

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
December 10, 2025  
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 10<sup>th</sup> of December 2025. On being called to order by Vice-President Mark Furlow, the following Jurors were present:

Larry Ford, Mark Furlow, Kevin Gray, Mary McDaniel, Paul Cook, Joe Merritt, Malcolm Cooper, Gil Dowies, and Rev. Willie Young.

District Six Juror - President Scott Davidson and District Seven Juror Joseph Merritt were absent due to illness.

There were twenty-six (26) others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Road Superintendents Chad Verdin and Brant Cupp, Claiborne Parish Sheriff Sam Dowies, District Attorney Danny Newell, Parish Coroner Dr. Wm. Mark Haynes, Claiborne Parish Director of Libraries Mrs. Pam Suggs, Library Historian Mr. Wesley Harris, Library Board members Frank Speer, Sandra Hines, Trudy Davis, Denise Owens, Louisiana Trust for Historic Preservation Executive Director Brian Davis, OOCS Director April Childress, CPSB member & CP Airport District No. 31 Commissioner Mark Perot, OEP-Homeland Security Director Dennis Butcher, Claiborne Parish Tax Assessor Mrs. Katie B. Coburn, NLHSD Board Member Debra Baggett-Woodard PNP, Parish Digital Liaison Jerry Hillege, Claiborne Parish Fire District 4 Board member Ronald Day, Claiborne Parish 4-H Agent Destiny Hightower, CMMC CEO Tina Haynes, Pafford EMS Director Gavin Hall, Rev. Steve Fowler of the Corner Stone Church of Homer, Beverly Smith of Homer, and Vince Ory of Homer.

The meeting was opened with a word of Prayer 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 Mary McDaniel, the Jury unanimously voted to amend the agenda and add the following item:

1. Acceptance of Town of Homer Resolution No. 25-015 Concerning the Transfer of Airport Assets to the Claiborne Parish Airport District No. 31

At this time Vice-President Mark Fulow requested that the Jury handled the amended item to the agenda.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously accepted, the Town of Homer's Resolution 25-015, a Resolution from the Town of Homer approving the transfer of Airport Assets, including land, facilities, and equipment used for the operation of the Homer Municipal Airport, to the newly formed Claiborne Parish Airport District No. 31, under House Bill No. 651, as codified in Act No. 214 of the 2025 Regular Leg. Session. Date of the Town of Homer Adoption of this Resolution is July 14, 2025. The Claiborne Parish Police Jury approves the transfer of the airport related assets to CPAD No. 31 as of December 10, 2025.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved the consent agenda.

1. Approval of November 5, 2025, regular meeting minutes as published in the Official Journal.

2. Payment of the November 2025 bills as approved by the Claims Committee.
3. Request from the Town of Haynesville, in an email received on November 4, 2025, requesting their budgeted amount of \$500 for the Christmas Festival/Lights and to be included in the 2026 budget for the same amount.
4. Request from the Town of Haynesville for certain road repairs on Frasier Street and in addition 2 (two) loads of SB2/maintenance rock and (1) one load of asphalt to be delivered to the Town Shop on Spring Street. Reimbursement will be made through the Town's ad valorem tax credit.

**Regular Agenda:**

Vice-President Mark Furlow read aloud a notice that all Parish Employees are required to complete one (1) hour of ethics training by December 31, 2025.

Vic-President Mark Furlow reminded everyone that one (1) hour of Preventing Sexual Harassment Training is required to be completed by December 31, 2025, by all Parish Employees – Department Heads and Jury Officers have a two (2) hour training requirement.

Reminder- 2025 Christmas Holiday – lunch Tuesday, December 23<sup>rd</sup> at the Road Barn on Hwy 2, off Wednesday the 24<sup>th</sup> through Friday, January 2<sup>nd</sup>, return to work on Monday, January 5<sup>th</sup>, 2026.

At this time, Executive Director of the Louisiana Trust for Historic Preservation presented the Louisiana Trust for Historic Preservation Education Award to Library Director Pam Suggs, along with the CPL Board Members, along with her staff and former staff members for their hard work on researching and bringing historical education to the former sites, along with funding historical markers to educate others about the rich history of Claiborne Parish.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved the request from the Claiborne Parish Library Board of Control, in a letter dated November 20, 2025, requesting the reappointment of Mrs. Sandra Hines for another five-year term. Her term will expire December 31, 2025.

Upon motion by Mary McDaniel, duly seconded by Rev. Willie Young, the Jury unanimously approved the request from Claiborne Parish Hospital Board No. 3, in an email received on November 11, 2025, requesting that Dr. William Mark Haynes and Dr. Samuel K. Abshire be reappointed to the board for an additional two-year term. Their terms expire on December 31, 2025.

At this time, Vice-President Mark Furlow presented the lowest qualified bids on all Road Materials to be used by Claiborne Parish Police Jury Highway Department for the year 2026.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously awarded the lowest qualified, duly legally advertised bids en mass for all road materials to be used on Parish System Roads for the year 2026. The following low bids were awarded:

**Emulsion:**

CRS-2 - Ergon \$2.75 per gallon  
 CSS-1H – Ergon \$2.65 per gallon

**Hot Mix/Cold Mix:**

Amethyst Construction for Hot Mix in the amount of \$110.00 per ton.  
 There was no bid received for Cold Mix.

**Maint. Rock, Pit Run, Sand, Clay Gravel and Pit Run:**

Pick-Up Maintenance Rock - \$14.50 per Ton – Standard Gravel  
 Delivered – Maintenance Rock - \$36.50 per Ton – Standard Gravel  
 Pick-Up Pit Run - \$7.00 per Ton- Standard  
 Delivered – Pit Run - \$29.00 per Ton – Avant Trucking

Pick-Up SB-2 - \$38.00 per Ton – Avant Trucking  
 Delivered – SB-2 - \$50.00 per Ton

**Chip Seal – Crushed Stone Material-**

Crushed Stone-Chip Seal Program  
 Pick-Up C1 Rock – \$50.00 per Ton - Rock Island  
 Delivered – C1 Rock – \$70.00 per Ton - Rock Island  
 Pick-Up C2 Rock - \$50.00 per Ton – Rock Island  
 Delivered C2 Rock - \$62.00 per Ton – Rock Island  
 Pick-Up C3 Rock - \$45.00 per Ton – Rock Island  
 Delivered C3 Rock - \$62.00 per Ton – Rock Island  
 Delivered ASTM 67 Rock - \$58.50 per Ton – Avant Trucking

**Fuel Bids- All Types**

All fuel types cost \$0.090 over jobber invoice per gallon.

87 Octane - \$0.090 over jobber invoice per gallon  
 Diesel Fuel High Sulfur - \$.090 over jobber invoice per gallon  
 Diesel Fuel Low Sulfur - \$.090 over jobber invoice per gallon

**N-12 HDPE TYPE – CORRUGATED DUAL-WALL CULVERTS- Southwest Culverts bid**

<u>Diameter</u>	<u>N-12 BE</u>
12”	\$6.75 L/F
15”	\$9.00 L/F
18”	\$12.75 L/F
24”	\$20.00L/F
36”	\$37.50 L/F
42”	\$55.50 L/F
48”	\$68.00 L/F
54”	N/A
60”	\$124.00 L/F

**2 1/2x1 OR 3x1 OR 5x1-CORRUGATION – CORRUGATED METAL CULVERTS**

<u>DIAMETER</u>	<u>14 GUAGE</u>	<u>12 GUAGE</u>	<u>10 GUAGE</u>
12”	\$17.40 TSC	X	X
15”	\$21.75 TSC	\$32.00 SWS	X
18”	\$26.05 TSC	\$35.85 TSC	X
24”	\$34.45 TSC	\$46.10 TSC	X
30”	\$43.25 TSC	\$57.70 TSC	\$77.00 SWS
36”	\$51.75 TSC	\$70.20 TSC	\$95.00 SWS
48”	\$69.15 TSC	\$93.10 TSC	\$125.00 SWS
60”	\$100.00 SWS	\$130.00 SWS	\$170.00 SWS
72”	\$123.00 TSC	\$155.00 SWS	\$200.00 SWS

**Iron Ore Dirt**

Area #3 – Buzzy Buckner at \$1.50 per yard  
 Area #6 – Russell Langley at \$2.00 per yard

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously approved the 2026 Worker’s Compensation Insurance renewal rates for the CPPJ workforce in the amount of \$47,612 with LUBA Insurance for the 2026 year.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously approved the 2026 rated for health insurance from BCBS of LA for the Claiborne Parish Police Jury employees. With a 19% increase, this was the lowest fully funded plan for health insurance quoted for the year 2026.

Upon motion by Gil Dowies, duly seconded by Kevin Gray, the Jury unanimously adopted the proposed 2025 Budget Amendments for All Funds.

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Consolidated Budget Adjustment  
All Funds - December 10, 2025

<u>Fund:</u>	<u>Net Adjustment</u>	<u>Est. Fund Balance 12/31/2025</u>	<u>Org Budgeted Expenditures</u>	<u>% Proposed Adjust</u>
General Fund	\$103,700	\$8,797,191	\$ 3,128,600	3.31%
Road Fund	(42,200)	791,913	2,197,700	-1.92%
Bldg & Maint Fd	(69,800)	255,985	353,700	-19.73%
Equipment Fund	103,900	613,218	288,700	35.99%
Sales Tax Fund	(26,300)	660,185	1,092,600	-2.41%
Library Fund	1,468,195	2,306,832	707,600	207.49%
Witness Fee Fund	700	68,384	1,200	58.33%
Criminal Court Fd	(86,800)	7,017	331,400	-26.19%
Juv Maint Fund	<u>(1,500)</u>	<u>207,132</u>	<u>3,500</u>	-42.86%
Tot - All Funds	<u>\$1,449,895</u>	<u>\$13,707,857</u>	<u>\$ 8,105,000</u>	17.89%

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Upon motion by Mary McDaniel, duly seconded by Gil Dowies, the Jury unanimously voted to accept and publicize the Proposed Ordinance 809 – 2026 Operating Budget ALL FUNDS.

THUS INTRODUCED by Juror \_\_\_\_\_ and duly seconded by Juror \_\_\_\_\_ at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on December 10, 2025.

- For:
- Against:
- Absent:
- Abstain:

ORDINANCE NO. 809

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026, AND ENDING ON DECEMBER 31, 2026

BE IT ORDAINED by the Police Jury of Claiborne Parish, Louisiana, in a regularly called session, the Ordinance adopting an Operating Budget for Revenues and Expenditures for the fiscal year beginning January 1, 2026, and ending December 31, 2026.

Section I. The following detailed estimate of Revenues and Expenditures for the Fiscal Year beginning January 1, 2026, and ending December 31, 2026, be and the same is hereby adopted and known as an operating budget for the Claiborne Parish Police Jury during the same period is as follows:

Revenues	
Taxes:	
Ad valorem	\$2,626,800
Sales & use	755,600
Other	2,400
Licenses and permits	111,800
Intergovernmental revenues	2,431,500
State revenue sharing	88,200

Fines and forfeitures	263,200	
Grants and awards	600,000	
Other revenues	19,700	
Use of property and money	245,200	
Total Revenues		\$7,144,400
Expenditures		
General government:		
Legislative	183,700	
Judicial	673,200	
Elections	37,400	
Finance and administrative	505,600	
Other general government	472,100	
Public safety	493,900	
Public works	2,606,500	
Sanitation	1,112,600	
Health and welfare	22,400	
Culture and recreation	2,129,200	
Economic development and assistance	100,900	
Debt service	191,200	
Grants and rewards	300,000	
Conservation	3,200	
Total Expenditures		<u>8,831,900</u>
Excess (Deficiency) of Revenues		
Over Expenditures		(1,687,500)
Other Financing Sources (Uses)		
Proceeds from borrowing	-	
Operating transfers in	1,250,000	
Operating transfers out	<u>(1,250,000)</u>	
Total Other Financing		
Sources (Uses)		<u>-</u>
Excess (Deficiency) of Revenues and		
Other Sources Over Expenditures		
and Other Uses)		(1,687,500)
Contingency		-
Fund Balance at Beginning of Year		<u>12,094,073</u>
Fund Balance at End of Year		<u><u>\$10,406,573</u></u>

Section 2. The adoption of this operating budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

Section 3. Amounts are available for expenditures to the extent that is included within the 2026 budget.

Section 4. The Police Jury will exercise control over expenditures at the functional level.

THUS motioned by Juror \_\_\_\_\_ and duly seconded by Juror \_\_\_\_\_ at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on December 10, 2025.

For:  
Against:  
Absent:  
Abstain:

THUS ADOPTED at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 7, 2026.

\_\_\_\_\_  
Dwayne R. Woodard  
SECRETARY-TREASURER

\_\_\_\_\_  
Scott Davidson  
PRESIDENT

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Vice-President Mark Furlow read aloud a Notice of Public Hearing on the Proposed 2026 Operating Budget – All Funds – will be held on Monday, January 5, 2026, at 2:00 pm in the Conference Room of the Police Jury Admin Building and at 9:00 am on January 7, 2025, in the Conference Room of the Administrative Building.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously voted to enter into an engagement agreement with Bosch and Statham CPAs for the Annual 2025 Audit of the Police Jury’s 2026 Financial Statements and Agreed Upon Procedures Report.

Upon motion by Kevin Gray, duly seconded by Larry Ford, the Jury unanimously approved, the request by Road Superintendents Chad Verdin and Brant Cupp, in a letter received December 1, 2025, to give Truck Driver Marcus Hudson a raise of \$0.25 effective December 11, 2025. Mr. Hudson has completed his probationary six-month period with his base pay being \$16.25 per hour.

Upon motion by Kevin Gray, duly seconded by Larry Ford, the Jury unanimously approved the Proposed Amended Ordinance No. 703 (Heavy Haulers Ordinance) as duly published and posted.

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**Sec. 82-41. Penalties.**

Penalties for violation of this article shall be as follows:

- (1) Any owner of any vehicle or equipment described in this article violating any provision of this article shall be guilty of a misdemeanor and shall be fined not more than \$1,000.00 on the first offense and not more than \$2,000.00 on the occasion of the second offense thereafter. On occasion of the third and all subsequent offenses of damaging parish roads, rights-of-way or bridges as described in this article, the violator shall be fined not more than \$3,000.00 or sentenced to the parish jail for a period not to exceed 30 days, or both.
- (2) In addition to the fine referred to in subsection (1) of this section, the owner of such vehicle or equipment shall be obligated to pay to the Police Jury a minimum service charge of \$1,000.00 or the actual cost (if it is higher) involved in repairing parish roads or in the removal of mud, trash, debris or litter, which sum is greater, when the Police Jury removes mud, displaced or disturbed soil, or trash, litter or debris from any parish road or road right-of-way or repairs any parish road, as a result of a violation of this article.
- (3) No person shall be arrested, charged or prosecuted for violation of this article unless they are first warned by the parish road superintendent and given the opportunity to obtain compliance status. Failure to do so shall subject the violator to all penalties in this article. Failure to comply within three days shall create a presumption of intent to violate this article. This shall not act as a release for any damages caused. Any complaints by the general public must be directed to the parish road superintendent.

**Sec. 82-42. Parish Road Fund.**

All funds collected under this Ordinance are hereby appropriated to the Claiborne Parish Road Fund for use in repairing and maintaining Claiborne Parish roads and bridges.

**Sec. 82-43 – 82-70. Reserved.**

**Sec. 82-44. Scheduled Cost of Access Permit:**

***COST \$50.00 per vehicle annually per owner individual/company*** – payable by check or money order to the Claiborne Parish Highway Department.

*Owner Individual/Company is defined as* – any timber, oil & gas, agriculture or other vehicle OWNER that access the Claiborne Parish Road System using over-weight vehicles and/or equipment during the calendar year for the purpose of harvesting and/or the transportation of goods and services including but not limited to timber, oil & gas products and by products, livestock, poultry, feed industrial equipment and such.

*Over-weight Vehicle is defined as* – any vehicle or piece of equipment (including trailer – loaded or unloaded) that exceeds a GVW of 45,000 lbs.

**Sec. 82-45. Applications:**

***New applications*** – all applications for permits for new access permits (non-renewals) shall be filed with the Claiborne Parish Highway Department within 24 hours of accessing the Parish Road System and shall be accompanied by a personal/company check or money order in the proper amount payable (\$50.00 per vehicle) to the Claiborne Parish Highway Department. Applications are available on the Claiborne Parish Police Jury website located at [www.claiborneparish.org](http://www.claiborneparish.org) or by contacting the Police Jury Office.

***Renewals*** – all applications for renewal of access permit shall be filed with the Claiborne Parish Highway Department on or before December 1 of each year, and the remittance must accompany the renewal application.

***Full-year partial-year permits*** – a whole year’s permit fee shall be paid and collected regardless of the date of issuance. All permits are valid from date of issue until December 31 of the year of issuance.

***Penalty for failure to file for renewal*** – should any access permit holder fail to file his application for renewal of the access permit for any ensuing year on or before December 31 of each year, a penalty of shall be imposed of \$100.00 (one hundred dollars per month) in addition to any additional assessed penalties or service charges. For the renewal year 2025, a grace period of 90 days (until March 31, 2026) will be given for all owners to come into compliance with the proposed changes.

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At this time, Vice-President Mark Furlow presented the items from the Road Committee.

Upon motion by Gil Dowies, duly seconded by Malcolm Cooper, the Jury unanimously approved, upon recommendation from the Road Committee, the purchase of GPS Tracking for Parish Owned Vehicles of estimate of \$2,400 annually. It will be under state contract and will help with our Parish Risk Management for insurance purposes.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel to purchase on the state contract a Skid Steer with Attachments in the amount of \$214,382 with the proceeds from the 2025 Line-item monies awarded by the State through Representative Young and Senator Cathey.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved a memorandum of understanding agreement to allow the Parish Assisting in Debris Removal in a Major Disaster in Event of an Emergency Declaration. This will be an agreement that will allow us to legally access State Roads and help remove debris from a declared emergency event.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously approved for the parish to accept the donation of a live oak tree under the State’s Liberty Tree Program. The Jury agreed to have the 4-H Office plant the tree and find a designated place for that tree.

Upon motion by Willie Young, duly seconded by Kevin Gray, the Jury unanimously approved to spend up to \$1,000 in cameras to place on certain Parish System Roads to hopefully help deter

people from illegally dumping trash here in Claiborne Parish. The Jury plans to work with the Sheriff's Office to help catch those miscreants dumping trash on our parish roads.

Parish Coroner Dr. Mark Haynes gave his update for the Coroner's Office for the month of November - 8 total deaths: (3) Hospice/ER, (5) on scene with no autopsy, (1) other, and (1) on scene with autopsy. (0) CEC's

Dr. Mark Haynes stated that there is no covid cases presently, but there is a slight uptick in flu going on. The ER is busy, and they are seeing a lot of upper respiratory issues.

CMMC CEO Tina Haynes also stated the ER has been busy. New residency program has been going well and the new candidates will start in July.

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### **ITEM #35 – December 10, 2025 – 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.  
Construction is completed as of 11/4/2024. Certificate of completion filed and recorded.  
Preparing reimbursement for submittal to the State and working on close-out documents.

Claiborne Parish Police Jury  
FY2023-2024 LGAP Grant  
Amount \$62,500  
Project – Purchase of John Deere Tractor w/Loader  
Status – awarded on September 18, 2024.  
The tractor has been delivered. In the process of filing the reimbursement.

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. (Seeking additional funding)

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 construction is completed as of 10/31/2024. Certificate of completion filed and recorded. Preparing reimbursement for submittal to the State and working on close-out documents

3. Sales Tax Collections for October 2025 – net of \$63,381 from gross collections of \$65,006  
Net sales tax collections for September 2025 – \$74,248 – decrease \$-10,867 (-14.64%)  
Net sales tax collections for October 2024 - \$67,905 – decrease \$-4,524 (-6.67%)

4. Cash position on November 30, 2025 - \$9,457,457  
Cash position on October 31, 2025 - \$9,254,896 (increase of \$202,561)  
Cash position on November 30, 2024 - \$9,915,241 (decrease of \$-457,784)

See Deposit Balances by Institution for breakdown on November 30, 2025 –

5. Total Receipts for the month of November 2025 – \$557,745

6. Upcoming important dates and meetings –

- 12/18 – CPHSD #3 Board Meeting 11:30 am
- 12/18 – ATT Tower Ribbon Cutting 312 Johnson Rd 2:30 pm
- 12/18 – Claiborne Parish Watershed District 5:30 pm
- 12/23 – Christmas Lunch – Hwy Road Barn
- 12/24-1/2 – Christman & New Year’s Holiday
- 1/02 – Agenda items due
- 1/5 – Public Hearing for 2026 Budget
- 1/7 – January regular meeting & Election of officers

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**Public Comments:**

District Four Juror Mary McDaniel asked everyone to support the Golden Tornado Football Team going to the Superdome for the State Championship.

District Two Juror Mark Furlow thanked Tina Haynes and Dr. Mark Haynes for a recent emergency for one of his family members. He stressed the importance of having a rural hospital, as they were very helpful in getting his family members where they needed to go during a medical crisis.

Upon motion by Willie Young, duly seconded by Paul Cook, the meeting was adjourned.

\_\_\_\_\_  
Dwayne R. Woodard  
Secretary–Treasurer

\_\_\_\_\_  
Scott Davidson  
President