

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
June 4, 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 4th of June 2025, on being called to order by Vice-President Mark Furlow, 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.

President Scott Davidson had to leave after the Road Committee meeting due to the fact he felt ill.

There were fifteen (15) others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendents Mr. Chad Verdin and Mr. Brant Cupp, Claiborne Parish Claiborne Parish Coroner Dr. Wm. Mark Haynes, CPPJ OOCs Executive Director April Childress, Parish Digital Liaison Jerry Hilledge, General Manager of Republic Services Kevin Frey, Republic Operations Manager Mike Miller, and Republic Municipal Services Manager David Greene, Fire District #4 Board/Ford Museum Board member Ronal Day, Claiborne Parish School Board member Mark Perot, Town of Homer Mayor Xanthe Seals, Ms. Ethel Williams of Homer, and Dr. Steve Fowler of the Homer Cornerstone Church.

The meeting was opened with prayer led by Dr. Steve Fowler of the Homer Cornerstone Church, 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 agenda as presented.

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

Consent

1. Approval of May 7, 2025, regular meeting minutes as published in the Official Journal.
2. Payment of the May 2025 bills as approved by the Claims Committee.
3. Request from the Fireworks for Lake Claiborne, in a letter received May 27, 2025, requesting their budgeted amount of \$1,000 for the sponsorship of the annual Fireworks Show on Friday, July 4, 2025, and to be considered for the same amount in the Parish's 2025 budget. This is the same amount as the previous year.
4. Request from the Village of Junction City, in a fax received on May 15, 2025, requesting the Police Jury to deliver one (1) load of crushed concrete to Junction City Hall. The materials will be paid for under the Village's ad valorem tax credit.
5. Request from the Village of Athens, in a letter received on May 28, 2025, requesting repairs to certain village streets as quoted per Road Superintendent Brant Cupp. The repairs will be paid for under the Village's ad valorem tax credit with the balance owed by the Village.

Regular Agenda

Vice-President Mark Furlow aloud a notice that all Jurors and Parish Employees are required to complete one (1) hour of required ethics training by December 31, 2025.

Vice-President Mark Furlow 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.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the request from Secretary-Treasurer Dwayne Woodard to re-appoint The Guardian Journal as the Official Journal of the Claiborne Parish Police Jury for the period July 1, 2025 through June 30, 2026, since it is the only qualifying weekly publication in operation in the Parish and the only publication qualifying weekly publication in operation in the Parish and the only publication that meets the requirements as defined in La R.S. 43:150 and La R.S. 43:174.

Vice-President Mark Furlow read aloud a notice that is hereby given that the Claiborne Parish Police Jury will ADOPT the 2025 ad valorem tax millages for ALL FUNDS on Wednesday, July 9, 2025 at 10:00 am in the Jury Chambers of the CPPJ Administration Building located at 507 West Main St in Homer, LA 71040.

Vice-President Mark Furlow read aloud an Official Notice of Award- Act 776 of the 2024 Regular Legislative Session- State Aid to Local Government Entities – Line -Item Appropriation of \$240,000 for rehabilitation of the Vo-Tech Building.

Vice-President Mark Furlow read aloud an Official Notice of Award- Act 776 of the 2024 Regular Legislative Session- State Aid to Local Government Entities – Line -Item Appropriation of \$125,000 for the purchase of road equipment.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously adopted Resolution 2025 – 010 – A Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on Behalf of Claiborne Parish Concerning the Transmittal of the 2024 Audited Financial Statements and AUP's.

RESOLUTION 2025-010

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE TRANSMITTAL OF THE 2024 AUDITED FINANCIAL STATEMENTS AND AUPs

WHEREAS, the deadline for the transmittal of the audited financial statements of Claiborne Parish is June 30, 2025; and

WHEREAS, the next regularly scheduled meeting of the Claiborne Parish Police Jury is scheduled for July 9, 2025; 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 2024 audited financial statements and AUPs.

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 session convened on Wednesday, June 4, 2025.

Yeas – (9) Ford, Furlow, Gray, McDaniel, Cook, Merritt, Cooper, Dowies, and Young

Nays –

Abstain – N/A

Absent – (1) Davidson

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously adopted the Parish Fleet Safety Manuel required by LRPIC for all members to adopt prior to our renewal date of August 1, 2025.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the request from the Claiborne Parish Watershed District, in a letter received on May 28, 2025, requesting the re-appointment of Chad Reeder and David Nokes for an additional Four (4) year term ending June 29, 2029.

Upon motion by Larry Ford, duly seconded by Kevin Gray, the Jury unanimously approved the request from the Claiborne Parish Watershed District to consider Chris Robinette of 2727 Hwy 152, Dubach, LA 71235 to be appointed for a four (4) year term ending June 30, 2029, to the Claiborne Parish Watershed. Mr. Robinette will be replacing Mrs. Dottie Palmer who chose not to see re-appointment.

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin to post in-house the soon to be opened position of Operator II due to the impending retirement of Larry Crew.

Upon motion by Gil Dowies, duly seconded by Malcom Cooper, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin to hire Charles Willis as a Truck Driver for the Hwy Dept effective June 5, 2025, at \$15.50 per hour plus benefits. Mr. Willis has been working for the Jury through Manpower and will be subject to the standard six-month probationary period.

Upon motion by Paul Cook, duly seconded by Rev. Willie Young, the Jury unanimously approved the recommendation of the Road Committee to replace the damaged windshield of Mr. Vernon Lewis of 770 Spring Lake Road, Homer, LA. The damage was caused by one of the Hwy Dept's dump trucks that had a broken tailgate. The tailgate has been repaired.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously approved the recommendation of the Road Committee to enter into a Cooperative Endeavor Agreement with the Town of Homer for the management/upkeep of the Homer Golf Course.

COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR AGREEMENT (the "Agreement") is entered into this 6th day of June 2025, (the "Effective Date") by and between the Town of Homer, Inc., (hereinafter referred to as "Grantor") and the Claiborne Parish Police Jury (hereinafter referred to as "Grantee"), both of which are duly formed Louisiana governmental entities that are authorized to and are doing business in Claiborne Parish, Louisiana.

RECITALS

WHEREAS Grantor owns real property that has been developed into a nine- hole public golf course commonly referred to as the "Homer Golf Course" (hereinafter the "Golf Course").

WHEREAS Grantor, over the past several decades, has leased unto the Homer Golf Association (hereinafter the "HGA") the Golf Course, and the HGA, through its own board of directors, governs the day-to-day operations of the Golf Course.

WHEREAS, as part of that lease, Grantor has historically paid the HOA the annual sum of \$20,000 to help defray the costs of Golf Course operations.

Whereas Grantor no longer desires to continue to make these annual payments to the HGA.

WHEREAS Grantee is willing and desires to take over day-to-day operations of the Golf Course, through the HOA board of directors;

NOW THEREFORE, in consideration of the premises and mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged and agreed, the Parties agree as follows:

Grantor enters into this Cooperative Endeavor Agreement with Grantee, wherein Grantor gives over day-to-day control of Golf Course operations to Grantee from the effective date forward until rescinded by the assent of both parties hereto.

For its part, Grantee agrees to assume operational control of the Golf Course and provides such funding as may be necessary to continue operations thereof as a public golf course.

The Grantee further agrees to continue to allow the HGA to provide such maintenance and services as may be necessary from time to time to continue Golf Course operations and delegates unto the HGA such day-to-day control of the Golf Course.

This Agreement is a complete expression of the agreement between the parties regarding the matters contained herein, and this Agreement supersedes all previous written agreements, discussions, drafts and representations in connection herewith.

By execution of this Agreement, each party hereto executing this Agreement represents and warrants as follows:

i. This Agreement has been duly authorized, executed and delivered by the executing party and represents a legal, valid and binding agreement of that party and is enforceable against that party in accordance with its terms;

ii. The execution, delivery and performance of this Agreement and consummation of it by the transactions contemplated hereby do not (A) require the consent, waiver, approval, license or authorization of any person that heretofore has not been obtained;

(B) conflict with or result in a default under, or create, a lien upon any of the property or assets of that Party pursuant to any agreement or instrument; or (C) violate any judicial or administrative decree, regulation or other restriction of any kind or character to which the Executing Party is a party or by which the Executing Party or any of its assets may be bound;

iii. There are no actions suits or proceedings pending or threatened against, at law or in equity, or before any federal, state, municipal or other governmental department, commission, board, bureau, agency or instrumentality that would, if decided adversely, have a materially adverse effect on that Executing Party or its business; and

Town of Homer, Inc., Granter
By its Mayor, The Honorable Dr. Xanthe Y. Seals

Claiborne Parish Police Jury, Grantee
By its President, The Honorable Scott Davidson

Upon motion by Rev. Willie Young, duly seconded by Gil Dowies, the Jury unanimously approved the recommendation to appoint Mr. Jack Hightower and the Liaison for the Claiborne Parish Tourism Commission. The Police Jury plans to populate the Commission in the fall of 2025.

At this time Claiborne Parish Coroner Dr. Mark Haynes gave his monthly report for the Coroner’s Office. There were nine (9) total deaths in May, four (4) hospice/ER related, one (1) other facility, two (2) were on scene with autopsy required, two (2) on scene no autopsy required, zero (0) at CMMC and there was one (1) CECs in the parish for the month.

Dr. Haynes gave an update on the hospital. Dr. Mark Haynes told the Jurors that the hospital census has been down and that they were seeing a few cases of Covid in the parish. He also gave an update with the new residency program and informed those in attendance that the interviews had been completed for the two (2) slots that are available. The residents will be working primarily at CMMC, with some clinicals being done at Willis Knighton for services are not available here.

ITEM #25 – June 4, 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 has been delivered.

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
FT2022-2023 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 April 2025 – net of \$65,582 from gross collections of \$67,263
Net sales tax collections for March 2025 – \$66,579 – decrease \$-997 (-1.50%)
Net sales tax collections for April 2024 - \$59,929 – increase \$5,653 (9.43%)
4. Cash position on May 31, 2025 - \$11,200,672
Cash position on April 30, 2025 - \$11,425,622 (decrease of \$-224,950)
Cash position on May 31, 2024 - \$11,171,918 (increase of \$28,754)

See Deposit Balances by Institution for breakdown on May 31, 2025 –

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

6. Upcoming important dates and meetings –

6/19 – Juneteenth Holiday

6/26 – CPHSD#3 Board meeting

6/26 – CPWSD Board meeting

6/30 – Audit Report due

6/30 – Tentative date for committee meetings if needed

7/2 – Agenda items due

7/3 – Office closed for 4th of July Holiday

7/9 – Jury Meeting

Secretary-Treasurer Woodard thanked the many people who petitioned DOTD about finding a workable solution other than permanently closing the bridge on Hwy 146 - Sheriff Sam Dowies, Rashid Young, our Jurors - Rev. Willie Young, President Soctt Davidson, Gil Dowies and Kevin Gray, and others. Secretary-Treasurer Woodard stated that has never in his time with the Police Jury seen a State Hwy reopened so quickly. He reminded everyone that this is a temporary fix, and the permanent repairs should be completed before Labor Day Labor Day.

Public Comments:

Ms. Ethel Williams of Gladney Farm Road thanked those who had a part in getting the Hwy 146 temporary culvert opened.

Rev. Willie Young recognized School Board member Mr. Mark Perot and thanked him for coming.

Mr. Ronald Day asked for an update on the Edgewood Drive bridge near the hospital. Secretary-Treasurer Woodard told him that the contracts have been awarded, and it is now a matter of time before they begin work.

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

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President