yd Dump Truck - \$125.00
- 8-yd Dump Truck - \$100.00
- John Deere Side Cutter - \$135.00
- 2500 Gallon Water Truck - \$100.00
- Komatsu 39 Dozier - \$150.00
- Tractor and Bush Hog - \$85.00
- Lo-Boy Truck & Trailer - \$125.00
- Cat 318 Track Hoe - \$150.00
- Broc Power Broom \$75.00
- Komatsu Loader - \$125.00
- 120 Cat Motor Grader - \$125.00
- Komatsu Backhoe - \$100.00
- Cat Steel Wheel Packer - \$75.00
- Pickup Truck - \$50.00
- Welding - \$50.00
- Bearcat Chip Spreader - \$250.00
- Asphalt Zipper 6-Foot - \$175.00
- Rubber Track Hoe (Small) - \$125.00
- Pothole Patcher - \$200.00
- Rubber Tire Packer - \$100.00
- Distributor Truck - \$200.00
- John Deere Gator (Side x Side) - \$50.00
- Vermeer Chipper - \$75.00

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Upon motion by Mary McDaniel, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Road Committee, the proposed service contracts with Emergency Power Systems of Shreveport for the three (3) Police Jury owned generators. The cost of the service annually is \$450 for each generator. (CPSO, Hwy Dept, and Admin Building)

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously approved, upon recommendation from the Road Committee, to start the renewal process of the Building and Maintenance Fund Ad Valorem Tax (expires December 2024) and to have it placed on the Fall 2023 Gubernatorial Primary Election date (October 14, 2023).

At this time Claiborne Parish Coroner Dr. Mark Haynes gave his monthly Coroner's report. There were 9 deaths for the month of January - (6) Hospice/ER related, (0) CMMC, (0) at other facility, (2) sent for autopsy, (1) on scene and the Parish had (1) CECs for the month.

Dr. Mark gave an update of his clinic and the hospital. He stated that they are seeing fewer cases of the flu. There are other non-covid illnesses going around that have upper respiratory symptoms. Covid cases are sporadic, however most cases seem to be mild with the most severe cases being in people who have other illnesses.

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**ITEM #17 – February 8, 2023 – AGENDA**

**SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS**

1. LGAP Projects –

No open grant contracts at this time.

2. CWEF Projects -

No open grant contracts at this time.

3. LCDBG Grant

Norton Shop Water System  
FY2021 LCDBG  
Amount - \$381,080  
Project – New water well  
Status – Under construction.

4. Sales Tax Collections for December 2022 – net of \$72,874 from gross collections of \$74,742  
Net sales tax collections for November 2022 – \$47,599 – increase \$25,275 (53.10%)  
Net sales tax collections for December 2021 - \$71,993 – increase \$881 (1.22%)

5. Cash position at January 31, 2023 - \$11,449,859  
Cash position at December 31, 2022 - \$9,802,938 (increase of \$1,646,921)  
Cash position at January 31, 2022 - \$10,783,080 (increase of \$666,779)

See Deposit Balances by Institution for breakdown at January 31, 2023 –

6. Total Receipts for the month of January 2023 – \$2,252,270

7. Upcoming important dates and meetings –

2/23 – CPHSD #3  
2/27 – Committee Meetings (if needed)  
3/8 - Regular Meeting of the Police Jury  
3/8-10 – PJAL Convention in Shreveport

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**Additional Public Comments:**

Mr. Lee Faulk informed the Jury and those in attendance that he would be taking Mrs. Teresa Raley's place as Parish Chair with the LSU Ag Center. He plans to hopefully have a positive impact on the programs going on with 4-H. Now the Parish has an interim 4-H agent with Ms. Destiny Hightower who should be promoted to full time soon. Pesticide re-certification program is coming up soon so be sure to check your license for the expiration date and that the class will be held on March 13<sup>th</sup> here at the Police Jury Building. February 23<sup>rd</sup> will be the Claiborne

Parish Cattlemen's Association meeting and it will be held at Claiborne Electric. February 10<sup>th</sup> will be our 4<sup>th</sup>-6<sup>th</sup> grade Valentine's Day Dance for all 4-Her's in these grades. Mr. Faulk personally thanked the Jury for their support over the years and look forward to working with them in this new role. He also stated that the Hill Farm is moving toward an Animal Science focus, which will mainly be beef cattle. He also stated that the AgCenter is trying to hire a new statewide poultry specialist to continue the growth with its Poultry Demonstration Program.

John Monzingo invited everyone to the Piney Hills Master Gardeners Birds and Blooms meeting on February 25 from 9:00-12:00 at First Baptist Church in Minden. There will be a Master Gardeners starting June 13<sup>th</sup> and to please see him for an application.

Upon motion by Mary McDaniel duly seconded by Paul Cook the meeting was adjourned.

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Dwayne R. Woodard  
Secretary-Treasurer

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Scott Davidson  
President