

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
March 4, 2020  
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 4<sup>th</sup> of March 2020. 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, Jr., Tommy Sanders, Gill Dowies, and Rev. Willie Young, Sr.

There were 16 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Sheriff Ken Bailey, Executive Director of the CPPJ OOCs Tim Cain, Director of Libraries Mrs. Pam Suggs and Library Historian Mr. Wesley Harris, Tax Assessor Bob Robinson, Sheriff Elect Mr. Sam Dowies, OEP & Homeland Security Director Mr. Dennis Butcher, Mr. John Monzingo of LSU AgCenter, Parish Coroner Dr. Mark Haynes, Haynesville Mayor Mrs. Beverlee Kilgore, Parish Engineer Mr. Randal Smoak of Cothren, Graff, Smoak, Mr. Jerry Whitton of Homer, Mr. Mark Crenshaw of Homer, and Ms. Amanda Coleman of the Haynesville Independent.

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

Upon motion by Rev. Willie Young, duly seconded by Paul Cook, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the following amendments to the Regular Agenda:

1. Request from South Claiborne Fire Protection District (#5), in a letter received February 28, 2020, requesting that the Jury appoint Mr. Paul Cook of Athens to fill the vacancy on the board created by the untimely death of Mr. Dale Gryder.
2. Request from the Town of Haynesville, in a letter received February 28, 2020, requesting the following – (2) two loads of cold mix. The cost of the reimbursement will come out of the Town's 2020 ad valorem tax credit.
3. Request from Road Superintendent Tommy Durrett to declare certain pieces of equipment surplus and to place them in the upcoming Mt. Olive Auction – 2012 John Deere 5055E tractor S/N 05128, 2010 John Deere 5055E tractor S/N 00266, 2011 Chevy 2500 VIN174873, (2) two bush hog frames, (1) rotary lift 10,000lbs and (2) front pickup bumpers
4. Request from Secretary-Treasurer Dwayne R. Woodard to close the Capital Bank Account #60639 with a balance of \$106,055.92 plus accrued interest and to open an 18-month CD at a local bank that offers the highest term of interest.

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously approved the following consent agenda:

**Consent Agenda**

1. Approval of the February 5, 2020 regular meeting minutes.
2. Payment of the February 2020 bills as approved by the Claims Committee.

3. Request from the SPARTA Ground Water Commission, in a letter received February 20, 2020, requesting the Police Jury's 2020 budgeted annual sponsorship of \$3,000 and to be included in the Police Jury's 2021 budget for the same amount.
4. Request from TRAILBLAZER, in a letter received February 21, 2020, requesting the Police Jury's 2020 budgeted annual sponsorship of \$2,000 and to be included in the Police Jury's 2021 budget for the same amount.
5. Request from the Claiborne Chamber of Commerce, in a letter received February 25, 2020, requesting the Police Jury's 2020 budgeted annual sponsorship of \$1,000 and to be included in the Police Jury's 2021 budget for the same amount. Its 55<sup>th</sup> Annual Banquet will be held on Monday, March 16 at 6:30 pm in Haynesville – Congressman Mike Johnson will be the featured guest.
6. Request from the Town of Haynesville, in a letter received February 25, 2020 requesting the Police Jury's 2020 budgeted annual sponsorship of \$200 for its 10<sup>th</sup> Annual Potluck at the Fair and to be included in the Police Jury's 2021 budget for the same amount. This event raises funds that are used to enhance the Fair Barn Complex which serves as a precinct polling place for the Police Jury.

President Scott Davidson asked the Jury to handle the amendments to the agenda, at this time.

Upon motion by Rev. Willie Young, duly seconded by Joseph Merritt, the Jury unanimously approved the request from South Claiborne Fire Protection District (#5), in a letter received February 28, 2020, requesting the Jury to appoint Mr. Paul Cook of Athens, LA to fill the vacancy on the board created by the untimely death of Mr. Dale Gryder. (Jurors Tommy Sanders and Paul Cook recused themselves from this vote)

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously approved the request from the Town of Haynesville, in a letter received February 28, 2020, requesting the following - two (2) loads of coldmix. The cost of the reimbursement will come out of the Town's 2020 ad valorem tax credit.

Upon motion by Paul Cook, duly seconded by Gil Dowies, the Jury unanimously approved to declare the following surplus and place the 2012 John Deere 5055E 4 x 4 S/N ending in 05128, along with a 2010 John Deere 5055E 4 x 4 S/N ending in 0266 in the Mt. Olive Christian School Auction being held on March 25<sup>th</sup>. A minimum bid of \$6,500 each has been set on these tractors.

Upon motion by Mark Furlow, duly seconded by Tommy Sanders, the Jury unanimously approved to declare the following equipment surplus and place a 2011 Chevrolet 2500 HD 4 door 2-wheel drive S/N ending in BF174873 in the upcoming Mt. Olive Christian School Auction being held on March 25<sup>th</sup>. A minimum bid of \$1,500 has been set for this truck.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously approved to declare the following equipment surplus and to place (2) Bush Hog frame, (1) Ford Front Bumper, and (1) Dodge Front Bumper in the Mt. Olive Christian School Auction being held on March 25<sup>th</sup>. (The 10,000lb rotary lift from the amendment, was pulled from the sale) – No minimum bid was placed on this equipment.

Upon motion by James Laird, duly seconded by Mark Furlow, the Jury unanimously approved the request from Secretary-Treasurer Dwayne Woodard to close the Capital One Ban Account #60639 with a balance of \$106,055.92 plus accrued interest and to open an 18-month CD at a local bank that offers the highest term of interest.

Upon motion by Joseph Merritt, duly seconded by Mary McDaniel, the Jury unanimously approved the request to sponsor the NAACP Banquet for \$150 table sponsor.

### **Regular Agenda**

President Scott Davidson read aloud a notice that all Parish Employees are required to complete one (1) hour of Ethics training by December 31, 2020.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2020 by all Parish Employees – Department Heads and Jury Members have a two (2) hour training requirement.

President Scott Davidson read aloud a notice per letter dated February 17, 2020, from the Registrar of Voters Employees’ Retirement System – the employer rate for fiscal year July 1, 2020 thru June 30, 2021 will remain at 18.00% and the employee rate will remain at 7.00% for the same period.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously awarded, upon recommendation from the Roads Committee, the legally advertised bid for the purchase of a new 6-8 yard dump truck for use by the Claiborne Parish Highway Department to Kenworth of Louisiana in the amount of \$80,535.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously approved Resolution 2020 – 007 – A Resolution Appointing OEP Director Dennis Butcher as the Parish Representative to the Watershed Steering Committees for the Governor’s Louisiana Watershed Initiative.

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RESOLUTION 2020-007

A RESOLUTION OF APPOINTING CLAIBORNE PARISH OEP DIRECTOR DENNIS BUTCHER AS THE PARISH REPRESENTATIVE ON THE WATERSHED STEERING COMMITTEE

BE IT RESOLVED, by the Claiborne Parish Police Jury, that the Jury does hereby appoint the Claiborne Parish Office of Emergency Preparedness Director Dennis Butcher as its representative to the respective Watershed Steering Committees that Claiborne Parish is a part of.

BE IT FURTHER RESOLVED, by the Claiborne Parish Police Jury, that a copy of this resolution be forwarded to the two Watershed Steering Committees that Claiborne Parish is part of – Dorcheat Bayou/Red River Watershed (Coordinating & Development Corporation) and the Bayou Darbonne/Ouachita River Watershed (Ouachita Parish Police Jury).

Upon a motion by Rev. Willie Young and duly seconded by Kevin Gray this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular scheduled session on Wednesday, March 4, 2020.

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 Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved the proposed 2020 Chip Seal List that includes a total of 23 roads at 26.3 miles as follows:

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2020 Chip Seal List

	1-Shot	2- Shot	3-Shot
Frank Miller	0.9		0.8
Grisby Rd.			1.3
Gladys Hodges	0.3		
Jones loop	0.5		
Garrett Farm Rd.		0.2	
Sugar Creek	2.0		
Elgin Ln.	0.7		
Andy Prince	0.2		
Old Arcadia			0.7
Fincher Crk	1.0		
Flat Lick	1.1		0.3
Ware Chapel	0.7		
Hubie Lewis	2.4		
Plywood Rd.	0.8		0.4
Cortez Ln	0.7		0.3
J.O. Pruitt		0.2	
J. Pruitt		0.2	
Sand Rd.		0.7	
Presley Rd.	1.0		
Hill Farm Rd.		0.9	
Dutch Town	4.0		
Cupps Crossing	2.4		
Maddox Rd.			0.6

19.6 miles 1-shot    1.3 miles 2-shot    4.4 miles 3-shot            Total 26.3 Miles

Total Cost = \$453,537

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Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved, upon recommendation of Road Superintendent, Tommy Durrett, the hiring of a part-time worker thru Manpower @ \$18.00 per hour.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Roads Committee, the purchase of (2) new John Deere Tractors under state contract in the amount of \$31,555 each.

At this time, Claiborne Parish Coroner Dr. Mark Haynes, gave his monthly Coroner's report. There were 12 deaths. (5) Hospice, (6) on scene, (1) Autopsy and (3) CEC's for the month of February.

Dr. Mark updated everyone on the two most recent topics regarding the health department. The flu season is severe and is still lingering into to February. His office saw 2 cases last week which, possibly could turn into more, due to exposure of family members. Dr. Mark gave an updated on the Corona Virus or COVID-19, which is a viral infection that is believed to have started in China. As of 3/3/2020 the CDC has confirmed 60 cases. 22 traveled abroad, 11 people were infected person to person, and 27 were undetermined how they contracted the virus. The virus has been found in 12 states, the closest is Georgia, Florida and Texas. Dr. Mark Haynes suggested the best way to prevent the spread is to halt travel at this time. The virus is believed to be airborne and spread by coughing, laughing, or sneezing. It is a respiratory virus. You need to wash your hands frequently and if you have flu like symptoms, don't go to work.

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**ITEM #20 – March 4, 2020 – AGENDA**

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

1. LGAP Projects –

CPPJ – South Claiborne Water System  
Contract #1516-CLB-0002  
Amount - \$21,500  
Project – install ATS on emergency generators at well sites  
Status – Construction complete, reimbursement submitted

CPPJ – Middlefork Water System  
Contract #1819-CLB-0001  
PO #2000407099  
Amount - \$17,000  
Project – installation of automatic transfer switch and transfer controls  
Status – construction complete, applying for reimbursement

2. CWEF Projects

South Claiborne Water System  
Contract #1516-CWEF-CLB-0001  
PO #2000288442  
Amount - \$31,000  
Project – Replacement of water lines  
Status – Contracts signed and approved

South Claiborne Water System  
Contract #1516-CWEF-CLB-0002  
Amount - \$32,174  
Project – Improvements to Liles Booster Station  
Status – Construction complete, reimbursement submitted

Summerfield Water System  
Contract #1819-CWEF-CLB-0001  
PO #2000441879  
Amount - \$16,200  
Project – Repairs at central pump station and installation of master meter  
Status – Contracts signed and approved

3. Sales Tax Collections for January 2019 – net of \$45,117 from gross collections of \$46,315  
Net sales tax collections for December 2019 – \$55,418 – decrease \$-10,301 (-18.59%)  
Net sales tax collections for January 2019 - \$46,066 – decrease \$-949 (-2.06%)

4. Cash position at February 29, 2020 - \$9,554,574  
Cash position at January 31, 2020 - \$9,243,655 (increase of \$310,919)  
Cash position at February 28, 2019 - \$9,380,659 (increase of \$173,915)

See Deposit Balances by Institution for breakdown at February 29, 2020 –

5. Total Receipts for the month of February 2020 – \$437,529

6. Upcoming important dates and meetings –

3/10 – Region 1 Watershed Steering Committee – DeSoto Chamber of Commerce  
3/12 – Economic Development Board  
3/26 – Watershed District Meeting  
3/26 - CPHSD#3 Board Meeting  
3/30 – Committee Meetings (tentative)  
3/31 – OOCs Board Meeting  
4/8 – Regular Meeting

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**Additional Public Comments:**

Claiborne Parish Library Director, Mrs. Pam Suggs introduced Mr. Wesley Harris, who will be the new historian of the Claiborne Parish Library.

Claiborne Parish 4-H County Agent, Mr. John Monzingo gave an update of this week's current competition for Claiborne Parish Kids. He stated there were over 1,000 kids from Claiborne Parish in Desoto Parish this week competing for State Shoots in Archery, BB, and Riffle.

Town of Haynesville Mayor Beverlee Kilgore reminded everyone about the Potluck at the Fair that will be held on March 21<sup>st</sup>. She invited everyone to come out. All proceeds will go to maintaining the fairgrounds and buildings.

Tax Assessor Bob Robinson reminded everyone that this year is the re-assessment year for Claiborne Parish.

Secretary-Treasurer Dwayne Woodard announced the bore testing for the new library branch site in Haynesville will be done this coming Monday.

Upon motion by Kevin Gray, duly seconded by Mark Furlow the meeting was adjourned.

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Dwayne R. Woodard  
Secretary-Treasurer

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Scott Davidson  
President