

MINUTES
Of the Regular Meeting of
The Claiborne Parish Police Jury
January 7, 2015
Homer, LA 71040

The Claiborne Parish Police Jury met in regular session in the Jury Chambers of the Police Jury Complex, located at 507 West Main Street in Homer, LA at 10:00 a.m. on the Seventh day of January 2015. On being called to order by President, Scott Davidson, the following jurors were present:

D'Arcy Stevens, Mark Furlow, Robert "Bob" McDaniel, Joe Sturges, Lavelle Penix, Roy Mardis, Jerry Adkins and Rev. Willie Young, Sr.

No one was absent.

This District Seven Chair was vacant. Mr. George Tigner, III was appointed on January 5, 2015, but his appointment has not been accepted by the Secretary of State and he has not been sworn in yet.

There were 21 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Road Superintendent Tommy Durrett, Sheriff Ken Bailey, Claiborne Parish Librarian Pam Suggs, Mrs. Jodie Heigle of the Claiborne Parish OPCS, Mrs. Teresa Raley and Mr. Lee Faulk of the Claiborne 4-H, Mr. Chet Andrews of the Claiborne Parish 4-H, Mrs. Jackie Roberts of the Haynesville News, Mrs. Jenni Williams of the Guardian Journal, Parish & District Attorney Mr. Danny Newell, Attorney Jim Colvin representing CMMC, Mrs. Lisa Ledbetter of CMMC, Mr. Joey White of Claiborne Electric Co-op/Economic Development Board/Claiborne Parish School Board, Mayor Roy Lewis of Homer, Representative Patrick Jefferson, Mr. Sherman Brown of Haynesville, Mr. Fred Young, Mr. Walter May, Mr. Richey Jackson (State Senate #36 candidate), and Mr. Chic Hines of Haynesville.

The meeting was opened with a word of Prayer led Rev. Willie Young, Sr., followed by the Pledge of Allegiance led by Claiborne Parish 4-H Jr. Leader President, Chet Andrews.

Upon motion by Lavelle Penix, duly seconded by Roy Mardis, the Jury unanimously voted to adopt the Regular agenda as presented.

Upon motion by Lavelle Penix, duly seconded by Joe Sturges, the Jury unanimously voted to amend the regular agenda and add the following:

1. Request from the Village of Athens, in a letter dated January 6, 2015, requesting repairs to the main driveway into the Mount Olive Christian School. Work will be done on a reimbursement basis.

At this time, 2014 President Scott Davidson turned over the chair to 2014 Vice-President Jerry Adkins, at which time Vice-President Jerry Adkins opened the floor for nominations for President. Lavelle Penix nominated Scott Davidson, Robert McDaniel seconded. Joe Sturges moved nominations to be closed, seconded by Roy Mardis. District 6 Juror Scott Davidson was elected by acclamation to serve as President of the Claiborne Parish Police Jury for the 2015 calendar year.

Vice-President Jerry Adkins turned the Chair back over to President Scott Davidson, at which time President Scott Davidson opened the floor for nominations for Vice-President. Rev. Willie Young, Sr. nominated Jerry Adkins for Vice-President, seconded by Roy Mardis. Rev. Willie Young, Sr. moved nominations be closed, seconded by Roy Mardis. District 9 Juror Jerry Adkins was elected by acclamation to serve as Vice-President of the Claiborne Parish Police Jury for the 2015 calendar year.

Upon motion by Roy Mardis, duly seconded by Rev. Willie Young, Sr., the Jury unanimously approved the consent agenda as follows:

1. Approval of the December 10, 2014 regular meeting minutes.
2. Payment of the December 2014 bills as approved by the Claims Committee.
3. Permission to advertise for 2015 culvert bids (galvanized and plastic type).

Regular Agenda:

At this time, President Scott Davidson made the 2015 Committee Assignments as follows:

Scott Davidson, President – ex-officio all

BUILDINGS & GROUNDS

Robert “Bob” McDaniel, Chair

Joe Sturges

W. Lavelle Penix

Roy Mardis

D’Arcy Stevens

CLAIMS

Joe Sturges, Chair

Robert “Bob” McDaniel

W. Lavelle Penix

D’Arcy Stevens

FINANCE

Mark Furlow, Chair

Jerry Adkins

George Tigner

Rev. Willie Young

GARAGE

W. Lavelle Penix, Chair

D’Arcy Stevens

Mark Furlow

Robert “Bob” McDaniel

Roy Mardis

GRANTS

Roy Mardis, Chair

Rev. Willie Young

George Tigner

Jerry Adkins

HOUSING

Committee is comprised of the Jury as a whole.

PERSONNEL

Roy Mardis, Chair

Joe Sturges

D’Arcy Stevens

Mark Furlow

George Tigner

ROAD

Committee is comprised of the Jury as a whole.

Upon motion by Lavelle Penix, duly seconded by Joe Sturges, the Jury unanimously approved the request from the Village of Athens, in a letter dated January 6, 2015, requesting repair to the main driveway into the Mount Olive Christian School. Work will be done on a reimbursement basis.

Upon motion by Joe Sturges., duly seconded by Mark Furlow, the Jury unanimously approved the setting of the Regular Meeting Dates for 2015 year – normally the Wednesday following the first Sunday of every month.

Proposed 2015 Meeting Dates

- February 4, 2015 – agenda closed at noon on January 28, 2015
- March 4, 2015 – agenda closed at noon on February 25, 2015
- April 8, 2015 – agenda closed at noon on April 1, 2015
- May 6, 2015 – agenda closed at noon on April 29, 2015
- June 10, 2015 – agenda closed at noon on June 3, 2015
- July 8, 2015 – agenda closed at noon on July 1, 2015
- August 5, 2015 – agenda closed at noon on July 29, 2015
- *September 9, 2015 – agenda closed at noon on September 2, 2015
- October 7, 2015 – agenda closed at noon on September 30, 2015
- November 4, 2015 – agenda closed at noon on October 28, 2015
- December 9, 2015 – agenda closed at noon on December 2, 2015
- January 6, 2016 – agenda closed at noon on December 30, 2015

*Subject to change based on the date needed for the Board of Review of the Tax Roll – September 16

Upon motion by Rev. Willie Young, Sr., duly seconded by Jerry Adkins, the Jury unanimously adopted Ordinance 779 – Adoption of 2015 Operating Budget for the Claiborne Parish Police Jury.

THUS INTRODUCED by Juror Young and duly seconded by Juror Adkins at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 7, 2015.

For: (9) nine
Against: (0) none
Absent: (0) none
Abstain: N/A

ORDINANCE NO. 779

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2015 AND ENDING ON DECEMBER 31, 2015

BE IT ORDAINED by the Police Jury of Claiborne Parish, Louisiana, in a regular called session, the Ordinance adopting an Operating Budget for Revenues and Expenditures for the fiscal year beginning January 1, 2015 and ending December 31, 2015.

Section I. The following detailed estimate of Revenues and Expenditures for the Fiscal Year beginning January 1, 2015, and ending December 31, 2015, be and the same is hereby adopted and known as an operating budget for the Claiborne Parish Police Jury during the same period is as follows:

Revenues		
Taxes:		
Ad valorem	\$3,001,000	
Sales & use	823,000	
Other	9,000	
Licenses and permits	103,100	
Intergovernmental revenues	1,870,400	
State revenue sharing	103,100	
Fines and forfeitures	426,000	
Grants and awards	166,000	
Other revenues	155,400	
Use of property and money	80,200	
Total Revenues		\$6,737,200
Expenditures		
General government:		
Legislative	124,800	
Judicial	763,700	
Elections	41,500	
Finance and administrative	337,983	
Other general government	351,000	
Public safety	488,600	
Public works	2,511,450	
Sanitation	655,500	
Health and welfare	20,200	

Culture and recreation	729,457	
Economic development and assistance	75,100	
Grants and rewards	139,000	
Conservation	5,300	
 Total Expenditures		<u>6,243,590</u>
 Excess (Deficiency) of Revenues Over Expenditures		493,610
 Other Financing Sources (Uses)		
Sale of assets	-	
Operating transfers in	700,000	
Operating transfers out	<u>(700,000)</u>	
Total Other Financing		
 Sources (Uses)		<u>-</u>
 Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses)		493,610
 Contingency	-	
 Fund Balance at Beginning of Year		<u>8,734,981</u>
 Fund Balance at End of Year		<u><u>\$9,228,591</u></u>

Section 2. The adoption of this operating budget of expenditures be and the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

Section 3. Amounts are available for expenditures to the extent that is included within the 2015 budget.

Section 4. The Police Jury will exercise control over expenditures at the functional level.

THUS ADOPTED at a regular meeting of the Police Jury of the Parish of Claiborne, Louisiana on January 7, 2015.

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Lavelle Penix, duly seconded by Joe Sturges, the Jury unanimously approved the request from District Attorney Elect Danny Newell for an increase in the Parish's portion of their quarterly operating budget from \$22,000 per quarter to \$28,000 per quarter for a total increase of \$24,000 annually (4 x \$6,000).

Upon motion by Lavelle Penix, duly seconded by Rev. Willie Young, Sr., the Jury unanimously approved the request from the Claiborne Parish Health Unit, in a letter dated December 30, 2014, requesting new blinds for the Health Unit and new office chairs for the Health Unit.

At this time, President Scott Davidson read aloud, the 2nd reading of the proposed parish wide ½ cent sales tax proposition for March 28, 2015 in support of the Claiborne Memorial Medical Center.

Upon motion by Mark Furlow, duly seconded by Joe Sturges, the Jury voted with seven (7) being for (Stevens, Furlow, McDaniel, Sturges, Davidson, Mardis, Adkins) and wo (2) being against (Penix, Young) to place the proposition on the ballot on March 28, 2015 to call a ½ cent parish wide sales tax in support of the Claiborne Memorial Medical Center.

The following resolution was offered by Joe Sturges, and seconded by Robert McDaniel:

RESOLUTION

A resolution ordering and calling a special election to be held in the Parish of Claiborne, State of Louisiana, to dedicate the revenues derived from a special tax therein; making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

BE IT RESOLVED by the Police Jury of the Parish of Claiborne, State of Louisiana (the “Governing Authority”), acting as the governing authority of the Parish of Claiborne, State of Louisiana (the “Parish”), that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Section 29(B) of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5, Chapter 6-A and Chapter 6-B of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on March 28, 2015, between the hours of seven o’clock (7:00) a.m., and eight o’clock (8:00) p.m., in accordance with the provisions of La. R.S. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following proposition, to-wit:

PROPOSITION

Shall the Claiborne Parish Police Jury (the "Parish"), under the provisions of Article VI, Section 29 of the Constitution of the State of Louisiana of 1974, and other constitutional and statutory authority, be authorized to levy and collect, a tax of one-half of one percent (0.5%) (the "Tax") upon the sale at retail, the use, the lease or rental, the consumption, and the storage for use or consumption, of tangible personal property and on sales of services in the Parish, all as defined by law, for a period of ten (10) years, commencing May 1, 2015 and ending May 1, 2025, the levy of the Tax for the first year is expected to collect approximately \$700,000, with the proceeds of the Tax (after paying costs of collecting and administering the Tax), to be transferred to the Claiborne Parish Hospital Service District No. 3 (the "District") pursuant to an Intergovernmental Agreement with the Parish and dedicated for the purpose of the District's operation, maintenance and improvement of hospital facilities and equipment for the Claiborne Memorial Medical Center (formerly known as the Homer Memorial Hospital)?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in *The Haynesville News*, a newspaper of general circulation within the Parish, published in Homer, Louisiana, and being the official journal of the Governing Authority, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date fixed for the election, which Notice shall be substantially in the form attached hereto as **Exhibit A** and incorporated herein by reference the same as if it were set forth herein in full.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Police Jury Room of the Police Jury Complex Administrative Building, Homer, Louisiana, on **WEDNESDAY, APRIL 8, 2015, NINE O'CLOCK (10:00) A.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said election.

SECTION 4. Polling Places. The polling places set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners; Voting Machines. The officers designated to serve as Commissioners-in-Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefor as may be selected and designated in accordance with La. R.S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held on Wednesday, April 8, 2015, as provided in Section 3 hereof. All registered voters in the Parish are entitled to vote at said special election and voting machines shall be used.

SECTION 6. Authorization of Officers. The Secretary-Treasurer of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the President and/or Secretary-Treasurer of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election, including but not limited to, appropriate submission to the Federal Department of Justice under Section 5 of the Federal Voting Rights Act of 1965, as amended.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this Resolution shall be forwarded to the Secretary of State, the Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines in and for the Parish of Claiborne, State of Louisiana, and the Registrar of Voters in and for said Parish, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Employment of Counsel. It is recognized, found and determined that a real necessity exists for the employment of Legal Counsel in connection with the election; accordingly, Breithaupt, Dunn, DuBos, Shafto & Wolleson, LLC, Monroe, Louisiana, is hereby employed as legal counsel to perform comprehensive, legal and coordinate professional work with respect to the election. Counsel shall (i) prepare and submit to the Governing Authority for adoption all proceedings incidental to the election; (ii) advise the Governing Authority with respect to the election; and (iii) in the event said election carries, to serve as Bond Counsel in connection with the funding of proceeds of the Tax into Bonds. The fee to be paid Bond Counsel shall be an amount not greater than the Attorney General's then current Bond Counsel Fee Schedule and other guidelines for comprehensive, legal and coordinate professional work, together with reimbursement of out-of-pocket expenses incurred and advanced in connection with the election, said fee to be payable by the Governing Authority subject to the Attorney General's written approval of said employment and fee.

SECTION 9. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the special election as herein provided, and in the event that election carries for further consent and authority to dedicate the proceeds of the tax, and a certified copy of this Resolution shall be forwarded to the State Bond Commission

on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 10. This Resolution shall become effective only upon the Governing Authority's final adoption in accordance with its policies and procedures concerning election call resolutions.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS</u>	<u>YEAS</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAINING</u>
D'arcy Stevens	X			
Mark Furlow	X			
Robert McDaniel	X			
Joe Sturges	X			
Scott Davidson	X			
Lavelle Penix		X		
Roy Lewis	X			
Roy Mardis				X
Jerry Adkins	X			
Rev. Willie Young		X		

And the resolution was declared adopted on this, the 10th day of December, 2014.

Secretary-Treasurer Dwayne Woodard presented the Jury with a new procedure in which will be placed on the February 2015 Regular Meeting Agenda regarding the Police Jury adopting a new procedure with any employee who drives a Parish Owned vehicle reporting all accidents/tickets on company or personal time. This is required by our insurance company.

At this time, President Scott Davidson introduced Mr. Richie Jackson, candidate for the Senate District #36.

ITEM #16 – January 7, 2015 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

North Claiborne Hospital Service District
 Contract #1213-CLB-0001 Amount - \$45,000
 Project – emergency power generator for clinic building
 Status – contract awarded to TGS Contractors and construction is complete and we are in the process of seeking reimbursement and filing the close-out papers.

CPSO – Criminal Investigation Division Building
 Contract #1213-CLB-0002 Amount - \$27,560
 Project – removal of rood top curb unit in training room and resealing of front outer brick
 Status – Bid awarded to Pro-Build Construction of Homer for \$31,626.

CPPJ – Police Jury Administration Building
 Contract #1314-CLB-0001 Amount - \$49,800
 Project – repairs/renovations to the exterior of the PJ Administration Building
 Status – pre-bid conference on January 20 with advertisement on 1/8, 1/15 & 1/22

2. CWEF Projects

Central Claiborne Water System
Contract #1112-CWEF-CLB-0002
Amount - \$40,000
Project – drill new well
Status – no activity since the Central Claiborne has been unable to acquire additional monies needed to drill well.

Middle Fork Water System
Contract #1213-CWEF-CLB-0001
Amount - \$45,000
Project – water system improvements
Status – should go to bid in the next 60 days

3. Sales Tax Collections for November 2014 – net of \$63,522 from gross collections of \$65,151 on taxable sales of \$6,250,665.
Net sales tax collections for October 2014 – \$56,703 – increase \$6,819 (12.03%)
Net sales tax collections for November 2013 - \$50,694 – increase \$12,828 (25.30%)
4. Cash position at December 31, 2014 - \$6,527,316
Cash position at December 31, 2013 - \$6,932,180 (decrease of \$-404,864)
Cash position at November 30, 2014 - \$6,425,665 (increase of \$101,651)

See Deposit Balances by Institution for breakdown at December 31, 2014 –

5. Total Receipts for the month of December 2014 – \$477,337
6. Upcoming important dates and meetings I plan to attend –

1/15 – CPHSD#3 Board Meeting – Haynesville Town Hall
1/19 – Economic Development Board Meeting
1/20 – Pre-bid conference for Admin Bldg & Courthouse
1/20 – Public Meeting for Proposed Roundabout @ Library
1/26 – Committee Meetings
2/3 – Bid openings for Courthouse Roof & Admin Bldg Exterior Rehab
2/4 – Regular Meeting

Additional Public Comment:

District Attorney Elect Danny Newell thanked the Jury for the increase in funding for the District Attorney’s office and told them he would be a good steward of their money.

There were no other additional Public Comments.

President Davidson invited everyone to the swearing in of the new District Attorney Danny Newell, at 11:00 am here in the Police Jury Chambers following the close of the Police Jury regular meeting.

Upon motion by Roy Mardis, duly seconded by Mark Furlow, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President