

The Lincoln Parish Police Jury met in regular session on Tuesday, March 8, 2022, at 7:00 p.m. in the Jack Beard Community Room of the Lincoln Parish Library, Ruston, Louisiana. Present were: Theresa Wyatt, District One; Hazel Hunter, District Two; Richard I. Durrett, District Three; T.J. Cranford, District Four; Logan Hunt, District Five; Glenn Scriber, District Six; Matt Pullin, District Seven; Milton Melton, District Ten; Sharyon Mayfield, District Eleven; and Annette Straughter, District Twelve.

ABSENT: Skip Russell, District Eight; and Joe Henderson, District Nine

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

Milton Melton asked to amend the Agenda to include LCDBG Love Louisiana Outdoors, Department Head Reports, and Administrator Report. Logan Hunt offered a motion to amend the agenda, seconded by Glenn Scriber, to amend the agenda. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Milton Melton offered a motion, seconded by Logan Hunt, to approve the Agenda as amended. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Glenn Scriber offered a motion, seconded by Annette Straughter, to approve the minutes of the February 8, 2022 meeting. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

First on the Agenda was a report from Mrs. Lindsay Gouedy on the Sparta Aquifer. No action was taken.

Hazel Hunter stated that the Adjudicated Property Committee met at 5:30 PM this day and the committee recommended introducing ordinances for the sale of the following adjudicated properties:

1. Parcel Number 26203197008
2. Parcel Number 27203206605
3. Parcel Number 17183MTO101

Mrs. Hunter offered her report in the form of a motion, seconded by Logan Hunt. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

TJ Cranford stated that the Solid Waste and Recycling Committee met at 6:00 PM this day and the Committee recommends:

1. Advertising for bids for the purchase of an air burner
2. Approving the purchase of a front-end loader through state contract
3. Advertising for bids for the purchase of a new boom truck
4. Advertising for bids for the purchase of new 8-yard refuse containers
5. Advertising for bids for the purchase of two new transfer refuse trailers

Mr. Cranford offered his report in the form of a motion, seconded by Glenn Scriber. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Logan Hunt stated that the Public Works Committee met at 6:30 PM this day and the committee recommends:

1. Advertising for asphalt bids for a one-year period
2. Approving the purchase of two John Deere utility tractors on state contract
3. Approving the purchase of two side mount rotary mowers on state contract
4. Approving the purchase of one commercial Ztrak diesel lawn mower on state contract
5. Advertising for bids for the purchase of a broom tractor
6. Advertising for bids for the purchase of a soil stabilizer/recycler
7. Advertising for bids for the purchase of an 8-yard dump truck
8. Approving the purchase of a Warren EAC-2420 sand spreader

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

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

NAYS: None

ABSENT: Russell, and Henderson

Next on the agenda was to reappoint Ronnie Rodrigues to the Waterworks District No. 1 for a five-year term. Glenn Scriber offered a motion, seconded by Matt Pullin, to adopt the following resolution.

**Resolution No. 22-08**

BE IT RESOLVED by the Police Jury of Lincoln Parish,  
Louisiana, convened in Regular Session this

8<sup>th</sup> day of March, 2022 that  
**Mr. Ronnie Rodrigues**  
Is hereby and herewith appointed, COMMISSIONER  
Waterworks District No. 1  
Lincoln Parish, Louisiana,  
For the term of March 8, 2022 – March 8, 2027  
Signed and Sealed this 8<sup>th</sup> day of March, 2022  
LINCOLN PARISH POLICE JURY  
\* \* \* \* \*

/s/ Doug Postel  
Doug Postel  
Parish Administrator

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

The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Annette Straughter offered a motion, seconded by Milton Melton, to appoint Kip Franklin to the Fire Training Center Board for a Three Year Term.

**Resolution No. 22-09**

BE IT RESOLVED by the Police Jury of Lincoln Parish,  
Louisiana, convened in Regular Session this  
8<sup>th</sup> day of March, 2022 that  
**Mr. Kip Franklin**  
Is hereby and herewith appointed, COMMISSIONER  
Fire Training Center Board  
Lincoln Parish, Louisiana,  
For the term of March 8, 2022 – March 8, 2025  
Signed and Sealed this 8<sup>th</sup> day of March, 2022  
LINCOLN PARISH POLICE JURY  
\* \* \* \* \*

/s/ Doug Postel  
Doug Postel  
Parish Administrator

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

The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Logan Hunt offered a motion, seconded by Milton Melton to approve a contract with Riley Co for Surveying and Engineering Services of the Health Hub, not to exceed \$40,000.00. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Human Resource Director, LaTonya Lacey was present to answer questions on item number nine, Update Policy – Section 400: Timekeeping. She stated that since the Police Jury had changed payroll procedures that this policy change would simply strike out the mention of pay weeks altogether. Milton Melton offered a motion, seconded by Matt Pullin, to approve the necessary changes to this policy. The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Annette Straughter offered a motion seconded by Sharyon Mayfield to adopt a resolution authorizing the Parish Administrator to execute the annual public housing authority certifications of compliance.

**Resolution 22-10**

Now, Therefore, Be It Resolved that the Lincoln Parish Police Jury convened in regular session this 8th day of March, 2022 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 Parish Administrator, Doug Postel, to sign the Certifications.

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

The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

Under Other Business was the approval of travel to the NACo Conference, July 21-24, 2022 in Adams County, Colorado. After discussion, Mr. Postel stated that action could wait until the April meeting.

Next on the agenda was the added item LCDBG-CV Love Louisiana Outdoors Program Resolution. Mr. Postel stated that this resolution was simply to acknowledge that the Police

Jury has agreed to follow certain restrictions. Matt Pullin offered a motion, seconded by Logan Hunt to adopt the following resolution.

**Resolution 22-11**

LCDBG-CV LOVE LOUISIANA OUTDOORS  
MANAGEMENT RESOLUTION

WHEREAS, the Lincoln Parish Police Jury has been afforded the opportunity to participate in the State of Louisiana Community Development Block Grant - Coronavirus (LCDBG-CV) Love Louisiana Outdoors Program administered by the Division of Administration for Lincoln Parish; and,

WHEREAS, it is necessary under the program regulations to authorize certain actions and individuals to perform certain designated functions by the State.

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 Michael Sutton, Kevin Klepzig, and Doug Postel are hereby authorized to sign "Authorized Signature Card for Request for Payment;" and,

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

BE IT FURTHER RESOLVED, Origin Bank is hereby designated as the official depository for direct deposit of grant funds for the LCDBG-CV project.

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
3. Approval by the President

BE IT FURTHER RESOLVED, that Michael Sutton, Kevin Klepzig, and Doug Postel are hereby authorized to sign checks written on the LCDBG-CV account.

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 Doug Postel is hereby appointed as EEO Officer for the life of the LCDBG-CV program and as such is charged to faithfully execute all duties and responsibilities herein described.

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 Doug Postel 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 Doug Postel 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 adopts the attached Residential Anti-Displacement and Relocation Assistance Plan appoints Doug Postel as its Coordinator.

SECTION VII  
LANGUAGE ACCESS PLAN

WHEREAS, as part of its Citizen Participation Plan to reach out and inform its citizens, the Parish has developed a language access plan to inform its citizens who may not understand or speak English; AND,

THEREFORE, BE IT RESOLVED, that the Lincoln Parish Police Jury hereby adopts the Language Access Plan and all updates for the Parish's LCDBG-CV LOVE LOUISIANA OUTDOORS Program.

SECTION VIII

SECTION 504 GREVIANCE PROCEDURE

WHEREAS, the LCDBG-CV Program requires that all grant recipients adopt by resolution an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U. S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112); and

THEREFORE, BE IT RESOLVED, that the Lincoln Parish Police Jury hereby adopts the Grievance Procedure for the Parish’s LCDBG-CV LOVE LOUISIANA OUTDOORS Program.

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

WHEREAS, the CDBG Program requires that all grant recipients adopt by resolution a policy for communicating information to persons with hearing impairments;

NOW, THEREFORE BE IT RESOLVED, that the attached “Policy Statement For Communicating Information to Persons With Sensory Impairments” for the Lincoln Parish Police Jury is hereby adopted.

BE IT FURTHER RESOLVED, the Lincoln Parish Police Jury hereby adopts a policy to utilize the Louisiana Hearing Impaired Relay System for communicating with hearing impaired persons. The relay numbers are: Information 1-800-333-0605, TDD Users 1-800-846-5277 and Voice Users 1-800-947-5277.

Passed and adopted by the Lincoln Parish Police Jury, State of Louisiana, on this 8<sup>th</sup> day March, 2022, by the following votes:

- YEAS: Wyatt, Hunter, Durrett, Cranford, Hunt, Scriber, Pullin, Melton, Mayfield, and Straughter
- NAYS: None
- ABSTAINED: None
- ABSENT: Russell and Henderson

I, Richard I. Durrett, President, does hereby certify that the above is a true and correct copy of the RESOLUTION duly passed and adopted by the Lincoln Parish Police Jury, Parish of Lincoln, State of Louisiana, on the 8<sup>th</sup> day March, 2022.

ATTEST:

/s/ Doug Postel  
Doug Postel, Parish Administrator

/s/ Richard I. Durrett  
Richard I. Durrett, President

The motion carried with the following votes:

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

NAYS: None

ABSENT: Russell, and Henderson

March 8, 2022

The Jurors then heard reports from the Department Heads and the Administrator. Mr. Durrett then acknowledged Michael Sutton and asked that he give his budget report. With no other business to come before the jury, the meeting was adjourned.

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Doug Postel  
Parish Administrator

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Richard I. Durrett  
Police Jury President