

MINUTES  
Of the Regular Meeting of  
The Claiborne Parish Police Jury  
November 5 2014  
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 fifth day of November 2014. 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 Lewis, and, Jerry Adkins.

Jurors Roy Mardis and Rev. Willie Young, Sr. were absent.

There were 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 OOCs, Mrs. Cathy Greeson of OEP, CPSO 911 Deputy Walter Johnson, Mr. Lee Faulk and Mrs. Teresa Raley of the Claiborne 4-H, Mrs. Jackie Roberts of the Haynesville News, Mrs. Jenny Williams of the Guardian Journal, Mr. Ray Armstrong of Weyerhaeuser, Mr. Joey White of Claiborne Electric, Mrs. Rene Cross of Homer, and Mr. Chic Hines of Haynesville.

The meeting was opened with a word of Prayer led by Lavelle Penix., followed by the Pledge of Allegiance led by Roy Lewis.

Upon motion by Lavelle Penix, duly seconded by Roy Lewis, 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 Claiborne Parish Police Jury Office of Emergency Preparedness for approval of their 2015 budget. The local share (CPPJ is \$24,651.50 or \$2,054.29 per month. Same as 2014 budget.)
2. Resolution 2014-017 – A Resolution Authorizing the President of Secretary-Treasurer to Sign Documents on Behalf of Claiborne Parish Concerning the Sale of the Parish's Interest in the Surplus Armory.

Upon motion by Joe Sturges seconded by Robert McDaniel, the Jury unanimously approved the consent agenda as follows:

1. Approval of the October 8, 2014 regular meeting minutes.
2. Payment of the October 2014 bills as approved by the Claims Committee.
3. Sitting of the Thanksgiving 2014 Holiday – lunch Monday 12/23, off Wednesday 12/24 to Thursday 1/1 – return to work on Friday 1/2/2015.
4. Sitting of the 2014 Buy-back payroll date – December 12, 2014 – request forms will go out with the 12/5/2014 payroll checks and are due back on Wednesday 12/10/2014.
5. Request to advertise for bid – Sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of MC-30 Prime Oil, CRS-2, SS-1, AEP, and AC-10 Asphalt Cement necessary for the maintenance of Claiborne Parish roads for the year 2015.

6. 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 Claiborne Parish roads for the year 2015.
7. Request to advertise for bid – Sealed bids are hereby invited by the Claiborne Parish Police Jury for the purchase of pit run, sand, clay grave, and maintenance rock gravel for 2015 Year.
8. 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 for 2015 Year.
9. Request to advertise for bid – Sealed bids are hereby invited by Claiborne Parish Police Jury for the purchase of 87 Octane Unleaded Gasoline and Diesel Fuel (off-road & highway use) for use by Parish Owned Vehicles for the Year 2015.
10. Request from the Town of Homer, in a letter received October 24, 2014, requesting the 2014 budgeted allotment for the Town’s Christmas Festival and to be included in the 2015 budget for the same amount.

**Regular Agenda:**

Considered out of order, President Davidson moved to handle the two additions to the agenda first.

Upon motion by Joe Sturges, duly seconded by Robert McDaniel, the Jury unanimously approved the request from the Claiborne Parish Office of Emergency Preparedness for the approval of their 2015 budget. The local share (CPPJ) is \$24,651.50 or \$2,054.29 per month. Same as the 2014 budget.

Upon motion by Joe Sturges, duly seconded by Lavelle Penix, the Jury unanimously approved Resolution 2014-017 – A Resolution Authorizing the President or Secretary-Treasurer to Sign Documents on Behalf of Claiborne Parish Concerning the Sale of the Parish’s Interest in the Surplus Armory.

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RESOLUTION 2014-017

A RESOLUTION AUTHORIZING THE PRESIDENT OR SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE SALE OF THE PARISH’S INTEREST IN THE SALE OF THE SURPLUS ARMORY BUILDING

WHEREAS, the Claiborne Parish Police Jury awarded the high bid of \$10,100.00 to St. John’s Missionary Baptist Church for the purchase of the Parish’s interest in the said declared surplus property located at 763 Lyons Hill Road, Lot 5, Block C in Homer, Louisiana 71040.

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President, Scott Davidson or Secretary-Treasurer Dwayne R. Woodard to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the sale of these tax interests.

Upon a motion by Joe Sturges and duly seconded by Lavelle Penix this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, November 5, 2014.

Yeas – (8) Stevens, Furlow, McDaniel, Sturges, Davidson, Penix, Lewis and Adkins

Nays – (0)

Abstain – N/A

Absent – (2) Mardis and Young

/s/Dwayne R. Woodard  
Secretary-Treasurer

/s/Scott Davidson  
President

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President Scott Davidson announced there will be a LRPIC Seminar for Jurors and Administrative Personnel on Friday, November 14, 2014 in Monroe. Please let Dwayne or Leigh Ann know if you plan to attend.

President Scott Davidson told the Jurors that 1 hour of Ethics Training is required to be completed by December 31, 2014. This is for all Jurors and Parish Employees.

President Scott Davidson announced the Juror and staff Christmas Party hosted by Republic Services will be Tuesday, December 16, 2014 at Buck Creek Lodge.

Upon motion by Robert McDaniel, duly seconded by Lavelle Penix, the Jury unanimously approved the legally advertised lowest qualified timber bid for the property located on Hwy 2 to Magnolia Pulpwood in the amount of \$61,875.

Upon motion by Lavelle Penix, duly seconded by Roy Lewis, the Jury unanimously approved the backdoor service request, in a letter received October 24, 2014, requesting back door trash pickup for Dr. Mervell Winzer Bracewell of 965 Abercrombie Rd, Homer, LA.

Upon motion by Joe Sturges, duly seconded by Jerry Adkins, the Jury unanimously approved the request from Road Superintendent Tommy Durrett for a merit raise for Operator II Eddy Monk for \$0.25 per hour for a total of \$14.25 per hour effective with the payroll period beginning November 6, 2014.

Upon motion by Joe Sturges, duly seconded by Mark Furlow, the Jury unanimously approved the recommendation from the Personnel Committee, to hire Mr. Willie Shyne for the Claiborne Parish Hwy Department position of Truck Driver effective November 5, 2014 at a rate of \$10.50 per hour. Mr. Shyne has worked for the Hwy Department for the last 2 months thru Manpower.

Upon motion by Joe Sturges, duly seconded by Mark Furlow, the Jury unanimously approved the recommendation from the Personnel Committee, to post the position of Operator II due to the pending retirement of Sonny Greeson. This position will only be open to current Hwy Department employees and it will be open from November 17-28, 2014.

Upon motion by Lavelle Penix, duly seconded by Roy Lewis, the Jury unanimously approved the presentation of the Parish Wide Capital Road Improvement Program for the 2014-2016 as required by the Parish Transportation Act.

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Parish Wide Capital Improvement Program for 2015-2017

2015 -

- Cato Rd. Complete rebuild and chip seal 1.7 miles – est. \$65,000
- Ponderosa Rd. Complete rebuild and chip seal 0.5 tenths - est. \$25,000
- Maddox Rd. 3 Shot chip seal for 0.6 tenths – est. \$32,000
- Cemetery Rd. Rebuild and culvert replacement – est. \$60,000
- Chip Seal Program – Roads to be named in March of 2015 Budget – est. \$350,000

2016-

- Columbia Rd. Complete rebuild and possible Hot Mix overlay 2.6 miles – est. \$38,800
- Chip Seal Program – Roads to be named at later date. Budget – est. \$450,000

2017-

Old Arcadia Rd. Rebuild and possible Hot Mix overlay for 0.4 miles – est. \$77,000  
Chip Seal Program – Roads to be named at later date = est. \$450,000

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Mr. Robert McDaniel gave a brief update on the various building projects of the Police Jury. The Council on Aging is in the process of doing interior improvements and since the Police Jury owns the building, they are asking the Police Jury to help with some of the costs with this project. Mr. McDaniel told the Jury the repairs on the roof of the Hwy 2 shop are in the process of being finished. The OOCs building is still in the process of getting a bid from Garcia. A pre-bid construction on the CID will be held next week to get started on repairs.

Upon motion by Lavelle Penix, duly seconded by Robert McDaniel, the Jury unanimously approved, upon recommendation from the Garage Committee, the purchase of the following equipment:

Tandem Axle Tractor Jet (Culvert Cleaner) - \$54,640  
Sweeper Broom - \$61,500  
Zipper Head - \$16,000  
2 Bush Hogs - \$24,000

Secretary-Treasurer Woodard told the Jury he would schedule a date in the near future for the Finance Committee to work on the 2014 budget amendments and 2015 proposed budgets and let everyone know.

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### **ITEM #28 – November 5, 2014 – 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 Bldg  
Contract #1213-CLB-0002 Amount - \$27,560  
Project – removal of road top curb unit in training room and resealing of front outer brick  
Status – pre-bid conference scheduled for Nov 18<sup>th</sup>. Will be advertised for bid on Nov 13<sup>th</sup>, 20<sup>th</sup> & 27<sup>th</sup>.

2. CWEF Projects

Norton Shop Water System  
Contract #1011-CWEF-CLB-0001  
Amount - \$31,900  
Project – rehab & re-coating of standpipe tank  
Status – quotes for this project will be received, contracts are signed and construction is complete. Documents signed for reimbursement from state and close-out prepared and reimbursement received.

3. Sales Tax Collections for September 2014 – net of \$66,131 from gross collections of \$70,123 on taxable sales of \$6,269,716.  
Net sales tax collections for August 2014 – \$57,527 – increase \$8,604 (14.96%)  
Net sales tax collections for September 2013 - \$64,874 – increase \$1,257 (1.94%)

4. Cash position at October 31, 2014 - \$6,575,831  
Cash position at October 31, 2013 - \$7,814,310 (decrease of \$-1,243,479)  
Cash position at September 30, 2014 - \$6,696,537 (decrease of \$-120,706)

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

5. Total Receipts for the month of October 2014 – \$350,442

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

- 11/11 – OOCS Board Meeting
- 11/14 – LRPIC Meeting in Monroe
- 11/18 – CID Pre-bid conference
- 11/20 – CPHSD#3 Meeting
- 12/1 – Committee Meetings
- 12/10 – Regular Meeting

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Additional Public Comment:

Lee Faulk with the Claiborne 4-H thanked everyone who came out to support the youth of Claiborne Parish at the Claiborne Parish Livestock Show during this year's fair.

Road Superintendent Tommy Durrett updated everyone on the Lyons Hill Rd. Bridge. He stated the paperwork is being signed this week and it should be let around March of 2015. This also goes for the Flat Lick Bridge.

Upon motion by Mark Furlow, duly seconded by Joe Sturges, the meeting was adjourned.

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Dwayne R. Woodard  
Secretary-Treasurer

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Scott Davidson  
President