

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
May 7, 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 7th of Mayl 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 twenty-four (24) others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendents Mr. Chad Verdin and Mr. Brant Cupp, Claiborne Parish Sheriff Sam Dowies, District Attorney Danny Newell, Claiborne Parish Assessor Katie B. Coburn, Claiborne Parish Coroner Dr. Wm. Mark Haynes, Claiborne Parish Director of Libraries Pam Suggs, LSU Ag Center Regional Extension Agent Lee Faulk, CPPJ OOCs Executive Director April Childress, CMMC CEO Tina Haynes, NWHSD Board Member Debra Baggett-Woodard, DART Director Rosalind Penegar, Parish Digital Liaison Jerry Hilledge, Town of Haynesville Mayor Roderick Hampton, Town of Homer Xanthe Seals, Claiborne Electric CEO and General Manager Mike Marcotte and Director of Communications Emma Lee Tingle, Jessica Trichel of Pafford Ambulance, Mr. J.W. Starnes of Athens, Mr. Carl Wilburn of Kel's Kove, Mr. Jerry Whitton of Homer, Mr. Mark Crenshaw of Homer, and Dr. Steve Fowler of the Homer Cornerstone Church.

The meeting was opened with prayer led by Dr. Steve Fowler of Cornerstone Church, followed by the Pledge of Allegiance led by Paul Cook.

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

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

1. Request from the Town of Haynesville, a letter dated May 2, 2025, for one (1) load of SB2, one (1) load of asphalt to the city shop located on Spring Street.

President Scott Davidson decided to handle the one addition to the agenda at this time.

Upon motion by Kevin Gray, duly seconded by Gil Dowies, the Jury unanimously approved the request from the Town of Haynesville for one (1) load of SB2 and one (1) load of asphalt delivered to the City Shop located on Spring Street. This will be done through the Town's ad valorem tax credit.

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

Consent

1. Approval of April 9, 2025, regular meeting minutes as published in the Official Journal.
2. Payment of the April 2025 bills as approved by the Claims Committee.

3. Request from the Town of Homer, in a letter received on April 25, 2025, requesting the Police Jury’s assistance in repairing the potholes and drainage issue on Lyons Hill Road within their corporate limits. The materials will be paid for under the Town’s ad valorem tax credit.

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.

Reminder – Jurors’ personal financial disclosure statements for 2024 are due by May 15, 2025.

President Scott Davidson reminded everyone that the CPPJ Hwy Dept starts their permanent 4/10’s work week beginning on Thursday, May 8, 2025. This is on a trial basis.

President Scott Davidson read aloud a THANK YOU NOTE from Keith Killgore with the Haynesville Beautification Committee thanking the Jury for their support.

At this time Mr. Lee Faulk of the LSU Ag Center and Claiborne Parish 4-H Presented the Claiborne Parish Police Jury with the “Friend of 4-H Award” which honors those who have supported 4-H and the students throughout the years. District Four Juror Mary McDaniel accepted the award on behalf of the Police Jury.

President Scott Davidson read aloud a note that the District Attorney’s Retirement System employer rate for the fiscal year July 1, 2025, to June 30, 2026, will remain at 12.25% and the employee rate will remain at 8.00%.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved the reappointment of James Edward “Jimmy” Hand of 748 Beverly Drive, Homer, La to a four-year term to the Sparta Groundwater Conservation District Commission, as the Claiborne Parish representative beginning effective January 1, 2025.

Upon motion by Mary McDaniel, duly seconded by Paul Cook, the Jury unanimously agreed to enter into an intergovernmental zero-dollar rental lease agreement with the State of Louisiana for use of the Donald K. Haynes Health Unit.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously renewed the Cooperative Agreement with Capital Area Finance Authority for the Parish, from request by Ms. Kristin Delahoussaye for CAFA down payment assistant program for potential home buyers within the Parish. (Original Agreement was 10/4/2020)

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously adopted Resolution 2025-009-Certificate of Claiborne Parish Evidencing Public Approval of Bonds Pursuant to CAFA for the Down Payment Assistance Program.

Resolution 2025-009

CERTIFICATE OF Claiborne Parish EVIDENCING PUBLIC APPROVAL OF BONDS PURSUANT TO SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED

WHEREAS, the Capital Area Finance Authority (the “**Authority**”), a public trust created pursuant to the provisions of Chapter 2-A of Title 9 of the Louisiana Revised Statutes of 1950, as amended (R.S. 9:2341-9:2347, inclusive) (the “**Act**”) has, by resolution dated April 16, 2025, in accordance with the requirements of the Act, and the Rules and Regulations of the Louisiana State

Bond Commission (the “**Commission**”), duly authorized the issuance of not exceeding of Capital Area Finance Authority Revenue Bonds in one or more series (the “**Bonds**”) to finance loans to first-time homebuyers within the jurisdictional parishes of the Authority and such other governmental units (the “**Participating Jurisdictions**”) whose governing authority authorized and directed the execution of a cooperative endeavor agreement (a “**CEA**”) with the Authority under the provisions of the Act and other applicable constitutional and statutory authorities; and

WHEREAS, the Commission, on May 15, 2025, duly authorized the issuance and sale of the Bonds in accordance with law and the Commission's Rules and Regulations; and

WHEREAS, the Bonds are classified as exempt facility bonds under the provisions of the Internal Revenue Code of 1986, as amended (the “**Code**”) and the provisions of Section 147(f)(2)(A), (B) and (E) of the Code require that issuance of Bonds be approved by the “applicable elected representative” of the governmental unit which issues such bonds or on whose behalf such bonds are issued and by the “applicable elected representative” of such other Participating Jurisdictions that have executed a CEA with the Authority under the provisions of the Act; and

WHEREAS Claiborne Parish (the “**Governmental Unit**”) has executed a CEA with the Authority to permit the financing of loans to first-time homebuyers within geographic area of the Governmental Unit; and

WHEREAS, the applicable elected representative (the “**Approving Representative**”) of the Governmental Unit for purposes of approving the Bonds is the Scott Davidson and

WHEREAS, in compliance with the requirements of the Code, Notice of Public Hearing (attached as **Exhibit “A”** hereto), was published in (i) The Advocate, Baton Rouge, Louisiana on April 23, 2025, (ii) The Daily Advertiser, Lafayette, Louisiana on April 23, 2025, (iii) the Houma Courier, Houma, Louisiana on April 23, 2025, (iv) the Lake Charles American Press, Lake Charles, Louisiana on April 23, 2025, (v) The News Star, Monroe, Louisiana on April 23, 2025, (vi) the Times-Picayune, New Orleans, Louisiana on April 23, 2025, (vii) The Times, Shreveport, Louisiana on April 23, 2025, and (viii) The Town Talk, Alexandria, Louisiana on April 23, 2025, and

WHEREAS, in compliance with the requirements of the Code, the public hearing with respect to the issuance of said Bonds was held on May 5, 2025, at 10:00 a.m., Louisiana Time, at 601 St. Ferdinand Street, Baton Rouge, LA 70802, and simultaneously held by teleconference using the following link:

<https://us02web.zoom.us/j/9940303250?omn=88470185621> or by dialing US toll-free: (833) 928-4610; meeting ID: 994 030 3250 in accordance with Rev. Proc. 2022-20 after due notice thereof was published in the official journal of the Authority and in the aforementioned publications sufficient to inform the public within the geographic area of the Participating Jurisdictions of the subject, date and place of said public hearing; and

WHEREAS, no objections were raised by any person present at the said hearing or by any person participating by teleconference relative to the issuance of the Bonds; and

WHEREAS, the undersigned, Approving Representative of the Participating Jurisdiction, desires to approve the issuance of the Bonds for the purposes of the Code;

NOW, THEREFORE, the undersigned does hereby certify that the chief elected executive officer/governing authority of the Participating Jurisdiction, hereby approves and confirms the issuance of the Bonds. The Authority, and its officers, are authorized to cause this certificate to be filed of record in the transcript of proceedings for the Bonds and to file a copy thereof with any State or Federal agency, board or commission as may be required by any applicable State or Federal laws, rules or regulations.

WITNESS my signature this 7th day of May 2025, at 507 West Main St., Homer, Louisiana.

Upon Motion of Kevin Gray, Duly Seconded by Mark Furlow

YEAS: (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies and Young
NAYS: (0) None
ABSENT: (0) None
ABSTAIN: N/A

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Joseph Merritt, duly seconded by Paul Cook, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin to increase Operator II Lee Wells' base pay by \$0.70 per hour to \$16.50, effective May 8, 2025.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin to re-hire Mr. Marcus Hudson for the open position of Operator II at a base pay rate of \$16.00 per hour effective May 8, 2025.

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

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved, the recommendation from the Road Committee, to publish and legally advertise for requests for proposals for the demolition of the Old CPSO Building located at 613 E Main St, Homer, LA.

Upon motion by Larry Ford, duly seconded by Paul Cook, the Jury unanimously approved the recommendation from the Road Committee, to hire DeVonte Kyle as part-time summer help in the Hwy Dept with the starting pay in the amount of \$11.00 per hour.

Upon motion by Gil Dowies, duly seconded by Malcolm Cooper, the Jury unanimously approved the recommendation from the Road Committee to purchase of a "tote" of liquid road stabilizer in the amount of \$58,000. This application is going to replace our normal soil cement application on roads that have issues with their bases holding up.

Upon motion by Joseph Merritt, duly seconded by Paul Cook, the Jury unanimously approved the recommendation from the Road Committee the request from Claiborne Parish Fire District #3 to seek an opinion from the District Attorney to verify the legal district boundaries, since there is no clear document stating the district boundaries due to wording and changes over the years.

Upon motion by Malcolm Cooper, duly seconded by Larry Ford, the Jury unanimously approved the recommendation from the Road Committee to purchase a new server in the amount of approximately \$7,000.00 at the recommendation from Karen Emerson due to the age of our existing servers.

Upon motion by Gil Dowies, duly seconded by Mary McDaniel, the Jury unanimously approved the recommendation from the Road Committee to purchase an updated camera system for the Assessor's Office in the amount of \$2,500.00 (estimated).

At this time Claiborne Parish Coroner Dr. Mark Haynes gave his monthly report for the Coroner's Office. There were twelve (12) total deaths in April: six (6) hospice/ER related, one (1) other facilities, zero (0) were on scene with autopsy required, three (3) on scene no autopsy required, two (2) at CMMC and there was one (1) CECs in the parish for the month.

Dr. Haynes gave an update on the hospital. He stated that the hospital has had sporadic cases of mild covid, but currently there are no flu cases being seen. However, they have seen several cases of severe stomach bug.

CMMC CEO Tina Haynes gave an update on the hospital's latest programs and awards received. Tina Haynes informed the Jurors that she had recently traveled to Nashville to receive an award through the Osteopathic School of Medicine. Mrs. Tina Haynes announced that CMMC will

now be accredited for the residency program through ACGME College Residency for underserved and underpopulated hospitals, Mrs. Haynes told the Jury that this will allow medical students to do their residency in rural medicine here at CMMC. She stated that this will help relieve some of the workload from our doctors who are nearing retirement age and allow them to continue to practice medicine at their own pace. Mrs. Haynes told everyone that in the first year we will receive two students and then it will increase to six. These young doctors will be living here in the area while doing their residency.

ITEM #24 – May 7, 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.
The tractor is ordered and awaiting delivery.

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
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 March 2025 – net of \$66,579 from gross collections of \$68,286 Net sales tax collections for February 2025 – \$49,233 – increase \$17,346 (35.23%) Net sales tax collections for March 2024 - \$64,920 – increase \$1,659 (2.56%)

4. Cash position on April 30, 2025 - \$11,425,622 Cash position on March 31, 2025 - \$11,312,676 (increase of \$112,946) Cash position on April 30, 2024 - \$11,390,176 (increase of \$35,446)

See Deposit Balances by Institution for breakdown on April 30, 2025 –

5. Total Receipts for the month of April 2025 – \$580,245

6. Upcoming important dates and meetings –

5/15 – Juror Financial Disclosures Due
5/22 – CPHSD #3 Board Meeting
5/26 – Memorial Day Holiday
5/28 – Items due for June Agenda
6/5 – Tentative date for Committee Meetings (if needed)
6/4 – June Meeting
6/19 – Juneteenth Holiday
6/30 – Audit Report Due

Public Comments:

President Scott Davidson told the Jury that a notice has been received that the DOTD has secured the funding and found the box culverts to repair the bridge on Hwy 146. The estimated date is to be completed by the end of May.

Claiborne Parish DART Director Rosalind Penegar told the Jury that Mental Health Awareness month begins this month. Domestic abuse goes along with mental abuse, as most abusers have some form of mental health disorder. Mrs. Penegar told the Jury that she appreciated their supporting the DART program, as she is one of two advocates that will be traveling to a Baton Rouge for “A Day at the Capitol”, where she will be able to be a voice for the Victims of Domestic Violence while representing Claiborne Parish.

Upon motion by Gil Dowies, duly seconded by Rev. Willie Young, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President