

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
June 05, 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 5th of June 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 20 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Co-Road Superintendents Chad Verdin and Brant Cupp, District Attorney Danny Newell, Director of Libraries Mrs. Pam Suggs, Library Historian Wesley Harris, Parish Digital Navigator Jerry Hillidge, OOCS Executive Director April Childress, Parish Engineer Randal Smoak of CGS Engineering, Claiborne Parish Fire District 4 Board member Ronald Day, Town of Homer Mayor Xanthe Seals, Town of Haynesville Mayor Roderick Hampton. Union Parish Police Juror Ben Bridges, Former DART Director Cynthia Johnson, In-Coming DART Director Rosalind Penegar, Pelican Cove Housing Nick Turrentine, Mr. Mark Crenshaw of Homer, Mr. Keith Kilgore of Haynesville, and Dr. Steve Fowler of Homer Cornerstone Church.

There was a Road Committee Meeting held at 9:00 a.m. 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 Joseph Merritt, followed by the Pledge of Allegiance led by Paul Cook.

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

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

Consent Agenda

1. Approval of the May 8, 2024, regular meeting minutes as published in the Official Journal.
2. Payment of the May 2024 bills as approved by the Claims Committee.
3. Request from the Fireworks for Lake Claiborne, in a letter received May 31, 2024, requesting their budgeted amount of \$1,000 for the sponsorship of the annual Fireworks Show on Friday, July 5, 2024, and to be considered for the same amount in the Parish's 2024 budget. This is the same amount as the previous year.

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.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously approved the request from Secretary-Treasurer Dwayne R. Woodard to re-appoint The Guardian Journal as the Official Journal of the Claiborne Parish Police Jury for the period of July 1, 2024, through June 30, 2025, since it is the only qualifying weekly publication in operation in the Parish and the on publication that meets the requirements as defined by La R.S.43:140 and La R.S. 43:174.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously adopted Resolution 2024-013 – A Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on Behalf of the Claiborne Parish Police Jury Concerning the Transmittal of the 2023 Audited Financial Statements and the 2023 AUP’s.

RESOLUTION 2024-013

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE TRANSMITTAL OF THE 2023 AUDITED FINANCIAL STATEMENTS AND AUPs

WHEREAS, the deadline for the transmittal of the audited financial statements of Claiborne Parish is June 30, 2024; and

WHEREAS, the next regularly scheduled meeting of the Claiborne Parish Police Jury is scheduled for July 10, 2024; and

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President, Scott Davidson and Secretary-Treasurer, Dwayne R. Woodard, to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the transmittal of the Parish’s 2023 audited financial statements and AUPs.

Upon a motion by Gil Dowies and duly seconded by Paul Cook this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, June 5, 2024.

Yeas – (10) Ford, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Cooper, Dowies and Young

Nays – (0) None

Abstain – N/A

Absent – (0) None

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

At this time President Scott Davidson read aloud a notice of tentative schedule of the timeline for the December 7, 2024, Election Parish of Claiborne - Continuation of the ½ cent sales tax in support of the Claiborne Memorial Medical Center.

At this time, President Scott Davidson read aloud the Notice of Public Meeting – Notice is hereby given that at its meeting to be held on Wednesday, July 10, 2024 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 renewal of a sales and use tax therein.

Upon motion by Malcomb Cooper, duly seconded by Paul Cook, the Jury unanimously approved the hardship application for Ms. Lashaunta Harris of 583 Old Athens Rd, Athens, LA.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the Multi-Jurisdictional Consortium Agreement for Local Workforce Development Area 70 for the Coordinating & Development Corporation.

At this time President Scott Davidson introduced the recommendations from the Road Committee -

Upon motion by Kevin Gray, duly seconded by Mark Furlow, upon recommendation from the Road Committee, the Jury unanimously approved the updated CPPJ Policy & Procedure for Open Meeting Requirements as mandated by Act 393 of the 2023 Regular Session concerning accommodations for members of the public with an ADA recognized disability.

Upon motion by Joseph Merritt, duly seconded by Paul Cook, upon recommendation from the Road Committee, the Jury approved to purchase, on state contract, a new 10,000 emulsion tank with an estimated installation cost of \$140,000. District Two Juror Mark Furlow was the lone dissenting vote due to the fact he felt it would be better to wait until after the new year to make the purchase. The new tank is to be installed at the old Hwy79 Ward Yard.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, upon recommendation from the Road Committee, the Jury unanimously approved the recommendation for the Parish to modify all current job descriptions and to bring them into compliance with the new Federal Labor Laws concerning EXEMPT EMPLOYEES that come into effect on July 1, 2024, and January 1, 2025.

Upon motion by Mark Furlow, duly seconded by Mary McDaniel, upon recommendation from the Road Committee, the Jury unanimously approved to have a door security system installed in the Courthouse in the amount of \$35,000. The Jury hopes that the District Attorney's Office and the Judges Office will help with some of the cost.

Claiborne Parish Coroner Dr. Mark Haynes was not in attendance due to having to have cataract surgery on his eye. He plans give both monthly reports at the July meeting.

At this time, DART Director Cynthia Johnson introduced the new in-coming DART Director, Rosalind Penegar who will be taking her place as the DART representative for Claiborne Parish.

ITEM #19 – June 5, 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 – Bids received and accepted – Brazos Industries was awarded the bid.

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 Apr 2024 – net of \$59,929 from gross collections of \$61,466
Net sales tax collections for Mar 2024 – \$64,920 – decrease \$-4,991 (-7.69%)
Net sales tax collections for Apr 2023 - \$56,870 – increase \$3,059 (5.38%)

4. Cash position on May 31, 2024 - \$11,171,918
Cash position on April 30, 2024 - \$11,390,176 (decrease of \$-218,258)
Cash position on May 31, 2023 - \$10,764,672 (increase of \$407,246)

See Deposit Balances by Institution for breakdown on May 31, 2024 –

5. Total Receipts for the month of May 2024 – \$177,636.

6. Upcoming important dates and meetings –

- 6/8 – CPWSD Annual Tiger Bass Stocking Event @ Kel’s Kove 8:00 am
- 6/19 – Juneteenth Holiday (observed)
- 6/27 – CPHSD #3 Board Meeting
- 6/27 – Watershed District Meeting
- 6/30 – Audit Report Due
- 7/1 – Committee Meetings (if needed)
- 7/3 – Agenda items due
- 7/4 – 4th of July Holiday (observed)
- 7/5 – Fireworks Show
- 7/10 – Regular Meeting Date
- 7/25 – CPHSD #3 Board Meeting
- 7/29 – CP Library Board Meeting

Additional Public Comments:

District Ten Juror Rev. Willie Young thanked Mrs. Cynthia Johnson for her service and welcomed Mrs. Rosalind Penegar.

Upon motion by Joe Merritt, duly seconded by Kevin Gray the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President