

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
September 11, 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 11th of September 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, Gil Dowies, and Rev. Willie Young.

District #1 Juror, James Laird was absent.

There were over 21 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Parish Road Superintendent Tommy Durrett, Claiborne Parish Sheriff Ken Bailey, Claiborne Parish Director of Libraries Mrs. Pam Suggs, Mrs. Callie Dison of the Claiborne Parish Library, OOCS Executive Director Mr. Tim Cain, Claiborne Parish Tax Assessor Bob Robinson, Parish Coroner Dr. Mark Haynes, Mrs. Teresa Raley and Mr. John Monzingo of the Claiborne Parish 4-H, CMMC Interim CEO Tina Haynes, Angie Costaleis and Christie Copeland of CMMC, Claiborne Parish Sheriff Candidates Mr. Sam Dowies and Mr. Michael Allen, District Seven Police Jury Candidate Mr. Barry Carter, District Nine Police Jury Candidate Mr. Doug Shurling, District Four Police Jury Candidate Mrs. Mary McDaniel, Claiborne Parish Clerk of Court Mr. Brian Flynn and Mr. Jerry Whitton of Homer, and Mr. Mark Crenshaw 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 Paul Cook, duly seconded by Kevin Gray, the Jury unanimously voted to adopt the Regular Agenda as presented.

Upon motion by Joe Merritt, duly seconded by Kevin Gray, the Jury unanimously approved to add the following to the agenda:

1. Moment of Silence for the Remembrance of Former District Five Police Juror W. Lavelle Penix – who passed away on August 25, 2019 after a lengthy battle with cancer.
2. Notice – per September 9, 2019 letter received from the LSU AgCenter – the Police Jury is cordially invited to the Poultry Field Day at the Hill Farm Research Station on Thursday, September 26, 2019 from 9:00 am to 12 noon.
3. Request from Road Superintendent Tommy Durrett for a merit increase of \$1.00 per hour for Mechanic Bryon Burham (base \$16.75 to \$17.75 per hour) to be effective with the payroll period beginning September 19, 2019.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously approved the consent agenda as follows:

Consent Agenda:

1. Approval of the August 7, 2019 regular meeting minutes.
2. Payment of the August 2019 bills as approved by the Claims Committee.

At this time, President Scott Davidson asked for a moment of silence in remembrance of Former District Five Police Juror Lavelle Penix, who passed away on August 25, 2019, from a lengthy battle with cancer.

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

President Scott Davidson read aloud a notice that per September 9, 2019, in a letter received from the LSU AgCenter – the Police Jury is cordially invited to the Poultry Field Day at the Hill Farm Research Station on Thursday, September 26, 2019 from 9:00am until 12 noon.

Upon motion by Kevin Gray, duly seconded by Gil Dowies, the Jury unanimously approved the request from Road Superintendent Tommy Durrett, for a merit increase of \$1.00 per hour for Mechanic Bryon Burham (base \$16.75 to \$17.75 per hour) to be effective with the payroll period beginning September 19, 2019.

Upon motion by Kevin Gray, duly seconded by Mark Furlow, the Jury unanimously voted to begin the process of closing a portion of Clear Lake Road. The Public Hearing will be held on the morning of October 9, 2019 with the formal vote to close the portion of the road at the November 6, 2019 meeting. District Ten Juror Rev. Willie Young went on record stating the reason that he voted to move forward with this, is because of the recommendation of his fellow Jurors.

Regular Agenda:

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

President Scott Davidson reminded all Jurors of the mandatory one (1) hour of Sexual Harassment Training required by December 31, 2019 for all Parish employees. Dept. Heads and Jury Officers are required to have two (2) hours of training.

President Scott Davidson read aloud a notice that the Claiborne Parish Police Jury has called a hearing to request input from the public about its annual plan that discusses the Mission, Goals, and Objectives of the Section 8 Housing Assistance Programs administered by the Claiborne Parish Police Jury. Copies of the proposed annual plan shall be displayed at the Public Hearing and at the Section 8 Office located at 621 South Main Street, Homer, LA and at the Police Jury Office Complex located at 507 West Main Street, Homer, LA.

President Scott Davidson read aloud a notice that the Claiborne Parish Police Jury has passed the Severity Round and has been selected to submit a full application for the FY 2020 LCDBG for a new well for the Norton Shop Water System – application due date is November 22, 2019.

At this time, Sheriff Candidate Sam Dowies addressed the Jury and those in attendance concerning his platform and plan for the Claiborne Parish Sheriff's Office and asked for their support in the upcoming election.

President Scott Davidson read aloud a notice that CWF and LGAP grant application deadlines are due December 6, 2019.

Upon motion by Gill Dowies, duly seconded by Joe Merritt, the Jury unanimously voted to leave the regular meeting and enter into the Public Hearing for the 2019 Board of Review.

President Scott Davidson asked the if there were any formal requests of appeal made to the 2019 Board of Review. Secretary-Treasurer Dwayne R. Woodard stated that he had received no requests in his office, either formal or informal for the 2019 Board of Review.

At this time, Tax Assessor Bob Robinson presented the 2019 assessment of the property values for the 2019 Claiborne Parish Tax Rolls. The total Assessed Value of all property in Claiborne Parish for the tax year 2019 is \$148,926,077 of which \$19,561,707 is Homestead Exempted property.

Claiborne Parish Tax Assessor Bob Robinson informed the Jury that he had received no appeals in his office via phone call, email or certified mail in reference to the 2019 property assessments. Assessor Bob Robinson stated that he also called the Louisiana Tax Commission to be sure there were no appeals done thru their office, as well.

President Scott Davidson again asked the public in attendance if there were any additional public comments concerning the assessed property values for the 2019 year and there were none.

Upon motion by Mark Furlow, duly seconded by Kevin Gray, the Jury unanimously voted to leave the Public Hearing for the 2019 Board of Review and return to the regularly scheduled meeting.

Upon motion by Paul Cook, duly seconded by Tommy Sanders, the Jury unanimously accepted the assessment of the property values of the 2019 property tax rolls.

Upon motion by Gil Dowies, duly seconded by Paul Cook, the Jury unanimously approved Resolution 2019 - 016 – A Resolution Levying Millages for the 2019 Tax Roll for the Claiborne Parish Police Jury.

RESOLUTION 2019-016

A RESOLUTION LEVYING MILLAGE FOR 2019 TAX ROLL FOR THE CLAIBORNE PARISH POLICE JURY

BE IT RESOLVED, that the following millages are levied on the 2019 tax roll on all property subject to taxation by the Claiborne Parish Police Jury:

GENERAL FUND	PARISH WIDE	MILLAGE LEVIED
1. Parish Tax	Outside Municipalities	<u>3.830</u> Mills
2. Parish Tax	Inside Municipalities	<u>1.910</u> Mills
MAINTENANCE FUND	PARISH WIDE	
1. Claiborne Parish Library		<u>6.100</u> Mills
2. Building Maintenance		<u>2.730</u> Mills
PARISH ROAD FUND	PARISH WIDE	
1. Parish Road Fund		<u>7.220</u> Mills
EQUIPMENT FUND	PARISH WIDE	
1. Equipment Fund		<u>2.060</u> Mills

BE IT RESOLVED that the proper administrative officials of the Parish of Claiborne, State of Louisiana, be and they are hereby empowered, authorized and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2019, and to make the collection of the taxes imposed for and on behalf of the taxing authority according to law, and that the taxes herein levied shall become a permanent lien and privilege on all the property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

BE IT FURTHER RESOLVED that the foregoing resolution was read in full and the roll was called on the adoption thereof, and the resolution was adopted.

Upon a motion by Gil Dowies and duly seconded by Paul Cook this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, September 11, 2019.

Yeas – (9) Furlow, Gray, Williams, Cook, Davidson, Merritt, Sanders, Dowies and Young

Nays – (0) - none

Abstain – N/A

Absent – (1) Laird

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Tommy Sanders, duly seconded by Kevin Gray, the Jury unanimously approved Resolution 2019-017 – OOCs FY 2020 Authorizing Resolution for LA DOTD Grant

OOCs FY2020 AUTHORIZING RESOLUTION

Resolution No. 2019-017

Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under any of the following FTA programs managed through Louisiana Department of Transportation and Development.

- 49 CFR 5311, Formula Grant for Rural Areas
- 49 CFR 5339, Grants for Bus and Bus Facility Program

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services:

NOW, THEREFORE, BE IT RESOLVED by Claiborne Parish Police Jury

1. That the Parish President is authorized to execute and file an application on behalf of Claiborne Parish Police Jury with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to FTA transit programs.
2. That the Parish President is authorized to execute and file with such applications an assurance or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the Parish President is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or the project.
4. That the Parish President is authorized to set and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Parish President is authorized to execute grant contract agreements on behalf of Claiborne Parish Police Jury with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.
6. This resolution is applicable for a period of one year unless revoked by the governing body and copy of such revocation shall be furnished to the DOTD.

CERTIFICATE

The undersigned duly qualified and acting Secretary/Treasurer of the Claiborne Parish Police Jury certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Claiborne Parish Police Jury held on September 11, 2019.

If applicant has an official seal, impress here.

(Signature of Recording Officer) /s/Dwayne R. Woodard

 Secretary/Treasure-CPPJ
 (Title of Recording Officer)

 September 11, 2019
 (Date)

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the Jury unanimously approved the request from Claiborne Parish Fire District No. 3, in an email received September 3, 2019 – requesting that the Police Jury appoint Mr. Ross Kilgore to the CPFD 3 Board due to the resignation of Mr. Cameron Goodwin. District Three Police Juror Mark Furlow recused himself from the vote.

Upon motion by Paul Cook, duly seconded by Gil Dowies, the Jury amended the CPPJ Debt Service Police for the State AUP's.

There were no recommendations from the Road Committee.

Claiborne Parish Coroner, Dr. Mark Haynes, presented the monthly report of the Coroner's Office: There were 12 deaths - (4) Hospice/ER, (1) On Scene, (7) Autopsy, and (3) CEC's.

ITEM #25 – September 11, 2019 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

 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, contracts signed and approved, construction should be complete in about 60 days.

2. CWEF Projects

 South Claiborne Water System
 Contract #1516-CWEF-CLB-0001
 Amount - \$31,000
 Project – Replacement of water lines
 Status – Construction complete, applying for reimbursement

 South Claiborne Water System

Contract #1516-CWEF-CLB-0002
Amount - \$32,174
Project – Improvements to Liles Booster Station
Status – Construction complete, applying for reimbursement

Summerfield Water System
Contract #1819-CWEF-CLB-0001
Amount - \$16,200
Project – Repairs at central pump station and installation of master meter
Status – Contracts signed and approved

3. Sales Tax Collections for July 2019 – net of \$46,033 from gross collections of \$47,345
Net sales tax collections for June 2019 – \$52,672 – decrease \$-6,639 (-12.60%)
Net sales tax collections for July 2018 - \$42,009 – increase \$4,024 (9.58%)
4. Cash position at August 31, 2019 - \$8,305,819
Cash position at August 31, 2018 - \$8,388,023 (decrease of \$-82,204)
Cash position at July 31, 2019 - \$8,779,194 (decrease of \$-473,375)

See Deposit Balances by Institution for breakdown at August 31, 2019 –

5. Total Receipts for the month of August 2019 – \$139,485
6. Upcoming important dates and meetings –

9/12 – Economic Dev Board Meeting – Library
9/24 – Clerk of Court Public Meeting
9/26 – CPHSD#3 Board Meeting
9/30 – Committee Meetings (tentative)
10/9 – Regular Meeting

Additional Public Comments:

Claiborne Parish Director of Libraries Pamela D. Suggs gave an update on the upcoming events and seminars at the Claiborne Parish Library. September 19 our special guest will be Mr. David Moreland on Whitetail Deer and Hunting, and on September 20th Dr. Moreland will be back for his Bird in Bloom Seminar.

Claiborne Parish 4-H Livestock Chair Mr. John Monzingo invited everyone out to the Fair on October 13-19, 2019. There will be no carnival this year, but plenty of fun to be had by all.

Upon motion by Tommy Sanders, duly seconded by Paul Cook, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President