

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
December 8, 2021
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 8th of December 2021. On being called to order by President Scott Davidson, the following Jurors were present:

James Laird, Mark Furlow, Kevin Gray, Mary McDaniel, Paul Cook, Joe Merritt, Tommy Sanders, and Gil Dowies.

Juror Willie Young was absent.

Twelve (12) others in attendance which included Secretary-Treasurer Dwayne R. Woodard, Claiborne Parish Sheriff Sam Dowies, 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 CEO Tina Haynes, LSU AgCenter Agent John Monzingo, Main Street Homer Director Mr. Jimmy Hand, Mrs. Kathy Hightower and Ms. Jackie Tripp of the Guardian Journal and Mr. Stephen Dowies of Gibsland Bank & Trust.

The meeting was opened with a word of Prayer led by Joseph Merritt followed by the Pledge of Allegiance led by Paul Cook.

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

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously approved the consent agenda.

1. Approval of the November 10, 2021, regular meeting minutes.
2. Payment of the November 2021 bills as approved by the Claims Committee.
3. Request from the Summerfield Water System, in a fax received November 12, 2021, requesting the Jury's help with repairs to the road to the standpipe water tower located at 5270 Hwy 9, Summerfield. The work is to be performed on a reimbursement basis.
4. Request from Living Word Church, in a letter received November 18, 2021, requesting permission to use the adjudicated vacant lot next to the bank library property on Main Street in Haynesville on December 11, 2021, for their annual Bike Crusade Outreach Ministry.
5. Request from Secretary-Treasurer Dwayne R. Woodard to move the January Police Jury meeting date to Wednesday, January 12, 2022, due to the New Year's Holiday.

Regular Agenda:

President Scott Davidson read aloud a notice that all Parish Employees are required to complete one (1) hour of ethics training by December 31, 2021.

President Scott Davidson reminded everyone that one (1) hour of Sexual Harassment Training is required to be completed by December 31, 2021, by all Parish Employees – Department Heads and Jury Members have a two (2) hour training requirement.

President Scott Davidson reminded everyone of the upcoming Christmas 2021 Holiday – Lunch on December 2, offices will be closed on Thursday, December 23 through Friday, December 31 with all employees returning to work on Monday, January 3, 2022.

Upon motion by Kevin Gray, duly seconded by Paul Cook, the Jury unanimously approved the acceptance and awarding of the legally advertised bid for the purchase of the surplus lot and building which is the Old Capital One Bank Drive Thru located at 9999 Hwy 79 in Haynesville to Gibbsland Bank and Trust in the amount of \$47,800 (forty-seven thousand eight hundred dollars). The Jurors approved waiving the minimum bid requirement since only one bid was received.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved the following lowest qualified bid for the purchase of MC-30 Prime Oil, CRS-2, SS-1, asphalt emulsion necessary for the maintenance of the Claiborne Parish roads for the year of 2022. The bids were awarded as follows: Ergon Asphalt & Emulsions for CRS-2 at \$2.07 per gal, CRS-2P at \$2.17 per gal, CSS-1H at \$2.00 per gal. Asphalt Products Unlimited for AEP at \$2.87 per gal.

Upon motion by Joseph Merritt, duly seconded by Kevin Gray, the Jury unanimously approved the following lowest qualified bid for the purchase of Colay (Cold Mix) and Hot Mix necessary for the maintenance of the Claiborne Parish roads for the year 2022. Amethyst Construction for Hot Mix at \$83.50 per ton. No Bid was received for Colay (Cold Mix) so phone or fax quotes will be taken on individual purchases.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously accepted and awarded the following lowest qualified bids for the purchase of Pit Run, Sand, Clay Gravel, and Maintenance Rock for the year 2022. Blann Tractor for SB-2 Delivered at \$35.40 per ton. Barnette and Benefield for Maintenance Rock delivered \$31.00 per ton and Pit Run delivered at \$20.00 per ton. Due to the drastic price increase the bid for Pick Up Price of SB-2 at \$28.00 per ton from Blann Tractor was rejected. The bid for Pit Run, Sand Clay Gravel pick-up and Maintenance Rock pick-up was extended to Jan 12, 2022. The Police Jury will get phone or fax quotes for the purchase of SB-s pick-up on individual purchases.

Upon motion by Joseph Merritt, duly seconded by James Laird, the Jury unanimously rejected the following lowest qualified bids for the purchase of LA C-1, “modified”, LA C-2, and LA C-3 granite crushed stone for the 2022 year: C-1 from Blann Tractor at \$53.25 per ton and C-2 at \$53.25 per ton delivered. Due to the drastic increase in price for 2022 materials the Police Jury will obtain phone or fax quotes for the purchases of C-1 and C-2 crushed granite on individual purchases.

Upon motion by Kevin Gray, duly seconded by Gil Dowies, the Jury unanimously accepted and awarded the following lowest qualified bid for the purchase of Fuel (all types, off-road and highway use) for use by Parish Owned Vehicles for the year 2022. Crump Oil Company at .075 cents per gallon over invoice price for use in Parish-Owned Trucks for the year 2022.

Upon motion by Mary McDaniel, duly seconded by Kevin Gray, the Jury unanimously rejected all legally advertised and lowest qualified bids for purchase of culverts for the year 2022 from Southwest Sales - all sizes and types. This was due to the drastic increase in prices (up to 200%) on culverts used by the Parish. The Police Jury will obtain phone or faxed quotes on individual purchases of culverts for the 2022 year.

Upon motion by Mary McDaniel, duly seconded by Tommy Sanders, the Jury unanimously approved and accepted the renewal rates for the 2022 Worker’s Compensation for the Claiborne Parish Police Jury in the amount of \$29,806 with the LUBA Worker’s Comp.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously adopted Ordinance No. 792 – An Ordinance Setting Forth the 2020 Census Counts in Each Parish Police Jury District and Determining Whether Redistricting is Required.

**CLAIBORNE PARISH POLICE JURY
ORDINANCE NO. 792**

**AN ORDINANCE SETTING FORTH THE 2020 CENSUS COUNTS IN EACH
PARISH POLICE JURY DISTRICT AND DETERMINING WHETHER
REDISTRICTING IS REQUIRED.**

WHEREAS, The 2020 US Census count has been completed and the PL 94-171 redistricting data was delivered to the State of Louisiana in August 2021; and

WHEREAS, The Claiborne Parish Police Jury under LA RS: 33:1411, must make a determination whether redistricting is necessary with the 2020 US Census population count; and

WHEREAS, The Claiborne Parish Police Jury authorized a study to calculate the 2020 US Census population in each police jury district; and

CLAIBORNE PARISH POLICE JURY 2020 US CENSUS BENCHMARK PLAN									
Total Population – 14,170			Ideal District Size – 1,252			Plan Deviation – 25.00%			
District	Population	Dev.	% Dev	White	% White	Black	% Black	Other	% Other
	1,649	397	31.71%	1,105	67.01%	406	24.62%	125	7.58%
1	1,207	-45	-3.59%	760	62.97%	397	32.89%	6	0.50%
2	1,237	-15	-1.20%	637	51.50%	527	42.60%	20	1.62%
3	1,210	-42	-3.35%	844	69.75%	297	24.55%	4	0.33%
4	1,200	-52	-4.15%	280	23.33%	862	71.83%	4	0.33%
5	1,257	5	0.40%	796	63.33%	388	30.87%	24	1.91%
6	1,462	210	16.77%	975	66.69%	420	28.73%	16	1.09%
7	1,153	-99	-7.91%	349	30.27%	761	66.00%	0	0%
8	1,149	-103	-8.23%	414	36.03%	683	59.44%	3	0.26%
9	1,367	115	9.19%	847	61.96%	448	32.77%	4	0.29%
10	1,279	27	2.16%	256	20.02%	995	77.80%	3	0.23%
Source: 2020 US Census Bureau-PL 94-171 Datafile - Compiled by Data Center LLC, P.O. Box 141, Kenner, LA 70063 (504) 450-3474									

WHEREAS, The current police jury districts have the following 2020 US Census population numbers without using the Forcht-Wade Correctional Facility in one census block with a population of 1,649. The Wade Correctional Facility population will not be used in this Redistricting process.

WHEREAS, The overall deviation of the ten-member police jury districts is 25.00%, which is more than double the legal limit of ten (10%) percent mandated in Federal Law.

NOW, THEREFORE BE IT ORDAINED, the Claiborne Parish Police Jury hereby declares that a redistricting of the police jury districts must commence to adjust the district populations to be within ten (10%) percent deviation of the ideal district population of 1,252.

BE IT FINALLY RESOLVED, that this ordinance shall become effective immediately upon adoption by the Claiborne Parish Police Jury.

This ordinance having been offered by Gil Dowies and seconded by Paul Cook after being read and considered section by section and notice having been published in accordance with law and having been heard in a public hearing in Homer, Louisiana on this 8th day of December, 2021:

YEAS: (9) Laird, Furlow, Gray, McDaniel, Cook, Davidson, Merritt, Sanders and Dowies

NAYS: (0)

ABSTAIN: N/A

ABSENT: (1) Young

ATTEST:

/s/Dwayne R. Woodard, Secretary Treasurer

/s/Scott Davidson, President

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously approved, upon recommendation by the Road Committee, the 2021 Budget Amendments on all funds.

Consolidated Budget Adjustment				
All Funds – 12/8/2021				
	Net	Estimated Fund Balance	Original Budgeted Expenditures	% Exp Proposed
<u>Fund:</u>	<u>Adjustment</u>	<u>12/31/2021</u>	<u>Expenditures</u>	<u>Adjust</u>
General Fund	\$(492,300)	\$6,481,922	\$2,712,800	-18.15%
Road Fund	201,000	907,587	1,788,300	11.24%
Bldg & Maint Fund	28,000	499,153	411,100	6.81%
Equipment Fund	115,700	734,953	279,200	41.44%
Sales Tax Fund	66,800	860,751	723,900	9.23%
Library Fund	(971,900)	1,135,900	1,262,914	-76.96%
Witness Fee Fund	(700)	45,809	3,300	-21.21%

Criminal Court Fund	(36,900)	-	505,900	-7.29%
Juv Maint Fund	<u>(3,500)</u>	<u>179,122</u>	<u>4,000</u>	-87.50%
Totals - All Funds	<u>\$(1,093,800)</u>	<u>\$10,845,197</u>	<u>\$7,691,414</u>	-14.22%

At this time, President Scott Davidson presented the Jury with Proposed Ordinance No. 793–2022 Budget All Funds.

Upon motion by Paul Cook, duly seconded by Mary McDaniel, the Jury unanimously accepted the Proposed 2022 Budget – All Funds for publication and the setting of the public hearings prior to adoption.

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 12, 2022.

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

ORDINANCE NO. 793

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022, AND ENDING ON DECEMBER 31, 2022

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, 2022 and ending December 31, 2022.

Section I. The following detailed estimate of Revenues and Expenditures for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022, 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	\$2,688,500	
Sales & use	671,000	
Other	4,200	
Licenses and permits	110,000	
Intergovernmental		
revenues	1,690,700	
State revenue sharing	94,600	
Fines and forfeitures	418,500	
Grants and awards	2,018,500	
Other revenues	158,600	
Use of property and		
money	103,300	
Total Revenues		\$7,957,900
Expenditures		
General government:		
Legislative	144,500	
Judicial	885,800	

Elections	81,600	
Finance and administrative	415,600	
Other general government	464,500	
Public safety	649,200	
Public works	2,425,400	
Sanitation	740,300	
Health and welfare	20,500	
Culture and recreation	1,902,600	
Economic development and assistance	94,000	
Grants and rewards	164,800	
Conservation	7,200	
Total Expenditures		<u>7,996,000</u>
Excess (Deficiency) of Revenues Over Expenditures		(38,100)
Other Financing Sources (Uses)		
Proceeds from borrowing	2,000,000	
Operating transfers in	935,000	
Operating transfers out	<u>(935,000)</u>	
Total Other Financing		
Sources (Uses)		<u>2,000,000</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses)		1,961,900
Contingency	-	
Fund Balance at Beginning of Year		<u>10,972,218</u>
Fund Balance at End of Year		<u><u>\$12,934,118</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 2022 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 12, 2022.

Dwayne R. Woodard
SECRETARY-TREASURER

Scott Davidson
PRESIDENT

President Scott Davidson read aloud the Notice of Public Hearings on the Proposed 2022 Budget which will be held on Tuesday, January 4, 2022, at 2:00 pm in the Conference Room of the CPPJ Administration Bldg. and on Wednesday, January 12 at 9:00 am located at 507 W. Main St, Homer, LA 71040.

At this time, Dr. Mark Haynes gave an update of the year ending for the month of December for the Coroner's Office. There were (11) deaths – (7) Hospice/ER (0) Autopsy (3) On scene (1) CMMC and no CEC's.

ITEM #28 – December 8, 2021 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

No open grant contracts at this time.

2. CWEF Projects -

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

3. LCDBG Grant

Norton Shop Water System
FY2021 LCDBG
Amount - \$381,080
Project – New water well
Status – Awarded and contracts received. Preliminary work and scope started.

4. Sales Tax Collections for October 2021 – net of \$54,965 from gross collections of \$58,077
Net sales tax collections for September 2021 – \$66,854 – decrease \$-11,889 (-17.78%)
Net sales tax collections for October 2020 - \$43,880 – increase \$11,085 (25.26%)

5. Cash position at November 30, 2021 - \$8,961,862
Cash position at October 31, 2021 - \$9,617,894 (decrease of \$-656,032)
Cash position at October 31, 2020 - \$8,858,391 (increase of \$103,471)

See Deposit Balances by Institution for breakdown at November 32, 2021 –

6. Total Receipts for the month of November 2021 – \$168,018

7. Upcoming important dates and meetings –

12/16 – CMMC Board Meeting
1/2/22 _ Public Hearing Budget
1/12/22 – Regular Meeting

Additional Public Comments:

Dr. Mark Haynes told the Jury that CMMC had 2 admissions for Covid over the past 3 weeks. The patient numbers are down, however, they are monitoring the spread of the new Omicron strain.

CMMC CEO Tina Haynes gave an update on the hospital. She stated that the hospital has been seeing a lot of cases of rhinovirus at the clinics and in the hospital. The hospital is at full capacity right now. As far as the President's vaccination mandate health care workers and for employers with workforces over 100 individuals, it is on hold for the time being and will remain on hold as it works its way through the court federal court system.

Upon motion by Kevin Gray, duly seconded by Mark Furlow the meeting was adjourned.

Dwayne R. Woodard
Secretary-Treasurer

Scott Davidson
President