

AGENDA  
CLAIBORNE PARISH POLICE JURY  
REGULAR MEETING  
10:00 a.m.  
December 6, 2023  
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 meetings of the CPPJ can be found on our website at [www.claiborneparish.org](http://www.claiborneparish.org).

1. Rad Committee Meeting 9:00 a.m. in the Conference Room
2. Call to order.
3. Prayer.
4. Pledge.
5. Adoption of Agenda as presented.

**CONSENT AGENDA:**

6. Approval of the November 15, 2023, regular meeting minutes.
7. Payment of the November 2023 bills as approved by the Claims Committee.
8. Request from the Town of Homer, in a letter dated November 17, 2023, requesting help with certain drainage work on Beverly Drive with an estimated cost of \$3,500. The work will be done on a reimbursement basis.
9. Request from the Claiborne Parish School, in a letter dated November 29, 2023, requesting assistance with a school bus turn around on Jessie T Jones. The work will be done on a reimbursement basis.

**REGULAR AGENDA:**

10. Reminder – one (1) hour of ethics training is required to be completed by December 31, 2023, for all Jurors and Parish Employees.
11. Reminder – one (1) hour of Prevention of Sexual Harassment Training is required to be completed by December 31, 2023, by all Parish Employees – Department Heads and Jury Officers have a two (2) hour training requirement.
12. Reminder - 2023 Christmas Holiday – lunch Thursday, December 21st at the Road Barn on Hwy 2, off Friday the 22nd through Monday, January 1st, return to work on Tuesday January 2nd, 2024.
13. Request from Claiborne Parish Fire District 6, in a letter received November 20, 2023, requesting that the Police Jury accept the appointment of Todd Wasson as Board President replacing Scott Shackelford who longer lives within the district boundaries.
14. Request from the Claiborne Parish Library Board of Control, in a letter dated November 17, 2023, requesting the re-appointment of Mrs. Denice Owens to another five-year term. Mrs. Owens' term currently expires on December 31, 2023.
15. Notice of retirement, in a letter received on November 30, 2023, from Claiborne Parish Registrar of Voters Patricia B. Sanders, notifying the La Secretary of State that she will be retiring on January 1, 2024.
16. Request from Secretary-Treasurer Dwayne R. Woodard to start the process of advertising the job opening to fill the upcoming vacancy for the Claiborne Parish Registrar of Voters due to the retirement of Mrs. Sanders as mandated by the La RS 18:51.

17. Request from Co-Road Superintendents Brant Cupp and Chad Verdin for an increase in base pay of \$2.00 per hour for Road Foreman Travis Kimp who has completed his 6-month probationary period. This will be effective with the payroll beginning December 7, 2023. This will make his base pay \$21.00 per hour and his gross pay at \$22.00 per hour.
18. Acceptance and awarding of lowest qualified sealed bids hereby invited by the Claiborne Parish Police Jury for the purchase of CRS-2, CRS-P2, and CSS-1H asphalt cement necessary for the maintenance of the Claiborne Parish roads for the year 2024.
19. Acceptance and awarding of lowest qualified sealed bids 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 2024.
20. Acceptance and awarding of lowest qualified sealed bids 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 2024.
21. Acceptance and awarding of lowest qualified sealed bids 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 2024.
22. Acceptance and awarding of lowest qualified sealed bids 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 2024.
23. Acceptance and awarding of lowest qualified sealed bids 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 2024.
24. Acceptance and awarding of lowest qualified sealed bids 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 2024.
25. Acceptance and approval of the 2024 Worker’s Compensation insurance renewal rates for the CPPJ employees.
26. Acceptance and approval of the 2024 health insurance renewal rates from BCBS of La for the CPPJ employees.
27. Proposed 2024 Budget for Office of Emergency Preparedness -
28. Proposed 2023 Budget Amendments – ALL FUNDS
29. Presentation of Proposed Ordinance No. 802 – 2024 Operating Budget ALL FUNDS
30. Notice of Public Hearing on the Proposed 2024 Budget – All Funds – Tuesday, January 2, 2024, at 2:00 pm in the Conference Room of the CPPJ Administration Bldg.
31. Request from Secretary-Treasurer Dwayne R. Woodard to enter into an engagement agreement with Bosch & Statham CPAs for the Audit of the Police Jury’s 2023 Financial Statements and Agreed upon Procedures Report.
32. Recommendations from the Road Committee -
33. Claiborne Parish Coroner’s Report –
34. Secretary-Treasurer’s Update -
35. Additional Public Comment –
36. 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.