

August 11, 2020

TO: Lincoln Parish Police Jury

FROM: Finance Committee

SUBJECT: Committee Report

The Finance Committee of the Lincoln Parish Police Jury met in the Lincoln Parish Library Events Center, Tuesday, August 11, 2020. Present were: Marvin Franks, Chair, Theresa Wyatt, Matt Pullin, Skip Russell, and Sharyon Mayfield.

Marvin Franks called the meeting to order and delivered the Invocation.

Sharyon Mayfield offered a motion, seconded by Theresa Wyatt, to approve the agenda as presented. The motion carried with the following votes:

YEAS: Wyatt, Franks, Pullin, Russell and Mayfield

First on the agenda was a discussion on adjusting and levying tax millage rates for 2020. Parish Treasurer Chris Hyde presented recommended millage rates for 2020.

There being no other business, the meeting was adjourned.

Doug Postel
Parish Administrator

Marvin Franks
Chair

August 11, 2020

TO: Lincoln Parish Police Jury
FROM: The Personnel/Benefits Committee
SUBJECT: Committee Report

The Personnel/Benefits Committee of the Lincoln Parish Police Jury met in Lincoln Parish Library Events Center, Tuesday, August 11, 2020, at 6:30 p.m. Present were: Hazel Hunter, Chair, T.J. Cranford, Logan Hunt, Sharyon Mayfield and Annette Straughter

Hazel Hunter called the meeting to order and Sharyon Mayfield delivered the invocation.

Annette Straughter offered a motion, seconded by T.J. Cranford, to approve the agenda as presented. The motion carried with the following votes:

YEAS: Hunter, Cranford, Hunt, Mayfield and Straughter

First on the agenda was to discuss and take action if necessary, policies and procedures related to the hiring process. Ms. Latonya Lacey, Human Resources Personnel was present, to discuss revised policies and procedures related to the hiring process for the Lincoln Parish Police Jury. After discussion, Logan Hunt offered a motion, seconded by T.J. Cranford, to approve the revised policies and procedures associated with the hiring process with the Lincoln Parish Police Jury. The motion carried with the following votes:

YEAS: Hunter, Cranford, Hunt, Mayfield and Straughter

No action was taken on Item V. Revised Job Descriptions.

With no other business to come before the committee, the meeting was adjourned.

Doug Postel
Parish Administrator

Hazel Hunter
Chair

The Lincoln Parish Police Jury met in regular session on Tuesday, August 11, 2020, at 7:00 p.m., at the Lincoln Parish Library Events Center, Ruston, Louisiana. Present were: Theresa Wyatt, District One; Hazel D. Hunter, District Two; Marvin Franks, District Three; T.J. Cranford, District Four; Logan Hunt, District Five; Glenn Scriber, District Six; Matt Pullin, District Seven; Skip Russell, District Eight; Joe Henderson, District Nine; and Milton Melton, District Ten; Sharyon Mayfield, District Eleven; and Annette Straughter, District Twelve.

Mr. Joe Henderson called the meeting to order and Hazel Hunter delivered the invocation and led the Pledge of Allegiance.

There were no public comments on the agenda items.

Annette Straughter offered a motion, seconded by Milton Melton, to approve the agenda as presented. The motion carried with the following votes:

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

Theresa Wyatt offered a motion, seconded by Marvin Franks, to approve the minutes of the July 13, 2020 Health and Welfare committee meeting. The motion carried with the following votes:

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

Glenn Scriber offered a motion, seconded by Matt Pullin, to approve the minutes of the July 14, 2020 regular meeting. The motion carried with the following votes:

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

First on the agenda was a Public Hearing Relative to the FY 2018 LCDBG Program Amendment. Annette Straughter offered a motion, seconded by Theresa Wyatt, to open the public hearing. The motion carried with the following votes:

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

Mr. Henderson called for public comments. There was one.

Annette Straughter offered a motion, seconded by Logan Hunt, to close the public hearing and reconvene the regular police jury meeting. The motion carried with the following votes:

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

Convened as the Board of Review, the body reviewed the procedure requirements and the timetable for conduction public hearing and certifying the assessment listing to the Louisiana Tax Commission. Annette Straughter offered a motion, seconded by Milton Melton, that a public hearing be scheduled for September 8, 2020, at 7:00 p.m. for the purpose of the Board of Review, to consider the written or oral complaints of persons desiring to be heard, who have filed timely reports as required by state law relative to assessment of real or personal property in Lincoln Parish, Louisiana for the year 2020. The motion carried with the following votes:

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

Annette Straughter offered a motion, seconded by Matt Pullin, to recess the Board of Review and reconvene the regular Police Jury meeting. The motion carried with the following votes:

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

Next on the agenda was the appointment of Mr. Don Hogan, to the Greater Ward One Waterworks District. Skip Russell offered a motion, seconded by Glenn Scriber, to appoint Mr. Don Hogan, to

the Greater Ward One Waterworks District for a 5-year term. The motion carried with the following votes:

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

Due to the absence of Mr. Michael Shipp, no action was taken on his appointment to the Northeast Delta Human Services Authority.

Next on the agenda was the 2019 Audit Report. Mr. William R. Hulsey and Mrs. Laura Hartt presented the 2019 audit report for the Lincoln Parish Police Jury.

Mr. Hulsey also presented the 2019 audit report for the Humanitarian Enterprises of Lincoln Parish.

Next on the agenda was the adoption of ordinances providing for the sale of adjudicated properties. Milton Melton offered a motion, seconded by Annette Straughter, to adopt an ordinance authorizing the sale of Adjudicated Property Parcel No. 18183839183, in the amount of \$4,573.72 and further providing with respect thereto.

ORDINANCE NO. 442-20-

AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE PARISH OF LINCOLN TO SELL ADJUDICATED PROPERTY DESCRIBED AS PARCEL# 18183839183: BEGINNING AT THE NEC OR THE SE OF THE NE, SEC 18-18-3 AND RUN WEST 210', THENCE SOUTH 420' TO ST PT. FROM THE SAID ST PT, RUN WEST 210', THENCE SOUTH 210', THENCE EAST 210', THENCE NORTH 210' TO THE POB IN ACCORDANCE WITH LA R.S. 47: 2202 T SEQ. AND TO AUTHORIZE THE LINCOLN PARISH POLICE JURY PRESIDENT TO SIGN ALL NECESSARY DOCUMENTS AND TO ADDRESS THER MATTERS RELATIVE THERETO

WHEREAS, the immovable property described below was adjudicated to the Parish of Lincoln on June 1, 1993, for nonpayment of taxes; and

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed, as well as the five (5) year redemption period 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 \$4, 573.72; and

WHEREAS, the Parish of Lincoln has received a written offer to purchase said property from Ray Holbrook for the consideration of \$4,573.72 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 August 5, 2020 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 #18183839183, having no municipal located on Nathan LP, Ruston, Louisiana, and more fully described as:

Beginning at the NEC or the SE of the NE, Sec 18-18-3 and run West 210', thence South 420' to ST PT. From the said ST PT, run west 210', thence South 210', thence East 210', thence North 210' to the POB

- 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, Hunter, Franks, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Sharyon Mayfield offered a motion, seconded by Matt Pullin, to adopt an ordinance authorizing the sale of Adjudicated Property Parcel No. 30182505060, in the amount of \$2010.00 and further providing with respect thereto.

ORDINANCE NO. 443-20-0

AN ORDINANCE TO AUTHORIZE AN ACT OF SALE BY THE PARISH OF LINCOLN TO SELL ADJUDICATED PROPERTY DESCRIBED AS PARCEL# 30182505060: BEGIN AT THE NW CORNER OF NW ¼ OF THE NE ¼ OF SECTION 30, T 18 N, R 2 W, AND RUN THENCE EAST FOR A DISTANCE OF 50 FEET, THENCE SOUTH 0° 10' WEST ALONG THE EAST RIGHT-OF WAY OF JONESBORO STREET, A DISTANCE OF 530 FEET, THENCE SOUTH 85° 00' EAST ALONG THE SOUTH BOUNDARY OF CHESBORO DRIVE A DISTANCE OF APPROXIMATELY 410.8 FEET FOR A POINT OF BENNING; THENCE RUN SOUTH 85° 00' EAST ALONG THE SOUTH BOUNDARY OF CHESBORO DRIVE A DISTANCE OF 150.3 FEET, THENCE SOUTH 0°10' EAST A DISTANCE OF 125 FEET, TO THE POINT OF BEGINNING. THIS BEING 3 LOTS 50.1 X 125' (FROM G.A. Love)(187-377) 2 LOT OR .29 ACRES SOLD TO BOBBY MONCRIEF, ET UX (776-119) IN ACCORDANCE WITH LA R.S. 47: 2202 T SEQ. AND TO AUTHORIZE THE LINCOLN PARISH POLICE JURY PRESIDENT TO SIGN ALL NECESSARY DOCUMENTS AND TO ADDRESS THE MATTERS RELATIVE THERETO

WHEREAS, the immovable property described below was adjudicated to the Parish of Lincoln on May 30, 2000, for nonpayment of taxes; and

WHEREAS, the three (3) year period for redemption provided by Art. 7, §25 of the Louisiana Constitution has elapsed, as well as the five (5) year redemption period 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 \$2,010.00; and

WHEREAS, the Parish of Lincoln has received a written offer to purchase said property from Jared Spiller for the consideration of \$2,010.00 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 August 5, 2020 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# 30182505060, having a municipal address of 144 Chesboro Street, Ruston, Louisiana, and more fully described as:

Begin at the NW Corner of NW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 30, T 18 N, R 2 W, and run thence East for a distance of 50 feet, thence South $0^{\circ} 10'$ West along the East right-of-way of Jonesboro Street, a distance of 530 feet, thence South $85^{\circ} 00'$ East along the South boundary of Chesboro Drive a distance of approximately 410.8 feet for a point of beginning; Thence run South $85^{\circ} 00'$ East along the South boundary of Chesboro Drive a distance of 150.3 feet, thence South $0^{\circ} 10'$ West a distance of 125 feet, thence North $85^{\circ} 00'$ West a distance of 150.3 feet, thence North $0^{\circ} 10'$ East a distance of 125 feet, to the point of beginning. This being 3 lots 50.1 X 125' (from G.A. Love)(187-377) 2 lot or .29 acres sold to Bobby Moncrief, et ux. (776-119)

- 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, Hunter, Franks, Cranford, Hunt, Scriber, Pullin, Russell, Henderson, Melton, Mayfield, and Straughter

Next on the agenda was to declare items as surplus property and authorize advertisements for bids. Annette Straughter offered a motion, seconded by Glenn Scriber, to declare items as surplus property and authorize advertisement for bids. The motion carried with the following votes:

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

Next on the agenda was to authorize approval for Ruston QuikTrip Project-termination and release of servitude and restriction agreement. After discussion, Matt Pullin offered a motion, seconded by Milton Melton, to authorize approval for Ruston QuikTrip Project- termination and release servitude and restriction agreement. The motion carried with the following votes:

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

Next on the agenda was to authorize the President to execute annual public housing certifications of compliance. Theresa Wyatt offered a motion, seconded by Marvin Franks, to authorize the President to execute annual public housing authority certifications of compliance.

Resolution No. 20-45

Now, Therefore, Be It Resolved that the Lincoln Parish Police Jury convened in regular session this 11th day of August, 2020 does hereby certify that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions, and hereby authorizes the President, Joe Henderson, to sign the Certifications.

/s/ Joe Henderson
Joe Henderson
Lincoln Parish Police Jury President

The motion carried with the following the votes:

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

Next on the agenda was to authorize the Administrator, to enter into an agreement with Big Truck Rental for a front loader for the Solid Waste Department. Skip Russell offered a motion, seconded by Annette Straughter, to authorize the Administrator, to enter into an agreement with Big Truck Rental for a front loader for the Solid Waste Department.

RESOLUTION NO. 2020-46

NOW, THEREFORE, BE IT RESOLVED that the Lincoln Parish Police Jury convened in Regular Session this 11th day of August 2020 does hereby authorize the Police Jury Administrator, Doug

Postel, to execute the Rental Agreement with Big Truck Rental for a Front Loader.

/s/ Joe Henderson

Joe Henderson
Lincoln Parish Police Jury President

The motion carried with the following votes:

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

Next on the agenda was to consider request for assistance for the Town of Dubach. Theresa Wyatt offered a motion, seconded by Sharyon Mayfield, to approve the request for assistance for the Town of Dubach. The motion carried with the following votes:

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

Mr. Christopher Hyde, Parish Treasurer, presented the budget to actual comparison report on the General Fund and additional major funds.

Next on the agenda were the committee reports. Marvin Franks stated the Finance committee met this day at 6:00 p.m. and the committee recommends:

1. Discussed adjusting and levying tax millage rates for 2020.

Marvin Franks offered a motion, seconded by Annette Straughter, to approve the minutes of the Finance Committee. The motion carried with the following votes:

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

Hazel Hunter stated that the Personnel/Benefits committee met this day at 6:30 p.m. and the committee recommends:

1. Approve revised policies and procedures related to the hiring process for the Police Jury.

Hazel Hunter offered a motion, seconded by Sharyon Mayfield, to approve the minutes of the Personnel/Benefits committee. The motion carried with the following votes:

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

After various reports and no other business to come before the jury, the meeting was adjourned.

Doug Postel
Parish Administrator

Joe Henderson
Parish President