

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
July 12, 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 12<sup>th</sup> of July 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., Gil Dowies, and Rev. Willie Young, Sr.

District Eight Juror Tommy Sanders was absent due to illness.

There were 14 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Interim Parish Co-Road Superintendents Chad Verdin and Brant Cupp, OOCs Executive Director April Childress, Claiborne Parish Director of Libraries Pam Suggs, Claiborne Parish Library Historian Wesley Harris, Parish Coroner Dr. Mark Haynes, District Attorney Danny Newell, CPPJ Digital Navigator Mr. Jerry Hillidge, Main Street and TOH Council Member Jimmy Hand, Haynesville Mayor Roderick Hampton, Claiborne Parish Chair Mr. Lee Faulk, Mrs. Heather Durrett, and Mr. Jerry Whitton of Homer.

There was a Road Committee Meeting held at 9:00 a.m. in the 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 Kevin Gray, duly seconded by Joseph Merritt, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Rev. Willie Young, duly seconded by Gil Dowies, the Jury unanimously voted to amend the regular agenda to include the following items:

1. Special Event Permit from Morris Shelton for the Shelton-Ferrell Trail Ride located being held on August 4 & 5 with the location being 962 White Oak Rd, Homer, LA 71040.

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

**Consent Agenda**

1. Approval of the June 7, 2023 regular meeting minutes.
2. Payment of the June 2023 bills as approved by the Claims Committee.

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

Upon motion by Kevin Gray, duly seconded by Rev. Willie Young, the Jury unanimously approved, the special permit from Morris Shelton of 962 White Oak Rd, Homer, LA, to hold the Shelton-Ferrell trail ride on August 4<sup>th</sup> and 5<sup>th</sup>. All permitting has been approved by Sheriff Sam Dowies.

**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 Jury Officers have a two (2) hour training requirement.

President Scott Davidson read aloud a notice that the 2024 Parochial Employees Retirement Contribution rate for 2024 have been set-employer contribution rate for plan A will remain at 11.50% and the employee rate for Plan a will remain at 9.50%.

Upon motion by Mark Furlow, duly seconded by Joseph Merritt, the Jury unanimously tabled the request from the Library Board of Control, in a letter dated June 16, 2023, requesting the Police Jury to make application to the La Bond Commission in the amount of \$3,000,000 for the purpose of remodeling/construction of the new Joe W. Webb Memorial Library in Haynesville, along with #Item No. 12 Resolution 2023–012 –A Resolution Making Application to the State Bond Commission for Approval and Sale of \$3,000,000 in Bonded Debt for the Construction of Joe W. Webb Memorial Library, Haynesville.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the request from Secretary-Treasurer Dwayne R. Woodard to declare parcel #8730000655 located on East Second Street as surplus. The Town of Homer has expressed interest in the property’s use as a storage building.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved the request from Secretary-Treasurer Dwayne R. Woodard to declare parcel #8769397168 located on Moreland Road as surplus. The Simpson family represented by Mr. Justin B. Carroway has agreed to purchase the property back from the Police Jury for an amount of \$3,750 (same amount the Police Jury paid for the lot in 2006). Mr. Carroway also agreed to have a hold harmless clause concerning the water well that was drilled on the property in 2006 as part of an LCDBG water grant. The well came back saline and non-potable.

Upon motion by James Laird, duly seconded by Paul Cook, the Jury unanimously approved Resolution 2023 – 013 – Resolution Authorizing the President and Secretary- Treasurer to Sign and Documents on behalf of the Parish in relation to the Disposition of Parcel No. 870639718 located on Moreland Road.

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RESOLUTION 2023-013

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE SALE/DISPOSTION OF PARCEL No. 8706397168 LOCATED ON MORELAND ROAD (OLD SIMPSON WATER WELL SITE)

WHEREAS, the Claiborne Parish Police Jury has declared Parcel No. 8706397168 to be surplus; and

WHEREAS, the Simpson Family sold the 0.57 acres to the 0.57 acres to the Police Jury on July 20, 2006, for \$3,750.00 for use as potential water well site for a LCDBG potable water project; and

WHEREAS, the test water well came back to be non-potable with a high saline content; and

WHEREAS, the Simpson Family represented by Mr. Justin B. Carroway has expressed interest in repurchasing the said parcel for the original sale price of \$3,750.00; and

WHEREAS, Mr. Carroway has agreed to include a “hold harmless clause” in the deed of sale protecting the Police Jury in all matters concerning the saline well; so

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President, Scott Davidson and/or Secretary-Treasurer, Dwayne R. Woodard, to sign and execute all documents on behalf of the Claiborne Parish Police Jury relating to the sale/disposition of the said property to Justin B. Carroway and the Simpson Family.

Upon a motion by James Laird 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, July 12, 2023.

Yeas – (9) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Dowies and Young

Nays – (0) None

Abstain – N/A

Absent – (1) Sanders

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the request for assistance with driveway repairs under the CPPJ Hardship Policy for Ms. Brenda Jean Pitts located at 1577 Mr. Sinai Rd, Haynesville, LA.

Personnel Chair Mark Furlow presented the Personnel Committee recommendations.

Upon motion by Mark Furlow, duly seconded by James Laird, the Jury unanimously approved, upon recommendation from the Personnel Committee to name Mr. Travis Kimp as Road Foreman. Mr. Kimp will be compensated at a base rate of \$19.00 per hour with his total compensation of \$20.00 per hour. This will be effective beginning July 13, 2023.

Upon motion by Mark Furlow, duly seconded by Gil Dowies, the Jury unanimously approved, upon recommendation from the Personnel Committee to give Road Foreman Eric Kennedy and Mechanic Bryon Burham a raise of \$2.40 per hour each. Mr. Kennedy's base rate will be \$22.26 per hour with his total compensation being set at \$25.51 per hour. Mr. Burham's base rate will be \$21.66 per hour and his total compensation will be \$24.16 per hour. This will be effective starting July 13, 2023.

Upon motion by Mark Furlow, duly seconded by Mary McDaniel, the Jury unanimously approved, upon recommendation from the Personnel Committee to hire through ManPower Mr. Jamarques Pleasant for the open position of Truck Driver at a rate of \$14.50 per hour.

Upon motion by Mark Furlow, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Personnel Committee to post the newly created job position of Assistant Road Foreman in house for a 2-week period.

At this time Parish Coroner Dr. Mark Haynes gave his monthly report. In June there were 9 total deaths: (1) CMMC, (0) other, (6) Hospice/ER, (1) for autopsy on scene, (1) on scene no autopsy, and (2) CECs.

At this time President Scott Davidson presented the Road Committee recommendations.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved, upon recommendation from the Road Committee to advertise for quotes with references for replacing (respraying) the CPPJ Administrative and Highway Admin Building & Shop roofs.

Upon motion by Paul Cook, duly seconded by James Laird, the Jury unanimously approved upon recommendation from the Road Committee to replace the HVAC units at the Courthouse with cost up to \$65,000 (estimated).

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved, upon recommendation from the Road Committee, the request for backdoor pickup for Ms. Evelyn Evans at 293 Pia Davis Rd, Homer LA 71040.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Road Committee, the request for backdoor pickup for Ms. Essie Evans of 880 Hwy 79, Haynesville LA 71038.

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### **ITEM #20 – July 12, 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 (100% complete).

4. Sales Tax Collections for May 2023 – net of \$58,791 from gross collections of \$60,299  
Net sales tax collections for April 2023 – \$56,870 – increase \$1,921 (3.38%)  
Net sales tax collections for May 2022 - \$62,359 – decrease \$-3,568 (-5.72%)

5. Cash position on June 30, 2023 - \$10,508,350  
Cash position on May 31, 2023 - \$10,764,672 (decrease of \$-256,322)  
Cash position on June 30, 2022 - \$11,803,792 (decrease of \$-1,295,442)

See Deposit Balances by Institution for breakdown on June 30, 2023 –

6. Total Receipts for the month of June 2023 – \$259,663

7. Upcoming important dates and meetings –

7/18 – Quarterly OPCS Board Meeting  
7/25 – 4-H Board Meeting  
7/27 - CPHSD #3 Board  
7/31 – Library Board of Control  
7/31 – Tentative date for committee meetings if needed  
8/9 - August Regular Meeting

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Additional Public Comments:

There were no additional public comments.

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Upon motion by Rev. Willie Young, duly seconded by James Laird, the meeting was adjourned.

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Dwayne R. Woodard  
Secretary-Treasurer

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Scott Davidson  
President