

**STATE OF LOUISIANA
PARISH OF WINN
MAY 19, 2025**

The Police Jury of the Parish of Winn, State of Louisiana, met in Regular Session at its meeting place, the Police Jury Meeting Room of the Parish Courthouse, 119 West Main Street, Winnfield, Louisiana, on Monday, May 19, 2025 at 5:00 p.m. (CST), pursuant to the provisions of a written notice given each and every member thereof, and duly posted in the manner required by law. (Note: President does not vote unless a tie)

There were present: Mr. Frank McLaren-President, Vice President Deionne Carpenter, Mr. Phillip Evans, Mr. Darrell Franks, Mr. Stanley Garrett, Mr. Kyle Potts and Mr. Author Robinson.

There were absent: None.

Legal Counsel: Mr. Chris Nevils.

President Frank McLaren called the meeting to order at 5:00 p.m.

Invocation was delivered by Mr. Author Robinson. The Pledge was led by Mrs. Deionne Carpenter.

ADDITIONS OR DELETIONS:

None.

Motion by Mr. Kyle Potts to adopt the agenda. Second by Mr. Darrell Franks. No discussion. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mr. Author Robinson to adopt the minutes of April 21, 2025-Regular Meeting. Second by Mr. Phillip Evans. No discussion. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

ANNOUNCEMENTS & COMMENTS:

President McLaren calls for any public comments or announcements.

Mr. Perry Holmes, Road Superintendent is present to give a road update. A road maintenance report is in each Jurors packet. Mr. Holmes states that when the weather has been good the road crew has been able to get a lot of work done even working on Saturday. Then the rain sets in and slows them down. He notes that one grader has been down about a month but has been repaired and is back working. He states that they are back working on Fema projects. As to the Resolution recently passed to assist the Village of Sikes, Caney Street is ironed ore and in good shape but he has not been able to complete the bus turnaround where they are wanting it because it has been too wet. As to the Village of Calvin Resolution, pot holes are patched but will have to haul some iron ore to some low spots and build those spots up. As to the Resolution for the School Board it has not been dry enough to do the work. Those ditches are full of pine straw and are holding water on the practice and baseball fields. Discussion was had by the Jurors and Mr. Holmes.

Mr. Paul Hodnett, Assistant Road Superintendent is present this evening to give a road update. Mr. Hodnett states that grass cutting is going good but have had to make changes on the operators. They have been in the Atlanta area and working around to the lake. Pothole patching is being used as needed as they don't have a driver for that truck.

GUESTS:

The Calvin Lady Cougars along with their Coaching staff, Mr. Cody Martin, Mr. Brian Griffin and Mrs. Jo Ann Taylor are present. The Jury congratulates them on being the

Class C State 2025 Softball Champions. President McLaren states that it is a great honor as you as team members, the school and for the Parish. The Parish appreciates and is very proud of each of you. President McLaren, on behalf of the Jury presents a plaque to the team and coaches. Coach Martin addresses and thanks the Jury for being recognized. He appreciates everyone in the Parish for following and supporting this team. Coach Griffin addresses the Jury and also thanks everyone.

BUSINESS:

Motion by Mrs. Deionne Carpenter to approve the monthly/weekly invoices; as follows:

General Fund	\$ 105,145.45
Road Fund	\$ 96,145.11
Health Unit	\$ 17,812.63
Sales Tax	\$ 203,502.57
Library	\$ 39,554.21
Library Weekly	\$ 26,157.94
Weekly Invoices	<u>\$ 141,814.94</u>
Grand Total	\$ 630,132.85

Report includes budget to actual comparisons in all major funds. Report is signed by the Bill Approval Committee Mr. Frank McLaren, Mrs. Deionne Carpenter and Mr. Kyle Potts. Second by Mr. Author Robinson. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to declare Mrs. Jaciann Hickman as full time employee with benefits. Second by Mr. Phillip Evans. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to amend the Winn Parish Police Jury Personnel Manual and Operational Manual to add a revised Fleet Safety Program. Second by Mr. Phillip Evans. Discussion was had by the Jury. Mrs. Tyler states that this is a recommendation from our Travelers Insurance Company under our liability insurance. The LRPIC Board which consists of 13 rural Parishes voted to adopt this policy in all of our manuals by August 1, 2025. She notes that most of this fleet program is already in our manual but there are a few changes that protect the Jury and employees. Further discussion by the Jury, Mr. Nevils and Mrs. Tyler. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to amend the Winn Parish Police Jury Manual and Operational Manual to revise the job descriptions of Secretary/Treasurer, Assistant Secretary/Treasurer, Payroll/Accounting Clerk and Receptionist. Second by Mr. Darrell Franks. Mrs. Tyler elaborates on the changes and the reason for the changes. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to declare Mrs. Michelle Lonadier as Assistant Secretary/Treasurer. Second by Mr. Kyle Potts. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to declare Mrs. Barbara Butler as Payroll/Accounting Clerk. Second by Mr. Phillip Evans. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mrs. Deionne Carpenter to declare Mrs. Jaciann Hickman as Receptionist. Second by Mr. Kyle Potts. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

Motion by Mr. Kyle Potts to adopt a Resolution to assist the Village of Dodson with road work on Deese Street, possibly grading and gravel. Second by Mr. Author Robinson. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

(Resolution #009 of 2025 attached thereto and made a part of these minutes)

Motion by Mrs. Deionne Carpenter to enter into a Cooperative Endeavor Agreement between the Winn Parish Police Jury and Louisiana Department of Veterans Affairs for the year 2025 whereby the Jury pays \$859 per month. Second by Mr. Author Robinson. Mrs. Tyler states that this amount is up from \$807 per month. She notes that the economic impact of Winn Parish Veterans’ Service office is \$5,861,000 in compensation and pension benefits for a veteran population of 789 based on FY23 summary of expenditures. This allows Winn Parish to have a Veteran’s office here in the Courthouse. Vote taken: 6 yeas. 0 nays. 0 absent. 1 absent. Motion carried.

Motion by Mr. Author Robinson to adopt a Resolution entering an agreement between Capital Area Finance Authority and the Winn Parish Police Jury for allowing down-payment assistance for the first time homebuyers and veterans in Winn Parish. Second by Mr. Kyle Potts. Mrs. Tyler states that this is at no cost to the Jury. Vote taken: 6 yeas. 0 nays. 0 absent. 1 abstained. Motion carried.

(Resolution #010 of 2025 attached thereto and made a part of these minutes)

Motion by Mr. Kyle Potts to adopt a Resolution of the 2025 Ad Valorem millage rates as follows:

General Alimony.....	3.95
Road #2.....	5.16
Road #1.....	1.94
Library.....	3.03
Library.....	5.06
Health Unit.....	3.24

Second by Mr. Darrell Franks. Vote taken: 6 yeas. 0 nays. 0 absent. 1 absent. Motion carried.

(Resolution #011 of 2025 attached thereto and made a part of these minutes)

Additional Announcements & Comments:

Mrs. Karen Tyler, Secretary/Treasurer notes that enclosed in the Jury packets is the Winn Parish Fire District #3 minutes of April 15, 2025 and Saline Lake Commission minutes of April 24, 2025.

Mrs. Tyler reminds everyone about the farewell party for Assistant Secretary/Treasurer Ms. Ginger Delaughter tomorrow from 1:30 p.m. to 3:30 p.m. She thanks Ms. Delaughter for her many years of work and dedication to the Jury. The entire Jury thanks Ms. Delaughter for her commitment to the Jury and wishes her the best in her future endeavors. Ms. Delaughter thanks the Jury for giving her the opportunity to work here.

Mrs. Tyler states that the Jury wants to display a wallet size picture of your soldier on our Patriotic Tree in the foyer of the Courthouse. The Jury will provide the frame. This display will remain through Labor Day. It is to honor and remember all soldiers, living or passed.

On motion of Mr. Author Robinson and second by Mr. Darrell Franks, President McLaren declared the meeting adjourned at 5:43 p.m.

MR. FRANK MCLAREN, PRESIDENT

ATTEST:_____
KAREN TYLER-SECRETARY/TREASURER