

The Lincoln Parish Police Jury met in regular session on Tuesday, February 14, 2023, at 7:00 p.m. in the Police Jury Meeting Room, 100 West Texas Avenue, Ruston, Louisiana. Present were: Theresa Wyatt, District One; Richard I. Durrett, District Three; TJ Cranford, District Four; Logan Hunt, District Five; Glenn Scriber, District Six; Matt Pullin, District Seven; Skip Russell, District Eight; Joe Henderson, District Nine; Milton Melton, District Ten; Sharyon Mayfield, District Eleven; and Annette Straughter, District Twelve.

ABSENT: Hazel Hunter, District Two

President Durrett called the meeting to order. Annette Straughter delivered the Invocation and led the Pledge of Allegiance.

Annette Straughter offered a motion, seconded by Sharyon Mayfield, to approve the Agenda as printed. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

President Durrett called for Public Comments on Agenda Items. There were none.

Milton Melton offered a motion seconded by Annette Straughter to approve the Minutes of the January 10, 2023 Regular Meeting. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Glenn Scriber offered a motion seconded by Annette Straughter to approve the Minutes of the January 24, 2023 Special Meeting. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Logan Hunt stated that the Public Works Committee met at 6:30 p. m. this day and the Committee recommends:

1. Authorizing the purchase of tank cars from the low bidder meeting bid specifications, The Railroad Yard, Inc, in the amount of \$136,000.00 and to refer this matter to the Finance Committee for budget adjustments.

<b>Lincoln Parish Police Jury</b>			
<b>BID TABULATION SHEET</b>			
<b>Item #:</b>	<b>One (1) - Five (5) Railroad Tank Car Culverts 10 ft x 60 ft</b>		
<b>Bid Date:</b>	<b>Friday, February 3, 2023 @ 9:00 a.m.</b>		
<b>Budgeted Amount:</b>	<b>\$38,000.00</b>		
<b>Notes:</b>	<b>Budget amendment will have to be made due to this increase.</b>		
<b>Bidder</b>	<b>Size</b>	<b>Bid</b>	<b>Comments</b>
<b>The Railroad Yard, Inc.</b>	<i>per bid specs</i>	<b>\$136,000.00</b>	<b>\$27,200 each</b>
<b>Gateway Pipe Inc.</b>	<i>per bid specs</i>	<b>\$180,000.00</b>	<b>\$36,000 each</b>
<b>Gateway Pipe Inc.</b>	<i>Qty 6 - 10' x 50'</i>	<b>\$132,000.00</b>	<b>\$22,000 each</b>
<b>Clark Tank Cars, LLC</b>	<b>REJECTED</b>	<b>REJECTED</b>	<b>Received bid via email</b>
<b>Kedco</b>	<b>REJECTED</b>	<b>REJECTED</b>	<b>Received bid late via USPS</b>

2. Authorizing the advertisement of bids for asphalt materials.
3. Authorizing the Administrator to negotiate a contract for engineering and design services for the Rabb Road Bridge Replacement Project and to execute any and all documents related thereto.
4. Authorizing the purchase of approximately 80 acres from Corney Properties, LLC in the amount of \$220,000.00, contingent on right-of-way access, and to further recommend authorizing the President to execute any and all documents related thereto and to refer this matter to the Finance Committee for budget adjustments.
5. Authorizing Change Order No. 1 to the 2022 Asphaltic Concrete Overlay Program increasing the cost in the amount of \$35,660.75.
6. Authorizing the President to sign a Certificate of Substantial Completion for the 2022 Asphaltic Concrete Overlay Project.

Mr. Hunt offered his report in the form of a motion, seconded by Skip Russell. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

The first item under New Business was an announcement of upcoming Committee vacancies. Interim Parish Administrator Courtney Hall stated that there was one pending vacancy for the Library Board of Control and two pending vacancies for the Convention and Visitor’s Bureau. No action was taken.

Joe Henderson offered a motion, seconded by Annette Straughter, to adopt an Ordinance for the sale of adjudicated properties Parcel No. 20184000029.

**ORDINANCE NO. 464-23-(0)**

***AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE PARISH OF LINCOLN TO SELL ADJUDICATED PROPERTY DESCRIBED AS PARCEL# 20184000029: IN ACCORDANCE WITH LA R.S. 47: 2202 TSEQ. AND TO AUTHORIZE THE LINCOLN PARISH POLICE JURY PRESIDENT TO SIGN ALL NECESSARY DOCUMENTS AND TO ADDRESS OTHER MATTERS RELATIVE THERETO***

***WHEREAS***, the immovable property described below was adjudicated to the Parish of Lincoln on June 25, 2019, for nonpayment of taxes; and

***WHEREAS***, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed, established by Parish Ordinance No: 337-14-(0) and the owner of record has failed to redeem the adjudicated property; and

***WHEREAS***, LA R.S. 47:2202 *et seq.* provides that the Parish may sell adjudicated property in accordance with law after the expiration of the period for redemption; and

***WHEREAS***, the Parish of Lincoln has declared the property described below surplus and not needed for a public purpose and to dispose of said property in accordance with LA R.S. 47:2202, *et seq.*; and

***WHEREAS***, in accordance with L.A. R.S. 47:2202 the Parish of Lincoln has set a minimum bid for public sale at \$3,539.41; and

***WHEREAS***, the Parish of Lincoln has received a written offer to purchase said property from Ray and Geraldeen Fulkroad, for the consideration of \$3,539.41 at the time of sale and has been accepted by the Lincoln Parish Police Jury; and

***WHEREAS***, the property described herein below was scheduled for public auction on February 8, 2023 at 10:00 a.m.

***NOW BE IT ORDAINED*** by the Lincoln Parish Police Jury, that any Act of Sale of the below described property shall contain the following conditions and requirements:

- 1) This property described as Lincoln Parish Parcel #20184000029, municipal address of 202 Houston Drive, Simsboro, Louisiana, and more fully described as:

Legal Description:

Simsboro, Lincoln Parish, Louisiana:

Section 20: Beginning at the intersection of the centerline of the Illinois Central Railroad (now Kansas City Southern Railroad) with the West line of the Southeast Quarter of Northeast Quarter of said Section 20 and run thence South for a distance of 405 feet for the point of beginning.

From said point of beginning, thence run South 82 degrees 40 minutes East parallel to the said railroad for a distance of 149 feet; thence run South for a distance of 200 feet; thence run North 82 degrees 40 minutes West for a distance of 19 feet; thence run South for a distance of 54 feet; thence run North 82 degrees 40 minutes West for a distance of 130 feet and to the West line of said "forty"; thence run North for a distance of 254 feet and back to the point of beginning, containing 0.85 acre, more or less, and

Beginning at the intersection of the centerline of the Illinois Central Railroad (now Kansas City Southern Railroad) with the West line of the Southeast Quarter of Northeast Quarter of said Section 20 and run thence South for distance of 405 feet; thence run South 82 degrees 40 minutes East parallel to the said railroad for a distance of 149 feet and to the point of beginning. From said point of beginning, thence run South 82 degrees 40 minutes East parallel to the said railroad for a distance of 149 feet; thence run South for a distance of 200 feet and to the North right of way line of Houston Street; thence run North 82 degrees 40 minutes West along the North right of way line of said street, for a distance of 149 feet; thence run North for a distance of 200 feet and back to the point of beginning, containing 0.68 acres, more or less.

Brief Legal:TWO TRACTS OF LAND CONTG 1.53 ACRES SIT. IN SEC. 20-18-4. (FROM ANNIE M. MCGREW) (956-326) (0300853250) SEC. 20-18-4: BEG. AT THE INTERS. OF THE C/L OF I.C. RR., (NOW KANSAS CITY SOUTHERN RR.), WITH THE W/L OF SE OF NE, SEC. 20 AND TH. RUN S. 405' FOR POB. FROM POB, RUN TH. S 82 DEG. 40' E PAR. TO SAID RR. 149', TH. RUN S. 200', TH. RUN N. 82 DEG. 40' W. 19, TH RUN S. 54', TH. RUN N. 82 DEG. 40' W. 130' AND TO THE W/L OF SAID 40, TH. RUN N. 254' AND BACK TO THE POB, CONTG. 0.85 AC. AND: BEG AT THE INTERS. OF THE C/L OF I.C. RR WITH THE W/L OF SE OF NE OF SAID SEC. 20 AND RUN TH. S. 405', TH RUN S. 82 DEG. 40' E. PAR. TO THE SAID RR. FOR 149' AND TO THE POB. FROM POB, RUN S. 82 DEG. 40' E. PAR. TO SAID RR. 149', TH. RUN S. 200', AND TO THE N. R/W LINE OF HOUSTON ST., TH. RUN N. 82 DEG. 40' W. ALONG N. R/W LINE OF SAID ST., 149', TH. RUN N. 200' AND TO POB, CONTG. 0.68 AC.

- 2) This property shall be sold in accordance with LS-R.S. 47:2201 *et. seq.*, without any warranty, from either the Parish or Management Company, whatsoever, even as to the return of the purchase price.
- 3) The sale shall be on a form approved by the Parish Attorney and that the sales price is paid by certified funds at the time of the sale.
- 4) The sale shall include a reservation of all mineral rights to the Parish, but shall convey all surface rights.
- 5) The following shall be completed prior to closing of sale:
  - a. E&P Consulting Services, LLC shall certify in writing to the Parish Attorney that they have examined the mortgage records, conveyance records, probate and civil suit records of the Parish of Lincoln and that attached to this certification will be

a written list of names and last known addresses of all owners, mortgagees, and any other person who may have a vested or contingent interest in the property, or who has filed a request for notice as provided in the former provisions LS-R.S. 33:4720.17(B), as indicated in those records.

- b. E&P Consulting Services, LLC will provide notice to those persons identified in accordance with LS-R.S. 47:2201 *et. seq.* Proof of said notice will be filed in the conveyance records of Lincoln Parish immediately after the Act of Sale.
- c. At the time of closing, the E&P Consulting Services, LLC will certify in writing to Parish Attorney and Clerk of Court that the number of days mandated by LS-R.S. 47:2201 *et. seq.* has elapsed since the above required notice was made or attempted and that the property has not been redeemed by the payment of the taxes owed.

**BE IT FURTHER ORDAINED**, by the Lincoln Parish Policy Jury, that the Police Jury President is hereby authorized to execute a Cash Sale of the above described adjudicated property to the highest acceptable bidder. The Cash Sale shall contain all of the above conditions and requirements and shall be executed within the timelines specified. The above Ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

ABSENT: Hunter

/s/ Courtney Hall  
Courtney Hall  
Interim Parish Administrator

/s/ Richard I. Durrett  
Richard I. Durrett  
Police Jury President

Annette Straughter offered a motion, seconded by Logan Hunt, to adopt a Resolution authorizing Interim Parish Administrator Courtney Hall as a Signatory on Financial Accounts.

**Resolution 23-04**

NOW, THEREFORE, BE IT RESOLVED that the Lincoln Parish Police Jury convened in Regular Session this 14<sup>th</sup> day of February 2023 does hereby authorize the Interim Parish Administrator, Courtney Hall, as signatory on all financial accounts of the Lincoln Parish Police Jury.

/s/ Richard I. Durrett  
Richard I. Durrett  
Police Jury President

The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Logan Hunt offered a motion, seconded by Milton Melton, to authorize the President to execute a Conveyance to the City of Ruston pertaining to the interest of the Police Jury in the North Parking Area of the Federal Building. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Annette Straughter offered a motion, seconded by Glenn Scriber, to authorize the Police Jury President as signatory for the Temporary Animal Shelter Agreement with the City of Ruston. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Glenn Scriber offered a motion, seconded by Annette Straughter, to adopt the LCDBG-CV Program Management Resolution, updating authorized individuals to perform certain functions.

### **Resolution 23-05**

#### **LCDBG-CV LOVE LOUISIANA OUTDOORS AND HVAC MANAGEMENT RESOLUTION UPDATE**

WHEREAS, the Lincoln Parish Police Jury previously adopted the “LCDBG-CV Love Louisiana Outdoors Management Resolution” (**Resolution 22-11**) on March 8, 2022, and the “LCDBG-CV HVAC Improvements Management Resolution” (**Resolution 22-17**) on April 12, 2022, which adopted policies/plans for the program and established certain functions and coordinators for the Parish’s LCDBG-CV Programs; and,

WHEREAS, it is necessary to update portions of the Resolutions stated above to authorize individuals to perform certain designated functions.

NOW THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury as legal recipient of the LCDBG-CV funds does hereby authorize the following actions:

#### **SECTION I**

## FINANCIAL MANAGEMENT

WHEREAS, it is necessary under the Financial Management regulations of the LCDBG-CV program to authorize certain individuals to sign for draw downs for request for payments and to authorize one certain individual to certify the correctness of each signature; and,

WHEREAS, it is further necessary under the Financial Management regulations of the LCDBG-CV program to designate an official depository to hold LCDBG-CV funds;

NOW THEREFORE BE IT RESOLVED, by the Lincoln Parish Police Jury as legal authorized recipient of the LCDBG-CV funds, in regular session convened, that Courtney Hall, Michael Sutton, and Kevin Klepzig are hereby authorized to sign the “Authorized Signature Form” for Request for Payments; and,

BE IT FURTHER RESOLVED, that Richard Durrett shall certify to the correctness of the signatures; and,

## SECTION II REQUISITION OF FUNDS

WHEREAS, the State requires adequate financial management control over LCDBG-CV funds. The establishment of a Requisition of Funds policy is a vital tool to such control.

NOW THEREFORE BE IT RESOLVED, By the Lincoln Parish Police Jury that all invoices for work performed or materials used in relation to the LCDBG-CV Program, prior to payment, must have attached a signed pre-printed project requisition form. The form and invoice shall be approved in the following order:

1. Approval by Project Administrator for budget control
2. Approval by the Secretary/Treasurer
3. Approval by the President

BE IT FURTHER RESOLVED, that Michael Sutton and Courtney Hall are hereby authorized to sign checks written on the LCDBG-CV accounts.

## SECTION III EQUAL OPPORTUNITY

WHEREAS, equal opportunity regulations of the LCDBG-CV program require the appointment by the recipient of an Equal Opportunity Officer (EEO Officer) to have the responsibility for maintaining all pertinent EEO files, submitting on a timely basis all reports, answer all related correspondence and monitor all EEO areas;

NOW THEREFORE BE IT RESOLVED, by the Lincoln Parish Police Jury that Courtney Hall is hereby appointed as EEO Officer for the LCDBG-CV program.

SECTION IV  
504 COORDINATOR

WHEREAS, the State requires Grantees to designate a responsible person to coordinate the Lincoln Parish Police Jury efforts to comply with Section 504 of the Rehabilitation Act of 1973, as amended;

NOW THEREFORE BE IT RESOLVED, that Courtney Hall is appointed as Section 504 Compliance Officer.

SECTION V  
SECTION 3 COMPLIANCE

WHEREAS, the LCDBG-CV program requires that all grant recipients establish and adopt by resolution a Section 3 Plan and appoint a Section 3 Coordinator and certification procedures.

NOW THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury adopts a Section 3 Plan and appoints Courtney Hall as its Section 3 Coordinator.

SECTION VI  
RESIDENTIAL ANTI DISPLACEMENT

WHEREAS, the LCDBG-CV Program requires that all grant recipients adopt by resolution a Residential Anti - Displacement and Relocation Assistance Plan,

THEREFORE BE IT RESOLVED, that the Lincoln Parish Police Jury hereby reaffirms the previously adopted Residential Anti-Displacement and Relocation Assistance Plan and appoints Courtney Hall as its Coordinator.

SECTION VII  
LANGUAGE ACCESS PLAN

WHEREAS, there is no change to the original adopted Plan.



SECTION VIII  
SECTION 504 GREVIANCE PROCEDURE

WHEREAS, there is no change to the original adopted Plan.

SECTION VIII  
POLICY STATEMENT FOR COMMUNICATING INFORMATION  
TO PERSONS WITH SENSORY IMPAIRMENTS

WHEREAS, there is no change to the original adopted Plan.

The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

/s/ Courtney Hall  
Courtney Hall  
Interim Parish Administrator

/s/ Richard I. Durrett  
Richard I. Durrett  
Police Jury President

Courtney Hall presented the Budget Report. Under Administrator's Report, Mr. Hall reminded the Jurors that there would be a Health and Welfare Committee Meeting on Wednesday, February 15, 2023, at 10:00 AM. Jurors then heard reports from various Departments Heads.

There being no public comments, Annette Straughter offered a motion, seconded by Milton Melton, to adjourn the meeting. The motion carried with the following votes:

YEAS: Wyatt, Durrett, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Courtney Hall  
Interim Parish Administrator

Richard I. Durrett  
Police Jury President