

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
September 11, 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 the 11th of September 2024, on being called to order by Vice-President Mark Furlow, the following jurors were present:

Larry Ford, Mark Furlow, Kevin Gray, Paul Cook, Joseph Merritt, Jr., Malcolm Cooper, Gil Dowies, and Willie Young.

District Four Juror Mary McDaniel and District Five Juror President Scott Davidson were absent.

There were 21 others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendents Brant Cupp and Chad Verdin, Claiborne Parish Sheriff Sam Dowies, District Attorney Danny Newell, OPCS Executive Director April Childress, Parish Coroner Dr. Mark Haynes, Claiborne Tax Assessor Bob Robinson, CMMC CEO Tina Haynes, ANR Region Coordinator LSU Ag Center Lee Faulk, LSU Extension Agent John Monzingo, Claiborne Parish Livestock Club Members Ms. Wesley Johnson and Mr. Luke Padgett, Mrs. Melissa Bosch and Mr. Michael Statham of Bosch & Statham CPA's, Registrar of Voters Tracy Lowrey, Claiborne Parish OEP Director Dennis Butcher, Tax Assessor Elect Katie Coburn, Parish Digital Navigator Jerry Hillidge, David Green of Republic Services, and Mr. Mark Crenshaw of Homer.

There was a Road Committee Meeting held at 9:00 a.m. in the Conference Room.

Vice-President Mark Furlow called the meeting to order.

The meeting was opened with a word of Prayer was led by Rev. Willie Young, 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 Joseph Merritt, the Jury unanimously approved the following consent agenda:

Consent Agenda

1. Approval of the August 7, 2024, regular meeting minutes as published in the Official Journal.
2. Payment of the August 2024 bills as approved by the Claims Committee.
3. Request from the Town of Haynesville, in a letter received on August 13, 2024, requesting the Hwy Dept for deliver one (1) load of cold mix to the City Shop located on Spring Street and assistance from the CPPJ Hwy Dept with the mowing of certain rights-of-way and ditches within the Twon of Haynesville. This work will be performed under the Town's ad valorem tax credit.
4. Request from the Claiborne Parish Fair Board, in a letter received on August 21, 2024, requesting their budgeted amount of \$4,000 and to be included in the Parish's 2025 budget for the same amount.

Regular Agenda

Vice-President Mark Furlow reminded everyone that all Parish Employees are required to complete one (1) hour of ethics training by December 31, 2024.

Vice-President Mark Furlow also 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.

Secretary-Treasurer Dwayne R. Woodard announced that the training session for all Parish employees and District board members will be held on October 3rd at Claiborne Parish Library at 8:00 am. This is presented by our insurance group LRPIC at no cost to the Parish.

Vice-President Mark Furlow read aloud a NOTICE OF SPECIAL ELECTION – NOTICE IS HEREBY GIVEN that a special Election will be held within the Parish on SATURDAY, DECEMBER 7, 2024, to authorize to continue the levy and collect a sales and use tax of 0.5% for a period of 10 years. (Renewal of the ½ sales tax in support of CMMC)

Vice-President Mark Furlow read aloud a PUBLIC NOTICE – A Public sale of property will begin at 3:00 pm on Monday September 16, 2024, in the Conference Room of the CPPJ located at 507 West Main Street, for Parcel #9730033400 or 268 Washington Street, Homer, LA 71040. Minimum bid has been set at \$5,974.20.

Vice-President Mark Furlow announced that the Region IVPJAL Meeting will be held on Wednesday, October 23, 2024, at 6:00 pm at the Natchitoches Events Center. Please see Leigh Ann to RSVP.

Vice-President Mark Furlow read aloud a notice that Senator Bill Cassidy, MD is hosting a Rural Community Funding Summit, along with the LMA, PJAL, & LITA Corp at the Minden Rec Complex on October 8, 2024.

Vice-President Mark Furlow read aloud a notice from the LA State Office of Broadband Development Connectivity (ConnectLA) concerning GUMBO 2.0 or BEAD funds.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously tabled the request from Doug Efferson, Executive Director of the NWLHSD, in a letter dated June 3, 2024, reminding the Police Jury that they need to appoint a representative to replace Don Pledger on the Service District Board.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously approved the Special Events Permit Application from the Morris Shelton Trail Ride being held on September 20 & 21, 2024 at 1025 White Oak Rd, Homer, LA 71040.

Upon motion by Gil Dowies, duly seconded by Paul cook, the Jury unanimously voted to leave the regular meeting session and enter a Public Hearing for the 2024 Board of Review.

At this time, the presentation of the assessment of property values for the 2024 property tax rolls was given. The total Assessed Value of property in Claiborne Parish for the tax year 2024 is \$149,532,191 of which \$20,381,153 is Homestead Exempted property.

Tax Assessor Bob Robinson stated there have been no formal objections to the assessments other than one communications tower company which has been resolved. He has received no formal appeals by phone, email, or in person reported to his office.

Secretary-Treasurer Dwayne R. Woodard stated there have been no objections reported to his office via email, telephone, mail, or in-person regarding the 2024 Tax Assessment figures.

Upon motion by Paul Cook, duly seconded by Joseph Merritt, the Jury voted to leave the Public Hearing for the 2024 Board of Review and return to the regular meeting of the Claiborne Parish Police Jury.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously accepted the assessment of property values for the 2024 property tax rolls.

Upon motion by Paul Cook, duly seconded by Keivn Gray, the Jury unanimously adopted Resolution 2024-019 – A Resolution Levying Millage for the 2024 Tax Roll for the Claiborne Parish Police Jury.

RESOLUTION 2024-019

A RESOLUTION LEVYING MILLAGE FOR 2024 TAX ROLL FOR THE CLAIBORNE PARISH POLICE JURY

BE IT RESOLVED, that the following millages are levied on the 2024 tax roll on all property subject to taxation by the Claiborne Parish Police Jury:

GENERAL FUND	PARISH WIDE	MILLAGE LEVIED
1. Parish Tax	Outside Municipalities	<u>3.850</u> Mills
2. Parish Tax	Inside Municipalities	<u>1.920</u> Mills
MAINTENANCE FUND	PARISH WIDE	
1. Claiborne Parish Library		<u>6.180</u> Mills
2. Building Maintenance		<u>2.770</u> Mills
PARISH ROAD FUND	PARISH WIDE	
1. Parish Road Fund		<u>7.320</u> Mills
EQUIPMENT FUND	PARISH WIDE	
1. Equipment Fund		<u>2.090</u> Mills

BE IT RESOLVED that the proper administrative officials of the Parish of Claiborne, State of Louisiana, be and they are hereby empowered, authorized and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2024, and to make the collection of the taxes imposed for and on behalf of the taxing authority according to law, and that the taxes herein levied shall become a permanent lien and privilege on all the property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

BE IT FURTHER RESOLVED that the foregoing resolution was read in full and the roll was called on the adoption thereof, and the resolution was adopted.

Upon a motion by Paul Cook 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, September 11, 2024.

Yeas – (8) Ford, Furlow, Gray, Cook, Merritt, Cooper, Dowies, and Young

Nays – (0) None

Abstain – N/A

Absent – (2) McDaniel and Davidson

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

At this time, Mr. Michael Statham and Mrs. Melissa Bosch of Bosch and Statham CPAs presented the Claiborne Parish 2023 Audit Report and AUP’s. Mrs. Melissa Bosch stated that there were no findings for the Parish.

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously accepted the 2023 Audit Financial Statements and AUP’s for the Claiborne Parish Police Jury.

Upon motion by Kevin Gray, duly seconded by Gil Dowies, the Jury unanimously approved the request from Road Superintendents Brant Cupp and Chad Verdin, in a letter received on September 4, 2024, to give Mechanic Helper Toby Page an increase of \$1.00 per hour in base pay. Mr. Page will complete his six-month probationary period on September 14, 2024.

Upon motion of Gil Dowies, duly seconded by Paul Cook Proposed Ordinance No. 804 – Adjudicated Parcel No. 9730147800 231 Scott Street, Homer, LA 71040 – was introduced and slated for action at the October meeting of the Claiborne Parish Police Jury.

ORDINANCE NO. 804

AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE PARISH OF CLAIBORNE TO SELL CERTAIN ADJUDICATED PROPERTIES (PARCEL 9730147800) BY PUBLIC AUCTION; AND, FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the immovable properties described below were adjudicated to the Parish of Claiborne for nonpayment of taxes; and purchased at a public auction by high bidder:

- 1. PARCEL# 9730147800: LOT NO .7 OF THE HARDY D. HARRIS SUBDIVISION NO. 1 TO THE TOWN OF HOMER, CLAIBORNE PARISH, LOUISIANA, AS PER PLAT AND SURVEY OF SAID SUBDIVISION ON RECORD IN THE OFFICE OF THE CLERK OF COURT, CLAIBORNE PARISH, LOUISIANA, TOGETHER WITH ALL IMPROVEMENTS; MUNICIPAL ADDRESS: 231 SCOTT STREET, HOMER, LA; ADJUDICATED TO THE PARISH ON 5/17/2018*

Purchaser: LATONYA D. SHELTON. Bid: \$2,790.57 AUCTION DATE: AUGUST 13, 2024

WHEREAS, the redemption period provided by Art. 7, §25 of the Louisiana Constitution has elapsed, established by Parish Ordinance and the owner of record has failed to redeem the adjudicated property; and

WHEREAS, LA R.S. 47: 2202 *et seq.* provides that the Parish may sell adjudicated property in accordance with law after the expiration of the period for redemption; and

WHEREAS, the Parish of Claiborne has declared the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2202, *et seq.*; and

WHEREAS, in accordance with L.A. R.S. 47:2202 the Parish of Claiborne has set a minimum bid for public sale for each property and

WHEREAS, the Parish offered these properties to the highest bidder at the time of sale and *WHEREAS*, the property described herein above was offered at public auction on listed dates.

NOW BE IT ORDAINED by the Claiborne Parish Police Jury, that any Act of Sale of the below described property shall contain the following conditions and requirements:

- 1) The properties shall be sold in accordance with LS-R.S. 47:2201 *et. seq.*, without any warranty, from either the Parish or Management Company, whatsoever, even as to the return of the purchase price.
- 2) The sale shall be on a form approved by the Parish Attorney and that the sales price is paid by certified funds at or near the time of the sale.

- 3) The sale shall include a reservation of all mineral rights to the Parish but shall convey all surface rights.
- 4) The following shall be completed prior to closing of sale:
 - a. E&P Consulting Services, LLC shall certify in writing to the Parish Attorney that they have examined the mortgage records, conveyance records, probate and civil suit records of the Parish of Claiborne and that attached to this certification will be a written list of names and last known addresses of all owners, mortgagees, and any other person who may have a vested or contingent interest in the property, or who has filed a request for notice as provided in the former provisions LS-R.S. 33:4720.17(B), as indicated in those records.
 - b. E&P Consulting Services, LLC has provided notice to those persons identified in accordance with LS-R.S. 47:2201 *et. seq.* Proof of said notice will be filed in the records of Claiborne Parish immediately after the Act of Sale.
 - c. At the time of closing, the E&P Consulting, LLC will certify in writing to Parish Attorney and Clerk of Court that the number of days mandated by LS-R.S. 47:2201 *et. seq.* has elapsed since the above required notice was made or attempted and that the property has not been redeemed by the payment of the taxes owed.

BE IT FURTHER ORDAINED, by the Claiborne Parish Police Jury, that the President is hereby authorized to execute a Cash Sale of the above described adjudicated properties to the highest acceptable bidder as named. The Cash Sale shall contain all of the above conditions and requirements and shall be executed within the timelines specified. The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously voted to waive the reading of the entire Ordinance No. 804.

Upon motion of Gil Dowies, duly seconded by Kevin Gray Proposed Ordinance No. 805 – Adjudicated Parcel No. 9730033400 – 268 Washington Street, Homer, LA 71040 – was introduced and slated for action at the October meeting of the Claiborne Parish Police Jury.

ORDINANCE NO. 805

AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE PARISH OF CLAIBORNE TO SELL CERTAIN ADJUDICATED PROPERTIES (PARCEL 9730033400) BY PUBLIC AUCTION; AND, FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the immovable properties described below were adjudicated to the Parish of Claiborne for nonpayment of taxes; and purchased at a public auction by high bidder:

2. ***PARCEL# 9730033400: LOT SIT IN NE ¼ OF NW ¼, SEC 26/21/7 DESC AS: LOT BEG AT SW COR OF LOT OWNED BY JULIA BRADDOX EST ON E SIDE OF A ST OR ALLEY DIV THIS PROP FROM LOTS OF HOMER COLLEGE (COL), RUN E ALONG SD BRADDOX PROP LINE 50 YDS, TH S 90 YDS, TH W TO SD ST OR ALLEY, TH N TO BEG, BEING SAME ACQ BY J. H. KIRKPATRICK FROM J. F.***

DUNN, BY SHERIFF, WHICH THEATRE IS LOCATED (LESS 2 LOTS OFF S SIDE TO M.D. & E.R. THOMPSON) LEAVING APPROX 170 X 150 FT ON N SIDE; MUNICIPAL ADDRESS: 268 WASHINGTON STREET, HOMER, LA; ADJUDICATED TO THE PARISH ON 5/17/2018

Purchaser: INTERESTED PURCHASER Bid: \$5,974.20
AUCTION DATE: SEPTEMBER 16, 2024

WHEREAS, the redemption period provided by Art. 7, §25 of the Louisiana Constitution has elapsed, established by Parish Ordinance and the owner of record has failed to redeem the adjudicated property; and

WHEREAS, LA R.S. 47: 2202 *et seq.* provides that the Parish may sell adjudicated property in accordance with law after the expiration of the period for redemption; and

WHEREAS, the Parish of Claiborne has declared the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2202, *et seq.*; and

WHEREAS, in accordance with L.A. R.S. 47:2202 the Parish of Claiborne has set a minimum bid for public sale for each property and

WHEREAS, the Parish offered these properties to the highest bidder at the time of sale and
WHEREAS, the property described herein above was offered at public auction on listed dates.

NOW BE IT ORDAINED by the Claiborne Parish Police Jury, that any Act of Sale of the below described property shall contain the following conditions and requirements:

- 5) The properties shall be sold in accordance with LS-R.S. 47:2201 *et. seq.*, without any warranty, from either the Parish or Management Company, whatsoever, even as to the return of the purchase price.
- 6) The sale shall be on a form approved by the Parish Attorney and that the sales price is paid by certified funds at or near the time of the sale.
- 7) The sale shall include a reservation of all mineral rights to the Parish but shall convey all surface rights.
- 8) The following shall be completed prior to closing of sale:
 - d. E&P Consulting Services, LLC shall certify in writing to the Parish Attorney that they have examined the mortgage records, conveyance records, probate and civil suit records of the Parish of Claiborne and that attached to this certification will be a written list of names and last known addresses of all owners, mortgagees, and any other person who may have a vested or contingent interest in the property, or who has filed a request for notice as provided in the former provisions LS-R.S. 33:4720.17(B), as indicated in those records.
 - e. E&P Consulting Services, LLC has provided notice to those persons identified in accordance with LS-R.S. 47:2201 *et. seq.* Proof of said notice will be filed in the records of Claiborne Parish immediately after the Act of Sale.
 - f. At the time of closing, the E&P Consulting, LLC will certify in writing to Parish Attorney and Clerk of Court that the number of days mandated by LS-R.S. 47:2201 *et. seq.* has elapsed since the above required notice was made or attempted and that the property has not been redeemed by the payment of the taxes owed.

BE IT FURTHER ORDAINED, by the Claiborne Parish Police Jury, that the President is hereby authorized to execute a Cash Sale of the above described adjudicated properties to the highest acceptable bidder as named. The Cash Sale shall contain all of the above conditions and

requirements and shall be executed within the timelines specified. The above ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSTAINED:

ABSENT:

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously voted to waive the reading of the entire Ordinance No. 805.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously set the date for the Public Hearing for the Proposed Ordinances No. 804 and No. 805 concerning the sale of certain adjudicated property for the morning of Wednesday, October 9, 2024, at 9:00 a.m. in the Conference Room of the Claiborne Parish Police Jury located at 507 W. Main St., Homer, LA 71040.

Upon motion by Paul Cook, duly seconded by Rev. Willie Young, the Jury unanimously tabled the request from the Village of Athens, in a letter dated July 31, 2024, requesting the annexation of certain parts of Abercrombie Road, LA Hwy 518 and LA 154 into the corporate limits of the Village of Athens.

At this time, Vice-President Mark Furlow gave the recommendations from the joint meeting of the Finance and Personnel Committees.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Personnel Committee, the new wage scale for the CPPJ Hwy Dept.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved, upon the recommendation from the Personnel Committee, for the adjustment of the hourly rate for all hourly CPPJ Hwy Dept personnel and hourly CPPJ Admin Office personnel, effective with the pay period beginning on September 11, 2024.

Upon motion by Kevin Gray, duly seconded by Larry Ford, the Jury unanimously approved, upon recommendation from the Road Committee, the extra purchase of bullet proof glass for the already approved cutter head in the amount of \$26,591.

Parish Coroner Dr. Mark Haynes gave his monthly report. The Coroner’s Office had a total of 12 deaths: (8) ER/Hospice, (1) Autopsy, (0) other, (3) On Scene no autopsy, and (10) CECs.

CMMC CEO Tina Haynes gave her update on the hospital and clinics. They are seeing moderate cases of COVID and the hospital has been very busy. Flu Vaccines are currently available. The CMMC clinics are seeing a record numbers of patients. The old Haynesville Hospital abetment is being done and making sure all asbestos is removed from the building.

ITEM #34 – September 11, 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. Construct should start at any time depending on the weather.

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. Project has been bid and construction should start sometime this month.

3. Sales Tax Collections for July 2024 – net of \$77,073 from gross collections of \$79,049
Net sales tax collections for June 2024 – \$49,095 – increase \$27,978 (56.99%)
Net sales tax collections for July 2023 - \$81,192 – decrease \$-4,119 (-5.07%)

4. Cash position on August 31, 2024 - \$10,880,201
Cash position on July 31, 2024 - \$10,835,627 (increase of \$44,574)
Cash position on August 31, 2023 - \$10,669,363 (increase of \$210,838)

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

5. Total Receipts for the month of August 2024 – \$643,824.

6. Upcoming important dates and meetings –

- 9/16 – Adjudicated Property Auction (E&P Consultants)
- 9/17 – OOCS Board Meeting
- 9/26 - CPHSD #3 Board Meeting
- 9/26 – CPWSD Quarterly Meeting
- 9/30 – Tentative Committee Meeting Date (if needed)
- 10/2 – Agenda Items Due
- 10/3 – Prevention of Sexual Harassment Training @ Library
- 10/9 – Regular Meeting
- 10/24 – CPHSD #3 Board Meeting, CPWSD Meeting

Additional Public Comments:

Claiborne Parish 4-H Agent John Monzingo introduced Jr. Livestock members Mr. Luke Padgett and Ms. Wesley Johnson. Mr. Luke Padgett announced that the Parish Fair will be held the week of October 7th and invited everyone to come out and see the kids show their animals.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President