

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
December 7, 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 7th of December 2022. On being called to order by Vice-President Mark Furlow, the following Jurors were present:

James Laird, Kevin Gray, Mary McDaniel, Paul Cook, Joe Merritt, Tommy Sanders, Gil Dowies and Rev. Willie Young.

President Scott Davidson had to excuse himself just before the meeting due to illness.

Twelve (21) others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Road Superintendent Tommy Durrett, Claiborne Parish Sheriff Sam Dowies, District Attorney Danny Newell, Claiborne Parish Director of Libraries Mrs. Pam Suggs, Library Historian Mr. Wesley Harris, OOCs Executive Director Mrs. April Childress, Claiborne Parish Coroner Dr. Mark Haynes, CMMC COO Angie Costakis, Claiborne Parish Constables Steve Woods and Gary English, LSU AgCenter Agent John Monzingo, Main Street Homer Director Mr. Jimmy Hand, Mrs. Melissa Bosch and Mr. Michael Statham of Bosch & Statham CPA's, Athens Chief of Police Keith Watkins, Candidate for LA. State Senator District #33 Seat Mr. Ned White, Representative Mike Johnson's Office, Mr. Mark Crenshaw of Homer, Ms. Linda Mozeke of Homer, and Mr. 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 Paul Cook.

Upon motion by Joseph Merritt, duly seconded by Mary McDaniel, the Jury unanimously voted to adopt the Regular Agenda as presented.

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

1. Request from the Town of Haynesville for one (1) load of cold mix to be delivered to the Town Shop on Spring Street.
2. Request for the Parish's 2022 budgeted amount (\$500) for the Christmas Festival/Lights and to be included in the 2023 budget for the same amount.

Secretary-Treasurer Dwayne Woodard stated that the Ordinance No. is 795, not 794 on the regular agenda.

At this time, Vice-President Mark Furlow moved to handle the amendments en masse.

Upon motion by Joseph Merritt, duly seconded by Tommy Sanders, the Jury unanimously approved the 2 following requests:

*Request from the Town of Haynesville for one (1) load of cold mix to be delivered to the Town Shop on Spring Street.

*Request for the Parish's 2022 Budgeted Amount of \$500.00 for the Christmas Festival Lights and to be included on the 2023 budget for the same amount.

Upon motion by Gil Dowies, duly seconded by James Laird, the Jury unanimously approved the consent agenda.

1. Approval of the November 9, 2022, regular meeting minutes.
2. Payment of the November 2022 bills as approved by the Claims Committee.

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, 2022.

Vice-President Mark Furlow 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.

Reminder – 2022 Christmas Holiday – lunch Thursday, December 22nd at the Road Barn on Hwy 2, off Friday the 23rd thru Monday, January 2, return to work on Tuesday January 3, 2023.

Reminder – the January Police Jury Meeting date is Wednesday, January 11, 2023, due to the New Year’s Holiday.

Mr. Ned White, Candidate for Louisiana State Senator District #33 gave a brief history of his experience and his qualifications for District #33 Louisiana Senate Seat.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously accepted the lowest qualified bid for the following legally advertised bids for the 2023 purchase of road materials and fuel to be used by the CPPJ Hwy Department for the 2023 Year:

Emulsion (CPPJ-B2023-01)

Asphalt Products: CRS-2 \$2.82 per gallon and SS-1H \$2.78 per gallon
Ergon: CRSP-2 \$3.34 per gallon

Hot Mix/Colay-Cold Mix (CPPJ-B2023-02)

Amethyst Construction: Hot Mix \$104.00 per ton
Dreher Contracting: Colay (Cold Mix) \$110.00 per ton

Maint. Rock, Sand, Clay Gravel, Pit Run (CPPJ -B2023-03)

Standard Gravel: Maint Rock \$10.75 per ton, Pit Run \$6.00 per ton (both pick up)
Blann Tractor: SB-2 \$41.50 per ton delivered, \$32.00 per ton pick up
Barnette and Benefield: Maint Rock \$32.00 per ton, Pit Run \$21.00 per ton (both delivered)

LA C-1, C-2, C-3 Crushed Granite (CPPJ-B2023-04)

Barnette and Benefield: C-2 \$56.00 per ton, C-3 \$56.00 per ton (both delivered)
*On 12-8-22 this bid was withdrawn by Barnette and Benefield and a new bid submitted in the amount of \$62.50 per ton (next lowest bidder was Blann Tractor at \$63.00 per ton

Fuel Bid (CPPJ-B2023-05)

Crump Oil:
Diesel Fuel High Sulfur \$0.075 cents per gallon above the JOBBERS MARKET INVOICE PRICE.
Diesel Fuel Low Sulfur \$0.075 cents per gallon above the JOBBERS MARKET INVOICE PRICE.
87 Octane Unleaded \$0.075 cents per gallon above the JOBBERS MARKET INVOICE PRICE.

Culverts (CPPJ-B2023-06)

TriState Culverts LLC of Lake Village AR both galvanized and plastic type:

N-12 HDPE TYPE – CORRUGATED DUAL-WALL CULVERTS

<u>Diameter</u>	<u>N-12 BE</u>
12”	\$9.14 L/F
15”	\$12.52 L/F
18”	\$16.14 L/F
24”	\$28.10 L/F

36"	\$54.01 L/F
42"	\$69.43 L/F
48"	\$69.43 L/F
54"	N/A
60"	\$149.16 L/F

2 1/2X1 OR 3X1 OR 5X1-CORRUGATION – CORRUGATED METAL CULVERTS

DIAMETER	14 GUAGE	12 GUAGE	10 GUAGE
12"	\$21.64	X	X
15"	\$26.83	X	X
18"	\$32.01	\$44.18	X
24"	\$42.39	\$58.48	X
30"	\$52.76	\$72.79	X
36"	\$63.13	\$87.10	X
48"	\$83.88	\$115.71	X
60"	\$124.47 5X1	\$170.64 5X1	\$214.67 5X1
72"	\$147.29 5X1	\$203.58 5X1	\$259.37 5X1

Culvert orders \$4,500 or less, there will be a \$270.00 freight charge.

Iron Ore Dirt (CPPJ-B2023-07)

Area #1 – Jeanne Atkins at \$1.00 per yard
Area #3 – Buzzy Buckner at \$1.50 per yard
Area #6 – Russell Langley at \$1.25 per yard
No bids were received for areas #2,4,5,7, or 8.

Upon motion by Joseph Merritt, duly seconded by Mary McDaniel, the Jury unanimously approved the 2023 Worker’s Compensation Insurance renewal rates for the CPPJ workforce in the amount of \$29,189 with LUBA Insurance for the 2023 year.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously approved the Announcement of Public Meeting on Wednesday, January 11, 2023, at 10:00 am. concerning the proposed Library Millage Renewal. Vice President Mark Furlow read aloud the public notice.

Notice is hereby given that at its meeting to be held on Wednesday, January 11, 2023 at 10:00 a.m. at its regular meeting place, the Jury Chambers of the Police Jury Complex, 507 West Main Street, Homer, Louisiana, the Police Jury of the Parish of Claiborne, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in the Parish of Claiborne, State of Louisiana to authorize the continuation and extension of an ad valorem tax therein.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously adopted the proposed 2022 Budget Amendments for All Funds.

Consolidated Budget Adjustment

All Funds - December 7, 2022

	Net	Estimated	Original	% Exp
<u>Fund:</u>	<u>Adjustment</u>	<u>Fund Balance</u>	<u>Budgeted</u>	<u>Proposed</u>
		<u>12/31/2022</u>	<u>Expenditures</u>	<u>Adjust</u>
General Fund	\$ 224,400	\$ 7,227,161	\$ 2,889,300	7.77%
Road Fund	118,600	898,350	2,181,600	5.44%
Bldg & Maint Fund	(35,900)	451,509	485,600	-7.39%
Equipment Fund	(225,400)	616,651	259,100	-86.99%
Sales Tax Fund	53,200	897,198	740,300	7.19%
Library Fund	(1,072,000)	1,153,570	1,970,300	-54.41%
Witness Fee Fund	1,700	51,951	2,500	68.00%
Criminal Court Fund	(56,300)	6,669	400,300	-14.06%

Juv Maint Fund	<u>(9,000)</u>	<u>181,339</u>	<u>2,000</u>	-450.00%
Totals - All Funds	<u>\$ (1,000,700)</u>	<u>\$ 11,484,398</u>	<u>\$ 8,931,000</u>	-11.20%

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously accepted the Proposed Ordinance No. 795 for the adoption of the CPPJ 2023 Operating Budget - All Funds to be acted up on Wednesday, January 11, 2023, at 10:00 am.

Vice-President Mark Furlow presented the Jury with the Proposed Ordinance No. 795 – The 2023 Budget on All Operation Fund for the Claiborne Parish Police Jury.

THUS INTRODUCED by Juror _____ and duly seconded by Juror _____ at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 11, 2023.

For: _____
 Against: _____
 Absent: _____
 Abstain: _____

ORDINANCE NO. 795

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023, AND ENDING ON DECEMBER 31, 2023

BE IT ORDAINED by the Police Jury of Claiborne Parish, Louisiana, in a regular called session, the Ordinance adopting an Operating Budget for Revenues and Expenditures for the fiscal year beginning January 1, 2023 and ending December 31, 2023.

Section I. The following detailed estimate of Revenues and Expenditures for the Fiscal Year beginning January 1, 2023, and ending December 31, 2023, 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	\$2,634,800	
Sales & use	773,400	
Other	3,700	
Licenses and permits	116,100	
Intergovernmental revenues	1,986,900	
State revenue sharing	94,200	
Fines and forfeitures	307,300	
Grants and awards	933,800	
Other revenues	103,400	
Use of property and money	136,600	
Total Revenues		\$7,090,200
Expenditures		
General government:		
Legislative	138,500	
Judicial	739,900	
Elections	41,300	
Finance and administrative	432,400	
Other general government	393,700	
Public safety	518,800	
Public works	2,673,700	
Sanitation	767,000	
Health and welfare	20,700	
Culture and recreation	3,557,200	
Economic development and assistance	79,500	
Debt service	461,000	
Grants and rewards	845,900	
Conservation	7,200	

Total Expenditures		<u>10,676,800</u>
Excess (Deficiency) of Revenues Over Expenditures		(3,586,600)
Other Financing Sources (Uses)		
Proceeds from borrowing	3,000,000	
Operating transfers in	900,000	
Operating transfers out	<u>(900,000)</u>	
Total Other Financing Sources (Uses)		<u>3,000,000</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses)		(586,600)
Contingency		-
Fund Balance at Beginning of Year		<u>11,484,398</u>
Fund Balance at End of Year		<u><u>\$10,897,798</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 2023 budget.

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

THUS ADOPTED at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 11, 2023.

Dwayne R. Woodard
SECRETARY-TREASURER

Scott Davidson
PRESIDENT

Vice-President Mark Furlow read aloud a Notice of Public Hearing on the Proposed 2023 Budget - All Funds to be held on Tuesday, January 3, 2023, at 2:00 pm and Wednesday, January 11, 2023 at 9:00 am in the Conference Room of the CPPJ Administration Bldg.

Upon motion by Kevin Gray, duly seconded by Mary McDaniel, the Jury unanimously voted to enter into an engagement agreement with Bosch & Statham, CPAs for the Audit of the Police Jury's 2022 Financial Statements and Agreed upon Procedures Report.

At this time, Melissa Bosch and Michael Statham presented the Police Jury's 2021 Audited Financial Statements and Agreed upon Procedures with no material findings.

Upon motion by Paul Cook, duly seconded by Rev. Willie Young, the Jury unanimously voted to enter into a Cooperative Endeavor Agreement between the CPPJ and La Department of Veterans Affairs for the location of the VA Office in the CPPJ Admin Bldg. (Monthly Support of \$1,191.00) The Claiborne Parish Office services over 800 Veteran's in Claiborne Parish with an estimated impact of \$4,612,000.

Upon motion by Tommy Sanders, duly seconded by James Laird, the Jury unanimously approved the request by Road Superintendent Tommy Durrett, to place a NO TRUCK Ordinance on Hebron Rd. and Friendship Rd. due to the bridge replacements on Hwy 9.

At this time Vice-President Furlow gave the Road Committee Report.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the recommendation from the Road Committee, to surplus the 2013 Ford F750 Dump Truck

(approx. 126,000 miles) and the 120H Caterpillar Motor Grader. This equipment will be placed on GOVDEALS.com in January 2023 after the Jury decides on the minimum bids for each item.

At this time, Dr. Mark Haynes gave an update for the month of November for the Coroner's Office. There were (13) deaths – (6) Hospice/ER (2) Other facilities, (1) Hospital, (2) Autopsy (3) On scene w/no autopsy and (6) CEC's.

ITEM #31 – December 7, 2022 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

No open grant contracts at this time.

2. CWEF Projects -

No open grant contracts at this time.

3. LCDBG Grant

Norton Shop Water System
FY2021 LCDBG
Amount - \$381,080
Project – New water well
Status – Under construction.

4. Sales Tax Collections for Oct 2022 – net of \$74,643 from gross collections of \$77,258
Net sales tax collections for September 2022 – \$74,593 – increase \$50 (0.00%)
Net sales tax collections for October 2021 - \$54,965 – increase \$19,678 (35.80%)

5. Cash position at November 30, 2022 - \$10,151,036
Cash position at October 31, 2022 - \$10,250,251 (decrease of -\$99,215)
Cash position at November 30, 2021 - \$8,961,862 (increase of \$1,189,174)

See Deposit Balances by Institution for breakdown at November 30, 2022 –

6. Total Receipts for the month of November 2022 – \$594,468

7. Upcoming important dates and meetings –

12/15 – CPWSD
12/20 – CPHSD #3
12/22 – Jury & staff Thanksgiving luncheon at Road Barn
1/3/2023 – 2023 Budget Public Hearing
1/9/2023 – Committee Meetings (if needed)
1/11/2023 - Regular Meeting of the Police Jury

Additional Public Comments:

Dr. Mark Haynes gave an update on the clinics and CMMC. He stated that the flu is bad. As of November 26, 30% of ER, Quick Care, and hospital patients were flu. Covid is sporadic, with most severe cases being in elderly.

CMMC COO Angie Costakis updated the Jury on the hospital. She stated the hospital was full at this time.

Juror Mark Furlow commented on the larger local facilities being on diversion. Dr. Mark Haynes told the jurors that it becomes a challenge when this happens, sending patients as far as Baton Rouge or Little Rock.

Upon motion by Tommy Sanders, duly seconded by Mary McDaniel, the meeting was adjourned.

Dwayne R. Woodard
Secretary-Treasurer

Scott Davidson
President