

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
May 8, 2024
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 Wednesday the 8th of May 2024. 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, Malcom Cooper, Gil Dowies, and Rev. Willie Young, Sr.

There were 19 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Co-Road Superintendents Chad Verdin and Brant Cupp, Claiborne Parish Sheriff Sam Dowies, District Attorney Danny Newell, Director of Libraries Mrs. Pam Suggs, Library Historian Wesley Harris, Parish Digital Navigator Jerry Hilledge, CMMC CEO Tina Haynes, Parish Coroner Dr. Mark Haynes, OPCS Executive Director April Childress, Parish Engineer Randal Smoak of CGS Engineering, School Board Member David Nokes, LSU AgCenter Parish Chair Lee Faulk and Assistant Extension Agent Joh Monzingo, Claiborne Parish Fire District 4 Board member Ronald Day, Town of Homer Recreation Director Terry Willis, and Dr. Steve Fowler of the Homer Cornerstone Church.

There was a Public Hearing for Proposed Ordinance No. 803 – An Ordinance Authorizing a Claim of Ownership of Adjudicated Property Concerning Parcel #9320122250 at 9:00 a.m in the Police Jury Conference Room.

There was a Road Committee Meeting held at 9:15 a.m. or immediately following the Public Hearing for Proposed Ordinance No. 80s in the Police Jury Conference Room.

President Scott Davidson called the meeting to order.

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

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously voted to amend the agenda and add the following:

1. Request from the Claiborne Parish School Board, in a letter received on May 3, 2024, requesting some assistance with trimming on the Summerfield School campus with the Hwy Dept.'s side boom cutter. This work will be done on a reimbursement basis.
2. Request from the Village of Athens, in a letter received on May 3, 2024, requesting assistance with culvert installation on certain village owned streets. This work would be done on a reimbursement basis through the Village's ad valorem tax credit.

At this time President Davidson requested that the Jury handle the amendments to the agenda first.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the request from the Claiborne Parish School Board, in a letter received on May 3, 2024, requesting some assistance with trimming on the Summerfield School campus with the Hwy Dept.'s side boom cutter. The work will be done on a reimbursement basis.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved the request from the Village of Athens, in a letter received on May 3, 2024, requesting assistance with culvert installation on certain village owned streets. This work would be done on a reimbursement basis through the Village's ad valorem tax credit.

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

Consent Agenda

1. Approval of the April 10, 2024, regular meeting minutes as published in the Official Journal.
2. Payment of the April 2024 bills as approved by the Claims Committee.
3. Request from Town of Haynesville, in a letter received March 13, 2024, requesting assistance with the removal and replacement of culverts located on Reed Street and Main Street to help alleviate flooding in these areas. The work will be done under the Town's ad valorem tax credit.

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, 2024.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2024, by all Parish Employees – Department Heads and Jury Officers have a two (2) hour training requirement.

President Scott Davidson reminded the Jurors that their personal financial disclosure statements for 2023 are due by May 15, 2024.

President Scott Davidson read aloud a thank you note from Mrs. Erin White, RN at the Donald K. Haynes Claiborne Parish Health Unit, received on April 11, 2024, thanking the Jury for the Health Unit's new storage building. Mrs. White also thanked the Jury for re-naming the Claiborne Parish Health Unit for Dr. Donald K. Haynes.

At this time, President Scott Davidson informed the Jury that there were no bids received on the surplused 1994 Mack Dump Truck VIN #W036916 which had a minimum bid of \$18,000.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously rejected the lone bid received for a new tri-axle large truck for use by the CPPJ Hwy Department. The bid was in the amount of \$192,000 for the Lone Star Truck Group of Shreveport, LA.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved the recommendation from the Road Committee to obtain quotes for repair and refurbishing of the 1994 Mack dump truck for the purpose of keeping it in our fleet due to the high cost of a new dump truck at this time. The estimated cost to repair is \$30,000.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously accepted and awarded the lowest qualified sealed bid for the roof repair and rehabilitation of the CPPJ Admin Building located at 507 W. Main St and the CPPJ Admin Office/Shop located at 24579 Hwy 2 to Brazos Industries LLC in the amount of \$209,345. This project will be funded with \$100,000 of 2022-2023 LGAP funds and an additional \$100,000 of 2023 Act 397 Line-Item monies. The balance will be paid with CPPJ General Fund monies.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the request from Co-Road Superintendents Brant Cupp and Chad Verdin for the Hwy Department to start working a 4/10's work week starting on Monday, May 13, 2024. (Work four ten-hour days per week and off on Friday)

Upon motion by Paul Cook, duly seconded by Mark Furlow, the Jury unanimously adopted, by a show of hands, Ordinance No. 803 – An Ordinance Authorizing a Claiborne of Ownership of Adjudicated Property Parcel #9320122250 – 1574 and 1765 Washington Drive, Haynesville, LA 71038.

The following ordinance was presented for review on this the 10th day of April 2024. Upon a motion by Mark Furlow seconded by Paul Cook, the proposed ordinance began its period of review for public comment and consideration. A Public Hearing will be held on Wednesday, May 8, 2024, at 9:00 a.m. to hear comments concerning Claiborne Parish Ordinance No. 803.

The following Ordinance was offered by Paul Cook, who moved for its adoption:

PROPOSED ORDINANCE NO. 803

AN ORDINANCE AUTHORIZING A CLAIM OF OWNERSHIP OF ADJUDICATED PROPERTY TO THE CLAIBORNE PARISH POLICE JURY PURSUANT TO LA. R.S. 47:2236, ET SEQ.; AND FURTHER PROVIDING WITH RESPECT THERETO:

WHEREAS, La. R.S. 47:2236 authorizes the claim of full ownership of adjudicated properties for purposes allowed by the Louisiana Constitution;

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution on the adjudicated property referenced herein has elapsed, and the owner of record has failed to redeem the adjudicated property.

WHEREAS, La. R.S. 47:2236 authorizes the political subdivision to claim full ownership of said property;

WHEREAS, the Claiborne Parish Police Jury (“CPPJ”) intends to claim full ownership of the following property described as Parcel 9320122250: LOT #5, BLK. 1, JERRY FORCH ADD. #1, OF HAYNESVILLE that has been adjudicated to the Claiborne Parish Police Jury since 2018.

WHEREAS, the Claiborne Parish Police Jury finds that such acquisition is in the public interest and in accordance with applicable law;

NOW, THEREFORE:

BE IT ORDAINED that the Claiborne Parish Police Jury does hereby declare its intent to acquire full ownership interest of the adjudicated property identified above upon completion of the procedures for adjudicated property pursuant to La. R.S. 47:2236, *et seq.*;

BE IT FURTHER ORDAINED, that the President of the Claiborne Parish Police Jury be, and hereby is authorized to execute such documents as are reasonable and necessary to complete the acquisition as described above.

Juror Mark Furlow seconded the motion to adopt the Ordinance.

The foregoing Ordinance having been submitted to a vote; the vote resulted as follows:

YEAS: (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies, and Young

NAYS: (0) None

ABSTAINED: N/A

ABSENT: (0) None

And the Ordinance was adopted on this the 8th day of May 2024.

I hereby certify the above and foregoing to be a true and correct copy of an Ordinance which was adopted at a meeting held by the Claiborne Parish Police Jury

/s/Dwayne R. Woodard

Secretary-Treasurer

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously accepted the resignation of Mr. Mark Brown from the Board of Claiborne Parish Hospital Service District No. 3, effective April 30, 2024. Mr. Brown retired from Claiborne Electric Cooperative and is moving out of state.

At this time, President Scott Davidson opened the floor for nominations for replacement of Mr. Mark Brown on the CPHSD#3 Board. Juror Gil Dowies nominated Ms. Nietkitsha Ridley to the board. Secretary-Treasurer stated that there have been no other letters of interest received. Upon motion by Mark Furlow, duly seconded by Rev. Willie Young, the Jury unanimously appointed Ms. Nietkitsha Ridley to finish out Mr. Brown’s remaining term on the District 9 & 10 board seat for the CPHSD#3 Board. This term will be effective April 30, 2024 and expires on December 31, 2024.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously voted, upon recommendation from Secretary-Treasurer Dwayne Woodard, to begin the process of the renewal of the Parish’s one-half of one percent (0.50%) parish wide sales tax that benefits the operation of the Claiborne Memorial Medical Center. This tax expires on May 1, 2025.

Upon motion by Mark Furlow, duly seconded by Malcom Cooper, the Jury unanimously adopted, upon recommendation from the Road Committee, the implementation of the *Parish-Owned Mandatory Reverse Parking Policy*.

CPPJ Mandatory Reverse Parking Policy

The Claiborne Parish Police Jury (the “Police Jury”) has adopted a Reverse Parking Policy (the “Policy”) for all vehicles owned, leased, or rented by the Parish. Wherever possible, any employee operating a vehicle owned, leased, or rented by the Parish in a parking lot must back in to a parking space, or otherwise reverse park, such that the vehicle can exit the parking space by pulling forward out of the parking space, without reversing or passing through adjacent parking spaces.

Before backing into the parking space, employees must check for oncoming and following traffic and check all blind spots.

By signing below, the undersigned employee acknowledges receipt of this Policy and agrees to comply with this Policy. However, even if an employee of the Police Jury has not signed this Policy, the Policy is still binding on every employee of the Police Jury.

Employee’s Printed Name

Employee’s Signature

Date

Upon motion by Paul Cook, duly seconded by Gil Dowies, the Jury unanimously approved the recommendation from the Road Committee to purchase of a new 10,000-gallon emulsion heating holding tank with an estimated cost amount is \$100,000 - if the old tank cannot be repaired at a reasonable cost. The current tank is over 50 years old (1973 model) and over the years sludge has accumulated in the bottom and hardened, wiring has become dangerous, and it is unable to “stir” modern day emulsion products.

At this time Claiborne Parish Coroner Dr. Mark Haynes, gave his monthly Coroner’s report - there were 20 deaths for the month of April in the Parish - (14) Hospice/ER, (1) CMMC, (0) other facilities, (2) on scene with no autopsy, and (3) on scene that required autopsies. His office had (6) CECs for the month.

CMMC CEO Tina Haynes told the Jury that the hospital census was up and that they were seeing sporadic cases of COVID.

ITEM #25 – May 8, 2024 – 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 – Contract signed and approved by 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
FT2022-2023 CWEF Grant
Amount - \$100,000
Project – Owens Booster Station Project (Hwy 146)
Status – Contract received and approved by the State.

3. Sales Tax Collections for Mar 2024 – net of \$64,920 from gross collections of \$65,989
Net sales tax collections for Feb 2024 – \$64,339 – increase \$581 (0.90%)
Net sales tax collections for Mar 2023 - \$111,213 – decrease \$-46,293 (-41.63%)

4. Cash position on April 30, 2024 - \$11,390,176
Cash position on March 31, 2024 - \$11,365,735 (increase of \$24,441)
Cash position on April 30, 2023 - \$11,012,478 (increase of \$377,698)

See Deposit Balances by Institution for breakdown on April 30, 2024 –

5. Total Receipts for the month of April 2024 – \$651,073.

6. Upcoming important dates and meetings –

5/15 – Jurors’ Financial Disclosure Statements Due

- 5/17 – LRPIC Board Meeting
- 5/23 – CPHSD3 Board meeting
- 5/2 – Memorial Day
- 5/3 – Tentative Committee Meetings (if needed)
- 5/29 – Agenda items due
- 6/5 – Regular Meeting
- 6/27 – Watershed District Meeting
- 6/30 – Audit Report Due

Additional Public Comments:

Claiborne Parish 4-H Parish Chair, Mr., Lee Faulk invited all Jurors and the public to the 4-H Hall of Fame Banquet on May 9th at 6:00 pm at the Fair Barn in Haynesville.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President