

MINUTES
Of the Regular Meeting of
The Claiborne Parish Police Jury
10:00 a.m.
August 10, 2022
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 10th of August. On being called to order by President, Scott Davidson, the following Jurors were present:

James Laird, Mark Furlow, Kevin Gray, Paul Cook, Joseph Merritt, Jr., Tommy Sanders and Gil Dowies.

District Ten Juror Rev. Willie Young was absent due to a conflict with a Mineral Board meeting in Baton Rouge.

There were 15 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Road Superintendent Tommy Durrett, Sheriff Sam Dowies, Claiborne Memorial CEO Mrs. Tina Haynes, CMMC Program Director Mr. Don Pledger, Claiborne Parish Director of Libraries Mrs. Pam Suggs, CP Library Historian Mr. Wesley Harris, Claiborne Parish Coroner Dr. Mark Haynes, Mr. John Monzingo of the LSU AgCenter, CPPJ OOCs Executive Director Mrs. April Childress, Claiborne Parish School Superintendent Bill Kennedy, Homer Main Street Director Mr. Jimmy Hand, Ms. Jackie Tripp of the Guardian Journal, Town of Homer Mayoral Candidate Ms. Linda Mozeke, Mr. Jerry Whitton and Mr. Ronald Day of Homer.

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 Joseph Merritt, followed by the Pledge of Allegiance led by Paul Cook.

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

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously voted to amend the regular agenda and add the following items:

1. Letter of support for Louisiana Main Street for local Main Street “Transformational Strategies.
2. Purchase of a skid steer in the amount of \$111,000 (estimated cost) from the allotted funding of \$300,000 thru Act 170 of the Legislature that was initiated by Senator Stuart Cathey’s Office.
3. Proceed with the process of advertising and holding of public hearings for the purpose of amending the Ordinance 791 - Special Event Permit for Special Events.

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

Consent Agenda

4. Approval of the July 15, 2022, regular meeting minutes.
5. Payment of the July 2022 bills as approved by the Claims Committee.

6. Request form the Town of Homer, in a letter dated August 1, 2022, requesting one (1) load of cold mix. Work is to be performed under the Town’s ad valorem tax credit

At this time President Scott Davidson requested that the Jury take action on the amendments to the agenda.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously approved the purchase of a John Deere skid steer in the amount of \$111,000 from the funds allocated under Act 170 when they become available.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously agreed to submit a letter of support from the Claiborne Parish Police Jury to the Louisiana Main Street Program in Baton Rouge for Main Street Homer’s participation in the “Transformational Strategies” pilot program.

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously voted to begin the process to amend Ordinance No. 791 - Special Events Ordinance with the Public Hearing being held on September 14, 2022, at 9:00 am and will be advertised in the Official Journal of the Parish in addition to being posted on the Jury’s website www.claiborneparish.org

(xix) Any application not submitted at least forty-five (45) days prior to the planned event will not be considered timely and will not be placed upon the Claiborne Parish Police Jury’s agenda for approval, which will result in a denial of the application.

Sec. 10 - Violations; penalties.

- (a) Any person violating any provisions of this Ordinance shall be guilty of a misdemeanor and upon the conviction thereof shall forfeit any deposit made, be ordered to reimburse the sheriff and police jury for the cost incurred in responding to the unauthorized event and pay such penalties as the court may decide as prescribed by Louisiana law, not to exceed \$1,000.00 or 30 days imprisonment or both for each violation. Each day's continued violation shall constitute a separate offense.*
- (b) In addition to the above criminal penalties, any person violating any provision of this Ordinance shall be subject to a civil fine up to \$1,000. Any civil fine imposed as the result of an unpermitted event shall serve as a lien on the property where the event is held and shall be collected by the collector of the ad valorem taxes for Claiborne Parish annually.*
- (c) In the event any activity is undertaken prior to approval and issuance of a permit or after denial of a permit or if any criminal incident occurs at the site of said activity, in addition to other prescribed remedies in this article, the parish shall not consider another application from the host or landowner for a period not to exceed 365 days from the date of the violation or incident.*
- (d) If there has ever been any Judgement, Injunction, or other prohibitive document issued by a Court of competent jurisdiction restricting or prohibiting any type of event in the area of the of the proposed activity, the application will not be considered by the Claiborne Parish Police Jury and will be summarily denied.*
- (e) The Claiborne Parish Sheriff's Department and/or any other applicable law enforcement agency has the power and authority to shut down any public interest or special event, if, at any time during the public interest or special event, it determines that the public interest or special event is in violation of any permit conditions, or the safety and security plans submitted and approved for permit issuance. If a person refuses to comply with a vacate order from the Claiborne Parish Police Jury, such refusal shall be deemed a disturbance of the peace and a*

violation of this provision and shall subject the violator(s) to issuance of citation, arrest and criminal charges.

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, 2022.

President Scott Davidson reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2022, by all Parish Employees – Department Heads and Jury Officers have a two (2) hour training requirement.

President Scott Davidson read aloud the reminder that the Claiborne Parish Police Jury will be hosting the Region 4 PJAL Annual Meeting on Tuesday, September 20, 2022, at 6:00 pm at the Claiborne Electric Co-op in their meeting room.

President Scott Davidson read aloud a notice that Mr. Phil Hinton with LRPIC will be presenting the mandatory one (1) hour of Prevention of Sexual Harassment Training at the Claiborne Parish Library on Wednesday, September 28, 2022, at 1:00 pm.

President Scott Davidson read aloud a notice that the Claiborne Parish Police Jury will ADOPT the 2022 ad valorem tax millages for ALL FUNDS on Wednesday, September 14, 2022, at 10:00 am in the Jury Chambers of the CPPJ Administration Building, located at 507 West Main Street in Homer, LA 71040.

President Scott Davidson read aloud a notice that the Claiborne Parish Police Jury will sit as a Board of Review for the 2022 tax roll for a 15-day period beginning September 8, 2022, and ending on September 22, 2022. The Hearing for the Board of review will be held on Wednesday, September 14, 2022, at 10:00 am in the Jury Chambers of the CPPJ Administration Building located at 507 W. Main Street, Homer, AL 71040.

President Scott Davidson read aloud a notice that the employer rate for Plan A of the PERS will remain at 11.50% effective January 1, 2023. The employee contribution rate will remain at 9.50%.

President Scott Davidson read aloud per District 33 State Senator Stewart Cathey, the Claiborne Parish Police Jury has received a line-item appropriation of \$300,000 under act 170 of the Regular Legislative Session.

President Scott Davidson read aloud the announcement that the Claiborne Parish Police Jury will be hosting a panel discussion for Louisiana Rural Development on Tuesday evening August 16, 2022, at 6:30 pm in the Jury Chambers featuring the USDA State Director of Rural Development Mrs. Deidre Deculus Robert.

Upon motion by Kevin Gray duly seconded by Mary McDaniel, the Jury unanimously approved Resolution 2022-015-Resolution Accepting and Awarding the Norton Shop LCDBG Contract No. 2000620373 to Continental Drilling in the amount of \$467,957.

ON A MOTION BY KEVIN GRAY DULY SECONDED BY MARY McDANIEL, the FOLLOWING RESOLUTION WAS OFFERED TO WIT:

RESOLUTION 2022-015

WHEREAS, the Claiborne Parish Police Jury opened and read aloud the following bid on Thursday, February 17, 2022, for the FY 2021 Louisiana Community Development Block Grant (LCDBG)

Public Facilities, Water Improvements for the Norton Shop Water System, LCDBG Contract No. 2000620373.

<u>CONTRACTOR</u>	<u>BASE BID</u>
Continental Drilling & Service, Inc.	\$467,957.00

WHEREAS, the bid received by Continental Drilling & Service, Inc. was for the base bid amount of \$467,957.00.

NOW THEREFORE BE IT RESOLVED, that the contract be awarded to Continental Drilling & Service, Inc., contingent upon LCDBG requirements and approval, in the base bid amount of \$467,957.00.

BE IT FURTHER RESOLVED, that the President is hereby authorized to sign all documents pertaining to this project.

THIS RESOLUTION was adopted on this 10th day of August, 2022 with the vote recorded as follows:

Yeas: (9) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders and Dowies
 Nays: (0) None
 Absent: (1) - Young

PRESIDENT
SCOTT DAVIDSON

SECRETARY-TREASURER
DWAYNE R. WOODARD

Upon motion by James Laird, duly seconded by Kevin Gray, the Jury unanimously adopted the Cooperative Endeavor Agreement between the Claiborne Parish Police Jury and the Norton Ship Water System Inc. for the drilling of a new water well under LCDBG Contract No. 2000620373.

Upon motion by Kevin Gray, duly seconded Mark Furlow, the Jury unanimously voted to give the President and Secretary-Treasurer permission to enter into discussions to purchase the lot adjacent to the existing building proposed for the new library branch in Haynesville.

Upon motion by Gil Dowies, duly seconded by James Laird Furlow, the Jury unanimously approved the request from Mrs. Lindsay Gouedy, Executive Director of the Sparta Groundwater Commission, in an email dated July 12, 2022, requesting that the Jury re-appoint Mr. Jimmy Hand of Homer to serve as the Parish’s representative to the commission for the period of October 15, 2022, to October 14, 2025.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously adopted Resolution 2022-016 – Authorizing Resolution for CPPJ-OOCS 49 CFR 5311 Formula Grant for Rural Areas

AUTHORIZING RESOLUTION

Resolution No. 2022-016

Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under any of the following FTA programs managed through Louisiana Department of Transportation and Development.

- 49 CFR 5311, Formula Grant for Rural Areas

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services:

NOW, THEREFORE, BE IT RESOLVED by Claiborne Parish Police Jury

1. That the Secretary Treasurer is authorized to execute and file an application on behalf of Claiborne Parish Police Jury with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to FTA transit programs.
2. That the Secretary Treasurer is authorized to execute and file with such applications an assurance, or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the Secretary Treasurer is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or financial reimbursement of the project.
4. That the Secretary Treasurer is authorized to set and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Secretary Treasurer is authorized to execute grant contract agreements on behalf of Claiborne Parish Police Jury with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.
6. This resolution is applicable for a period of one year unless revoked by the governing body and copy of such revocation shall be furnished to the DOTD.

CERTIFICATE

The undersigned duly qualified and acting Parish President of the Claiborne Parish Police Jury certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Claiborne Parish Police Jury held on August 10, 2022.

If applicant has an official seal, impress here.

(Signature of Recording Officer)

Scott Davidson

Parish President
(Title of Recording Officer)

August 10, 2022
(Date)

At this time President Scott Davidson gave the report from the Roads Committee.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Roads Committee to clean-up the adjudicated property located on Mayfield Drive in Haynesville that recently burned.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury approved upon recommendation from the Roads Committee – by the following vote (7) Yeas: Laird, Gray, McDaniel, Cook, Merritt, Sanders, Dowies with (1) Against: Furlow and (1) Absent: Young - the acceptance of the legally advertised bid for the purchase of a new Road Grader in the amount of \$225,753 from Iron Oak Services of Bossier City. The Jury will surplus one of the existing graders owned by CPPJ Hwy Dept that is deemed to be in the most need of repair.

Claiborne Memorial Medical Center CEO Mrs. Tina Haynes gave her report on the hospital. She informed the Jury that the hospital census was down, however COVID patients are still being seen in the ER but they usually required no admission. She still recommends taking precaution while gathering in groups. Effective October 1, 2022, CMMC will be managing the emergent care clinic in Minden. Dr. Shannon Spigener will still own and operate the clinic, but CMMC will manage it. Mrs. Haynes told the Jury that other providers were calling her wanting to get involved in what CMMC has to offer.

In 2021, the CMMC and Claiborne Parish Schoolboard was awarded a grant for telemedicine to be placed in each school in Claiborne Parish. This is one of the most positive and exciting programs that CMMC has going right now. The machines have been placed in all schools in the Parish both public and private. The telemedicine program will allow each school with the help of the school nurse, to give the opportunity to a sick student or staff member to see a provider if they become ill. This program will hopefully mean less time off of work for the parent/guardian, less time in a clinic or doctor's office and helps get the sick student out of the population of the kids who are well quicker. All tele-med appointments will be coordinated with the student's primary care physician. This program allows for state-of-the art equipment for use in our school clinics. CMMC plans to hopefully install this program in the nursing homes soon to allow for better medical care for our elderly patients.

Claiborne Parish Coroner Dr. Mark Haynes gave his update on the hospital and clinic. He stated that COVID is still on going, however, with the vaccinations, he is seeing lighter cases of the virus. He is pleased to have Dr. Spigener already working in CMMC ER.

Claiborne Parish Coroner, Dr. Mark Haynes gave his report for the month of July.

13 deaths - (8) hospice/ER, (1) other facilities, (2) on scene, (1) Hospital, (1) CECs, and (1) autopsies.

ITEM #26 – August 10, 2022 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

No open grant contracts at this time.

2. CWEF Projects -

Lisbon Water System
Contract #1516-CWEF-CLB-0001
PO #2000288442
Amount - \$31,000
Project – Replacement of water lines
Status – Contracts signed and approved

3. LCDBG Grant

Norton Shop Water System

FY2021 LCDBG

Amount - \$381,080

Project – New water well

Status – Awarded and contracts received. Preliminary work and scope completed. Bid came in over budget on the project. LCDBG office has come up with 80% of the amount over budget. The Water System and PJ have agreed to fund the remaining balance.

- 4. Sales Tax Collections for June 2022 – net of \$46,850 from gross collections of \$48,150
 Net sales tax collections for May 2022 – \$62,359 – decrease \$-15,509 (-24.87%)
 Net sales tax collections for June 2021 - \$63,149 – decrease \$-16,299 (-25.81%)

- 5. Cash position at July 31, 2022 - \$11,063,186
 Cash position at June 30, 2022 - \$11,803,792 (decrease of \$-740,606)
 Cash position at July 31, 2021 - \$11,276,559 (decrease of \$-213,373)

See Deposit Balances by Institution for breakdown at July 31, 2022 –

- 6. Total Receipts for the month of July 2022 – \$232,388

- 7. Upcoming important dates and meetings –

- 8/10 – Sen Stewart Cathey - Rayville
- 8/16 – USDA La RDA Panel Forum
- 8/25 – CPHSD #3 Meeting
- 9/6 – Committee Meetings (tentative)
- 9/14 – Regular Monthly Meeting & Board of Review
- 9/20 – Region IV PJAL Meeting @ Claiborne Electric

Additional Public Comments:

Mr. John Monzingo of Claiborne Parish Ag Center/4-H updated everyone on the past and upcoming events from the 4-H. This Summer, we took about 12 kids from Claiborne Parish to Camp Grant Walker, we attended what is now called Short Course (former 4H University) where one of our own, Eli Coker, was elected to the Livestock Board, which he will serve in making decisions with other clubs around the state. Mr. Monzingo is hosting an upcoming Master Gardener Class on Thursdays. Juror Kevin Gray asked about the Livestock being entered in the fair this year. Mr. Monzingo told the Jury that he anticipates having 10 hogs, 4 goats, 3 lambs, and a few cattle for show this year after battling back from the COVID effects on our local clubs.

Main Street Homer Director, Mr. Jimmy Hand thanked the Jury for their letter of support and gave a brief overview of what this support would mean for Homer and Claiborne Parish.

President Scott Davidson welcomed Mayoral Candidate Mrs. Linda Mozeke to the meeting and let her know that she is welcome to be placed on the Jury’s agenda to speak. After introducing herself, Ms. Mozeke asked President Davidson to please add her to the next month’s agenda to speak.

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

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President