

MINUTES
Of the Regular Meeting of
The Claiborne Parish Police Jury
June 8, 2016
Homer, LA 71040

The Claiborne Parish Police Jury met in regular session in the Conference Room of the Police Jury Complex, located at 507 West Main Street in Homer, LA at 10:00 a.m. on the eighth day of June 2016. On being called to order by President Scott Davidson, the following Jurors were present:

Kevin Gray, Joe Sturges, Paul Cook, Joseph Merritt, Jr., Tommy Sanders, and Rev. Willie Young, Sr.

Vice-President Mark Furlow and District Ten Juror Gil Dowies were absent.

The District One Juror's seat was vacant due to the resignation of Mr. D'Arcy Stevens on May 31, 2016.

There were 13 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, CPPJ Road Superintendent Tommy Durrett, Claiborne Parish Sheriff Ken Bailey, Mr. Tim Cain of the Claiborne Parish OPCS, Claiborne Parish Coroner Dr. Mark Haynes, Mrs. Cindy Singleton of OEP, Mr. Joey White Claiborne Electric and the CP Economic Development Board, Ms. Jackie Roberts of the Haynesville News, Mrs. Pam Suggs of the Claiborne Parish Library, E-911 Director Walter Johnson, Mrs. Mary Ellen Gamble with DART, 4-H Agent Mr. Lee Faulk, Parish Chair Mrs. Teresa Raley, and Mr. & Mrs. D'Arcy Stevens of Summerfield.

The meeting was opened with a word of Prayer led Rev. Willie Young, Sr., followed by the Pledge of Allegiance led by Mr. Paul Cook.

Upon motion by Joe Sturges, duly seconded by Paul Cook, the Jury unanimously approved the regular agenda as presented.

Upon motion by Tommy Sanders, duly seconded by Joe Sturges, the Jury unanimously approved to amend the agenda to include the following items:

1. Request from Road Superintendent Tommy Durrett, Jr. for the following merit raises –

Operator II Wayne Tanner - \$0.25 per hour to \$14.75 per hour
Truck Driver Greg Buggs - \$0.25 per hour to \$14.00 per hour

Effective date June 16, 2016

2. Request from the Town of Haynesville Mayor Beverly Killgore, in a letter dated June 6, 2016, to appoint Mrs. Connie Tell to the Wards 2 and 3 Recreation District, due to the death of Mr. Jimmy Langford.
3. Request from Claiborne Parish Communications District (E-911), in a letter dated June 7, 2016, to replace Mr. Tommy Bower on the District Board with Mr. Frederick "Freddie" Spigener of Athens, due to health reasons.

Upon motion by Paul Cook, duly seconded by Joseph Merritt, Jr. the Jury unanimously approved the consent agenda as follows:

1. Approval of the May 4, 2016 regular meeting minutes.
2. Approval of the May 2016 bills as approved by the Claims Committee
3. Request from the Claiborne Parish Chapter of the Daughters of the American Revolution, in a letter received May 5, 2016, requesting permission to place a wreath

on the Courthouse lawn next to the war monument on Memorial Day in honor of all Claiborne Parish Veterans.

Regular Agenda:

President Davidson moved to handle the additions to the agenda at this time -

Upon motion by Rev. Willie Young, Sr., duly seconded by Joe Sturges, the Jury unanimously approved the request from Road Superintendent, Tommy Durrett, for the following merit raises effective June 16, 2016: Operator II, Wayne Tanner \$0.25 per hour to \$14.75 and Truck Driver, Greg Buggs \$0.25 per hour to \$14.00 per hour.

Upon motion by Kevin Gray, duly seconded by Joe Sturges, the Jury unanimously approved the request from Town of Haynesville Mayor, Beverly Kilgore, in a letter dated June 6, 2016 to appoint Mrs. Connie Tell to the Wards 2 and 3 Recreation District, due to the death of Mr. Jimmy Langford.

Upon motion by Joe Sturges, duly seconded by Kevin Gray, the Jury unanimously approved the request from the E-911 Board to replace Tommy Bower with Freddie Spigener, due to health reasons.

Notice – the Employer Contribution Rate for the District Attorneys’ Retirement System, will drop to 0.00% for the fiscal year beginning July 1, 2016. (contribution rate was 3.5% for period July 1, 2015 to June 30, 2016)

Notice – as of July 1, 2016 – The Haynesville News will be the Official Journal of the Claiborne Parish Police Jury for the period July 1, 2016 to June 30, 2017 as per the rotation schedule adopted by the Claiborne Parish Police Jury on June 4, 2014.

Upon motion by Paul Cook, duly seconded by Joe Sturges, the Jury unanimously approved Resolution 2016 – 011 - A Resolution Authorizing the President and Secretary-Treasurer to sign Documents on Behalf of Claiborne Parish Concerning the Transmittal of the 2015 Audited Financial Statements.

RESOLUTION 2016-011

A RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE TRANSMITTAL OF THE 2015 AUDITED FINANCIAL STATEMENTS

WHEREAS, the deadline for the transmittal of the audited financial statements of Claiborne Parish is June 30, 2016; and

WHEREAS, the next regularly scheduled meeting of the Claiborne Parish Police Jury is scheduled for July 6, 2016; and

WHEREAS, the auditors and Secretary-Treasurer have had discussions concerning the first draft of the 2015 report to the Secretary-Treasurer and no changes are expected;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President, Scott Davidson and Secretary-Treasurer, Dwayne R. Woodard, to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the transmittal of the Parish’s 2015 audited financial statements.

Upon a motion by Paul Cook and duly seconded by Joe Sturges this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, June 8, 2016.

Yeas – (7) Gray, Sturges, Davidson, Cook, Merritt, Sanders and Young

Nays – (0) None

Abstain – N/A

Absent – (2) Furlow and Dowies

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Tommy Sanders, duly seconded by Joe Sturges, the Jury unanimously approved, Upon Recommendation from the Grants Committee, the following CWEF Grant applications will be submitted June 9, 2016 - South Claiborne Water System in the amount of \$50,000 for new pumps for Liles substation which will help approximately 400 homes and the Lisbon Water System in the amount of \$50,000 for replacing 5,525 ft. of 1 ½ inch water line to 3 inch along Hwy 2 West which serves approximately 40 homes. Secretary-Treasurer Woodard stated the other 2 applications from Summerfield Water System and Leatherman Creek Water System will be added on the LGAP application this next cycle since these were not dealing with improvements to quality or quantity of delivery of water by the water systems.

Upon motion by Joe Merritt, duly seconded by Joe Sturges, the Jury unanimously approved Resolution 2016 – 012 – A Resolution of Support for the FY 01201 Community Water Enrichment Fund Grant Due June 9, 2016.

RESOLUTION 2016-012

A RESOLUTION OF SUPPORT FOR THE FY 2015-2016 COMMUNITY WATER ENRICHMENT FUND GRANT DUE JUNE 9, 2016

WHEREAS, the FY 2015-2016 Community Water Enrichment Fund provides financial assistance to the local units of government in rural areas for the sole purpose of improving or rehabilitating water systems;

WHEREAS, the FY 2015-2016 Community Water Enrichment Fund Grant will be administered by the Office of Community Development (OCD); and

WHEREAS, the grant application and guidelines require a resolution of support from the local governing authority; and

WHEREAS, the Claiborne Parish Police Jury is applying for up to \$100,000 of FY 2015-2016 Community Water Enrichment Fund grant monies at the parish level; and

WHEREAS, the Claiborne Parish Police Jury intends to use these grant monies on up to possibly (2) two projects for the Claiborne Parish Police Jury (1) \$50,000 for the South Claiborne Water System for the installation of new pumps and a variable drive system at the Liles Booster Station which will help 400 homes and (2) \$50,000 for the Lisbon Water System to replace 5,525 feet of existing 1 ½ inch line with 3 inch line along Hwy 2 west of the main well; and

WHEREAS, the Claiborne Parish Police Jury will be providing local funds up to \$10,000 to ensure completion of the awarded projects;

BE IT RESOLVED, that the Claiborne Parish Police Jury does hereby approve and support this grant application and its purpose.

Upon a motion by Joseph Merritt, Jr. and duly seconded by Joe Sturges this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular scheduled session on Wednesday, June 8, 2016.

Yeas – (7) Gray, Sturges, Davidson, Cook, Merritt, Sanders and Young

Nays – (0) none

Abstain – N/A

Absent – (2) Furlow and Dowies

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion of Joe Sturges, duly seconded by Kevin Gray, the Police Jury unanimously approved calling a special election on November 8, 2016 to fill the unexpired term of District One Juror dues to the resignation of Mr. D’Arcy Stevens on May 31, 2016, due to health reasons.

PARISH OF CLAIBORNE

A PROCLAMATION ORDERING AN ELECTION FOR POLICE JUROR, DISTRICT 1, FOR THE REMAINDER OF THE UNEXPIRED TERM AND OTHERWISE PROVIDE WITH RESPECT THERETO.

BE IT PROCLAIMED by the Police Jury, Parish of Claiborne, State of Louisiana:

Section 1: A vacancy for Police Juror, District 1, Parish of Claiborne, State of Louisiana, exists due to the resignation (due to health reasons) of D’Arcy Stevens, prior to the end of his term, ending January 12, 2020.

Section 2: An election is hereby called and proclaimed to fill the vacancy for Police Juror, District 1, Parish of Claiborne, State of Louisiana, said election to be held as follows:

- A) Qualification for the election shall be July 20, 2016, July 21, 2016 and July 22, 2016;
- B) The primary election to fill the vacancy for Police Juror, District 1, Parish of Claiborne, State of Louisiana shall be held on November 8, 2016;
- C) The general election to fill the vacancy for Police Juror, District 1, Parish of Claiborne, State of Louisiana shall be held on December 10, 2016.

Section 3: That certified copies of this proclamation shall be forwarded to the Secretary of State, the Commissioner of Elections, the Clerk of Court, and Ex-Officio Parish Custodian of voting machines and the Registrar of Voters in and for the Parish of Claiborne, as notification of the election herein called in order that each may prepare for said election and perform their respective functions as required by law.

This Proclamation being submitted to a vote, the vote thereon was as follows:

YEAS: (7) Gray, Sturges, Davidson, Cook, Merritt, Sanders and Young
NAYS: (0) None
ABSENT: (2) Furlow, Dowies
ABSTAIN: N/A

This Proclamation as declared adopted on this 8th day of June 2016, at a regularly scheduled meeting of the Claiborne Parish Police Jury, Claiborne Parish, State of Louisiana.

/s/Scott Davidson
President

/s/Dwayne R. Woodard
Secretary-Treasurer

Upon motion of Joe Sturges, duly seconded by Tommy Sanders, the Police Jury unanimously appointed Mrs. Pat Stevens of Summerfield, LA to serve in the position of Police Juror, District One for Claiborne Parish until an election can be held to fill the unexpired term of said seat.

At this time, Mrs. Mary Ellen Gamble spoke to the Jury about the upcoming Domestic Awareness Month and asked for their support in helping to educate people of Claiborne Parish on Domestic Abuse.

President Scott Davidson brought up the idea of scheduling a Parish wide “Trash Bash” on a regular basis in the unincorporated areas of Claiborne Parish. This was referred to a committee to be placed on the July agenda for further discussion.

At this time, Claiborne Parish Coroner, Mark Haynes, gave the Office of the Coroner’s report for June 2016.

ITEM #19 – June 8, 2016 – 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

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

2. CWEF Projects

Leatherman Creek Water System
Contract #1415-CWEF-CLB-0001
Amount- \$25,000
Project – Repair and rehab of ground storage tank

South Claiborne Water System
Contract #1415-CWEF-CLB-0003
Amount \$25,000
Project – Waterline extension between Barnes Road and Frazier Road

Gilgal Water System
Contract #1515-CWEF-CLB-0004
Amount - \$5,317
Project – Installation of automated water leveling equipment

3. Sales Tax Collections for April 2016 – net of \$40,335 from gross collections of \$41,360 on taxable sales of \$4,026,833.

Net sales tax collections for March 2016 – \$48,479 – decrease \$-8,144 (-16.80%)
Net sales tax collections for April 2015 - \$47,169 – decrease \$-6,834 (-14.49%)

- 4. Cash position at May 31, 2016 - \$8,773,599
Cash position at May 31, 2015 - \$8,386,825 (increase of \$386,774)
Cash position at April 30, 2016 - \$8,905,779 (increase of \$-132,180)

See Deposit Balances by Institution for breakdown at May 31, 2016 –

- 5. Total Receipts for the month of May 2016 – \$253,147

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

- 6/9 – CPHSD#3 Special Called Meeting
- 6/13 – OPCS Board Meeting
- 6/21 – CPHSD#3 Finance Meeting
- 6/23 – CPHSD#3 Board Meeting
- 6/23 – CPWSD Meeting
- 6/27 – Committee Meetings
- 7/6 – Regularly Scheduled Jury Meeting

Additional Public Comment:

Former Juror D’Arcy Stevens thanked everyone in attendance and informed the members of the Jury that it had been a pleasure working with them on the Police Jury.

Upon motion by Kevin Gray, duly seconded by Tommy Sanders, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President