

MINUTES
Of the Regular Meeting, of
The Claiborne Parish Police Jury
10:00 a.m.
September 13, 2017
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 13th September 2017. On being called to order by President Scott Davidson, the following Jurors were present:

James Laird, Kevin Gray, Joe Sturges, Paul Cook, Joseph Merritt, Jr., Tommy Sanders, Gil Dowies, and Rev. Willie Young.

There were 20 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, Claiborne Parish Coroner Dr. Mark Haynes, OOCS Executive Director Mr. Tim Cain, Claiborne Parish Clerk of Court Mr. Brian Flynn, Claiborne Parish Tax Assessor Bob Robinson, Claiborne Parish OEP Director Mr. Dennis Butcher, CPWSD President Mr. Jerry Whitton, CPWSD Commissioner Mr. Sam Dowies, Claiborne Parish 4-H Chair Mrs. Teresa Raley, Claiborne Parish 4-H Agent Mr. Lee Faulk, CPEDB President Mr. Joey White, Mr. Randal Smoak of CGS Engineering, Mrs. Kathy Hightower of the Guardian Journal, Ms. Jackie Roberts of the Haynesville News, Mr. Doyle Huckabay of Homer, Mr. Jim Moreland of Homer and Mr. Danny Hightower 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 Mark Furlow, duly seconded by Paul Cook, the Jury unanimously voted to adopt the Regular Agenda as presented.

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

1. Annual Precinct Survey, dated August 3, 2017, as required by LA R.S. 18:532B concerning precincts that have less than 300 registered voters.
2. Acceptance and awarding of the highest qualified sealed bid for the two surplus CPPJ Hwy Dept. vehicles that were due on August 28, 2017.
3. Acceptance and awarding of the highest qualified bid for the surplus 2010 Asphalt Zipper that was due on September 11, 2017.
4. Reminder – the 2017 Region 4 PJAL Meeting will be held in Arcadia on Thursday, September 14, 2017 – it is tentatively scheduled to be held at the new Bienville Parish Court House.
5. Reminder – 94th Annual PJAL Convention will be held in New Orleans on January 17-19, 2017 at the Sheraton on Canal Street. Registration is now open.

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

Consent Agenda:

1. Approval of the August 9, 2017 regular meeting minutes.
2. Payment of the August 2017 bills as approved by the Claims Committee.

3. Request from the Town of Homer, in a letter received August 25, 2017, requesting the purchase of four (4) 12-inch culverts from the Claiborne Parish Highway Department, the materials are to be purchased under the Town's ad valorem tax credit.
4. Request from the Town of Homer, in a letter received August 28, 2017, requesting the purchase of two (2) 15-inch culverts from the Claiborne Parish Highway Department, the materials are to be purchased under the Town's ad valorem tax credit.

Regular Agenda:

State Senator Ryan Gatti will be here in the October Meeting to update the Jury on matters effecting his district. He had to postpone his trip today due to another engagement today.

Upon motion by Tommy Sanders, duly seconded by Mark Furlow, the Jury unanimously voted to leave the regular meeting and enter into the Public Hearing for the 2017 Board of Review.

At this time, Secretary-Treasurer Dwayne Woodard stated that there were no objections via email, regular mail, or phone calls from the Public, to appeal 2017 Property Tax Rolls.

Claiborne Parish Tax Assessor informed the Jury that he had met with several companies concerning their assessments and he felt that all were satisfied with their final assessment and he didn't expect any formal appeals.

President Scott Davidson asked for any additional public comment concerning the assessed property values for the 2017 year and there were none.

Upon motion by Joe Merritt, duly seconded by Paul Cook, the Jury unanimously voted to leave the Public Hearing for the 2017 Board of Review and return to the regularly scheduled meeting.

Upon motion by Gil Dowies, duly seconded by Joe Sturges, the Jury unanimously approved the assessment of property values for the 2017 property tax rolls which totaled \$149,994,575 of which \$19,306,569 fell under the homestead exemption.

Upon motion by Joe Sturges, duly seconded by Mark Furlow, the Jury unanimously approved Resolution 2017 – 013 – A Resolution Levying Millages for the 2017 Tax Roll for the Claiborne Parish Police Jury.

RESOLUTION 2017-014

A RESOLUTION LEVYING MILLAGE FOR 2017 TAX ROLL FOR THE CLAIBORNE PARISH POLICE JURY

BE IT RESOLVED, that the following millages are levied on the 2017 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 2017, 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 Joe Sturges and duly seconded by Mark Furlow this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, September 13, 2017.

Yeas – (10) Laird, Furlow, Gray, Sturges, Cook, Davidson, Merritt, Sanders, Dowies and Young

Nays – (0) None

Abstain – N/A

Absent – (0) None

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Joe Sturges, duly seconded by Kevin Gray, the Jury unanimously approved the request from the Economic Development Board, in a letter dated August 10, 2017, requesting assistance with the clean-up of potential economic development site that the CPEDB owns on Hwy 79 (between Claiborne Manor and the Fire Station).

President Scott Davidson read aloud a thank you note from the Claiborne Parish Health Unit Nurse Manager Erin White, in a letter dated August 28, 2017, thanking the Jury for the purchase of a new printer for the nursing offices at the Health Unit.

President Scott Davidson read aloud a letter received from Hospital Service District Board No. 3 Member James Scriber, dated August 30, 2017, requesting that he not be re-appointed as a board member when his term ends on December 31, 2017. President Scott Davidson informed the public in attendance that the Jury plans to make an appointment at their December 6th meeting.

Upon motion by Rev. Willie Young, duly seconded by Gil Dowies, the Jury unanimously voted to deny the request from the Shreveport-Bossier Convention and Tourist Bureau President Stacy Brown to place a 42 x 24 kiosk on the southeast corner of the Claiborne Parish Court House lawn as a part of LA Hwy 2 Boom or Bust By-way Trail. Rev. Young stated that he felt the we needed to maintain the beauty of our Court House and Square as it is now and no more signs or markers cluttering up the Courthouse and Lawn.

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously approved the Police Jury's Bank Reconciliation Policy as part of the Louisiana Legislative Auditor's AUP requirements.

Upon motion by Kevin Gray, duly seconded by Joe Sturges, the Jury unanimously approved the lowest bid on installing stainless steel in the shower for one cell block at the Women's Jail to Smith and Sons of Homer in the amount of \$4,400. Juror Gray stated that the Jury will get this one shower stall completed and then check with the Health Inspector to be sure this is satisfactory before proceeding with the other showers in the additional cell blocks.

Upon motion by Gil Dowies, duly seconded by Tommy Sanders, the Jury unanimously approved the request to charge the Claiborne Parish OPCS rent in the amount of \$2,500 per month. The

Police Jury will in return fund the OOCS General Fund at an amount of \$2,500 per month retroactive to August 1st 2017.

Upon motion by Paul Cook, duly seconded by Gil Dowies, the Jury unanimously approved the Annual Precinct Survey, dated August 3, 2017, as required by LA R.S. 18:532B concerning precincts that have less than 300 registered voters.

Upon motion by Paul Cook, duly seconded by Tommy Sanders, the Jury unanimously voted to place the previously advertised surplus trucks (that received no bids) in the Mt. Olive Christian School's Auction in October with a minimum bid of \$2,500 per vehicle.

Upon motion by Gil Dowies, duly seconded by Mark Furlow, the Jury unanimously approved the lowest qualified bid in the legally advertised surplus equipment to Asphalt Zipper of Utah in the amount of \$26,950.

President Scott Davidson reminded Jurors of the upcoming Region 4 PJAL Meeting that will be held on Thursday at 6:00 pm in Arcadia at the Bienville Parish Courthouse.

President Scott Davidson also reminded all Jurors of the upcoming PJAL Convention that will be held in New Orleans in 2018 on January 17-19th. Please let Leigh Ann know if you plan to attend.

At this time, Parish Coroner, Dr. Mark Haynes, gave his update on the month's Coroner Report: He stated there were 18 deaths: (8) Hospice/ER, (4) Death on Scene, (6) Autopsy's, and (1) CEC's.

ITEM #23– September 13, 2017 – 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

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

Status – Change of scope submitted to Office of Community Development

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

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

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

Status – Bid awarded to Industrial Generators of Athens, LA for \$24,349

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 – contracts submitted to the State and approved

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

South Claiborne Water System

Contract #1415-CWEF-CLB-0003 Amount - \$25,000

Project – Waterline extension between Barnes Road and Frazier Road

Status – Construction complete and reimbursement received

Gilgal Water System

Contract #1415-CWEF-CLB-0004 Amount - \$5,317

Project – Installation of automated water leveling equipment

Status – Construction is complete and reimbursement received

- 3. Sales Tax Collections for July 2017 – net of \$49,610 from gross collections of \$51,003 on taxable sales of \$4,721,944.

Net sales tax collections for June 2017 – \$75,503 – decrease \$-25,893 (-34.29%)

Net sales tax collections for July 2016 - \$46,380 – increase \$3,230 (6.96%)

- 4. Cash position at August 31, 2017 - \$8,781,414

Cash position at August 31, 2016 - \$7,957,766 (increase of \$823,648)

Cash position at July 31, 2017 - \$9,075,847 (decrease of \$-294,433)

See Deposit Balances by Institution for breakdown at August 31, 2017 –

- 5. Total Receipts for the month of August 2017 – \$172,121

- 6. Upcoming important dates and meetings I plan to attend –

9/14 – Economic Development Board Meeting

9/14 – PJAL Regional Meeting – Arcadia

9/25 – Committee Meetings

9/28 – CPHSD#3 Finance Committee & Board Meeting

10/4 – Regular Meeting

Additional Public Comments:

Mr. Doyle Huckabay of 1277 Hwy 520, Homer, LA 71040, presented the Jury with a letter that he had written about a nuisance noise being produced from the Claiborne Parish Detention Center property which appears to be some type of pump. President Scott Davidson had asked if Mr. Huckabay had notified Sheriff Bailey of this issue, where Mr. Huckabay replied with “no”. Sheriff Ken Bailey told Mr. Hackabay to stop by his office after this meeting and they will discuss it and try to solve the issue with the noise. Mr. Jim Moreland also agreed that this noise was an issue. Mr. Moreland was asked how long this had been going on, where he replied, “13 Years”. He stated is was some type of pump and it was very loud, almost constant.

Mr. Jerry Whitton of the Claiborne Parish Watershed updated the Jury on the CPWSD and the draw-down of Lake Claiborne. He stated the gates were opened on September 7th and will remain open until about January 15th. The bids for the dredging of Lisbon Landing have been opened and will be approved in CPWSD’s September meeting.

There were no other public comments.

Upon motion by Joe Sturges, duly seconded by James Laird, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President