

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
April 5, 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 5th of April 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, Jr., Tommy Sanders, and Rev. Willie Young, Sr.

District 9 Juror Gil Dowies was absent due to a death in the family.

There were 21 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Interim Parish Road Co-superintendents Chad Verdin and Brant Cupp, Sheriff Sam Dowies, Director of Libraries Mrs. Pam Suggs, Library Historian Wesley Harris, Claiborne Parish Tax Assessor Bob Robinson, OOC Executive Director April Childress, 911 Director Deputy Walter Johnson, Claiborne Parish Fire District #6 Board Members Mr. Stevie Aycock and Mr. Scott Shackelford, CFPD #6 Chief Jeremy Smith, Mr. David Greene of Republic Services, Parish Coroner Dr. Mark Haynes, Parish Chair Mr. Lee Faulk, Mr. John Monzingo of the LSU Ag Center, Mrs. Wesley Johnson of E & P Consulting, Ms. Kathy Babers of 4th District Congressman Mike Johnson's Office, Mrs. Paige Nash of Claiborne Parish Journal, Mrs. Heather Durrett of Bernice and Mr. Jerry Whitton of Homer.

There was a Road Committee Meeting held at 9:00 am in the Police Jury Conference Room.

President Scott Davidson called the meeting to order.

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 Joe Merritt, duly seconded by Paul Cook, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously voted to amend the regular agenda to include the following item:

1. Request from the Town of Homer Public Works Department, in a letter dated March 23, 2023, requesting two (2) loads of cold mix.

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

Consent Agenda

1. Approval of the March 8, 2023, regular meeting minutes.
2. Payment of the March 2023 bills as approved by the Claims Committee.

At this time President Scott Davidson requested that the Jury act upon the addition to the regular agenda.

Upon motion by Mary McDaniel, duly seconded by Paul Cook, the Jury unanimously approved the request from the Town of Homer for (2) Loads of Cold Mix delivered to the Town. This will be reimbursed through the Town's ad valorem tax credit.

Regular Agenda

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

President Scott Davidson also 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 jurors that are officers have a two (2) hour training requirement.

Reminder - Juror’s Personal Financial Disclosure Statements for 2022 are due by Monday, May 15, 2023.

President Scott Davidson read aloud the following statement concerning Building Fund Tax Renewal Public Hearing that will be held on Wednesday, May 10, 2023, at 10:00 am.

Notice is hereby given that at its meeting to be held on Wednesday, May 10, 2023 at 10:00 a.m. at its regular meeting place, the Jury Chambers of the Police Jury Complex, 507 West Main Street, Homer, Louisiana, the Police Jury of the Parish of Claiborne, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in the Parish of Claiborne, State of Louisiana to authorize the continuation and extension of an ad valorem tax therein.

President Scott Davidson read aloud a notice that the ROV Employees’ Retirement System employer rate for the fiscal year July 1, 2023 - June 30, 2024, will remain at 18.00% and the employee rate will remain at 7.00%.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously approved the renewal of the lease with DART for use of office space in the CPPJ-OOSC Building located at 621 South Main St., Homer, LA, in the amount of \$350 per month. (no increase)

Upon motion by Mary McDaniel, duly seconded by James Laird, the Jury unanimously approved, upon request from Claiborne Parish Fire Protection District #3 Board, in an email received on March 15, 2023, requesting the Jury to appoint Mrs. Janet Holland of Haynesville, LA to the board for a 2-year term. District 2 Juror Mark Furlow recused himself from voting.

Upon motion by Rev. Willie Young, duly seconded by Mark Furlow, the Jury unanimously approved, upon request from Interim Road Co-Superintendents Chad Verdin and Brant Cupp, for the Police Jury to post and advertise an “in house” the job opening for an Operator II (side cutter operator).

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously approved the presentation and acceptance of the CPPJ Hwy Dept Capital Improvement Program for 2024-2026.

Parish Wide Capital Improvement Program for 2024-2026

2024 – Red Hill Road grinding the length of the road for approximately 1.5 miles and fixing soft spots and chip sealing with 3 shot – estimated cost \$107,000

2024 Chip Seal Program - roads to be named later, estimated cost \$450,000.

2025 – Hebron Road hot mix application and grinding approximately .09 tenths, plus soil cement and chip sealing with 3 shot treatment for the .09 tenths of grinded area – estimated cost \$170,000.

2025 Chip Seal Program - roads to be named later, estimated \$400,000.

2026 – Millerton Road grind and soil cement .8 tenths and chip seal with 3 shot and chip seal the remaining .4 tenths with 2 shot - estimated cost \$97,000.

2026 Chip Seal Program - roads to be named later, estimated cost \$450,000.

Upon motion by Mark Furlow, duly seconded by James Laird, the Jury unanimously approved the 2023 Chip Seal List Claiborne Parish Police Jury. The chip seal program is as follows:

| | <u>1-SHOT</u> | <u>2-SHOT</u> | <u>3-SHOT</u> |
|--------------------------------------|---------------|---------------|---------------|
| Old Colquitt Rd. | | | .3 |
| Ponderosa Rd. | | .5 | .3 |
| Prestidge Rd. | | .7 | |
| Miles Rd. | | | .1 |
| Richard Hood Rd. | | | .2 |
| Elouise Lane | | .2 | |
| Youngblood Rd. | | | .2 |
| Bridges Rd. | 2.2 | | |
| Ray Odom Rd. | 2.5 | | |
| Lewis Way Rd. | 1.2 | | |
| Dutchtown Rd. | 1.0 | | |
| Old Athens Rd. | 1.2 | | |
| Tom Lewis Rd. | .3 | | |
| John Pixley Rd. | 1.0 | | |
| Harris Rd. | 1.6 | | |
| St. John Rd. | 1.8 | | |
| Razorback Lane | .4 | | |
| Razorback Rd. | .6 | | |
| Marvin Lane | .2 | | |
| Forrest Grove Rd. | .9 | | |
| Bear Creek Rd. | 1.2 | | |
| Lowe Rd. | 2.3 | | |
| Camp Rd. | 2.1 | | |
| Total Miles | 20.5 Miles | 1.4 Miles | 1.1 Miles |
| Total estimated Cost \$510,000.00 | | | |

Upon motion by Paul Cook, duly seconded by Mary McDaniel, the Jury unanimously adopted the Comp-Time Policy for the employees of the Claiborne Parish Police Jury.

Overtime is work performed by a non-exempt employee which exceeds a regular scheduled work week of forty (40) hours. Vacation/sick hours, holidays, other accrued leave taken, etc. do not count towards a regular scheduled work week of forty (40) hours.

Overtime will be calculated at a rate of one and one-half (1 ½) times the employee’s regular hourly earnings.

Exempt employees shall not be paid overtime but are eligible for comp-time when workload requires the additional hours – i.e., in the event of storms and other necessary circumstances.

Hourly employees have the choice of taking overtime or comp time.

Exempt employees and non-exempt employees may accumulate a maximum of five (5) days of compensatory time (40 hours) in lieu of receiving overtime pay. All compensatory time must be approved by the employee’s immediate supervisor.

Comp-time records are to be maintained by the Asst-Sec Treasurer who oversees payroll.

Upon Motion by Joseph Merritt, duly seconded by James Laird, the Jury unanimously tabled the request received from Claiborne Parish Fire Protection District #6 Chief Jeremy Smith, in a letter dated March 29, 2023, concerning certain board appointments, due to the current board not being in compliant in reappointments of terms.

At this time, President Scott Davidson gave the Road Committee Report.

Upon motion by Paul Cook, duly seconded by Mark Furlow, the Jury unanimously voted to surplus two pieces of equipment owned by the Police Jury. (1) Mini Packer and (1) Mini Track Hoe (Unit 33 S/N FLZ01294). The minimum bid for the track hoe will be determined at the May meeting.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously voted to list the surplus Mini-Packer on Govdeals.com for auction. Since the Mini-Packer was in such bad condition, the Jury decided to list it with NO minimum bid.

Upon motion by Mark Furlow, duly seconded by Mary McDaniel, the Jury unanimously voted to begin the process of changing our adjudicated property managers/auctioneers to E & P Consulting out of Monroe, LA represented by Mrs. Wesley Johnson. This process should help the Jury increase the selling of adjudicated properties and place more of them back on our tax rolls.

Parish Coroner Dr. Mark Haynes gave his monthly report from the Coroner's Office. There were 8 deaths: (0) CMMC, (0) other, (5) Hospice/ER, (2) for autopsy, (1) on scene, and (4) CECs.

ITEM #22 – April 5, 2023 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

No open grant contracts at this time.

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 State.

3. LCDBG Grant

Norton Shop Water System
FY2021 LCDBG
Amount - \$455,480
Project – New water well
Status – Under construction (80% complete).

4. Sales Tax Collections for February 2023 – net of \$57,078 from gross collections of \$58,774
Net sales tax collections for January 2023 – \$68,678 – decrease \$-11,600 (-16.89%)
Net sales tax collections for February 2022 - \$50,423 – increase \$6,655 (13.20%)

- 5. Cash position at March 31, 2023 - \$10,753,565
 Cash position at February 28, 2023 - \$11,176,562 (decrease of \$-422,997)
 Cash position at March 31, 2022 - \$10,489,889 (increase of \$263,676)

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

- 6. Total Receipts for the month of March 2023 – \$299,027

- 7. Upcoming important dates and meetings –

- 4/10 – Claiborne Parish 4-H Board
- 4/14 – LRPIC Meeting, Monroe
- 4/18 – CPPJ- OOCS Advisory Board
- 4/24 – Tentative Committee Meetings
- 4/27 - CPHSD #3 Board
- 5/1-5 – Audit field work
- 5/10 - May Regular Meeting

Additional Public Comments:

President Scott Davidson stated that he has several residents in his district which are in the Athens area who are concerned with new chicken houses being built in Athens. President Davidson stated that there was nothing that the Jury could do about this and that he will always support the poultry producers as they are a major economic force in our parish.

President Scott Davidson, along with the Jurors commended Sheriff Sam Dowies on his litter program. Sheriff Dowies told the Jury that his crew has made two rounds on all Claiborne Parish Roads so far this year. Sheriff Sam Dowies stressed to the public that if you see someone littering all he needs is a license plate and they will receive a ticket from his office. He stated that his office has issued several tickets via this approach.

Jerry Whitton asked Sheriff Dowies if he would increase litter pick-up on Airport Loop due to the ongoing litter bugs that frequent that area.

President Scott Davidson thanked Sheriff Sam Dowies and his officers on the quick recovery of the recently stolen tractor and trailer from Haynesville area.

Rev. Willie Young stressed to the Jury, how important it was to support the Oil & Gas Industry, Timber, and the Agriculture Industry of our Parish because this is our main tax revenue in the Parish.

Director of Libraries Mrs. Pam Suggs reminded Jurors and the public, that the Library Tax Renewal will be up for renewal on the 29th and that early voting starts of the 15th.

Assistant County Agent Mr. John Monzingo announced that on April 25, 2023, there will be a Vegetable Gardening & Tasting “Lunch and Learn” from 12:00-1:00 pm at the Claiborne Parish Library.

Upon motion by Tommy Sanders, duly seconded by Mark Furlow, the meeting was adjourned.

Dwayne R. Woodard
 Secretary–Treasurer

Scott Davidson
 President