



POLICE JURY REGULAR MEETING

Lincoln Parish Police Jury

Tuesday, July 12, 2022 at 7:00 PM

Jack Beard Room | 910 North Trenton Street, Ruston, LA 71270

AGENDA

In compliance with the Americans With Disabilities Act, individuals needing special accommodations during this meeting should notify the Lincoln Parish Police Jury at 318-513-6200 at least three working days before the meeting.

Call to Order

Invocation and Pledge of Allegiance - Mr. TJ Cranford

Approval of Agenda

Public Comment on Agenda Items

Minutes of Prior Meeting

1. June 14, 2022

Committee Reports

2. Public Works Committee
 - A. Adopt Resolution Requesting DOTD Perform Reconstruction and Improvements to Highway 818

New Business

3. Appointments to Library Board (2 vacancies)
 - A. Mrs. Deborah Gilliam
4. Revoke Ordinance No. 460-22-(0) Regarding the Local Hospital Enhanced Medicaid Reimbursement Program
5. Adopt Resolution for Preliminary Approval of Sewer Revenue Bonds (LDEQ Partial Forgiveness Loans) Not to Exceed \$850,000.00
6. Engage Boles and Shafto for Legal Services Relating to Bond Issues
7. Award Phase I Environmental Site Assessment (ESA) Contract - HVAC Grant
8. Discuss and Take Action on, Voting Credentials – NACo 2022 Annual Conference
9. Discuss and Take Action, Ambulance Service

Budget Report - Mr. Michael Sutton

Other Business

10. Department Head Reports
11. Administrator's Report

Public Comment

Adjourn

TO: Lincoln Parish Police Jury
FROM: Parks, Recreation & Tourism Committee
SUBJECT: Committee Report

The Parks, Recreation, and Tourism Committee of the Lincoln Parish Police Jury met in the Jack Beard Community Room, 910 North Trenton Street, Tuesday, June 14, 2022, at 5:15 p.m. Present were: Glenn Scriber, Chair; TJ Cranford, Logan Hunt, and Annette Straughter.

ABSENT: Skip Russell

Glenn Scriber called the meeting to order and delivered the invocation.

Annette Straughter made a motion, seconded by Logan Hunt, to approve the agenda. The motion carried with the following votes:

YEAS: Cranford, Hunt, Scriber, and Straughter

ABSENT: Russell

The only item on the agenda was to discuss and take action on a discount for veterans for entry into the park. After discussion, Annette Straughter offered a motion, seconded by Logan Hunt, to offer annual family or annual individual passes to veterans at half-price with the presentation of a DD-214. The motion carried with the following votes:

YEAS: Cranford, Hunt, Scriber, and Straughter

ABSENT: Russell

There being no other business to come before the Committee, the meeting was adjourned.

Doug Postel
Parish Administrator

Glenn Scriber
Committee Chair

TO: Lincoln Parish Police Jury
FROM: Health and Welfare Committee
SUBJECT: Committee Report

The Health and Welfare Committee of the Lincoln Parish Police Jury met in the Jack Beard Community Room, 910 North Trenton Street, Tuesday, June 14, 2022, at 5:30 p.m. Present were: Annette Straughter, Chair; Hazel Hunter, Matt Pullin, Milton Melton, and Sharyon Mayfield.

ABSENT: None

Annette Straughter called the meeting to order and delivered the invocation.

Sharyon Mayfield made a motion, seconded by Milton Melton, to approve the agenda. The motion carried with the following votes:

YEAS: Hunter, Pullin, Melton, Mayfield, and Straughter

The first item on the agenda was to discuss and take action regarding the Local Hospital Enhanced Medicaid Reimbursement Program. Mr. Rock Bordelon was present to give a brief overview of this program and answer questions. After discussion, Milton Melton offered a motion, seconded by Matt Pullin, to approve an ordinance to participate in the local health care provider participation program. The motion carried with the following votes:

YEAS: Hunter, Pullin, Melton, Mayfield, and Straughter

The next item on the agenda was to discuss and take action on the selection of a contractor for the Health Hub. Milton Melton offered a motion, seconded by Sharyon Mayfield, to approve the selection of Lincoln Builders for the construction of the new Health Hub buildings. The motion carried with the following votes:

YEAS: Hunter, Pullin, Melton, Mayfield, and Straughter

There being no other business to come before the Committee, the meeting was adjourned.

Doug Postel
Parish Administrator

Annette Straughter
Committee Chair

TO: Lincoln Parish Police Jury
FROM: Public Works Committee
SUBJECT: Committee Report

The Public Works Committee of the Lincoln Parish Police Jury met in the Jack Beard Community Room, 910 North Trenton Street, Tuesday, June 14, 2022, at 6:00 p.m. Present were: Logan Hunt, Chair; Theresa Wyatt, TJ Cranford, Glenn Scriber, and Matt Pullin.

ABSENT: None

Logan Hunt called the meeting to order and TJ Cranford delivered the invocation.

Theresa Wyatt made a motion, seconded by Matt Pullin, to approve the agenda. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

The first item to be considered under new business was to accept bids for hot mix for the period of July 1, 2022 through December 31, 2022. TJ Cranford offered a motion, seconded by Theresa Wyatt to accept the low bid from Amethyst Construction in the amount of \$99.00 per ton. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

Glenn Scriber offered a motion, seconded by Theresa Wyatt to accept the low bid from Amethyst Construction for asphaltic concrete overlays for the 2022 Capital Improvement Program in the amount of \$1,313,063.75. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

Glenn Scriber offered a motion, seconded by Matt Pullin, to recommend approving the change order number one for Burgessville Road in the amount of \$14,171.00. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

Next on the agenda was to consider a property transfer with QuikTrip, Doug Postel stated that this transfer would swap the old oil change property with a section at the front of the parking lot. The oil change property will be finished out and add roughly 17 parking spots for use by library patrons. Theresa Wyatt offered a motion, seconded by Matt Pullin to

approve the property transfer concerning QuikTrip. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

The last item on the agenda was to declare surplus property. Theresa Wyatt offered a motion, seconded by Matt Pullin, to recommend declaring the 2007 Etnyre Chip Spreader (S# K6317) as surplus property. The motion carried with the following votes:

YEAS: Wyatt, Cranford, Hunt, Scriber, and Pullin

There being no other business to come before the Committee, the meeting was adjourned.

Doug Postel
Parish Administrator

Logan Hunt
Committee Chair

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

The Personnel and Benefits Committee of the Lincoln Parish Police Jury met in the Jack Beard Community Room, 910 North Trenton Street, Tuesday, June 14, 2022, at 6:30 p.m. Present were: Joe Henderson, Chair; TJ Cranford, Logan Hunt, Milton Melton, and Sharyon Mayfield.

ABSENT: None

Joe Henderson called the meeting to order and TJ Cranford delivered the invocation.

Sharyon Mayfield made a motion, seconded by Milton Melton, to approve the agenda. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

The first item on the agenda was an announcement of vacancy on the Northeast Delta Human Services Authority Board. Mr. Postel stated that the Police Jury has two positions on this board however only one has been filled. No action was taken.

Item two on the agenda was board appointments to various boards. Logan Hunt offered a motion, seconded by Milton Melton, to table the Library Board appointment and recommend that Jurors seek an appointee. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

TJ Cranford offered a motion, seconded by Logan Hunt, to recommend appointing Tammy Walker as the Dubach representative to the North Louisiana Exhibition Center Commission for a four-year term. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

Logan Hunt offered a motion, seconded by Sharyon Mayfield, to recommend re-appointing Keith Canterbury as the Simsboro representative to the North Louisiana Exhibition Center Commission for a four-year term. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

Sharyon Mayfield offered a motion, seconded by Logan Hunt, to recommend re-appointing Elmira McCarty as the Grambling representative to the North Louisiana Exhibition Center Commission for a four-year term. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

Logan Hunt offered a motion, seconded by Milton Melton, to recommend re-appointing Dawn Moore as the Choudrant representative to the North Louisiana Exhibition Center Commission for a four-year term. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

Logan Hunt offered a motion, seconded by TJ Cranford, to recommend appointing Chris Womack as the Ruston representative to the North Louisiana Exhibition Center Commission for a four-year term. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

TJ Cranford offered a motion, seconded by Milton Melton, to recommend appointing Melanie Jones to fill the unexpired term of Shannon Frank Reeves, Sr. on the Ruston Lincoln Convention and Visitors Bureau Board representing Grambling State University. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

The last item on the agenda was to discuss and take action on the revision of the employee leave policy. Mr. Postel stated that the overall goal of changing this policy is to attract and retain new employees. Mr. Henderson stated that he was concerned about the vacation benefits and how much they would cost the police jury. Milton Melton offered a motion, seconded by Sharyon Mayfield to table the item until the next meeting. The motion carried with the following votes:

YEAS: Cranford, Hunt, Henderson, Melton, and Mayfield

There being no other business to come before the Committee, the meeting was adjourned.

Doug Postel
Parish Administrator

Joe Henderson
Committee Chair

The Lincoln Parish Police Jury met in regular session on Tuesday, June 14, 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; Joe Henderson, District Nine; Milton Melton, District Ten; Sharyon Mayfield, District Eleven; and Annette Straughter, District Twelve.

ABSENT: Skip Russell, District Eight

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

Sharyon Mayfield offered a motion, seconded by Annette Straughter, to amend the agenda to include approval of the Sales Tax Budget as item 7A. The motion carried with the following votes:

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

ABSENT: Russell

Mr. Durrett opened a public hearing for comments regarding the Local Hospital Enhanced Medicaid Reimbursement Program. Mr. Henderson asked where the money collected would go. Administrator Doug Postel stated that that revenue would be dedicated to wherever the jurors voted to move it. Logan Hunt suggested that the operating costs of the new Health Hub would be more significant than the current health unit and that this money should be set aside to offset those costs. Mrs. Mayfield asked if it was a guarantee that the hospital would be building new facilities in a different location. TJ Cranford stated his skepticism. With no further comments, the public hearing was closed.

Annette Straughter offered a motion, seconded by Theresa Wyatt, to approve the minutes of the May 10, 2022 meeting. The motion carried with the following votes:

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

ABSENT: Russell

Glenn Scriber stated that the Parks, Recreation, and Tourism Committee met at 5:15 pm this day and the Committee recommends:

1. Offering annual family or annual individual passes to veterans at half-price with the presentation of a DD-214.

Mr. Scriber offered his report in the form of a motion. It was seconded by Annette Straughter and carried with the following votes:

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

ABSENT: Russell

Annette Straughter stated that the Health and Welfare Committee met at 5:30 pm this day and the Committee recommends:

1. Approving an ordinance to participate in the local health care provider participation program.

ORDINANCE NO. 460-22-(0)

An Ordinance to Participate in the Local Health Care Provider Participation Program

BE IT ORDAINED that the Lincoln Parish Police Jury enacts the following Ordinance to be codified under Chapter _____, Article _____ - Local Health Care Provider Participation Program, as follows:

Sec ____-1 Local Health Care Provider Participation Program Annual Assessment

For the privilege of operating in this Parish, there is levied upon on any nongovernmental hospital, as defined by law, located within the limits of this Parish, a Local Hospital Assessment for the year 2021 and for each subsequent year at the rate of 3.5% of net patient revenue of the nongovernmental hospital's most recent Medicaid cost report.

Sec. ___-2 Adoption of State Law

The Local Hospital Assessment shall be levied, collected and used in accordance with the provisions of Louisiana Revised Statutes Title 40, Subpart D-1 of Part I of Chapter 5-E, as amended, which are adopted and made a part hereof by reference as if written in extenso.

Sec. ____-3. – Late Payments

The Local Hospital Assessment levied herein shall be due in quarterly payments on March 30, June 30, September 30, and December 30. Any payment not paid within thirty days of the due date shall be deemed delinquent.

Interest at the rate on one and one-quarter (1¹/₄) percent per month shall be added to the amount of the delinquent payment and such interest shall be computed from the due date of the payment until it is paid. Such interest may be waived for good cause shown.

This ordinance shall become effective _____, 2022.

/s/ Doug Postel
Doug Postel
Parish Administrator

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

2. Approving the selection of Lincoln Builders for the construction of the new Health Hub buildings.

Mrs. Straughter offered her report in the form of a motion. It was seconded by Sharyon Mayfield and carried with the following votes:

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

ABSENT: Russell

Logan Hunt stated that the Public Works Committee met at 6:00 pm this day and the Committee recommends:

1. Accepting the low bid from Amethyst Construction for hot mix for a period of July 1, 2022 through December 31, 2022 in the amount of \$99.00 per ton.
2. Accepting the low bid from Amethyst Construction for asphaltic concrete overlays for the 2022 Capital Improvement Program in the amount of \$1,313,063.75.
3. Approving the change order number one for Burgessville Road in the amount of \$14,171.00.
4. Approving the property transfer with QuikTrip.
5. Declaring the 2007 Etnyre Chip Spreader (S#K6317) as surplus property.

Mr. Hunt offered his report in the form of a motion. It was seconded by TJ Cranford and carried with the following votes:

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

ABSENT: Russell

Joe Henderson stated that the Personnel and Benefits Committee met at 6:30 pm this day and the Committee recommends:

1. Tabling the Library Board appointments and encouraging jurors to seek appointees.
2. Appointing Tammy Walker as the Dubach representative to the North Louisiana Exhibition Center Commission for a four-year term.

Resolution No. 22-18

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mrs. Tammy Walker

Is hereby and herewith appointed, COMMISSIONER
North Louisiana Exhibition Center Commission
Representing Dubach
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – June 14, 2026

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 3. Re-appointing Keith Canterbury as the Simsboro representative to the North Louisiana Exhibition Center Commission for a four-year term.

Resolution No. 22-19

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mr. Keith Canterbury

Is hereby and herewith appointed, COMMISSIONER
North Louisiana Exhibition Center Commission
Representing Simsboro
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – June 14, 2026

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 4. Re-appointing Elmira McCarty as the Grambling representative to the North Louisiana Exhibition Center Commission for a four-year term.

Resolution No. 22-20

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mrs. Elmira McCarty

Is hereby and herewith appointed, COMMISSIONER
North Louisiana Exhibition Center Commission
Representing Grambling
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – June 14, 2026

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 5. Re-appointing Dawn Moore as the Choudrant representative to the North Louisiana Exhibition Center Commission for a four-year term.

Resolution No. 22-21

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mrs. Dawn Moore

Is hereby and herewith appointed, COMMISSIONER
North Louisiana Exhibition Center Commission
Representing Choudrant
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – June 14, 2026

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 6. Appointing Chris Womack as the Ruston representative to the North Louisiana Exhibition Center Commission for a four-year term.

Resolution No. 22-22

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mr. Chris Womack

Is hereby and herewith appointed, COMMISSIONER
North Louisiana Exhibition Center Commission
Representing Ruston
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – June 14, 2026

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

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/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 7. Appointing Melanie Jones to fill the unexpired term of Shannon Frank Reeves, Sr. on the Ruston Lincoln Convention and Visitor’s Bureau Board representing Grambling State University.

Resolution No. 22-23

BE IT RESOLVED by the Police Jury of Lincoln Parish,
Louisiana, convened in Regular Session this
14th day of June, 2022 that

Mrs. Melanie Jones

Is hereby and herewith appointed, COMMISSIONER
Ruston Lincoln Convention and Visitor’s Bureau
Representing Grambling State University
Lincoln Parish, Louisiana,

For the term of June 14, 2022 – December 31, 2022

Signed and Sealed this 14th day of June, 2022

LINCOLN PARISH POLICE JURY

* * * * *

/s/ Doug Postel
Doug Postel
Parish Administrator

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

- 8. Tabling revisions to the employee leave policy until the next meeting.

Mr. Henderson offered his report in the form of a motion. It was seconded by Logan Hunt and passed with the following votes:

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

ABSENT: Russell

The next item on the agenda was the selection of the Official Journal. Matt Pullin offered a motion, seconded by Annette Straughter, to select Ruston Daily Leader as the official journal for a period of July 1, 2022, through June 30, 2023. The motion carried with the following votes:

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

ABSENT: Russell

The last item under new business was the approval of the Sales and Use Tax Budget for the fiscal year July 2022-June 2023. Denise Griggs was present to answer any questions. Annette Straughter offered a motion, seconded by Joe Henderson, to approve the Sales and Use Tax budget as presented. The motion carried with the following votes:

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

ABSENT: Russell

Treasurer Michael Sutton presented his budget Reports. After the Department Head reports, Mrs. Barbara Lewis was present to comment on recent school shootings and to ask what is being done to train teachers/students/the public on what steps to take in that situation. Kip Franklin, Homeland Security Director, stated that his office is open for active shooter training. With no further business to come before the Jury, the meeting was adjourned.

Doug Postel
Parish Administrator

Richard I. Durrett
Police Jury President

DEBORAH GILLIAM

193 Webster Ave
Grambling, LA 71245
Phone: 318-247-0297
ajbteach@hotmail.com

EDUCATION

M.S., Grambling State University, 1993

B.S., Dillard University, 1989

WORK EXPERIENCE

Teacher, Lincoln Preparatory School, 2016 - present

Coordinator, LA GEAR UP Summer Camp, Grambling State University, 2018 - present

Tax Professional, HR Block, 1999 – present

Teacher, Alma J. Brown Elementary Laboratory School, 1994-2016

Adjunct Instructor, Grambling State University, 1997-1999

PROFESSIONAL MEMBERSHIP

Louisiana Computer Using Educators (LACUE)

Office of the Governor
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



P.O. Box 94004
BATON ROUGE, LOUISIANA 70804-9004
(225) 342-7015
GOV.LA.GOV

June 18, 2022

VIA HAND DELIVERY

Honorable Clay J. Schexnayder
Speaker of the House
Louisiana House of Representatives
Post Office Box 94062
Baton Rouge, Louisiana 70804-9062

RECEIVED
JUN 16 2022
RMLW
3:05pm
House of Representatives
Clerk's Office

RE: Veto of House Bill 717 of the 2022 Regular Session

Dear Speaker Schexnayder:

Please allow this letter to inform you that I have vetoed House Bill 717 of the 2022 Regular Session.

This bill would potentially affect the preprint sent to the Centers for Medicare and Medicaid Services for the hospital payment reform planned by the Louisiana Department of Health. Given the complexity of the changes in the payment system, planned to be effective for July 1, 2022, the changes in the bill would be best considered in the 2024 legislative session. The Louisiana Department of Health will work with the bill author to ensure these proposed changes are fully considered within the new payment methodology.

Sincerely,

John Bel Edwards
Governor

enclosure

cc: Honorable Patrick Page Cortez
Louisiana Senate President

Ordinance No. 461-22-(1)

Whereas, The Lincoln Parish Police Jury adopted Ordinance No. 460-22-(0) to Participate in the Local Health Care Provider Participation Program on June 14, 2022; and

Whereas, Governor Jon Bel Edwards vetoed House Bill No. 717; and

Whereas, Adoption of House Bill No. 717 is necessary for the implementation of Ordinance No. 460-22-(0).

Now, Therefore, Be It Ordained, that the Lincoln Parish Police Jury does repeal Ordinance No. 460-22-(0) to Participate in the Local Health Care Provider Participation Program which was adopted on June 14, 2022.

LINCOLN PARISH POLICE JURY,
STATE OF LOUISIANA

The following resolution was offered by _____ and seconded
by _____:

RESOLUTION

A RESOLUTION DECLARING THE INTENTION OF THE LINCOLN PARISH POLICE JURY, STATE OF LOUISIANA, TO ISSUE TAXABLE SEWER REVENUE BONDS IN ONE OR MORE SERIES, IN AN AMOUNT NOT TO EXCEED EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$850,000) FOR THE PURPOSE OF PAYING A PORTION OF THE COST OF CONSTRUCTING AND ACQUIRING ADDITIONS, EXTENSIONS AND IMPROVEMENTS TO A PORTION OF THE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL SYSTEM OF SAID PARISH; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS the Parish of Lincoln, State of Louisiana (the "**Parish**") now owns and operates a wastewater collection, treatment and disposal system (the "**System**") as a revenue-producing work of public improvement; and

WHEREAS, The Parish has applied for a loan from the Louisiana Department of Environmental Quality ("**LDEQ**") Clean Water State Revolving Fund Loan Program ("the **Loan Program**") to provide funding for repairs, rehabilitation, and improvements within a portion of the System known as the "Lincoln Parish Sewage Treatment Area No.1", including equipment and fixtures (the "**Project**"); and

WHEREAS, this Police Jury, as governing authority of the Parish (the "**Governing Authority**"), proposes that Taxable Sewer Revenue Bonds will be issued by the Parish in the manner prescribed by and under the authority of the Consolidated Local Government Public Finance Act (La. R.S. 39:501 et seq.), and other constitutional and statutory authority, as amended (the "**Act**"), payable solely from the income and revenues of the user fees collected from customers of the System; and

WHEREAS, this Governing Authority now desires to give notice of intention pursuant to the Act to issue Eight Hundred Fifty Thousand Dollars (\$850,000) of Taxable Sewer Revenue Bonds, in one or more series (the "**Bonds**") to finance improvements to the System.

NOW, THEREFORE, BE IT RESOLVED by the Governing Authority of the Parish, that:

SECTION 1. Intent to Issue Revenue Bonds. Pursuant to and in compliance with the provisions of the Act, and other constitutional and statutory authority, this Governing Authority does hereby declare its intention to issue the Bonds, in the name of the Parish, in one or more series, the proceeds of which will be used for: (i) the Project; and (ii) the costs related to the issuance of the Bonds.

All of the Bonds shall be limited and special revenue bonds of the Parish, secured by and payable in principal, interest and redemption premium, if any, solely from user fees collected from customers of the System (the "**User Fees**"). The Bonds shall not be a charge on the other income and revenues of the Parish as prohibited under the provisions of Article VI, Section 37 of the Louisiana Constitution of 1974, nor shall they constitute an indebtedness or pledge of the general credit of the Parish. The Bonds shall be of such series, bear such dates, mature at such time or times, not to exceed twenty-two (22) years from their date of issuance, bear interest at such rate or rates not exceeding 0.95% per annum, with a percentage of the principal of the Bonds being forgiven and no interest accruing to such forgiven principal as set forth in the LDEQ commitment letter to the Parish originally dated May 7, 2021, as revised and superseded by revisions to such commitment dated June 3, 2022.

The Bonds will be sold at such price or prices, be in such denomination or denominations, be in fully registered form, carry such registration privileges, be payable in such medium of payment and at such place or places, be subject to such terms of redemption and be entitled to such priorities on User Fees as the Parish may provide by ordinance adopted at the time or times of issuance of the Bonds.

The Parish will, in such ordinance, enter into such covenants with the future owner or owners of the Bonds as to the management and operation of the System, the imposition and collection of rates and charges for the services rendered thereby, the disposition of such fees and revenues, the issuance of future bonds and the creation of future liens and encumbrances against the System and the revenues therefrom, the carrying of insurance on the System and the disposition of the proceeds of insurance, the keeping of books and records, and other pertinent matters as may be deemed proper by this Governing Authority to assure the marketability of the Bonds, consistent with the provisions of the Act and other applicable laws and regulations. Such resolution(s) will also include remedies in case of default, provision for the issuance of parity bonds, and such additional covenants, agreements and provisions as are judged advisable or necessary by the Parish for the security of the registered owners of the Bonds, including sinking funds and reserves for the payment of principal and interest on the Bonds and an adequate depreciation fund for those repairs, extensions and improvements to the System as may be necessary to assure adequate and efficient service to the public, all as provided by the Act.

SECTION 2. Sale of Bonds. The Bonds are expected to be sold at a private sale to the Program and may be issued and sold in installments as needed, all as provided for in the Act and other statutory authority.

SECTION 3. Notice of Intention. This Governing Authority is hereby authorized, empowered and directed to publish an appropriate notice of the intention of the Parish to issue the Bonds in accordance with the provisions of this resolution and the Act. Such notice of intention shall be published in four (4) consecutive weekly issues of the official journal of the Parish as required by the Act, and shall be in substantially in the following form, attached hereto as **Exhibit "A"** with any such changes as may be necessary upon the advice of bond counsel.

SECTION 4. State Bond Commission. Application is hereby made to the State Bond Commission, Baton Rouge, Louisiana, for approval of not to exceed \$850,000 of Taxable Sewer Revenue Bonds of the Parish, to mature on or before Twenty-two (22) years from the date thereof and to bear interest at a rate not to exceed 0.95% per centum per annum, as described above. A certified copy of this resolution shall be submitted to the Louisiana State Bond Commission (the "**Commission**") together with a request for prompt consideration and approval of this application.

By virtue of the Parish's application for, acceptance and utilization of the benefits of the Commission's approval(s) resolved and set forth herein, it resolves that the Parish understands and agrees that such approval(s) are expressly conditioned upon, and it further resolves that it understands, agrees and binds itself, its successors and assigns, to full and continuing compliance with the "State Bond Commission Policy on Approval of Proposed Use of Swaps, or other forms of Derivative Products Hedges, Etc.", adopted by the State Bond Commission on July 20, 2006, as to the borrowing(s) and other matter(s) subject to the approval(s), including subsequent application and approval under said Policy of the implementation or use of any swap(s) or other product(s) or enhancement(s) covered thereby.

It is understood by this Governing Authority that any approval given by the Commission does not constitute a recommendation, approval or sanction by the Commission or the State of Louisiana of the investment quality of the credit represented by the application. Further, approval does not constitute any guaranty of repayment of the debt by the Commission or the State of Louisiana. The approval application by the Commission should not be relied upon as advice by any current or potential holders or purchasers of the Bonds. Nor shall the Commission or the State of Louisiana have any liability or legal responsibility to third party purchasers or investors arising out of, related to, or connected with the approval.

SECTION 5. Employment of Bond Counsel. This Governing Authority finds and determines that a real necessity exists for the employment of special bond counsel in connection with the issuance of the Bonds. Boles Shafto, LLC, of Monroe, Louisiana, is hereby employed as Bond Counsel to the Commission to do and perform comprehensive legal and co-ordinate professional work of a traditional legal nature with respect to the issuance and sale of the Bonds. Said Bond Counsel shall prepare and submit to this governing authority for adoption all of the proceedings incidental to the authorization, issuance, sale and delivery of the Bonds, shall counsel and advise this governing authority as to the issuance and sale thereof, and shall furnish their opinion covering the legality of the issuance thereof.

The fee of Bond Counsel in connection with the issuance of the Bonds is hereby fixed at a sum not to exceed the fees provided by the Attorney General's Guidelines for Fees and Services

of Bond Attorneys for comprehensive legal and coordinate professional work in the issuance of revenue bonds, said fee to be payable solely out of funds derived from the sale of the Bonds and to be contingent upon the issuance, sale and delivery thereof. A certified copy of this resolution shall be forwarded to the Attorney General of the State of Louisiana for his written approval of said employment and of the fees herein designated.

Bond Counsel is hereby authorized and directed to proceed with the issuance of the Bonds and directed to prepare necessary documents appertaining thereto and to present them for further action by this Governing Authority.

SECTION 6. Other Professionals. Should it be necessary to engage other professionals, the President of the Governing Authority shall be entitled to engage such professionals provided the contracts employing such professionals shall be promptly submitted to the Parish.

[THE REMAINDER OF THIS PAGE INTENTIONALLY BLANK]

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

ABSTAINING:

This resolution was declared adopted on this, the 18th day of July, 2022.

Doug Postel, Parish Administrator

Richard I. Durrett, President

STATE OF LOUISIANA
PARISH OF LINCOLN

I, the undersigned Parish Administrator for the Lincoln Parish Police Jury, State of Louisiana (the "**Parish**"), does hereby certify that the foregoing pages constitute a true and correct copy of:

A RESOLUTION DECLARING THE INTENTION OF THE PARISH OF LINCOLN, STATE OF LOUISIANA, TO ISSUE TAXABLE SEWER REVENUE BONDS IN ONE OR MORE SERIES, IN AN AMOUNT NOT TO EXCEED EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$850,000) FOR THE PURPOSE OF PAYING A PORTION OF THE COST OF CONSTRUCTING AND ACQUIRING ADDITIONS, EXTENSIONS AND IMPROVEMENTS TO A PORTION OF THE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL SYSTEM OF SAID PARISH; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

IN FAITH WHEREOF, witness my official signature on this, the 18th day of July, 2022.

Doug Postel, Parish Administrator

EXHIBIT" A "**NOTICE OF INTENTION TO ISSUE****NOT EXCEEDING \$850,000 OF
TAXABLE SEWER REVENUE BONDS OF
PARISH OF LINCOLN,
STATE OF LOUISIANA**

As provided by a resolution adopted on July 18, 2022 by the Lincoln Parish Police Jury, State of Louisiana, acting as the governing authority of the Parish of Lincoln, State of Louisiana (the "**Parish**"), the Parish HEREBY DECLARES ITS INTENTION to issue up to Eight Hundred Fifty Thousand Dollars (\$850,000) of Taxable Sewer Revenue Bonds (the "**Bonds**"), for the purpose of paying the cost of repairs, rehabilitation and improvements to a portion of the wastewater collection, treatment and disposal system of the Parish known as the "Lincoln Parish Sewage Treatment Area No.1"(the "**System**"), including equipment and fixtures.

The Bonds will be limited and special revenue bonds of the Parish, secured by and payable solely from fees collected from users of the System. The Bonds will not be a charge on the other income and revenues of the Parish, nor shall they constitute an indebtedness or pledge of the general credit of the Parish. The Bonds will be issued pursuant to the Consolidated Local Government Public Finance Act (La. R.S. 39:501 et seq.), and other constitutional and statutory authority (collectively, the "**Act**").

The Bonds will be issued and authorized by an ordinance adopted by the governing authority of the Parish, will mature up to twenty-two (22) years from their date of issuance, will bear interest at a rate of 0.95%, with a portion of the principal of the Bonds being forgiven and no interest accruing to such forgiven principal. Proceeds of the Bonds may also be used to pay costs of issuance of the Bonds.

As provided by the Act, all of the other details of the Bonds will be set forth in the ordinance authorizing their issuance, including the following: covenants relating to the management and operation of the System, the imposition and collection of rates and charges from the System's

customers, the expenditure of such rates and charges, the issuance of future bonds and the creation of future liens and encumbrances against the System and all other pertinent matters as may be necessary to the authorization and issuance of the Bonds.

The Bonds are expected to be sold at a private sale, as provided for in the Act, to the Louisiana Department of Environmental Quality Clean Water State Revolving Fund, and the Bonds will also be approved by the State Bond Commission prior to their delivery.

THE PUBLIC IS HEREBY NOTIFIED that the governing authority of the Parish will meet in open and public session on _____, 2022 at SEVEN O'CLOCK (7:00) P.M., at 100 West Texas Avenue, Ruston, Louisiana, to hear any objections to the proposed issuance of the Bonds. If at such hearing a petition duly signed by electors of the Parish in a number not less than five percent (5%) of the number of such electors voting in the last special or general election object to the issuance of the Bonds, then the Bonds shall not be issued until approved at an election held for that purpose. Any such petition must be accompanied by a certificate of the Lincoln Parish Registrar of Voters certifying that the signers of the petition(s) are registered electors of the Parish and the number of signers amounts to not less than five percent (5%) of the registered voters that voted in the last tax election held in the Parish, all as provided by the Act.

LINCOLN PARISH POLICE JURY,
STATE OF LOUISIANA



July 6, 2022

via email: thomas.magee@fryemagee.com

Mr. Thomas Magee
Frye Magee, LLC
117 Tioga Road
Ball, Louisiana 71405

Proposal No. 2022.027

**Subject: Phase I ESA Support Proposal
Lincoln Parish Police Jury**

Two Properties:

**Lincoln Parish Detention Center (170 Road Camp Road, Ruston, LA)
Lincoln Parish Library (910 N. Trenton Street, Ruston, LA)**

Dear Mr. Magee:

Wetlands Unlimited, LLC (WU) is pleased to submit this proposal to complete Phase I Environmental Site Assessments (ESAs) for two non-residential community properties currently owned/operated by the Lincoln Parish Police Jury (LPPJ). The following sections present our scope of work, schedule, and fees for completing the project. The proposed scope of work is based on information obtained from our conversations with you on July 5, 2022.

SCOPE OF WORK

WU understands that the LPPJ wishes to have Louisiana Housing and Urban Development (HUD)-compliant Phase I ESAs completed on two properties as part of the environmental review process required for financial assistance from the Louisiana Community Development Block Grant – Coronavirus (LCDGB-CV) for heating, ventilation, and air conditioning (HVAC) upgrades.

Included in the scope of work are two distinct properties, which will henceforth be referred to as the “subject properties” in this proposal. The names and addresses of the subject properties are as follows:

- **Lincoln Parish Detention Center – 170 Road Camp Road, Ruston, LA**
- **Lincoln Parish Library – 910 N. Trenton Street, Ruston, LA**

The scope of work for each of the proposed sites is presented as Task 1 below. Please note that the complete scope of work described in Task 1 will be completed for each of the properties separately. A cost breakdown outlining the proposed costs for completion of the tasks presented on a per property basis is included in the **FEES** section of this proposal.

Task 1: Phase I Environmental Site Assessment

WU proposes to prepare a Phase I ESA report for each of the subject properties. The ESAs will meet current HUD guidelines, which requires the use of the American Society of Testing and Materials (ASTM) Practice E 1527-13: Standard Practice for Environmental Site Assessment: Phase I Environmental Site Assessment Process and will include:

- An onsite visual inspection of the property by a qualified person(s);
- A search of state and federal environmental databases for information on spills, releases, hazardous waste activities, hazardous material storage, etc. on, and in the vicinity of, the subject property;
- A review of available historical aerial photographs for evidence of waste disposal, oil spills, or other suspect activities on the site;
- Interview(s) of persons (project leader or LPPJ representatives) knowledgeable about the property;
- Recommendations related to the investigation or delineation of any existing contamination found on the property, including WU's assessment of potential contamination from hazardous materials including radon, lead-based paint (LBP), and asbestos, among others; and
- A report of the findings and a rating of potential environmental risks.

The scope of work excludes:

- Testing or abatement activities beyond general observation and risk assessment for items such as LBP, mold, or asbestos;
- Review and consideration of biological agents, wetlands and/or other ecological resources, endangered species, health and safety (beyond the hazardous substances risk assessments listed previously), industrial hygiene, regulatory compliance, or drinking water quality (lead and other applicable criteria);
- Title search for more than the subject properties;
- Vapor Encroachment/Intrusion Plan;
- Testing for radon emission levels; and
- Soil or groundwater sampling (if a need for soil or groundwater testing is indicated during the Phase I ESA, a separate proposal will be provided, upon request).

WU will provide the services described above using its commercially reasonable best efforts consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

FEES

WU proposes to provide the scope of work contained herein on a fixed fee basis. The proposed cost for each site is provided below in **Table 1: Cost Per Site**. All anticipated expenses related to the completion of the scope of work are included in the fixed fee price. Each site will be billed in full upon completion of the ESA report and submittal to the client.

Table 1: Cost Per Site

Property Address	Cost
Lincoln Parish Detention Center - 170 Road Camp Road, Ruston, LA	\$4,250
Lincoln Parish Library – 910 N. Trenton Street, Ruston, LA	\$4,250
Total	\$8,500

ASSUMPTIONS

The cost estimate assumes the client will arrange for WU to have access to the subject properties upon request, at a prior agreed upon date and timeframe.

SCHEDULE

WU is prepared to proceed immediately upon receipt of authorization to proceed. The anticipated timeline for completion of the project final deliverable is no more than 30 days from WU's receipt of authorization to proceed.

QUALIFICATIONS

Wetlands Unlimited, LLC is an environmental services consultancy created in August 2016 and based in West Monroe, Louisiana. The company specializes in a variety of support offerings for regulatory environmental compliance, wetlands, and NEPA projects, including due diligence.

Resumes for staff anticipated to be involved with the preparation of the ESA are included in **Attachment B – Support Resumes**. Co-owners Jeffrey McBride and Matt Mixon each meet the qualifications of an Environmental Professional (EP) as outlined in HUD's environmental review requirements.

WU’s Louisiana Secretary of State filing detail is provided in **Attachment C – State Business Registration**. A confirmation email showing WU’s Dun & Bradstreet number is provided in **Attachment D – DUNS** and a confirmation email confirming WU’s registration with the U.S. Government’s System for Award Management (SAM) is provided in **Attachment E – SAM**.

TERMS AND CONDITIONS

A copy of our standard Terms and Conditions is provided in **Attachment A**, and these Terms and Conditions are incorporated into this proposal as if fully set forth herein.


The services and fees outlined in this proposal are valid for 30 days after the submission date.

For your convenience, this proposal is presented in a form that can be accepted as an agreement. To accept this proposal, please sign in the designated area on the acceptance page, and return a copy to either Jeffrey McBride at Jeffrey@wetlandsunlimited.org or to me at Matt@wetlandsunlimited.org.

Thank you very much for the opportunity to provide you with this proposal. If you have any questions regarding the proposal or require additional information, please don’t hesitate to contact us.

Sincerely:

Reviewed By:



Matt L. Mixon
COO
Wetlands Unlimited, LLC
p. (318) 732-0962
matt@wetlandsunlimited.org

Jeffrey L. McBride
CEO
Wetlands Unlimited, LLC
p. (318) 732-0979
jeffrey@wetlandsunlimited.org

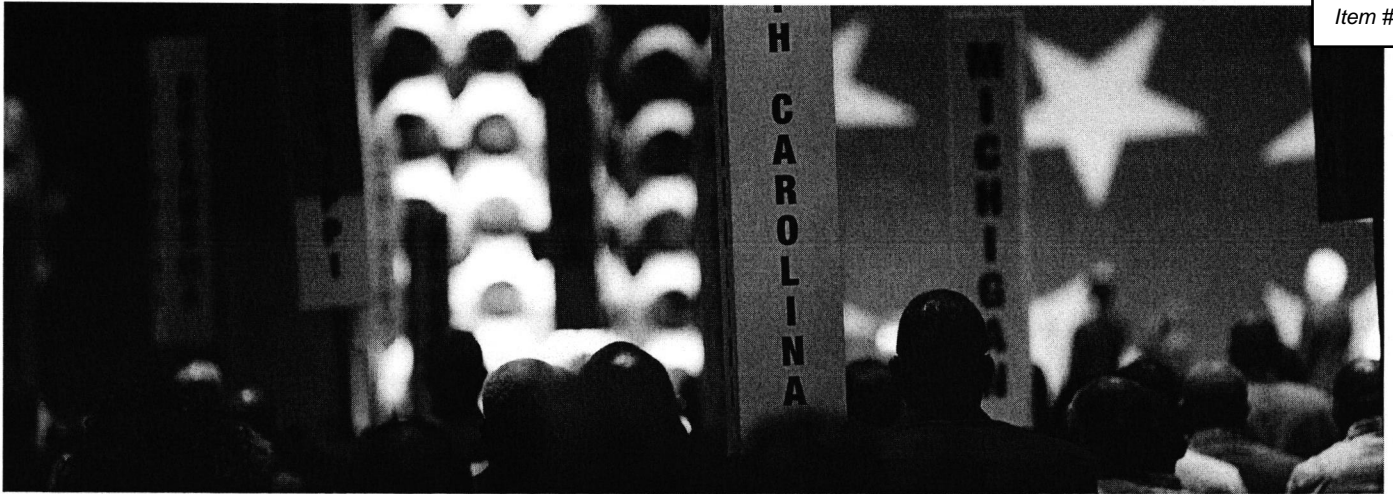
Attachments:

- Attachment A - WU Standard Terms & Conditions
- Attachment B - Support Resumes
- Attachment C - State Business Registration
- Attachment D - DUNS
- Attachment E - SAM

WU Proposal No.: 2022.027		Value Authorized: \$8,500.00
Acceptance of this proposal by (Print):		
Signature		Date
Title		
Company	Lincoln Parish Police Jury	
Accounts Payable Contact Details		
Name:		
Phone Number:		
Email:		

By signing this document I am authorizing Wetlands Unlimited, LLC to begin performing this project per the scope of services referenced above. My signature represents a commitment to reimburse WU for all charges incurred per the fee schedule on this project up to the time I request work to stop. The work stoppage date shall be issued in writing.

Please note that WU reserves the right to withhold all reports until such time as we receive a signed Proposal Acceptance Agreement or other written authorization referencing this AGREEMENT in its entirety. This AGREEMENT together with WU’s proposal, Unit Fee Schedule, and WU’s Terms and Conditions constitute the entire agreement between the client and WU and supersedes all prior written or oral understandings.



2022 VOTING CREDENTIALS

Feb. 28, 2022

VOTING CREDENTIALS

ELECTION PROCESS

FAQS

APPOINT YOUR DELEGATE <[HTTPS://MEMBER.NACO.ORG/CONFERENCE-REGISTRATIONS-VOTING/](https://member.naco.org/conference-registrations-voting/)>

NACo's 2022 Annual Business Meeting and election will be held in Adams County, Colo. on Sunday, July 24.

Voting credentials verify a member county, parish, or borough's eligibility to vote and the number of votes they can cast at the Annual Business Meeting. To be eligible to vote, NACo members are required to:

- Register for the 2022 Annual Conference
- Pay 2022 NACo membership dues in full, and
- Designate the voting delegate(s) for the county by 5 p.m. EDT on Monday, July 18.*

02:04

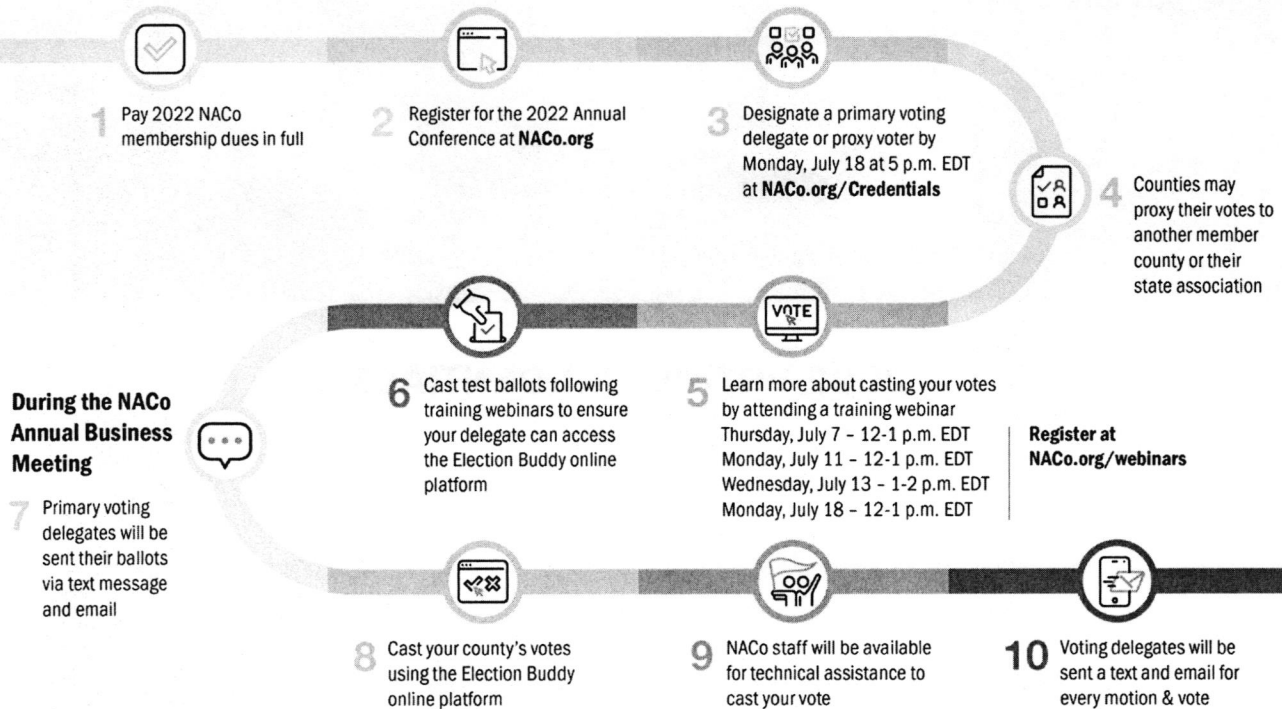
**This is a recommended deadline. The official deadline for appointment is Saturday, July 23 at 5 p.m. MDT.*

NACo members are encouraged to authorize only one voting delegate per county and must also provide the cell phone number of the voting delegate. Designate your county's primary voting delegate by using this link <<https://member.naco.org/conference-registrations-voting/>> to the voting credentials portal.

- Voting delegates and proxies decide all business, motions and the election of officers during the Annual Business Meeting.

NACo VOTING CREDENTIALS

Voting credentials attest to a member's eligibility to vote in the NACo annual business meeting.



Contact NACo with any questions at credentials@naco.org

PROXY VOTING

If a member county would like to proxy their vote(s), they may authorize another member county in the same state to cast proxy votes for the county or their state association president or president's designee.

- For non-attending counties, the county must still comply with the registration requirements, including payment of the registration fee, and complete the voting credentials process, including designating its delegate for proxy voting.
- *It is important to note that any changes to a county's designee (including proxy voter) should be completed Monday, July 18 at 5 p.m. MDT.* Update your primary voting delegate or proxy voter with this link <<https://member.naco.org/conference-registrations-voting/>> to the credentials portal. *This is a recommended deadline. The official deadline for appointment is Saturday, July 23 at 5 p.m. MDT.*

ELIGIBLE VOTE TOTALS

- A county's vote total is determined by the amount of dues paid and dues are based on the population of the 2010 census.
- Every county receives one vote and is allotted an additional vote for each \$1,200 paid in dues.
 - Counties with dues of \$450 to \$1,199 receive one vote.
 - Counties with dues of \$1,200 to \$2,399 receive two votes.
 - Counties with dues of \$2,400 to \$3,599 receive three votes, and so on.
 - The maximum number of votes a county can receive is 51.
- If you would like more details about voting credentials and the elections process, please visit [NACo.org/Governance](https://naco.org/Governance) <<http://www.NACo.org/Governance>> or email credentials@naco.org.

Election Process

Voting delegates and proxies decide all business, motions, and the election of officers during the annual business meeting (Article X, Section 6).

- To facilitate the Annual Business Meeting, NACo will use an electronic voting tool.
 - NACo will host virtual training and sample voting sessions for primary voting delegates and proxies prior to the conference.
 - Prior to the Annual Business Meeting, primary voting delegates and proxies will receive a link via text and email to enter the online voting platform.
 - For roll call votes, the presiding officer, NACo President Larry Johnson, will announce that voting will begin and continue for a specific duration of time.
 - Primary voting delegates and proxies will enter their votes through their cell phones, computers, tablets, or any other device with a web browser connected to the internet.
 - Once voting is completed, the tally clerk will review and confirm the recorded votes for consistency with the number of credentialed votes per state.
 - Each state's vote totals will then be communicated to a designated representative from each state, typically designated by the state association(s).
 - The reading clerk and Nominating Committee chair will announce randomized states, and state representatives will announce the votes from their states.
 - The tally clerk will confirm accuracy of the reported votes and the running vote totals will be displayed for everyone to see.
- According to the bylaws (Article X, Section 6), in any roll call vote for the election of an officer where no candidate receives a majority* of the vote, the candidate with the lowest vote total shall be removed from the ballot and another roll call vote shall be held with the remaining candidates.
 - Voting Scenarios:
 - If there are four candidates where no one receives a majority and there is a tie for last place, no one is dropped and another ballot is distributed.
 - If two candidates are still tied for last place on the second ballot, both will be dropped and another vote will be held.
 - If there are three candidates on the ballot and no one receives a majority, no one will be dropped and voting will continue until a candidate receives a majority of the vote.

* Majority of the vote is defined as more than half of the votes cast.

QUESTIONS?

Email credentials@naco.org for more information about the voting credentials process.

Frequently Asked Questions

What are voting credentials?

Voting credentials attest to a member's eligibility to vote. Credentials contain information on the number of votes a county is eligible to cast and the identity of the delegate(s) who are authorized to cast those votes.

On what issues or for which candidates do counties/parishes/boroughs vote?

NACo members vote on proposed amendments to association bylaws, NACo's policy agenda and elect NACo officers for the coming year. The second vice president is typically the only contested position.

How do I confirm my county is eligible to vote?

A county must be a NACo member "in good standing" to vote. "Good standing" is defined as having:

1. **2022 NACo membership dues paid in full prior to the Annual Business Meeting**
2. at least one individual from the county registered for the Annual Conference and
3. appointed a voting delegate(s).

What is a primary voting delegate?

A primary voting delegate is someone authorized by your county to cast the county's votes at the Annual Business Meeting.

Who may be a primary voting delegate?

Any elected or appointed official or staff member from your county/parish/borough may be a voting delegate. The voting delegate can be appointed by your Chief Elected Official (CEO), clerks to the county board or your county's registered conference attendee(s) with this link <<https://member.naco.org/conference-registrations-voting/>> to the voting credentials portal.

How can a voting delegate become credentialed?

Individuals from NACo member counties can designate themselves as a voting delegate when registering online for the Annual Conference. Additionally, member county chief elected officials and clerks to the county board can appoint a voting delegate. Designate your county's primary voting delegate by using this link <<https://member.naco.org/conference-registrations-voting/>> to the voting credentials portal. Paper voting credential forms will not be mailed to member counties but can be accessed electronically with this link <<https://member.naco.org/conference-registrations-voting/>> .

What is the deadline for appointing a primary voting delegate?

We highly recommend appointing your county's voting delegate prior to Monday, July 18 at 5 p.m EDT so your delegate can participate in training webinars and practice ballots prior to the Annual Business Meeting.

The final deadline for appointing a primary voting delegate is Saturday, July 23, 2022 at 5 P.M. MDT.

How does NACo determine the number of votes each county receives?

The number of votes is determined by the amount of dues a county pays. Dues are based on the population of the 2010 census. All counties are entitled to at least one vote. Members with more than \$1,199 in dues are entitled to one additional vote for each additional \$1,200 in dues or fraction thereof paid.

- Counties with dues of \$450 to \$1,199 receive one vote
- Counties with dues of \$1,200 to \$2,399 receive two votes, and so on
- The maximum number of votes a county can receive is 51

When does the voting take place?

This year's voting will take place on Sunday, July 24, 2022 at NACo's Annual Business Meeting. Visit [NACo.org/Annual](https://www.naco.org/Annual) <<https://www.naco.org/Annual>> to view the current schedule of events.

How does the voting occur?

Voting will take place using an electronic voting tool. Appointed primary voting delegates must provide their cell phone number to receive ballot(s) and in case NACo staff needs to contact delegates during the business meeting.

Will voting delegates receive training on using the electronic voting tool to cast their ballot(s)?

Yes, NACo will hold webinars and test ballots for registered delegates prior to the Annual Business Meeting. Real time support will be provided for voting delegates.

Can more than one voting delegate cast their county's vote at the NACo 2022 Annual Business Meeting?

Due to the use of electronic voting, we highly recommend appointing one primary voting delegate per county. That individual should be the one who:

1. Plans to participate in the Annual Business Meeting and
2. will cast the county's vote(s).

My county has 10 votes. Can we divide or share our votes?

The vote allocation is up to your county. NACo has no rule on how counties decide to allocate their votes and is not involved in the decision. Counties may split their votes amongst the second vice president candidates, but fractions of a whole vote are not permitted.

If my county registers for the Annual Conference and no one can attend, can we assign a proxy voter?

Yes, counties can proxy their votes to another member county in their state that is registered for the conference or to their state association. Voting delegates can assign a proxy voter using the online voting credentials portal linked here <https://member.naco.org/conference-registrations-voting/> .

Proxy voters or any changes to a county's appointed delegate must be completed by Saturday, July 23, 2022 at 5 P.M. MDT.

What happens if our county's voting delegate cannot attend the Annual Business Meeting? Do my county's votes automatically go to the state association?

No. If the assigned voting delegate does not attend the meeting and the county did not proxy those votes to the state association, those votes will NOT be cast by the state association on their behalf.

If the voting delegate cannot attend the Annual Business Meeting, the county must assign another delegate or proxy their votes by Saturday, July 23, 2022 at 5 P.M. MDT. If the county does not assign a proxy for votes and their primary voting delegate does not participate in the meeting, their votes will not be cast.

If my county will not participate in this year's Annual Conference, can we still vote?

Per NACo's bylaws, nonattending counties can cast votes if they:

1. Pay the conference registration fee within 72 hours of the start of the conference and
2. assign a proxy voter by Saturday, July 23, 2022 at 5 P.M. MDT.

What happens if there is a dispute over the voting process?

It is rare, but sometimes irregularities occur with how votes are cast or tallied or how the credentialing process is conducted. As a safeguard, elections of officers may be challenged during the NACo Annual Business Meeting. Challenges are allowed under two circumstances:

1. A voting delegate may challenge the vote for their state and only their state.
2. A candidate running to become a NACo officer may challenge the vote of any state.

At the beginning of the Annual Business Meeting, the Credentials Committee chair will report the total number of credentialed votes, including per state, and move to approve the certified report. This is the point during the business meeting that any state designee or credentialed member may raise any objection or question related to the credentials process and confirm or challenge the accuracy of the overall total, including state and county allocations, as certified by the Credentials Committee.

If a challenge is made, the NACo Credentials Committee will conduct an audit of the votes cast in the state of the challenge.

For questions, please email credentials@naco.org.