

November 3, 2009
Ruston, LA

TO: Lincoln Parish Police Jury
FROM: Finance Committee
SUBJECT: Committee Report

The Finance Committee of the Lincoln Parish Police Jury met in the Police Jury Meeting Room, Third Floor, Lincoln Parish Courthouse, Tuesday, November 3, 2009, at 5:00 p.m. Present were: Jody Backus, Chair; Roy Glover, Skip Russell, and Joe Henderson.

ABSENT: Mickey Mays

Jody Backus called the meeting to order and delivered the Invocation.

Skip Russell offered a motion, seconded by Roy Glover, to approve the agenda. The motion carried with the following votes:

YEAS: Glover, Backus, Russell, and Henderson

NAYS: None

ABSENT: Mays

First on the agenda was a review of the Lincoln Parish Library 2009 Amended Budget and 2010 Proposed Budget. Mrs. Vivian McCain, Library Director, was present to answer questions. Roy Glover offered a motion, seconded by Skip Russell, to recommend the budgets for the Lincoln Parish Library to the Police Jury for approval. The motion carried with the following votes:

YEAS: Glover, Backus, Russell, and Henderson

NAYS: None

ABSENT: Mays

Next on the agenda was a review of the Lincoln Parish Police Jury 2009 Amended Budget. After discussion of the budget, Jody Backus offered a motion, seconded by Joe Henderson, to recommend the Lincoln Parish Police Jury 2009 Amended Budget to the Police Jury for approval. The motion carried with the following votes:

YEAS: Glover, Backus, Russell, and Henderson

NAYS: None

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ABSENT: Mays

After discussion of the Lincoln Parish Police Jury 2010 Proposed Budget, Jody Backus offered a motion, seconded by Roy Glover to recommend the 2010 Proposed Budget to the Police Jury for approval. The motion carried with the following votes:

YEAS: Glover, Backus, Russell, and Henderson

NAYS: None

ABSENT: Mays

There being no other business to discuss, the meeting was adjourned.

Courtney Hall
Interim Parish Administrator

Jody Backus
Chair

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

The Personnel/Benefits Committee of the Lincoln Parish Police Jury met in the Police Jury Meeting Room, Third Floor, Lincoln Parish Courthouse, Thursday, October 22, 2009, at 5:00 p.m. Present were: Joe Henderson, Chair; Hazel Hunter, Mike Franklin, Skip Russell, and Mickey Mays.

ABSENT: None

Joe Henderson called the meeting to order and Mike Franklin delivered the Invocation.

Hazel Hunter offered a motion, seconded by Mike Franklin, to approve the agenda, the motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

First on the Agenda was to establish the job description for the Parish Administrator's position. Following discussion Mike Franklin offered a motion, seconded by Skip Russell, to remove the Engineering Degree and Licensing requirement. Mickey Mays offered an amended motion regarding applicants to have graduated from an accredited 4 year college or university with a major in hold a Business Administration and/or Business Management and/or a Public Administration and 5 years of progressively responsible supervisory experience. Mr. Franklin and Mr. Russell accepted the amendment and the motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

Next on the Agenda was to authorize additional signatures on the Police Jury checking account. Mike Franklin offered a motion, seconded by Hazel Hunter, to authorize Annie Hamlin and the Police Jury President to sign checks along with Treasurer Bobby Gray. The motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

Hazel Hunter offered a motion, seconded by Mickey Mays, to have persons authorized to sign checks in the previous motion can do so until a new Parish Administrator is hired. The motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

Mike Franklin offered a motion, seconded by Hazel Hunter, to advertise the Parish Administrator position from November 1, 2009 to December 1, 2009 and to give Joe Henderson authority to determine which media to use considering the Ruston Daily Leader, Louisiana Job Service Office, jobservices.com, monster.com, governmentjobs.com and with NACO contingent on cost. The motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

Mickey Mays offered a motion, seconded by Mike Franklin, to set the entry level compensation for Parish Administrator starting at \$60,000.00 depending on experience. The motion carried with the following votes:

YEAS: Hunter, Franklin, Henderson, Russell, and Mays

NAYS: None

ABSENT: None

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

Courtney Hall
Interim Parish Administrator

Joe Henderson
Chair

The Lincoln Parish Police Jury met in special session on Thursday, October 22, 2009, at 6:00 p.m., at its regular meeting place in the Courthouse, Ruston, Louisiana. Present were: Theresa Moore Wyatt, District One; Hazel D. Hunter, District Two; Bobby Bennett, District Three; Mike Franklin, District Four; David Hammons, District Five; Roy Glover, District Six; Jody Backus, District Seven; R. G. "Skip" Russell, District Eight; Joe Henderson, District Nine; Annie Brown, District Ten; Sharyon Mayfield, District Eleven; and R. D. "Mickey" Mays, District Twelve.

ABSENT: None

Skip Russell called the meeting to order and David Hammons delivered the invocation.

David Hammons offered a motion, seconded by Mike Franklin, to approve the agenda. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Mickey Mays offered a motion, seconded by Mike Franklin, to amend the Agenda to include a Resolution of Appreciation for Dennis Woodward and discussion on hiring an engineer to work on the Capital Improvement Program. The motion carried with the following roll call votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Theresa Wyatt offered a motion, seconded by Annie Brown, to approve the Minutes of the October 13, 2009 meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Mike Franklin offered a motion, seconded by Roy Glover, to approve the Minutes of the October 16, 2009 meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Joe Henderson stated that the Personnel Committee met at 8:00 am on Friday October 16, 2009 and the Committee recommends:

1. Appointing Courtney Hall as Interim Administrator until such time as the position of Parish Administrator is filled.
2. Changing the job description of Parish Administrator/Engineer by removing the engineering requirements.
3. Setting the salary for position of Interim Parish Administrator at R (29) – G on Lincoln Parish Pay and Classification Scale for term of service.

Joe Henderson offered a motion, seconded by Sharyon Mayfield, to approve the minutes of the October 16, 2009 meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Joe Henderson stated that the Personnel Committee met at 5:00 p.m. this day and the Committee recommends:

1. Having applicants hold a Business Administration and/or Business Management and/or a Public Administration Degree from an accredited 4 year college or university and 5 years of progressively responsible supervisory experience
2. Authorizing Annie Hamlin and the Police Jury President to sign checks along with Treasurer Bobby Gray until an Administrator is hired
3. Advertise the Parish Administrator position from November 1, 2009 to December 1, 2009 and to give Joe Henderson authority to determine which media to use considering the Ruston Daily Leader, Louisiana Job Service Office, jobservices.com, monster.com, governmentjobs.com and with NACO contingent on cost.
4. Setting the entry level payment for Parish Administrator starting at \$60,000.00 depending on experience.

Joe Henderson offered a motion, seconded by Mike Franklin, to approve the minutes of the October 22, 2009 meeting. The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Annie Brown offered a motion, seconded by Sharyon Mayfield, to adopt a resolution authorizing Annie Hamlin and the Police Jury President to sign checks along with Treasurer Bobby Gray until a new Parish Administrator is hired.

Resolution 2009-56

NOW, THEREFORE, BE IT RESOLVED that the Lincoln Parish Police Jury convened in Special Session this 22nd day of October, 2009 does hereby authorize the Police Jury President and Administrative Assistant-Personnel/Payroll Officer Annie Hamlin, to sign checks for the Police Jury along with Parish Treasurer Bobby Gray.

I, Courtney Hall, Interim Parish Administrator, Lincoln Parish Police Jury, do hereby certify that the above and foregoing is a true and correct copy of a Resolution adopted by the Police Jury of Lincoln Parish, Louisiana, convened in regular session on the 22nd day of October, 2009 at which meeting a quorum was present.

And this resolution was declared adopted on this, the 22nd day of October, 2009.

/s/ Courtney Hall
Courtney Hall
Parish Administrator

The motion carried with the following votes:

YEAS: Wyatt, Hunter, Bennett, Franklin, Hammons, Glover, Backus, Russell, Henderson, Brown, Mayfield, and Mays

NAYS: None

ABSENT: None

Mickey Mays offered a motion, seconded by Roy Glover, to adopt a Resolution of appreciation for Parish Administrator Dennis Woodward.

RESOLUTION 2009-57

WHEREAS, the Honorable Dennis E. Woodward has served with distinction respectively as Public Works Director and Parish Administrator/Engineer of the Parish of Lincoln for seven (7) years; and

WHEREAS, during his tenure in these capacities, he has served the vital role of initiator and facilitator in parish government as it sought to effectively function for the people in the areas of public education, public safety, environmental quality, public health, public transportation, and public recreation, and other such functions; and

WHEREAS, the Honorable Dennis E. Woodward has brought recognition to Lincoln Parish by serving on the following local, regional, statewide, national boards and committees: Keep Lincoln Parish Beautiful, North Louisiana Chamber of Commerce, North Louisiana Exhibition Center Commission, Lincoln Parish Geographical Information System Commission, Lincoln Parish Communication District Commission, President of the Board of Directors Trailblazer Resource Conservation and Development, Board of Directors National Association of County Engineers, Vice President of the Louisiana Association of RC&D Councils, Secretary-Treasurer of the Union-Lincoln Regional Water Supply Initiative, Treasurer of the Sparta Groundwater Conservation District Commission, Executive Board Member of the Louisiana Police Jury Association and Board of Directors and President of the Louisiana Parish Engineers and Supervisors Association; and

WHEREAS, the Honorable Dennis E. Woodward has demonstrated by his actions, as aforesaid, and by his other public service, his honesty, integrity, forthrightness, and his unqualified dedication and commitment to good government in the Parish of Lincoln;

NOW, THEREFORE, BE IT RESOLVED by the Lincoln Parish Police Jury in regular session this 22nd day of October, 2009, that sincere thanks and appreciation be and is hereby expressed to the Honorable Dennis E. Woodward for seven (7) years of loyal and outstanding service to Lincoln Parish.

