

MINUTES
Of the Regular Meeting of
The Claiborne Parish Police Jury
September 16, 2015
Homer, LA 71040

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

Mark Furlow, Robert “Bob” McDaniel, Joe Sturges, Roy Mardis, Jerry Adkins, and Rev. Willie Young, Sr.

D’Arcy Stevens, Lavelle Penix and George Tigner, III were absent.

There were 16 others in attendance which included, Secretary-Treasurer Dwayne R. Woodard, Sheriff Ken Bailey, Tax Assessor Bob Robinson, District Attorney Danny Newell, Mr. Tim Cain of OOCS, Mrs. Cathy Greeson of OEP, Mrs. Pam Suggs of the Claiborne Parish Library, Town of Homer Mayor Roy Lewis, Mr. Lee Faulk of the Claiborne Parish 4-H, Melissa Bosch of Bosch and Statham CPA’s, Joey White of the Claiborne Parish Economic Development Board, Ms. Jackie Roberts of the Haynesville News, Mr. Paul Cook of Athens (Juror for District 5 starting January 1, 2016), Mr. Kevin Gray of Homer, Rev. Terry Willis of Homer, and Mr. Barry Carter of Homer.

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

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

Upon motion by Roy Mardis, duly seconded by Mark Furlow, the Jury unanimously voted to amend the agenda and add the following:

1. Notice – The PJAL Annual Meeting will be hosted by Caddo Parish on Thursday, March 3, 2016 – Saturday March 5, 2016 at the Shreveport Convention Center.
2. Notice – The CPPJ has been awarded a LGAP Grant for the 2014-2015 period in the amount of \$25,000 to extend a natural gas line to the new Hwy Department Public Works Building on Hwy 2.
3. Notice – The CPPJ has been awarded a LGAP Grant for the 2014-2015 period in the amount of \$14,167 to help purchase a natural gas fired generator for the new Hwy Department Public Works Building on Hwy 2.
4. Request from the LSU AgCenter Hill Farm Research Station, in a letter received September 11, 2015, requesting the Hwy Dept. repair and replace a washed out culvert on Hill Farm Road at an estimated cost of \$7,500. This work will be on a reimbursement basis.
5. Request from the Claiborne Parish DART, in a letter received September 15, 2015, requesting permission to display silhouettes on the Court House lawn the week of October 18-24 in observance of Domestic Abuse Month.

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury unanimously approved the consent agenda as follows:

1. Approval of the August 5, 2015 regular meeting minutes.
2. Payment of the August 2015 bills as approved by the Claims Committee.

3. Request form the Homer Ministerial Alliance, in a letter received August 13, 2015, requesting use of the Jury Room on available Thursdays (those not conflicting with Parish business) for their weekly community pastors meeting.
4. Request from the Town of Homer, in a letter received September 1, 2015, requesting the assistance from the Police Jury in acquiring various road materials from the Highway Department – reimbursement will be through the Town’s ad valorem tax credit with the parish.
5. Request form the Worship Center Mission, in a letter received September 9, 2015, requesting the use of the Court House lawn on Saturday, September 26, 2015 from noon until 3:00 pm for a community prayer vigil.

Regular Agenda

Notice – Trailblazer will be hosting a Forestry BMP Workshop on Friday, September 18, 2015 from 8:30 am – 2:30 pm at the Claiborne Parish Library located at 909 Edgewood Drive in Homer.

Item #12 on the agenda was tabled due to the fact that Mr. Charlie Greer, candidate for the Office of the Commissioner of Agriculture and Forestry was unable to attend.

Upon motion by Rev. Willie Young, Sr., duly seconded by Roy Mardis, the Jury unanimously voted to leave the Regular Police Jury meeting and enter into the Public Hearing for the 2015 Board of Review.

President Scott Davidson presented the 2015 millage totals for the Parish which was \$144,656,404 in assessed value which was a slight decrease from the \$147,608,348 from 2014 but it should project to be about a 2% increase in Ad Valorem Tax collected for the 2015 year.

President Scott Davidson asked twice if there were any Public Comments of request to appeal to the Board of Review. Secretary-Treasurer informed the Board that no formal comments had been received whether written or oral.

Upon motion by Joe Sturges, duly seconded by Roy Mardis, the Jury unanimously approved the assessment of property values for the 2015 Property Rolls.

President Davidson called for any additional public comments concerning the Assessed Values of the 2015 property roll. There were none.

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury voted to leave the Public Hearing for the 2015 Board of Review and return to the regular meeting for the Police Jury.

Upon motion by Rev. Willie Young, Sr., duly seconded by Roy Mardis, by roll call vote, with (7) being for, (0) being against, and (3) being absent, the Jury approved Resolution 2015 – 012 – A Resolution Levying Millages for the 2015 Tax Roll for the Claiborne Parish Police Jury.

RESOLUTION 2015-012

A RESOLUTION LEVYING MILLAGE FOR 2015 TAX ROLL FOR THE CLAIBORNE PARISH POLICE JURY

BE IT RESOLVED, that the following millages are levied on the 2015 tax roll on all property subject to taxation by the Claiborne Parish Police Jury:

GENERAL FUND	PARISH WIDE	MILLAGE LEVIED
1. Parish Tax	Outside Municipalities	<u>4.070</u> Mills
2. Parish Tax	Inside Municipalities	<u>2.030</u> Mills

MAINTENANCE FUND	PARISH WIDE	
1. Claiborne Parish Library		<u>5.310</u> Mills
2. Building Maintenance		<u>2.710</u> Mills
PARISH ROAD FUND	PARISH WIDE	
1. Parish Road Fund		<u>7.170</u> Mills
EQUIPMENT FUND	PARISH WIDE	
1. Equipment Fund		<u>2.050</u> Mills

BE IT RESOLVED that the proper administrative officials of the Parish of Claiborne, State of Louisiana, be and they are hereby empowered, authorized and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2015, and to make the collection of the taxes imposed for and on behalf of the taxing authority according to law, and that the taxes herein levied shall become a permanent lien and privilege on all the property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

BE IT FURTHER RESOLVED that the foregoing resolution was read in full and the roll was called on the adoption thereof, and the resolution was adopted.

Upon a motion by Rev. Willie Young and duly seconded by Roy Mardis this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, September 16, 2015.

Yeas – (7) Furlow, McDaniel, Sturges, Davidson, Mardis, Adkins and Young

Nays – (0) None

Abstain – N/A

Absent – (3) Stevens, Penix and Tigner

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Mrs. Melissa Bosch of Bosch and Statham, CPA’s presented the 2014 Police Jury’s Audit Report, which contained no findings and was a clean report.

Upon motion by Jerry Adkins, duly seconded by Roy Mardis, the Jury unanimously approved and accepted the Police Jury’s 2014 Audited Financial Statements.

Upon motion by Roy Mardis, duly seconded by Mark Furlow, the Jury unanimously approved the recommendation from the Grants Committee, to select KSA Engineers of Shreveport for Engineering Services for the 2016-2017 LCDBG Project Application. There were a total of 4 (four) applicants.

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury unanimously approved the recommendation from the Claiborne Parish Library Board of Control, to replace Mrs. Beverly Hooks who resigned because of health reasons.

Upon motion by Jerry Adkins, duly seconded by Joe Sturges, the Jury unanimously approved the recommendation from the Claiborne Parish Library Board of Control, the appointment of Mrs. Sandra Hines of Blackburn to fill Mrs. Beverly Hook’s unexpired term on the board.

Upon motion by Joe Sturges, duly seconded by Roy Mardis, the Jury unanimously approved, Resolution 2015-013 – A Resolution Declaring Mrs. Beverly Hooks to be Board of Member Emeritus for the Claiborne Parish Library Board of Control.

RESOLUTION 2015-013
CLAIBORNE PARISH POLICE JURY
Wednesday, the 16th day of September, 2015

WHEREAS, Mrs. Beverly Hooks understands the value of life-long learning and is an advocate of the services that Claiborne Parish Public Library offers to the parish, and,

WHEREAS, Mrs. Beverly Hooks has served as a faithful member of the Claiborne Parish Library Board of Control, and,

WHEREAS, Mrs. Beverly Hooks has actively advocated her support of Claiborne Parish Library as a board member and a concerned citizen for the preceding fifteen years.

NOW THEREFORE BE IT RESOLVED, that the Claiborne Parish Police Jury and the Claiborne Parish Library Board of Control does hereby grant Mrs. Beverly Hooks the status of Claiborne Parish Library Board of Control Member Emeritus and does hereby express its most sincere gratitude and deep appreciation for all that she has done to improve Claiborne Parish Public Library and does hereby recognize and commend her for the service she has done on behalf of Claiborne Parish.

Upon motion by Joe Sturges, duly seconded by Roy Mardis, and unanimously carried, the foregoing resolution was adopted by Claiborne Parish Police Jury, convened, Wednesday, 16th day of September, 2015.

Given under my official signature and seal of office on the 16th day of September, 2015.

/s/Dwayne R. Woodard, Secretary-Treasurer
Claiborne Parish Police Jury

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury unanimously approved, Resolution 2015 - 014 – A Resolution naming Mr. Tim Cain as Executive Director of the Claiborne Parish Office of Community Services and Authorizing...

RESOLUTION 2015-014

A RESOLUTION NAMING TIM CAIN AS EXECUTIVE DIRECTOR OF THE CLAIBORNE PARISH OFFICE OF COMMUNITY SERVICES AND AUTHORIZING HIM TO SIGN AND EXECUTE ANY DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE OPERATIONS OF SAID OFFICE

WHEREAS, Mrs. Jodie Y. Heigle has resigned from the position of Executive Director of the Claiborne Parish Police Jury Office of Community Services effective August 21, 2015;

WHEREAS, the Claiborne Parish Police Jury has hired Mr. Tim Cain as her replacement effective August 24, 2015 to fill the title of Executive Director;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the Executive Director, Mr. Tim Cain to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the day to day operations of the Office of Community Services; including any grants or grants related documents.

Upon a motion by Roy Mardis 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, September 16, 2015.

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Jerry Adkins, duly seconded by Roy Mardis, the Jury unanimously approved the proposal to enter into a Forest Road Cooperative Agreement with the USDA, Forest Service Kisatchie National Forest which is expiring August 1, 2020. This is the renewal of a five (5) year agreement that the Jury has had for numerous years with the USDA.

Upon motion by Robert McDaniel, duly seconded by Jerry Adkins, the Jury unanimously approved Resolution 2015 -015 – A Resolution Authorizing the President to Sign and Execute the Forest Road Cooperative Agreement between Claiborne Parish and the US Forest Service.

RESOLUTION 2015-015

A RESOLUTION AUTHORIZING THE PRESIDENT TO SIGN THE FOREST ROAD COOPERATIVE AGREEMENT BETWEEN CLAIBORNE PARISH AND THE US FOREST SERVICE

WHEREAS, the Claiborne Parish Police Jury agreed to enter into a cooperative agreement with the USDA, Forest Service Kisatchie National Forest, concerning the upkeep and maintenance of roads located on the Federal Lands located in Claiborne Parish.

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the President, Scott Davidson to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the execution of this agreement.

Upon a motion by Robert McDaniel and duly seconded by Jerry Adkins this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, September 16, 2015.

Yeas – (7) Furlow, McDaniel, Sturges, Davidson, Mardis, Adkins and Young

Nays – (0)

Abstain – N/A

Absent – (3) Stevens, Penix and Tigner

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

Upon motion by Joe Sturges, duly seconded by Rev. Willie Young, Sr., the Jury unanimously approved the request from the North LA Criminalistics Laboratory Commission, in a letter received August 28, 2015, requesting a onetime supplement of \$3,220 to cover the projected budget shortfall of \$200,000 for the current year. This amount will be split 3 ways between the Police Jury, the District Attorney, and the Claiborne Parish Sheriff’s Office at \$1074 each.

Upon motion by Joe Sturges, duly seconded by Mark Furlow, the Jury unanimously approved the contract between Claiborne Parish (which included the entities of the Claiborne Parish Police Jury, Claiborne Parish Tax Assessor, and the Claiborne Parish E-911) and Geographic Computer

Technologies LLC for the upgrade of the Parish’s GIS System – total value of the contract will be \$56,000.00 (Paid almost entirely from the Assessor Funds – Police Jury’s Portion is between \$1,500 - \$2,000 annually.)

Upon motion by Roy Mardis, duly seconded by Robert McDaniel, the Jury unanimously approved the request from Byron Jeremy Patterson, in a letter received September 8, 2015, requesting the Police Jury to begin the process to gate, close and abandon approximately 900 feet of Rodrigues Road located in Section 35, Township 19 North, Range 8 West.

Upon motion by Roy Mardis, duly seconded by Robert McDaniel, the Jury unanimously approved Resolution 2015-019 – Resolution Authorizing the Secretary-Treasurer to Sign and Execute Documents on Behalf of Claiborne Parish Concerning the Donation of 518 East Main Street, Homer to the Parish.

RESOLUTION 2015-019

A RESOLUTION AUTHORIZING THE SECRETARY-TREASURER TO SIGN DOCUMENTS ON BEHALF OF CLAIBORNE PARISH CONCERNING THE DONATION OF 518 EAST MAIN STREET, HOMER, LA TO THE POLICE JURY

WHEREAS, the Claiborne Parish Police Jury agreed to accept the donation of 518 East Main Street, in Homer, LA from Danny Newell valued to be at an estimate value of \$100,000 to Claiborne Parish Police Jury;

BE IT HEREBY RESOLVED that the Claiborne Parish Police Jury AUTHORIZES the Secretary-Treasurer Dwayne R. Woodard to sign and execute documents on behalf of the Claiborne Parish Police Jury relating to the execution of this agreement.

Upon a motion by Roy Mardis and duly seconded by Robert “Bob” McDaniel this motion was carried and officially adopted by the Claiborne Parish Police Jury meeting in regular session convened on Wednesday, September 16, 2015.

Yeas – (7) Furlow, McDaniel, Sturges, Davidson, Mardis, Adkins and Young

Nays – (0) None

Abstain – N/A

Absent – (3) Stevens, Penix and Tigner

/s/Dwayne R. Woodard
Secretary-Treasurer

/s/Scott Davidson
President

President Scott Davidson made the announcement that the Capital Outlay Applications are due November 1, 2015 and the Police Jury plans to apply for \$2,000,000 for the purchase of equipment, furnishings, radios, & IT components for the proposed new CPSO facility.

Juror Robert McDaniel gave a brief update on the building projects of the Parish. Secretary-Treasurer Woodard informed the Jury that the Administrative Building’s exterior rehab was basically complete, with the exception of some small repairs still needing to be made.

President Scott Davidson informed the Jury, the PJAL Annual Meeting will be hosted by Caddo Parish on Thursday, March 3, 2016-Saturday March 5, 2016 at the Shreveport Convention Center.

President Scott Davidson announced that the Police Jury has been awarded the LGAP Grant for the 2014-2015 cycle in the amount of \$25,000 to extend a natural gas line to the new Hwy Department Public Works Building on Hwy 2.

President Scott Davidson announced that the Police Jury has been awarded the LGAP Grant for the 2014-2015 cycle in the amount of \$14,167 to help purchase a natural gas fired generator for the new Hwy Department Public Works Building on Hwy 2.

Upon motion by Rev. Willie Young, Sr., duly seconded by Joe Sturges, the Jury unanimously approved the request from the LSU AgCenter Hill Farm Research Station, in a letter received September 11, 2015, requesting that the Highway Department repair and replace a washed out culvert on Hill Farm Road at an estimated cost of \$7,500. The work is to be done on a reimbursement basis.

Upon motion by Roy Mardis, duly seconded by Joe Sturges, the Jury unanimously approved the request from the Claiborne Parish DART, in a letter received September 15, 2015, requesting permission to display silhouette on the Court House lawn the week of October 18-24 in observance of Domestic Abuse Month.

ITEM #34 – September 16, 2015 – AGENDA

SECRETARY-TREASURER – UPDATE ON GRANTS AND OTHER ITEMS

1. LGAP Projects –

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 and project is complete and waiting on clear lien certificate to pay retainage.

CPPJ – Police Jury Administration Building

Contract #1314-CLB-0001 Amount - \$49,800

Project – repairs/renovations to the exterior of the PJ Administration Building

Status – Bid awarded to Garcia Construction and project is complete and reimbursement has been submitted.

2. CWEF Projects

Central Claiborne Water System

Contract #1112-CWEF-CLB-0002

Amount - \$40,000

Project – change of scope granted for purchase of new pumps and controllers

Status – construction is complete and reimbursement has been applied for

Middle Fork Water System

Contract #1213-CWEF-CLB-0001

Amount - \$45,000

Project – water system improvements

Status – project is complete, waiting on reimbursement and close out

3. Sales Tax Collections for July 2015 – net of \$46,809 from gross collections of \$48,512 on taxable sales of \$4,456,605.

Net sales tax collections for June 2015 – \$60,670 – decrease \$-13,861 (-22.85%)

Net sales tax collections for July 2014 - \$89,623 – decrease \$-42,814 (-47.77%)

4. Cash position at August 31, 2015 - \$7,612,038

Cash position at 31, 2014 - \$6,959,622 (increase of \$652,416)

Cash position at July 31, 2015 - \$8,228,265 (decrease of \$-616,227)

See Deposit Balances by Institution for breakdown at August 31, 2015 –

5. Total Receipts for the month of August 2015 – \$114,179

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

- 9/17 – Planning meeting for proposed CPSO project
- 9/21 – Economic Development Board Meeting
- 9/22 – CPHSD #3 Finance Committee Meeting
- 9/24 – CPHSD #3 Board Meeting
- 9/28 – Committee Meeting
- 10/7 – Regular Meeting

Additional Public Comment:

Lee Faulk of the Claiborne Parish 4-H invited everyone out to the Parish Fair October 11-17th.

Upon motion by Rev. Willie Young, Sr., duly seconded by Jerry Adkins, the meeting was adjourned.

Dwayne R. Woodard
Secretary–Treasurer

Scott Davidson
President