

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
July 11, 2018
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 11th of July. On being called to order by President, Scott Davidson, the following Jurors were present:

James Laird, Mark Furlow, Kevin Gray, Joe Sturges, Paul Cook, Tommy Sanders, Gil Dowies, and Rev. Willie Young.

Absent – Joseph Merritt, Jr.

There were 21 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Road-Superintendent Tommy Durrett, Sheriff Ken Bailey, Parish Coroner Dr. Mark Haynes, Clerk of Court Mr. Brian Flynn, Mr. Jerry Whitton and Mr. Sam Dowies of the Claiborne Parish Watershed District, Mr. Lee Faulk and Mrs. Teresa Raley of the Claiborne Parish 4-H Extension Office, OPCS Director Mr. Tim Cain, Mr. Joey White of CEDB and Claiborne Electric, Claiborne Memorial Medical Center Staff Mrs. Toni Goodin - CEO, Mrs. Kristi Copeland - DON, and Ms. Michelle Stillwell - CFO, Mrs. Jack Roberts of the Haynesville News, Mr. Jimmy Hand of Homer Main Street Homer, Mr. James Hatch of James R. Hatch At Law, Mr. Leonard Booker of Coordinating and Development Corporation, Mr. Donnie Bell of Donnie Bell Design, Mr. Mark Crenshaw of Homer and Mr. Carter Lewis of Haynesville.

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 Tommy Sanders, duly seconded by Kevin Gray, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Joe Sturges, duly seconded by Gil Dowies, the Jury unanimously voted to amend the Regular Agenda and add the following items:

1. Moment of Silence in the Memory of Former District One Juror D'Arcy Stevens, who passed away on July 7, 2018. Mr. Stevens served as District One Juror from February 2011 until May 31, 2016.
2. Request from the Town of Homer, in a letter dated July 5, 2018, requesting ten (10) "Do Not Litter" signs with posts and one (1) load of cold mix. Supplies are to be reimbursed through the Town's ad valorem tax credit.
3. Notice – LGAP grant application submittal deadline is September 14, 2018 and the CWF grant application submittal deadline is November 30, 2018.
4. Thank you note from Dianne and Eddie Ralph Harmon concerning the repairs made on Harmon Loop.
5. Resolution 2018-011 – A Resolution Accepting Bell Buoy and Bell Point Road Into the Claiborne Parish Road System Effective August 1, 2018.
6. Closing of White Oak Cutoff and Presley Road Loop on the weekend of August 3rd & 4th for (1) one hour for the 7th Annual Shelton-Ferrell Trail Ride – pending approval of the CPSO and DA's Office.

President Scott Davidson requested that the Jury handle the amendments to the agenda at this time.

President Scott Davidson asked the Jury and the Public to observe a moment of silence in remembrance of our own Former District One Juror, Mr. D’Arcy Stevens, who passed away on July 7, 2018. Mr. Stevens served our Parish as District One Juror from February 2011 until May 31, 2016.

Upon motion by Joe Sturges, duly seconded by James Laird, the Jury unanimously approved the request from the Town of Homer, in a letter dated July 5, 2018, requesting (10) “Do Not Litter” signs with posts and one (1) load of cold mix. Supplies are to be reimbursed through the town’s ad valorem tax credit.

President Scott Davidson read a notice: LGAP grant application submittal deadline is September 14, 2018 and the CWEF grant application submittal deadline is November 30, 2018.

President Scott Davidson read aloud a thank-you note from Mr. and Mrs. Eddie Ralph Harmon of Harmon Loop, thanking the Jurors and the Parish for the recent work completed on Harmon Loop entrance.

Upon motion by Gil Dowies, duly seconded by Rev. Willie Young, the Jury unanimously approved Resolution 2018 –011 – A Resolution Accepting Bell Buoy and Bell Point Road into the Claiborne Parish Road System Effective August 1, 2018.

RESOLUTION 2018-011

A RESOLUTION ACCEPTING BELL BUOY ROAD AND BELL POINT ROAD INTO THE PARISH ROAD SYSTEM EFFECTIVE AUGUST 1, 2018

WHEREAS, the above referenced roads meet the minimum State of Louisiana road standards; and

WHEREAS, the above referenced roads have been duly inspected by Road Superintendent Tommy Durrett, Jr. and his findings were presented before a meeting of the Claiborne Parish Road Committee on July 9, 2018; and

WHEREAS, Bell Buoy Investments, LLC, represented by Donald R. Bell, has presented an act of Dedication of Bell Buoy Road and Bell Point Road to the Claiborne Parish Police Jury for public use; and

WHEREAS, Bell Buoy Road and Bell Point Road are hereby described in Exhibit “A” attached hereto; and

WHEREAS, the Claiborne Parish Police Jury makes no promises to chip, seal or pave the above-mentioned roads in the immediate future;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury accepts Bell Buoy Road (Parish Road No. 510) and Bell Point Road (Parish Road No. 511) into the Claiborne Parish Road System for public use effective August 1, 2018.

Upon a motion by Gil Dowies and duly seconded by Rev. Willie Young this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, July 11, 2018.

Yeas - (9) - Laird, Furlow, Gray, Sturges, Cook, Davidson, Sanders, Dowies and Young

Nays - (0)

Abstain - N/A

Absent - (1) - Merritt

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

“EXHIBIT A”

Bell Buoy Road:

A 2.90 acre, more or less, tract of land located in the Southwest Quarter of the Southwest Quarter (SW/4 of SW/4), the Southeast Quarter of the Southwest Quarter (SE/4 of SW/4), and the Southwest Quarter of the Southeast Quarter (SW/4 of SE/4), all in Section 31, Township 21 North, Range 5 West, Claiborne Parish, Louisiana, more particularly described as follows:

Begin at an axle, found at the Southeast Corner of the Southwest Quarter of the Southeast Quarter, said Section 31, and run West for a distance of 1318.62 feet to a found 1/2 inch iron pipe; thence run South 00 degrees 10 minutes 21 seconds East for a distance of 561.00 feet to a point; thence run North 89 degrees 59 minutes 33 seconds West for a distance of 843.00 feet to a set 3/4 inch iron rod; thence run North 38 degrees 41 minutes 02 seconds West for a distance of 792.43 feet to a set 3/4 inch iron rod; thence run North 06 degrees 20 minutes 49 seconds East for a distance of 131.00 feet to a set 3/4 inch iron rod for the Point of Beginning; thence run thence continue North 06 degrees 20 minutes 49 seconds East for a distance of 71.66 feet to a set 3/4 inch iron rod; thence run North 83 degrees 57 minutes 54 seconds East for a distance of 469.05 feet to a set 3/4 inch iron rod; thence run North 74 degrees 43 minutes 15 seconds East for a distance of 110.44 feet to a set 3/4 inch iron rod; thence run South 88 degrees 12 minutes 49 seconds East for a distance of 127.59 feet to a set 3/4 inch iron rod; thence run South 78 degrees 44 minutes 39 seconds East for a distance of 369.69 feet to a set 3/4 inch iron rod; thence run North 49 degrees 06 minutes 54 seconds East for a distance of 275.60 feet to a set 3/4 inch iron rod; thence run North 44 degrees 48 minutes 26 seconds East for a distance of 249.35 feet to a set 3/4 inch iron rod; thence run North 74 degrees 31 minutes 59 seconds East for a distance of 186.51 feet to a set magnetic nail in the centerline of Liberty Hill Road; thence run South 15 degrees 28 minutes 01 seconds East for a distance of 70.00 feet along said centerline to a set magnetic nail; thence run South 74 degrees 31 minutes 59 seconds West for a distance of 167.93 feet to a set 3/4 inch iron rod; thence run South 44 degrees 48 minutes 26 seconds West for a distance of 233.40 feet to a set 3/4 inch iron rod; thence run South 49 degrees 06 minutes 54 seconds West for a distance of 312.48 feet to a set 3/4 inch iron rod; thence run North 78 degrees 44 minutes 39 seconds West for a distance of 398.14 feet to a set 3/4 inch iron rod; thence run North 88 degrees 12 minutes 49 seconds West for a distance of 111.29 feet to a set 3/4 inch iron rod; thence run South 74 degrees 43 minutes 15 seconds West for a distance of 105.59 feet to a set 3/4 inch iron rod; thence run South 83 degrees 57 minutes 54 seconds West for a distance of 490.08 feet to the Point of Beginning.

Bell Point Road:

A 2.20 acre, more or less, tract of land located in the Southwest Quarter of the Southwest Quarter (SW/4 of SW/4), Section 31, Township 21 North, the Northwest Quarter of the Northwest Quarter (NW/4 of NW/4), and the Northeast Quarter of the Northwest Quarter (NE/4 of NW/4), Section 6, Township 20 North, all in Range 5 West, Claiborne Parish, Louisiana, more particularly described as follows:

Begin at an axle, found at the Southeast Corner of the Southwest Quarter of the Southeast Quarter, said Section 31, and run West for a distance of 1318.62 feet to a found 1/2 inch iron pipe; thence run South 00 degrees 10 minutes 21 seconds East for a distance of 561.00 feet to a point; thence run North 89 degrees 59 minutes 33 seconds West for a distance of 843.00 feet to a set 3/4 inch iron rod for the Point of Beginning; thence continue North 89 degrees 59 minutes 33 seconds West for a distance of 89.70 feet to a set 3/4 inch iron rod; thence run North 38 degrees 41 minutes 02 seconds West for a distance of 765.38 feet to a set 3/4 inch iron rod; thence run North 06 degrees 20 minutes 49 seconds East for a distance of 289.14 feet to a set 3/4 inch iron rod; thence run North 09 degrees 48 minutes 19 seconds West for a distance of 268.62 feet to a set 3/4 inch iron rod; thence run North 49 degrees 25 minutes 46 seconds West for a distance of

56.54 feet to a set 3/4 inch iron rod; thence run East for a distance of 107.63 feet to a set 3/4 inch iron rod; thence run South 09 degrees 48 minutes 19 seconds East for a distance of 303.77 feet to a set 3/4 inch iron rod; thence run South 06 degrees 20 minutes 49 seconds West for a distance of 270.06 feet to a set 3/4 inch iron rod; thence run South 38 degrees 41 minutes 02 seconds East for a distance of 792.43 feet to the Point of Beginning.

Upon motion by Rev. Willie Young, duly seconded by Kevin Gray, the Jury unanimously approved the request to close White Oak Cutoff Rd and Presley Rd on the dates of August 3rd and 4th, subject to Sheriff Ken Bailey's approval of times and dates of closure.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously voted to adopt the consent agenda.

Consent Agenda

1. Approval of the June 6, 2018 regular meeting minutes.
2. Payment of the June 2018 bills as approved by the Claims Committee.
3. Request from Secretary-Treasurer Dwayne R. Woodard to advertise for the purchase of iron ore for use by the Claiborne Parish Highway Department for the one (1) year period August 8, 2018 to August 6, 2019.
4. Request from Claiborne Parish Fire District #6, in a letter received June 12, 2018, requesting assistance in installing a dry hydrant at 153 Reynolds Road, Bernice, LA.
5. Request from Team Cade – Cystic Fibrosis, in a letter received June 28, 2018, requesting use of the Claiborne Parish Court House Square on Saturday, September 1, 2018 for their annual fish-fry & fund raiser for Cystic Fibrosis.

Regular Agenda

President Scott Davidson reminded everyone that ALL Jurors and Parish Employees are required to complete 1 hour of ethics training prior to December 31, 2018.

President Scott Davidson read aloud a notice: as of July 1, 2018- The Haynesville News will be the Official Journal of the Claiborne Parish Police Jury for the period of July 1, 2018 to June 30, 2019 as per the rotation schedule adopted by the Claiborne Parish Police Jury on June 4, 2014.

President Scott Davidson read aloud a notice: Notice is hereby given that the Claiborne Parish Police Jury will ADOPT the 2018 ad valorem tax millages for all funds on Wednesday, September 12, 2018, at 10L00 am at the Claiborne Parish Police Jury Administration Building in the Jury Chambers, located at 507 West Main St., Homer, LA 71040.

President Scott Davidson read aloud a notice: The employer contribution rate for the District Attorneys' Retirement System will increase to 1.25% for the fiscal year beginning July 2018. (contribution rate was 0.0% for the period July 1, 2017 to June 30, 2018)

President Scott Davidson read aloud a notice: The Employer contribution rate for the Registrar of Voters Employees Retirement System will remain at 17.0% for the fiscal year beginning July 1, 2018.

President Scott Davidson read aloud a notice: The Employer contribution Rate for the Parochial Employee's Retirement System will remain at 11.50% for the year beginning January 1, 2019.

Upon motion by Paul Cook, duly seconded by Joe Sturges, the Jury unanimously approved the acceptance of the Annual Precinct Survey, dated July 3, 2018, as required by LA R.S. 18:532B concerning precincts that have less than 300 registered voters.

Upon motion by Mark Furlow, duly seconded by James Larid, the Jury unanimously adopted a years of service bonus structure for the CPPJ hourly office administration employees. District Eight Juror Tommy Sanders recused himself from voting.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved the request from Secretary-Treasurer, Dwayne Woodard, for an hourly base wage increase of \$0.25 per hour for both the Assistant Secretary-Treasurer Shelia W. Washington and Administrative Clerk Leigh Ann Sanders, based on their employee evaluations. (new hourly base rate will be \$15.25 per hour). District Eight Juror Tommy Sanders recused himself from voting.

The replacement of the (20 two Claiborne Parish Watershed District members which are rotating off in September 2018 has been tabled until the August 2018 Regular Jury Meeting to give jurors time to look over the 4 letters of interest received from the Watershed District for filling these positions.

Juror Mark Furlow asked Road Superintendent to update the public on Winn Bottom Rd and Bellew Rd. which were recently damaged from a road closure by the state on Alt. 2. Road Superintendent Durrett told the Jury that he had requested help from the state due to the amount of time and the traffic that was re-routed to these two roadways. According to Road Superintendent Tommy Durrett, the State has no funding to help with these repairs, so it will be up to the Parish to repair them. He told the Jury the Road Crew would have to go back in and repair damage to the base, which will take a little time to repair.

At this time, Parish Coroner, Dr. Mark Haynes, gave his monthly report from the Coroner's Office: There were 8 deaths (4) ER/Hospice, (2) Autopsies, (1) On Scene, and (1) CEC.

ITEM #22 – July 11, 2018 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

CPPJ – Gas Line Extension on Hwy 2 to Parish Owned Property

Contract #1415-CLB-0001 Amount - \$25,000 now \$0

Project – extension of natural gas line to the Police Jury owned property on Hwy 2

Status – Change of scope approved by Office of Comm. Devlp. – transferred to 0002

CPPJ – Emergency Generator for CPPJ Public Works Building on Hwy 2

Contract #1415-CLB-0002 Amount - \$14,167 now \$39,167

Project – standby emergency generator for the CPPJ Public Works Building on Hwy 2

Status – Bid awarded to Arcco Power Systems of Bossier City, LA for \$27,099 – installed and complete, applying for reimbursement.

CPPJ – Pine Hill Water System

Contract #1516-CLB-0001 Amount \$21,500

Project – repaint exterior of elevated storage tank located on Hwy 70

Status – contracts submitted to the State and approved

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

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 May 2018 – net of \$44,945 from gross collections of \$46,112 on taxable sales of \$4,567,333.

Net sales tax collections for April 2018 – \$44,726 – increase \$219 (0.04%)
Net sales tax collections for May 2017 - \$56,397 – decrease \$-11,452 (-20.31%)

4. Cash position at June 30, 2018 - \$8,925,517
Cash position at June 30, 2017 - \$8,944,827 (decrease of \$-19,310)
Cash position at May 31, 2018 - \$9,046,109 (decrease of \$-120,592)
See Deposit Balances by Institution for breakdown at June 30, 2018 –
5. Total Receipts for the month of June 2018 – \$348,350
6. Upcoming important dates and meetings I plan to attend –

7/24 – OOCs Meeting
7/26 – CPHSD#3 Meeting
7/30 – Committee Meetings (tentative)
7/30 – Library Board Meeting
8/8 – Regular Meeting

Public Comments:

Lee Faulk of the LSU Ag Center informed the Jury that he would be taking another position at the LSU Hill Farm as the Northwest Region Beef Extension Agent for Area 8 (Beef and Forage Producers). He thanked the Jury for the many years of support of the kids and livestock programs during his tenure as a County Agent. Mr. Faulk told the Jury that the Ag Center should have another person in place to fill his position, hopefully, by early Fall.

Claiborne Parish Clerk of Court, Mr. Brian Flynn, expressed his thanks and gratitude to the Police Jury for the work that was recently completed at the Clerk of Court’s Office. He especially wanted to thank Building and Grounds Chair Kevin Gray, for checking in daily on the work being done.

Upon motion by Tommy Sanders, duly seconded by Kevin Gray, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President