

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
October 7, 2020  
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 7 of October, 2020. 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, Tommy Sanders, Gil Dowies, and Rev. Willie Young.

There were over 27 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Claiborne Parish Sheriff Sam Dowies, Claiborne Parish DA Danny Newell, Claiborne Parish Director of Libraries Mrs. Pam Suggs, Claiborne Parish Library Historian Wesley Harris, Homeland Security Director Dennis Butcher, CPSO 911 Dispatch Director Walter Johnson, CPSO Deputy Brian Pepper, OPCS Executive Director Tim Cain, John Monzingo of the LSU AG Center, President of the 4-H Jr. Livestock Club Eli Coker, CMMC CEO Tina Haynes, JOP Wayne Hatfield, Parish Engineer Randal Smoak, Ms. Jackie Tripp of the Guardian Journal, Joey White of Claiborne Electric, Town of Homer Mayor Xanthe Seals, Homer Police Chief Van MCDaniel, Homer PD Reserve Deputy/Recreation Director Terry Willis, Tim Stausell of 1743 Investments, Second Judicial Judge Division B Candidate Rick Warren, Second Judicial Judge Division A Candidate Darrell Avery, Rev. Cleon Warren of Homer, Joyce Major of Haynesville, Kristin Delahoussaye of CAFA, and Jerry Whitton of Homer.

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

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

There were no additions to the agenda:

**Consent Agenda:**

Upon motion by Mary McDaniel, duly seconded by Joseph Merritt, the Jury unanimously approved the consent agenda as follows:

1. Approval of the September 9, 2020 Regular Meeting Minutes
2. Approval of the September 2020 bills as approved by the Claims Committee
3. Request from the Town of Homer, in a letter received September 10, 2020, requesting assistance with repairs to the road at the Talley Lift Station. The Costs will be paid through the Town's 2020 ad valorem tax credit.
4. Request from Michelle Monzingo with DART, in a letter received September 18, 2020, requesting the use of the conference room on Tuesday, October 20, 2020 at 6:00 pm, for their annual vigil in observance of Domestic Violence Awareness Month.
5. Request from the Claiborne Parish Fair Board, in a letter received September 24, 2020, requesting their budgeted annual support of \$4,000 for the 2020 Claiborne Parish Livestock Show.

Claiborne Parish 4-H Jr. Livestock President Eli Coker invited everyone to the Livestock Show at the Fair Barn on October 13 & 14 with the buyers' sale and supper on October 15<sup>h</sup>.

At this time, Second Judicial District Division B Judge Candidate, Rick Warren, introduced himself and gave a brief history of his qualifications, along with his professional legal background that he feels qualifies him as the best candidate for the Division B Judicial seat.

At this time, Second Judicial District Division A Judge Candidate, Darrell Avery, gave a history of his past professional legal and work experience and qualifications that he feels makes him the best qualified candidate for the Division A Judicial District seat.

**Regular Agenda:**

President Scott Davidson reminded all Jurors that they are required to complete one (1) hour of Ethics Training per year.

President Scott Davidson reminded all Jurors of the mandatory one (1) hour of Sexual Harassment Training required by December 31, 2019 for all Parish employees. Dept. Heads and Jury Officers are required to have two (2) hours of training.

Secretary-Treasurer Dwayne Woodard gave an update on the Police Jury Office of the day-to-day Parish Operations. The Police Jury and its offices is working as close to normal operations as it can under Phase III of the Governor's Executive Order.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved Ordinance No. 789 – New Claiborne Electric Franchise Agreement (replaces Ordinance No. 768 adopted on April 10, 2013)

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**ORDINANCE NO. 789**

The following Ordinance was offered by Kevin Gray, who moved its adoption:

**AN ORDINANCE**

*Granting to Claiborne Electric Cooperative, Inc. its successors, affiliates, subsidiaries and assigns the franchise, right and privilege, for a period of twenty-five (25) years from the date of the adoption hereof, to supply electric power and energy and/or for other services to the Parish of Claiborne, Louisiana, and the inhabitants thereof, or any person, firm or corporation, and to acquire or construct, operate and maintain such plants, structures, transmission lines, distribution systems and equipment as may be useful or necessary for the manufacture, transportation, distribution and/or sale of electric power and energy and/or for other services in and through the Parish of Claiborne, Louisiana, and the right to erect, operate and maintain poles, masts, supports, wires, cables, transmission lines, conduits, conductors, substations, distribution systems, and all other appurtenances useful or necessary for the transportation and/or distribution and/or sale of electric power and energy and/or for other services on, over, under, along, upon and across all of the present and/or future streets, roads, highways, alleys, and public places of the Parish of Claiborne, Louisiana, not within the limits of any incorporated city, town or village, and the right to repair, replace or remove same, or any portion thereof, and the right to connect any such transmission line or distribution systems to any other transmission line or distribution system for the purpose of transporting electric power and energy and/or for other services into, through, or beyond the boundaries of the Parish.*

SECTION 1. BE IT ORDAINED by the Police Jury of the Parish of Claiborne, Louisiana, in regular session convened, that the Parish of Claiborne herein called the "Parish" grants and there is hereby granted to Claiborne Electric Cooperative, Inc(hereinafter called

“Cooperative”), its successors, affiliates, subsidiaries and assigns a franchise, right and privilege, from date of the adoption hereof, to supply electric power and energy and/or for other services to the Parish of Claiborne, Louisiana, and the inhabitants thereof, or any person, firm or corporation, and to acquire or construct, operate and maintain such plants, structures, transmission lines, distribution systems and equipment as may be useful or necessary for the manufacture, transportation, distribution and/or sale of electric power and energy and/or for other services in and through the Parish of Claiborne, Louisiana, and the right to erect, operate, and maintain poles, masts, supports, wires, cables, transmission lines, conduits, conductors, substations, distribution systems, and all other appurtenances useful or necessary for the transportation and/or distribution and/or sale of electric power and energy and/or for other services on, over, under, along, upon and across all of the present and/or future streets, roads, highways, alleys, and public places of the Parish of Claiborne, Louisiana, not within the limits of any incorporated city, town or village, and the right to repair, replace or remove the same, or any portion thereof, and the right to connect any such transmission line or distribution systems to any other transmission line or distribution system for the purpose of transporting electric power and energy and/or for other services into, through, or beyond the boundaries of the Parish.

SECTION 2. BE IT FURTHER ORDAINED, etc., that this franchise is granted upon and subject to the following provisions:

1. This franchise, so far as it applies to the use of any state highway for the purposes herein specified, shall be without effect without the written consent and approval of the Louisiana State Highway Engineer, and no work shall be undertaken by the Cooperative on any state highway without the written consent of the State Highway Engineer in accordance with the provisions of Revised Statute 33:4362.

2. In maintaining its properties, the Cooperative shall not unnecessarily or unreasonably impair or obstruct the streets, roads, highways, alleys, sidewalks and public grounds, and the Cooperative shall, at its own expense, without unreasonable delay, make all necessary repairs to remedy any damages or remove any obstruction caused by its operations hereunder.

3. The Cooperative shall use reasonable precautions to avoid damage or injury to persons or property, and shall hold and save harmless the Parish from all damages, losses or expense caused by the negligence of the Cooperative, its agents or employees, while exercising any of the rights herein granted.

4. If it should, in good faith, be found during the term of this franchise that any of the Cooperative’s poles or structures located on any parish road in Claiborne Parish, interferes with or obstructs the Police Jury’s maintenance or improvement of such parish road, the Cooperative shall, at the request of the Police Jury, relocate such poles or structures at its own expense.

SECTION 3. BE IT FURTHER ORDAINED, etc., that the Parish shall make and adopt all ordinances necessary to protect the property and property rights of the Cooperative owned and operated under this franchise.

SECTION 4. BE IT FURTHER ORDAINED, etc., that this ordinance, the public health and welfare and the public necessity requiring it, shall take effect from and after its adoption.

SECTION 5. BE IT FURTHER ORDAINED, etc., that this franchise shall be for a period of twenty-five (25) years from the date hereof, and upon exercise by the Cooperative of any of the privileges granted by this franchise, it shall be irrevocable.

WHEREUPON, in open session said Ordinance was read and considered section by section and as a whole.

Paul Cook seconded the motion to adopt the Ordinance.

The President ordered a vote of the yeas and nays on its final passage, and upon roll call, such votes where as follows:

For the adoption of the Ordinance (yeas): 10 – Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders, Dowies and Young

Against the adoption of the Ordinance (nays): 0 - None

Absent: 0 - None

Present but not voting: N/A

Whereupon the President declared, such legally passed and adopted on this the 7<sup>th</sup> of October, 2020.

Approved:

/s/Scott Davidson  
President

/s/Dwayne R. Woodard  
Secretary-Treasurer

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Upon motion by Gil Dowies, duly seconded by Joseph Merritt, the Jury unanimously approved the request form Secretary-Treasurer Dwayne Woodard to advertise for bids for the HVAC sealing of the following parish owned properties – Claiborne Parish Administrative Building, Claiborne Parish Clerk of Court, Claiborne Parish Tax Assessor, Claiborne Parish Courthouse, Claiborne Parish Office Community Services, and the Claiborne Parish District Attorney’s Office under the LPSC Energy Efficiency Grant.

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Upon motion by Mary McDaniel, duly seconded by James Laird, the Jury unanimously approved Resolution 2020-020 – Resolution for Off-System Bridges for Fiscal Year 2019/2020.

RESOLUTION 2020-020

RESOLUTION FOR OFF-SYSTEM BRIDGES FOR FISCAL YEAR 2019/2020

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, 2019, and ending September 30, 2020.

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 Mary McDaniel 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 7, 2020.

Yeas – (10) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders, Dowies and Young  
 Nays – (0) None  
 Absent – (0) None  
 Abstain – N/A

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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Upon motion by Rev. Willie Young, duly seconded by Gil Dowies, the Jury unanimously approved the request from Mrs. Kristin Delahoussaye, with the Capital Area Finance Authority, for the Parish to enter into a cooperative endeavor with CAFA for their Down Payment Assistance Program for potential home buyers within the Parish.

Upon motion by Mark Furlow, duly seconded by Mary McDaniel, the Jury unanimously approved Resolution 2020-2021 – Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on behalf of the Claiborne Parish Police Jury Concerning the Acquisition of the Old Fred’s Lots in Haynesville, LA.

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RESOLUTION 2020-021

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE AQUISITION OF THE OLD FRED’S BUILDING LOTS IN HAYNESVILLE, LA FOR USE BY THE CLAIBORNE PARISH LIBRARY BOARD OF CONTROL

WHEREAS, the Claiborne Parish Police Jury has entered into a Brownfields Remediation Grant through LDEQ for the clean-up of the location known as the “Old Fred’s Building Lots” located at 1863 Main Street, Haynesville, LA from the Town of Haynesville, LA in exchange for the transfer of said property to the Police Jury for the purpose of building a new building for the Joe Webb Memorial Library per Town Ordinance No. 620 dated September 27, 2020;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHRORIZES the President, Scott Davidson and/or Secretary-Treasurer, Dwayne R. Woodard, to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the acquisition of the said property from the Town of Haynesville, LA.

Upon a motion by Mark Furlow and duly seconded by Mary McDaniel this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, October 7, 2020.

Yeas – (10) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders, Dowies and Young

Nays – (0) None

Abstain – N/A

Absent – (0) None

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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Upon motion by Gil Dowies, duly seconded by Rev. Willie Young, the Jury unanimously approved the request from Secretary-Treasurer Dwayne Woodard to close and move the Script Account from Capital One Bank to First Guaranty Bank, due to the fact Capital One is closing its Claiborne Parish Branches in Homer and Haynesville.

Upon motion by James Laird, duly seconded by Tommy Sanders, the Jury unanimously approved the request from Lance and Alisha Middleton per letter dated September 20, 2020, requesting that the Police Jury consider removing Parish Road No. 231, the English Road, from the Parish Road System. (This item was added to the September Agenda but was never acted upon)

At this time, President Scott Davidson gave the Road Committee Report.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously voted to begin the process to partner with and allow Justice of the Peace Wayne Hatfield begin a litter court program within Claiborne Parish to hopefully cut down litter and clutter within our boundaries.

Tabled from September Meeting – Abandonment and Closing of Coon Hollow Road (Parish Road #164) and Young Road (Parish Road #220)

Coon Hollow Road - Upon motion by Paul Cook, duly seconded by Gil Dowies, the Jury unanimously voted to begin the process of abandoning the center section of Coon Hollow Road (#164). The Parish plans to close and discontinue maintenance on the section beginning 0.4 miles from the southern intersection of LA Hwy 534 for approximately 1.5 miles north towards the intersection of PD Worley Road. Approximately 1.0 miles of the road will remain open and maintained by the Parish.

Young Road - Rev. Willie Young expressed concern about citizens who have family members in several old abandoned cemeteries that are located off of Young Rd. having access to their families' resting sites. Parish Road Superintendent Tommy Durrett reminded the Jury that the reason for suggesting the Parish close this portion of the road is because of the major damage caused during a rainy season that is not only a costly repair, but it's also a liability to the Parish having it open due to frequent wash-outs and substandard road conditions on a scarcely traveled road.

Upon motion by Kevin Gray, duly seconded by Tommy Sanders, the Jury with a vote of four (4) being for and five (5) being against, the motion to remove all but 0.2 miles of the blacktop portion of Young Road from the Parish Road System failed.

Four (4) in favor of closing the road – Dowies, Sanders, Gray, Cook

Five (5) against the closing of the road - McDaniel, Furlow, Laird, Young, and Merritt

Claiborne Parish Coroner Dr. Mark Haynes was not able to attend today's meeting, but emailed his monthly update on the Coroner's Office: There were (7) Hospice/ER, (4) other, (1) on scene, (1) autopsy, and (2) CEC's

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**ITEM #24 – October 7, 2020 – AGENDA**

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

1. LGAP Projects –

CPPJ – Middlefork Water System  
Contract #1819-CLB-0001  
PO #2000407099  
Amount - \$17,000  
Project – installation of automatic transfer switch and transfer controls  
Status – construction complete, applying for reimbursement

2. CWEF Projects

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

Summerfield Water System  
Contract #1819-CWEF-CLB-0001  
PO #2000441879  
Amount - \$16,200  
Project – Repairs at central pump station and installation of master meter  
Status – Contracts signed and approved

3. Sales Tax Collections for August 2020 – net of \$45,118 from gross collections of \$46,289  
Net sales tax collections for July 2020 – \$51,587 – decrease \$-6,469 (-12.53%)  
Net sales tax collections for August 2019 - \$44,431 – increase \$687 (1.05%)

4. Cash position at September 30, 2020 - \$9,272,082  
Cash position at August 31, 2020 - \$8,997,443 (increase of \$274,639)  
Cash position at August 31, 2019 - \$8,007,633 (increase of \$1,264,449)

See Deposit Balances by Institution for breakdown at September 30, 2020 –

5. Total Receipts for the month of September 2020 – \$143,153

6. Upcoming important dates and meetings –

10/8 - Economic Development Board Meeting  
10/22 - CPHSD#3 Board Meeting  
10/26 – Committee Meetings (tentative)  
11/4 – Regular Meeting

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**Additional Public Comments:**

Claiborne Parish 4-H Agent John Monzingo gave an update on the upcoming Livestock Show and the COVID-19 restrictions that it is being held under. He invited everyone to the livestock show on the 13 & 14<sup>th</sup> and the buyers' supper to be held on the following night on 15<sup>th</sup>.

CMMC CEO Tina Haynes gave her update on the COVID-19 pandemic. She stated that the virus is still active and she stressed the importance of wearing masks in public, social distancing and frequent washing of hands. She also said that the med center is seeing their first cases of flu. Mrs. Haynes gave an update on the \$1,000,000 opioid grant that was awarded to CMMC for an OPIOD Treatment Ward which will house 10 beds.

Michelle Monzingo with DART invited everyone to the prayer vigil for domestic abuse victims and families on October the 20th. She also invited the Jurors and those in attendance to join the “Men Standing Strong” DART program.

Sheriff Sam Dowies announced that the CPSO will be hosting a “Largest Doe Contest” on opening day of the Youth Hunt. There will be chances for prizes for each youth that enters and hotdogs and drinks.

Town of Homer Police Chief Van McDaniel voiced his concern about a letter received by his office from Claiborne Parish Sheriff Sam Dowies that stated, as of November 1, 2020, the CPSO will no longer dispatch for Homer PD. Chief McDaniel asked if he could extend this time until after the first of the year, to give him time to get his dispatch room finished. Sheriff Dowies informed the Chief that he was open to talking about it. Chief McDaniel voiced his concern in the matter for this being a matter of public safety for the citizens of the Town. Sheriff Dowies assured all in attendance that 911 emergency calls would still be handled in the exact same manner as they always had been by his office regardless of the location of the emergency.

Town of Homer Mayor Xanthe Seals also voiced her concern about the situation. She asked Sheriff Dowies to extend the time to allot time for the Town to finish the dispatch center and to hire adequate qualified individuals to man their dispatch. Sheriff Sam Dowies again reiterated to both Chief McDaniel and Mayor Seals that there will be no public safety issues because ALL 911 Calls would be answered thru the CPSO which is the 911 center for Claiborne Parish, so no call thru 911 would be unanswered.

President Scott Davidson interrupted and informed Chief McDaniel that this was not the place to handle this disagreement because the Police Jury is not the 911 office, they are responsible for appointing the Claiborne Parish Communication District Board (E-911 Board). Board Director Dennis Butcher informed everyone that he would meet with all parties and explain to them how this system is going to work. The dispatch situation has been an on-going issue for years under previous Sheriff administrations.

Upon motion by Mark Furlow, 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