

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
October 10, 2018  
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 October 10, 2018. 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, Gil Dowies, and Rev. Willie Young.

District Four Juror Joe Sturges was absent due to illness.

There were over 15 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Claiborne Parish Sheriff Ken Bailey, Claiborne Parish Director of Libraries Mrs. Pam Suggs, OPCS Executive Director Mr. Tim Cain, District Attorney Danny Newell, Claiborne Parish Coroner Dr. Mark Haynes, CPWSD President Mr. Jerry Whitton, Claiborne Parish 4-H Chair Mrs. Teresa Raley, CMMC CEO Mrs. Toni Goodin, CMMC Director of Nursing Mrs. Christi Copeland, Mr. Roger Ellerbe of CPSO, Mr. Lenard Booker of Workforce Commission, 4-H Livestock Club President Mr. Ethan Coker, and Town of Homer Mayor Candidate Dr. Zanthé Seals.

The meeting was opened with a word of Prayer led by Rev. Willie Young, followed by the Pledge of Allegiance led by Claiborne 4-H Livestock President, Mr. Ethan Coker.

Upon motion by Tommy Sanders, duly seconded by Joe Merritt, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved to add the following to the agenda:

1. Notice of DOTD Public Hearing – Wednesday, October 17, 2018 at 11:30 am at the Independence Stadium Skybox in Shreveport, LA
2. Approval of the new Cooperative Endeavor Agreement between the LA Department of Veterans Affairs and the Claiborne Parish Police Jury effective January 1, 2019 for financial support of the Veterans Office located here in at the Police Jury.

Upon motion by Gil Dowies, duly seconded by Joe Merritt, the Jury unanimously approved the consent agenda as follows:

**Consent Agenda:**

1. Approval of the September 12, 2018 regular meeting minutes.
2. Payment of the September 2018 bills as approved by the Claims Committee.
3. Request from Claiborne Christmas Committee, in a letter received September 27, 2018, requesting their annual budgeted amount of \$500 for the support of the annual Christmas Parade and to be included in the Parish's 2019 budget.
4. Request the Claiborne Narcotic Enforcement Team, Agent Adrian Malone, in a letter received October 3, 2013, requesting use of the west side of the Court House Lawn on

Saturday, October 27, 2018 from 9:00 am to 2:00 pm for the National Drug Take Back Initiative.

President Scott Davidson, with the unanimous consent of the Jurors present, moved to handle the two amendments to the agenda.

President Scott Davidson read aloud a notice of the DOTD Public Hearing which will be held on Wednesday, September 17, 2018 at 11:30 am at the Independence Stadium Skybox in Shreveport, LA.

Upon motion by Tommy Sanders, duly seconded by Mark Furlow, the Jury unanimously approved the new Cooperative Endeavor Agreement between the LA Department of Veteran's Affairs and the Claiborne Parish Police Jury effective January 1, 2019 for financial support of the Veterans Office located here at the Police Jury. (Amount will be \$1,339 monthly - no change)

**Regular Agenda:**

President Scott Davidson reminded all jurors that all Parish employees are required to complete (1) one hour of ethics training prior to December 31, 2018.

President Scott Davidson read a notice that all CWEF Grand Applications are due November 30, 2018.

President Scott Davidson read aloud a thank you note from Ms. Evelyn Lewis of 789 Friendship Road, Homer, LA 71040, thanking the Police Jury and District Eight Juror Mr. Tommy Sanders, for addressing the trash situation in the Friendship Community.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Roads Committee, the repairs to the Harris Community Center/Voting Center in the estimated amount of \$1,100.

Upon motion by Tommy Sanders, duly seconded by Mark Furlow, the Jury approved Resolution 2018 – 014 – A Resolution of Support for the FY 2018 – 2019 CWEF Grant Application Due November 30, 2018.

\*\*\*\*\*

RESOLUTION 2018-014

A RESOLUTION OF SUPPORT FOR THE FY 2018-2019 CWEF GRANT APPLICATION DUE NOVEMBER 30, 2018

WHEREAS, the FY 2018-2019 Community Water Enrichment Fund Grant Program provides financial assistance to the local units of government in rural areas for the sole purpose of improving or rehabilitating certain qualified water projects;

WHEREAS, the FY 2018-2019 CWEF Grant will be administered by the Office of Community Development (OCD); and

WHEREAS, the grant application and guidelines require a resolution of support from the local governing authority; and

WHEREAS, the Claiborne Parish Police Jury is applying for up to \$79,200 of FY 2018-2019 CWEF grant monies at the parish level; and

WHEREAS, the Claiborne Parish Police Jury intends to use these grant monies on the following project \$20,000 for the rehab and repair of the Summerfield Water System; and

WHEREAS, the Claiborne Parish Police Jury will be providing local funds up to \$2,000 to ensure completion of the awarded projects;

BE IT RESOLVED, that the Claiborne Parish Police Jury does hereby approve and support this grant application and its purpose.

Upon a motion by Tommy Sanders and duly seconded by Mark Furlow this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular scheduled session on Wednesday, October 1, 2018.

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

Nays – (0) None

Abstain – N/A

Absent – (1) Sturges

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

\*\*\*\*\*

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury approved Resolution 2018 – 015 – Authorizing Resolution for CPPJ-OOCS Filing an Application with LADOTD for FTA Programs 49 CFR 5311 – Grants for Rural Areas and 49 CFR 5339 Grants for Bus and Bus Facility Programs.

\*\*\*\*\*

**AUTHORIZING RESOLUTION 2018-015**

Resolution No. 2018-015

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
- 49 CFR 5339, Grants for Bus and Bus Facility Program

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 Parish President 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 Parish President 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 Parish President is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or the project.

4. That the Parish President is authorized to set and execute affirmative minority business policies in connection with the project's procurement needs.

5. That the Parish President 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 Secretary/Treasurer of the Claiborne Parish Police Jury Dwayne R. Woodard 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 September 12, 2018.

If applicant has an official seal, impress here.

(Signature of Recording Officer) Dwayne R. Woodard

Secretary-Treasurer CPPJ  
(Title of Recording Officer)

October 10, 2018  
(Date)

\*\*\*\*\*

Upon motion by Paul Cook, duly seconded by James Laird, the Jury approved Resolution 2018 – 016 – Resolution for Off-System Bridges for Fiscal Year 2017/2018.

\*\*\*\*\*

RESOLUTION 2018-016

RESOLUTION FOR OFF-SYSTEM BRIDGES FOR FISCAL YEAR 2017/2018

WHEREAS, the Code of Federal Regulations as enacted by the United States Congress mandates that all structures defined as bridges located on all public roads shall be inspected, rated for safe load capacity and posted in accordance with the National Bridge Inspection Standards and that an inventory of these bridges be maintained by each State, and

WHEREAS, the responsibility to inspect, rate and load post these bridges under the authority of Claiborne Parish in accordance with those standards is delegated by the Louisiana Department of Transportation and Development to Claiborne Parish.

NOW, THEREFORE BE IT RESOLVED, by the governing authority of Claiborne Parish (herein referred to as the Parish) that the Parish in regular meeting assembled does hereby certify

to the Louisiana Department of Transportation and Development (herein referred to as the DOTD) that for the period beginning October 1, 2017, and ending September 30, 2018.

1. The Parish has performed all interim inspections on all Parish owned or maintained bridges in accordance with the National Bridge Inspection Standards.
2. All bridges owned or maintained by the Parish have been structurally analyzed and rated by the Parish as to the safe load capacity in accordance with AASHTO Manual for Maintenance Inspection of Bridges. The load posting information that has been determined by the LA DOTD for all bridges where the maximum legal load under Louisiana State law exceeds the load permitted under the operating rating as determined above has been critically reviewed by the Parish. Load posting information has been updated by the Parish to reflect all structural changes, and obsolete structural ratings or any missing structural ratings.
3. All Parish owned or maintained bridges which require load posting or closings are load posted or closed in accordance with the table in the DOTD Engineering Directives and Standards Manual Directive No. 1118. All DOTD supplies load posting information concerning a bridge has been critically reviewed by the Parish Road Superintendent Prior to load posting.
4. All bridges owned or maintained by the Parish are shown on the attached list in the format specified by the DOTD. Corrections to data supplies to the Parish by the LA DOTD are noted.

These stipulations are prerequisites to participation by the Parish in the Off-System Bridge Replacement Program.

Upon a motion by Paul Cook and duly seconded by James Laird this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, October 10, 2018.

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

Nays – (0) none

Absent – (1) Sturges

Abstain – N/A

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

\*\*\*\*\*

At this time, Parish Coroner Dr. Mark Haynes gave an update on the Claiborne Parish Office of the Coroner. There were 6 deaths: (3) Hospice/ER and (1) CEC.

\*\*\*\*\*

**ITEM #18 – October 10, 2018 – AGENDA**

**SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS**

1. LGAP Projects –

CPPJ – Pine Hill Water System  
Contract #1516-CLB-0001 Amount \$21,500  
Project – repaint exterior of elevated storage tank located on Hwy 70  
Status – Repairs complete, applying for reimbursement.

CPPJ – South Claiborne Water System

Contract #1516-CLB-0002 Amount \$21,500  
Project – install ATS on emergency generators at well sites  
Status – Construction complete, applying for reimbursement

2. CWEF Projects

Leatherman Creek Water System  
Contract #1415-CWEF-CLB-0001 Amount - \$25,000  
Project – Repair and rehab of ground storage tank  
Status – Construction complete, applying for reimbursement

3. Sales Tax Collections for August 2018 – net of \$46,192 from gross collections of \$47,376  
Net sales tax collections for July 2018 – \$42,009 – increase \$4,183 (9.96%)  
Net sales tax collections for August 2017 - \$75,941 – decrease \$-29,749 (-39.17%)

4. Cash position at September 30, 2018 - \$7,775,086  
Cash position at August 31, 2017 - \$8,186,545 (decrease of \$-411,459)  
Cash position at August 31, 2018 - \$8,388,023 (decrease of \$-612,937)  
See Deposit Balances by Institution for breakdown at September 30, 2018 –

5. Total Receipts for the month of September 2018 – \$211,044

6. Upcoming important dates and meetings –

10/11 – Economic Development Board Meeting  
10/25 – CPHSD #3 Meeting  
10/26 – LRPIC Meeting - Bossier  
10/29 – Committee Meeting (tentative)  
11/7 – Regular Meeting

\*\*\*\*\*

**Public Comments:**

Claiborne Parish 4-H Livestock President, Mr. Ethan Coker, invited everyone out to the Parish Livestock Show and Sale the week of October 15<sup>th</sup>.

Sheriff Ken Bailey thanked the Jury for repairs made to the Jail and replacing the ceiling tiles throughout the office. He also announced the Nation Drug Take Back which will be held on October 27<sup>th</sup> on the square at 2:00 pm. Sheriff Bailey also wanted everyone to know that the Corney Lake Bridge will be closed from 1 month beginning October 22<sup>nd</sup>, 2018. He stated this will be a hazard situation for school buses and emergency responders.

Town of Homer Mayoral Candidate Dr. Zante Seals introduced herself and asked for everyone’s vote and support on November 6<sup>th</sup>.

OOCS Director Tim Cain invited everyone out to the Senior Expo which is being held on October 11<sup>th</sup> from 9:00 am-12:00 pm at the Homer City Hall.

Juror Mark Furlow clarified some issues regarding the Police Jury Adjudicated Properties and the conditions that some of these properties are in. Mr. Furlow, along with Parish Attorney Danny Newell stated that the Police Jury can’t do anything except mow the grass on these properties. Road Superintendent Tommy Durrett told the Jury that he would check and make sure all of the properties were on his list to be mowed.

Upon motion by Mark Furlow, duly seconded by James Laird, the meeting was adjourned.

---

Dwayne R. Woodard  
Secretary–Treasurer

---

Scott Davidson  
President