

MINUTES  
Of the Regular Meeting of  
The Claiborne Parish Police Jury  
April 9, 2014  
Homer, LA 71040

The Claiborne Parish Police Jury met in a legally convened regular session in the Jury Chambers of the Police Jury Complex, located at 507 West Main Street in Homer, LA at 9:00 a.m. on the ninth day of April 2014. On being called to order by President Scott Davidson, the following jurors were present:

D'Arcy Stevens, Mark Furlow, Robert "Bob" McDaniel, Joe Sturges, Lavelle Penix, Roy Lewis, Roy Mardis, Jerry Adkins, and Rev. Willie Young, Sr.

There were 16 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Road Superintendent Tommy Durrett, Sheriff Ken Bailey, Mrs. Jodie Heigle of the Claiborne Parish OOCs, Pam Suggs of the Claiborne Parish Library, Mrs. Cathy Greeson of OEP, Parish Attorney Danny Newell, Mrs. Teresa Raley and Lee Faulk of the Claiborne 4-H, Jackie Roberts of Haynesville News, Mrs. Michelle Bates of the Guardian Journal, Honorable Judge Jenifer Clason of the Second Judicial District, Dr. Robert Haynes of the Claiborne Parish Watershed District, Mr. Ben Bleich (Candidate for Second Judicial Court Judge), Mr. Perry Watson, and Mr. Chic Hines of Haynesville.

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

Upon motion by Mark Furlow, duly seconded by Roy Mardis, the Jury unanimously voted to adopt the regular agenda as presented.

Upon motion by Joe Sturges, duly seconded by Roy Mardis, the Jury unanimously voted to add the following items to the regular agenda:

1. Recommendations from the Road Committee concerning the possible purchase of 24579 Hwy 2, Homer, LA for use by the Claiborne Parish Highway Department.
2. Resolution 2014-003 – A Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on Behalf of Claiborne Parish Concerning the Purchase of 24579 Hwy 2, Homer, LA for use by the Claiborne Parish Hwy Department.

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury unanimously approved the consent agenda as follows:

1. Approval of the March 5, 2014 Regular Meeting Minutes.
2. Payment of the March 2014 bills as approved by the Claims Committee.
3. Request from the Claiborne Parish Fire District #5, in a letter dated March 17, 2014, requesting assistance in constructing a barrier at the Lake Claiborne Fire Station on Hwy 146 to help keep vehicles from driving around the building.
3. Request from the Claiborne Parish Detention Center, in a letter dated March 21, 2014, requesting two (2) loads of dirt and two (2) loads of gravel to be delivered to the Detention Facility. The work is to be done on a reimbursement basis.
4. Request from the Claiborne Parish Watershed District, in a letter dated March 27, 2014, requesting help with the inmate labor in the cutting and removing of small trees and bushes as required by the State's dam inspector. The work is to be done on a reimbursement basis.

Regular Agenda:

Upon motion by Lavelle Penix, duly seconded by Roy Lewis, the Jury unanimously approved, upon recommendation from the Road Committee, the purchase of an existing shop building located at 24579 Hwy 2, Homer, LA in the amount of \$155,000 for use by the Claiborne Parish Highway Department. Road Superintendent, Tommy Durrett, told the Jury the current shop, along with the portable building, was very old was in need of costly repairs. He told the Jury, the Hwy 79 Shop would still be in use as a yard storage site for materials and off season equipment.

Upon motion by Rev. Willie Young, Sr., duly seconded by Lavelle Penix, the Jury unanimously approved Resolution 2014-003 - -A Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on Behalf of Claiborne Parish Concerning the Purchase of 24579 Hwy 2 in Homer, LA for Use by the Claiborne Parish Hwy Department.

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RESOLUTION 2014-003

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE PURCHASE OF 24579 HWY 2, HOMER LA FOR THE USE BY THE CLAIBORNE PARISH HWY DEPARTMENT

WHEREAS, the Claiborne Parish Police Jury has elected to enter into an agreement to purchase a 2.8 acre tract of land and building from Equi Search LLC in the amount of \$155,000;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHRORIZES the President, Scott Davidson and Secretary-Treasurer, Dwayne R. Woodard, to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the purchase of the said property from Equi Search LLC of Longview TX.

Upon a motion by Rev. Willie Young and duly seconded by Lavelle Penix this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, April 9, 2014.

Yeas - (10) Stevens, Furlow, McDaniel, Sturges, Davidson, Penix, Lewis, Mardis, Adkins and Young

Nays - (0)

Abstain - N/A

Absent - (0)

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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President Scott Davidson reminded all Jurors Tier 3 Personal Financial Disclosures Statements are due May 15, 2014.

President Scott Davidson reminded all Jurors the auditors will be here April 25 & 26 to start their field work on the annual audit. (Note – this was pushed back until May 6<sup>th</sup> & 7<sup>th</sup>)

President Davidson read a thank you note from Claiborne Parish Health Unit Nurse Manager, Mrs. Erin White, thanking the Jury for the purchase of chair floor mats for their office.

Upon motion by Robert McDaniel, duly seconded by Mark Furlow, the Jury unanimously awarded the lowest qualified legally advertised bid for the Claiborne Parish Hospital Service

District #1 emergency standby generator to TGS Contractors of Minden in the amount of \$58,356.52.

Upon motion by Lavelle Penix, duly seconded by Roy Lewis, the Jury unanimously approved the (4) four finalists chosen for interview of submissions received for the Statement of Qualifications for Architectural Services for the proposed new CPSO administrative and female detention center. The finalists were Coco & Co., KSA Alliance, Space Planners, and Balar Engineering. Due to last two companies having a tied score, the Jury chose to interview both instead of breaking the tie.

Upon motion by Joe Sturges, duly seconded by Jerry Adkins, the Jury approved, with a vote of 9 being for and 1 being against (Rev. Willie Young, Sr.), the Submission of Consolidation for the Claiborne Parish Precincts that are eligible to be consolidated due to the fact they contains less than 300 voters to the Secretary of State's Office. Secretary-Treasurer Woodard told the Jurors this is done periodically to help keep election costs down and that no polling place will be changed for any voter in the parish.

The Following Precincts will be merged –

#08 will merge with #82 (#08 being the precinct now)  
#34 will merge with #38 (#34 being the precinct now)  
#41 will merge with #40 (#41 being the precinct now)  
#84 will merge with #89 (#84 being the precinct now)  
#85 will merge with #86 (#85 being the precinct now)  
#87 will merge with #94 (#87 being the precinct now)

The Honorable Judge Jenifer Clason thanked the Jury for the new brick wall and the yard work done on the Courthouse Lawn. Due to court, she had to leave early.

Upon motion by Roy Mardis, duly seconded by Rev. Willie Young, Sr., the Jury unanimously tabled the submission of the proposed 2014 Chip Seal List for the 2014 year by Road Superintendent Tommy Durrett so the Jurors could discuss some of the roads not listed.

Upon motion by Joe Sturges, duly seconded by Rev. Willie Young, Sr., the Jury unanimously approved, upon recommendation from Road Superintendent Tommy Durrett, the following merit raises: Dennis Cheatmon for \$1.00 per hour increasing his base pay to \$12.00 per hour, Foreman Joe Buggs for \$0.25 per hour increasing his base pay to \$16.25 per hour and Foreman Eric Kennedy for \$0.25 per hour increasing his pay to \$16.75 per hour.

Upon motion by Rev. Willie Young, Sr., duly seconded by Joe Sturges, the Jury unanimously approved the request from Road Superintendent Tommy Durrett, to hire two (2) part-time employees through Manpower for help during the summer season with spraying and the chip sealing.

President Scott Davidson presented the Parish's Health Insurance Renewal Rates for 2014 from Blue Cross/Blue Shield. Secretary-Treasurer Woodard told the Jury John Bowman would meet with employees in May before the re-enrollment to finalize the cost to the Parish for 2014-2015.

Upon motion by Mark Furlow, duly seconded by Robert McDaniel, the Jury unanimously approved, upon recommendation from the Finance Committee, to open an investment account and a money market account with Edward Jones agent Scott Mizell for the purpose of investing the Parish's General Fund Reserves and transferring \$297,500 of reserves into the investment account and \$2,500 into the money market account. These accounts will meet all requirements of LA R.S. 39:2955 as required by the State of LA and the Legislative Auditors Office. Additional Reserves will be transferred when they become available.

Upon motion by Mark Furlow, duly seconded by Roy Lewis, the Jury unanimously approved, upon recommendation from the Finance Committee, to open an investment account and a money market account with Edward Jones agent Scott Mizell for the purpose of investing the Parish's Sales Tax Fund reserves and transferring \$17,500 of reserves into the investment account and \$2,500 into the money market account. These accounts will meet all requirements of LA R.S.

39:2855 as required by the State of LA and the Legislative Auditors Office. Additional reserves will be transferred when they become available.

Upon motion by Robert McDaniel, duly seconded by Joe Sturges, the Jury unanimously approved, upon recommendation from the Building and Grounds Committee, to remove the Armory Building property from the Police Jury and proceed to declare it surplus property and declare it for sale with preference given to a faith based organization who intends to use it for a community center.

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### ITEM #24 – April 9, 2014 – AGENDA

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

1. LA Local Road Safety Grant

Amount – amended amount \$191,000  
Due Date – October 1, 2006  
Project – Parish wide road sign upgrade & rehab  
Status – Aillet, Fenner & Jolley have started the engineering on the project and reimbursement has been submitted and received. Starting on the 2<sup>nd</sup> phase, contracts signed and project is under way and first (3) payments have been made and reimbursements received.

2. LA Local Road Safety Grant

Amount – amended amount \$42,500  
Due Date – October 1, 2007  
Project – Parish road sign inventory  
Status – Combined into the 2006 project.

3. LGAP Projects –

North Claiborne Hospital Service District  
Contract #1213-CLB-0001 Amount - \$45,000  
Project – emergency power generator for clinic building  
Status – preparing project to go out for quotes within the next 30 to 45 days

CPSO – Criminal Investigation Division Bldg  
Contract #1213-CLB-0002 Amount - \$27,560  
Project – removal of road top curb unit in training room and resealing of front outer brick  
Status – working with engineer to go out for quotes within the next 30 to 45 days

4. CWEF Projects

Norton Shop Water System  
Contract #1011-CWEF-CLB-0001  
Amount - \$31,900  
Project – rehab & re-coating of standpipe tank  
Status – quotes for this project will be received, contracts are signed and construction is complete. Documents signed for reimbursement from state and close-out prepared.

Pinehill Water System  
Contract #1112-CWEF-CLB-0001  
Amount – \$9,000  
Project – waterline extension on Hwy 2 Alt  
Status – bid awarded and construction complete. Documents signed for reimbursement from state and close-out documents prepared.

5. Sales Tax Collections for February 2014 – net of \$68,627 from gross collections of \$71,063 on taxable sales of \$6,637,775.

Net sales tax collections for January 2014 – \$73,997 – decrease \$-5,370 (-7.26%)  
Net sales tax collections for February 2013 - \$60,378 – increase \$8,249 (13.66%)

6. Cash position at March 31, 2014 - \$8,303,241

Cash position at March 31, 2013 - \$9,998,269 (decrease of -\$1,695,028)  
Cash position at January 28, 2014 - \$8,804,103 (decrease of -\$500,862)

See Deposit Balances by Institution for breakdown at March 31, 2014 –

7. Total Receipts for the month of March 2014 – \$324,485

8. Upcoming important dates and meetings I plan to attend –

4/17 – Economic Development Board  
4/28 – Committee Meetings  
5/7 – Regular Meeting

**Public Comments:**

Claiborne Parish Librarian, Mrs. Pam Suggs, gave a brief update on the progress and construction of the new addition to the Library. She told the Jurors how much she enjoyed working with Mr. Coco and the contractors, with very few problems.

Attorney Ben Bleich announced his candidacy for the Second Judicial District Judge’s Seat in the Fall Election.

Teresa Raley of the Claiborne Parish 4-H invited all Jurors to the 2014 4-H Banquet being held on April 28, 2014 at 6:00 p.m. at the Fair Barn in Haynesville.

Mark Furlow told the Jury how much he liked the new signs installed by the road signage grant. He voiced his concern about the summer bushhog inmate crew running over the new signs.

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Upon motion by Roy Mardis, 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