

MINUTES  
Of the Regular Meeting, of  
The Claiborne Parish Police Jury  
10:00 a.m.  
March 6, 2019  
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 6<sup>th</sup> of March 2019. On being called to order by President, Scott Davidson, the following Jurors were present:

Mark Furlow, Kevin Gray, A.D. Williams, Paul Cook, Joseph Merritt, Jr., Tommy Sanders, Gill Dowies, and Rev. Willie Young, Sr.

James Laird was absent.

There were 14 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Sheriff Ken Bailey, Claiborne Parish Director of Libraries, Mrs. Pam Suggs, Executive Director of the CPPJ OOCs Mr. Tim Cain, District Attorney Danny Newell, Homeland Security Director Mr. Dennis Butcher, Tax Assessor Mr. Bob Robinson, Claiborne Parish Coroner Dr. Mark Haynes, Mrs. Teresa Raley and Mr. John Monzingo of the LSU AgCenter & Claiborne Parish 4-H, Mr. Sam Dowies of the Claiborne Parish Watershed District, Mr. Joey White of CEDB and CEC, Mr. Jimmy Hand of Main Street Homer, and Mr. Jerry Whitton of Homer.

The meeting was opened with a word of Prayer led Rev. Willie Young, followed by the Pledge of Allegiance led by Paul Cook.

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

Upon motion by Joseph Merritt duly seconded by Paul Cook, the Jury unanimously voted to amend the regular agenda add the following items:

1. Resolution in Memoriam Presented to the Family of Mr. Joe A. Sturges by the Police Jury Association of Louisiana
2. Request from the Town of Homer, in a letter dated March 1, 2019, requesting the following items – (15) stop signs, (1) one load of cold mix, (2) two loads of clay dirt, (1) one 48” x 24” galvanized culvert with bands and overlay of last culvert on Jesse T Jones - the materials will be paid for under the Town’s ad valorem tax credit for 2019.
3. Approval for the CPPJ to join with the CPSB and join the North Louisiana Ready 2 Work Communities coordinated by NLEP in an effort to become a Designated Work Ready Community.

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

**Consent**

1. Approval of the February 6, 2019 regular meeting minutes.
2. Payment of the February 2019 bills as approved by the Claims Committee.
3. Request from Team Cade, in a letter dated February 15, 2019, requesting use of the Court House square on Saturday, April 27, 2019, for the 8<sup>th</sup> Annual Team Cade Benefit for Cystic Fibrosis.

4. Request from Bro. Brian Thurman of FBC Homer, in a letter dated February 21, 2019, requesting use of the Court House square on Thursday, May 2, 2019, from 11:00 am to 1:00 pm for observance of the National Day of Prayer.
5. Request from the Village of Athens, in a letter dated February 25, 2019, requesting that the Police Jury repair the drive-way to Mount Olive School and to repair 0.2 tenths of a mile on Pine Street – repairs are to be performed under the Village’s ad valorem tax credit.
6. Request from the Town of Haynesville, in a letter received February 25, 2019, requesting the Police Jury’s 2019 budgeted table sponsorship of \$200 of the 9<sup>th</sup> Annual Potluck at the Fair. This event raises funds that are used to enhance the Fair Barn Complex which serves as a precinct polling place for the Police Jury.

President Scott Davidson requested that Dr. Mark Haynes be allowed to present the Coroner’s report at this time, due to Dr. Mark needing to leave the meeting early.

Claiborne Parish Coroner, Dr. Mark Haynes, gave his update for the Coroner’s Office. There were 14 deaths - (9) Hospice/ER related, (5) sent for autopsy and there were (3) CEC’s. Dr. Mark also wanted to remind everyone that the flu seems to still be ongoing and it is not too late to get a flu shot.

**Regular Agenda**

President Scott Davidson reminded all Jurors that their Personal Financial Disclosure forms for 2018 are due by May 15, 2019.

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

President Scott Davidson reminded all Jurors that the field work for the Police Jury’s annual audit would begin on April 8, 2019 with Bosch and Statham.

Upon motion by Paul Cook, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Road Committee, the awarding of the legally advertised bid (CPPJ-B2019-07) for the purchase of a 2019 Tri-Axle Dump Truck to Kenworth of LA in the amount of \$115,450 for the truck, along with 16 ft Davis Dump Bed at \$11,335 plus a motorized tarp cover which is approximately \$1,000.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved the presentation and adoption of the Claiborne Parish Police Jury’s Sexual Harassment Policy as required by LA R.S. 42:342.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously approved the 2019 Proposed Chip Seal List.

<u>2019 Chip Seal List</u>	<u>1 Shot</u>	<u>3 Shot</u>
Bethel Church Road		0.1
Boone Road	0.1	
Maddox Road		0.5
PD Worley Road	1.5	0.2
Hubie Lewis Road	0.6	
Trudy Road	0.4	
Mr. Sinia Road	2.6	
Thurman School Road	0.6	
Kinsley Road	0.6	
Cullen Clary Road	0.3	0.1
Day Road	0.5	0.2
Union Grove Road	1.2	
Otis Frye Road	1.6	
Hodges Plant Road	0.8	
Pickens Road	0.3	
Ferrell Road	0.1	
Red Oak Road	0.1	

Old Arcadia Road		1.5
Mulnix Switch Road	1.3	
Point Pleasant Road	2.3	
Flatwoods Road	3.1	
New Home Road	3.1	
Morris Circle	0.2	
Fincher Creek Road	2.0	
Patton Town Road	5.3	

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Total Mileage	28.6	2.6
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28.6 miles of 1-shot	\$330,700
2.6 miles of 3-shot	88,300
Soil cement	16,000

Total estimated budget of \$435,000 for 2019 program.

Upon motion by Joseph Merritt, duly seconded by Paul Cook, the Jury unanimously approved the request from Parish Road Superintendent Tommy Durrett, to begin the process of removing the following two Parish roads from our road system – Greenwood Place (Parish Road #474) and Shaw Spur Road (Parish Road #92).

At this time, Paul Cook presented the Jury with requests from the Road Committee.

Upon motion by Paul Cook, duly seconded Kevin Gray, the Jury unanimously approved the request to pay one third of the cost – approximately \$3,500 to replace the back-up generator on the radio tower in Athens. (This cost will be shared with CPFD#5, CPSO, and CPPJ).

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously approved, upon recommendation from the Personnel Committee, the wage scale adjustment of Class C wage scale - Mechanic/Welder 5 years plus, to \$14.25 (low end) to \$17.75 per hour (high end) effective immediately.

Upon motion by Joseph Merritt, duly seconded by Tommy Sanders, the Jury unanimously approved purchasing a sponsor table in the amount of \$150 at the Claiborne Parish NAACP Banquet to be held on March 9, 2019.

President Scott Davidson read the Resolution of Memoriam Presented to the Family of Mr. Joe A. Sturges by the Police Jury Association of Louisiana. This resolution will be given to the family of the late Mr. Joe Sturges during the PJAL annual meeting in February.

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously approved the request from the Town of Homer, in a letter dated March 1, 2019, requesting the following items – (15) stop signs, (1) one load of cold mix, (2) loads of clay dirt, (1) on 48” x 24” galvanized culvert with bands and overlay of last culvert on Jesse T. Jones. The materials will be paid for under the Town’s ad valorem tax credit for 2019.

Upon motion by Rev. Willie Young, duly seconded by Paul Cook, the Jury unanimously approved the effort for the CPPJ to join with the CPSB and join the North Louisiana Ready 2 Work Communities coordinated by NLEP in an effort for Claiborne Parish to become a Designated Work Ready Community.

Upon motion by Mark Furlow, duly seconded by Paul Cook, the Jury unanimously approved, the recommendation of the Personnel Committee, to raise Mechanic/Welder Bryon Burham’s base rate by \$1.00 per hour from \$15.75 to \$16.75 effective March 7, 2019.

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**ITEM #21 – March 6, 2019 – 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, reimbursement and close-out documents submitted.

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

CPPJ – Middlefork Water System  
Contract #1819-CLB-0001 Amount \$17,000  
Project – installation of automatic transfer switch and transfer controls  
Status - awarded

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 January 2019 – net of \$46,066 from gross collections of \$47,248  
Net sales tax collections for December 2018 – \$77,719 – decrease \$-31,653 (-40.72%)  
Net sales tax collections for January 2018 - \$49,811 – decrease \$-3,745 (-7.52%)

4. Cash position at February 28, 2019 - \$9,380,659  
Cash position at February 28, 2018 - \$9,487,611 (decrease of \$-106,952)  
Cash position at January 31, 2019 - \$9,405,080 (decrease of \$-24,421)

See Deposit Balances by Institution for breakdown at February 28, 2019 –

5. Total Receipts for the month of February 2019 – \$287,730

6. Upcoming important dates and meetings –

- 3/14 – Economic Development Board Meeting
- 3/20 – LLA Best Practices Meeting - Ruston
- 3/28 – Foster Campbell Community Meeting (Library)
- 3/28 – CPHSD #3 Meeting
- 4/1 – Committee Meeting (tentative)
- 4/8 – Auditors start fieldwork
- 4/10 – Regular Meeting

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**Public Comments:**

Claiborne Parish Director of Libraries, Mrs. Pam Suggs, gave a brief update on the proposed construction of the new library branch in Haynesville. She stated that the council is waiting for a resolution from DEQ on issues concerning the old Fred’s lot that is the proposed new site. Also, Mrs. Pam gave an update of the Pat Garrett Marker and renaming of the section of Hwy 9 as Pat Garrett Trail.

Upon motion by Paul Cook, duly seconded by Mark Furlow the meeting was adjourned.

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Dwayne R. Woodard  
Secretary–Treasurer

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Scott Davidson  
President