

Colfax, LA
February 26, 2025

The Finance Committee of the Police Jury of the Parish of Grant, State of Louisiana, met at its meeting place, the Grant Parish Police Jury Meeting Room, 200 Main Street, Colfax, Louisiana, on Tuesday, February 25, 2025 at 5:00 p.m.

The following members were present:

Mr. Mark Ball, Mr. Cephas Bowie Jr., Mr. Brandon DuBois, Mr. Johnny Jamison, Mr. Roy Edwards, Mr. Arnold Murrell, and Mr. Mike Merrell

The following members were absent:

Mr. Winston Roberts

Mr. Mark Ball opened the meeting to public comments on agenda items. No comments were brought forth.

Mr. Jamie Hyde and Mr. Chad Smith, owners of Jena Metals, addressed the jury regarding their new business moving into Grant Parish. Currently, Jena Metals Iron Yard is located in LaSalle Parish but they have acquired a new property off Highway 165 just South of Pollock. Their goal is to have all permitting complete and be operational by October of this year.

Mr. Grant Hodgins of HUB International reviewed the 2025 Auto and Property renewal estimates. Jurors refined the coverages and were able to significantly lower premiums.

Motion by Mr. Cephas Bowie, Jr., seconded by Mr. Roy Edwards to amend the agenda to include a motion to approve the renewal quote through HUB International with revisions being submitted by the Secretary/Treasurer. Motion carried unanimously.

Motion by Mr. Brandon DuBois, seconded by Mr. Arnold Murrell to approve the renewal quote through HUB International with revisions being submitted by the Secretary/Treasurer. Motion carried unanimously.

Jurors reviewed the 2024 ledger from the General Fund. They will take a few weeks to study it and continue to look for ways to conserve the funds.

Motion by Mr. Brandon DuBois, seconded by Mr. Johnny Jamison to amend the agenda to add a motion to discuss financials of the Grant Parish Library. Motion carried unanimously.

Motion by Mr. Johnny Jamison, seconded by Mr. Brandon DuBois to discuss financials of the Grant Parish Library. Motion carried unanimously.

Jurors discussed some concerns they had after reviewing financial documents of the Grant Parish Library. Mr. Brandon DuBois recommended limiting the purpose of petty cash to only making change for cash paying customers. Jurors also discussed requiring all library employees to be converted from salary to hourly and submit time sheets and be paid on a bi-weekly basis to align with all other police jury employees. All jurors agreed that both library vehicles will contain a daily vehicle log to be completed by all drivers for all usage of vehicles.

Motion by Mr. Brandon DuBois, seconded by Mr. Cephas Bowie, Jr. to amend the agenda to add a motion to require the Library and Police Jury Administrative staff to implement the following within the next thirty (30) days:

1. Petty cash will no longer be allowed to use for purchases. It will be limited to no more than \$40.00 per branch and shall only be used to make change for cash services at the library. All overages will continue to be brought to the admin office for weekly deposits or as necessary.
2. All employees of the Grant Parish Library will be changed from salary to hourly and will be paid on a bi-weekly basis to align with all other employees of the Grant Parish Police Jury
3. Every employee of the Grant Parish Library will complete and sign a time sheet to be turned in for payroll according to the bi-weekly payroll schedule
4. A Daily Vehicle Log will be placed in all Grant Parish Library vehicles and completed by the driver for every use
5. Cameras with GPS tracking will be installed in all Grant Parish Library vehicles to align with the Grant Parish Police Jury regulations

Motion carried unanimously.

Motion by Mr. Brandon DuBois, seconded by Mr. Cephas Bowie, Jr. to require the Library and Police Jury Administrative staff to implement the following within the next thirty next thirty (30) days:

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Motion carried unanimously.

Motion by Mr. Brandon DuBois, seconded by Mr. Roy Edwards to adjourn. Motion carried unanimously.

Disclaimer: These minutes are not official until adopted by the jury at the next meeting.