

AGENDA
CLAIBORNE PARISH POLICE JURY
REGULAR MEETING
10:00 a.m.
November 9, 2022
Jury Chambers
CPPJ Administration Building
507 West Main St.
Homer, LA 71040

NOTICE The CPPJ requests that if you have a fever, shortness of breath, cold, sniffles or flu-like symptoms that you do NOT attend this public meeting. All agendas, notices, and minutes of the CPPJ can be found on our website at www.claiborneparish.org.

1. Road Committee Meeting – 9:00 a.m.
2. Call to order.
3. Prayer.
4. Pledge.
5. Adoption of Agenda as presented.

CONSENT AGENDA:

6. Approval of the October 5, 2022, regular meeting minutes.
7. Payment of the October 2022 bills as approved by the Claims Committee.
8. Setting of the 2022 Thanksgiving Holiday – lunch Tuesday, November 22nd at the Road Barn on Hwy 2, off Wednesday November 23rd thru Friday the 25th – return to work on Monday, November 28, 2022.
9. Setting of the 2022 Christmas Holiday – lunch Thursday, December 22nd at the Road Barn on Hwy 2, off Friday the 23rd thru Monday, January 2nd, return to work on Tuesday January 3, 2023.
10. Setting of the 2022 buy-back date – December 2, 2022 – request form will go out with the 11/25/2022 payroll checks and are due back on Wednesday 11/30/2022.
11. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of CRS-2, CRS-P2, CSS-1, AEP and AC-10 asphalt cement necessary for the maintenance of the Claiborne Parish roads for the year of 2023.
12. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of Hot Mix and Colay (Cold Mix) necessary for the maintenance of the Claiborne Parish roads for the year of 2023.
13. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of pit run, sand clay gravel and maintenance rock necessary for the maintenance of the Claiborne Parish roads for the year of 2023.
14. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of sizes LA C-1 “modified”, LA C-2 and LA C-3 granite crushed stone necessary for the maintenance of the Claiborne Parish roads for the year of 2023.
15. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of 87 Octane Unleaded Gasoline and Diesel Fuel (off road & highway use) for use in Claiborne Parish Police Jury owned vehicles and equipment for the year of 2023.

16. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of various culvert types and sizes (Galvanized and HDPE type) for the maintenance of the Claiborne Parish roads for the year of 2023.
17. Request to advertise for bid – sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of iron ore (road materials) for the maintenance of the Claiborne Parish roads for the year of 2023.
18. Request from the Coordinating & Development President & CEP Jack “Bump” Skaggs, in a letter received October 12, 2022, requesting that CDC be included in the Parish’s 2023 budget for membership contribution in the amount of \$8,725. (Same as prior year)
19. Request from the Claiborne Parish CASA Community Coordinator Denna Curtis, in a letter received October 24, 2024, requesting their budgeted amount of \$1,000 for support of the 202 Claiborne CASA Office and to be included in the Parish’s 2023 budget for the same amount. (Same as prior years)

REGULAR AGENDA:

20. Reminder – one (1) hour of Ethics Training is required to be completed by December 31, 2022, for all Jurors and Parish Employees.
21. Reminder – one (1) hour of Sexual Harassment Training is required to be completed by December 31, 2022, by all Parish Employees – Department Heads and Jury Officers have a two (2) hour training requirement.
22. Notice - LGAP/CWEF Applications are due (online via portal) by November 21, 2022, for the 2022-2023 Program year.
23. Public Notice – the CPPJ has called a hearing to request input from the public about its annual plan that discusses the Mission, Goal and Objectives of the Section 8 Housing Assistance Programs administered by the CPPJ. The hearing will be held on Friday, November 11, 2022, at 10:00 am at the Section 8 Office located at 621 South Main Street, Homer, LA
24. Request from the Town of Haynesville, in a letter received October 5, 2022, requesting that the Police Jury consider appointing the following individuals to the Claiborne Parish Wards 2 & 3 Recreation District Board with the following terms – Scott Pratt (2023), Monica Beene (2024), Courtney “Connie” Tell (2025), Brian Bogel (2026) and Derek Toney (2027).
25. Request from the Claiborne Parish Library Board of Control, in a letter dated November 1, 2022, requesting that the Police Jury re-appoint Mr. Frank T. Speer for a five-year term ending December 31, 2027. Mr. Speer’s current term expires on December 31, 2022.
26. Request from the Claiborne Parish Library Board of Control, in a letter dated October 5, 2022, authorizing the Police Jury to offer \$7,000 (seven thousand dollars) to Mr. Robert Clayton Wise for the purchase of the vacant lot next to the old CapOne Bank Building in Haynesville. (1942 Main Street)
27. Resolution 2022-021 – A Resolution Authorizing the President and Secretary-Treasurer to Sign Documents on Behalf of the Claiborne Parish Police Jury Concerning the Acquisition of the vacant lot at 1942 Main Street in Haynesville, LA
28. Request from Secretary-Treasurer Dwayne R. Woodard to open an interest-bearing checking bank account (General Fund) at First Guaranty Bank for the purpose of depositing the Police Jury’s portion of administrative fees earned through the Section 8 Housing Voucher Program.
29. Recommendation from Altec Environmental Consulting, in a letter dated October 26, 2022, to award the lowest quote for the remediation of the Old CPSO Sheriff’s Office located at 613 East Main Street, Homer LA to Gill Industries, Ltd. in the amount of \$21,000. In addition, Altec’s air monitoring fee for this project will be \$6,479 which will include all LDEQ reporting and certificates. Total project costs will be \$27,479.

30. Resolution 2022-022 – A Resolution of Support for the FY 2022/2023 LGAP Grant Application Due November 21, 2022.
31. Resolution 2022-023 – A Resolution of Support for the FT 2022/2023 CWEF Grant Application Due November 21, 2022.
32. Request from Road Superintendent in an email received 11/1/2022 requesting that CPPJ Hwy Dept Truck Drive Chauncey Williams be given a \$0.75/hr increase in base pay to \$15.33/hr and that Kaden Williams be hired on full-time with benefits as a Mechanic Helper at \$12.50/hr – both actions would be effective with the pay period starting November 10, 2022.
33. Recommendations from the Road Committee
34. Claiborne Parish Coroner’s Report –
35. Secretary-Treasurer’s Update -
36. Additional Public Comment –
37. Adjourn –

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact Secretary-Treasurer, Dwayne R Woodard at (318)927-2222 describing the assistance that is necessary.