

**FINANCE COMMITTEE
MINUTES OF MEETING
January 6th, 2026
4:00 P.M.**

Present: Russell Wade, Ben Bridges, Curtis Moses (*entered the meeting at 5:30 P.M.*) and Mike Holley. Absent: None. Also present: Glenn Hutto, Nathan Pilgreen, A.J. Ford, Jr., Danielle Harkins, Brandon Maxwell, Brandon Norris, Brenda Abercrombie, Linda Hammett and Justin Echols.

Mr. Wade called the meeting to order. Mr. Holley led the group in prayer.

No Public Comments were made on agenda items.

Motion Mr. Bridges, seconded by Mr. Holley to approve the agenda with the following additions:

- **Move Agenda Item 8 “Discuss and make recommendations, if necessary, regarding Revenue and Expense Report for the month of December 2025 and Secretary/Treasurer’s report” to Agenda Item 5.**
- **Move Agenda Item 5 “Discuss and make recommendations, if necessary, regarding the millage renewal” to Agenda Item 8.**
- **Add Discuss and make recommendations, if necessary, regarding rental agreement for grader.**

Motion carried unanimously.

Motion Mr. Holley, seconded by Mr. Bridges to approve the minutes of the December 30th, 2025 meeting. Motion carried unanimously.

Secretary/Treasurer Report

The Secretary/Treasurer presented the Revenue and Expense report for the month of December to the Finance Committee.

The Secretary/Treasurer reported on the following:

- HVAC status conference will be held at the Courthouse on Wednesday
- The quote was received for needed improvements to the Courthouse. Estimated cost of the project is \$855,007.00. Quote includes the following:
 - Demo men and ladies’ restrooms – tile, fixtures, toilet partitions
 - Repairs to all sidewalks, stairs and flagpole areas
 - Electrical to include replacing light fixtures
 - Painting and pressure washing exterior bricks
 - Replace all windows in courthouse
 - Stucco – East and West upper sections and four entrances
- Capital Outlay Grant was submitted in October of 2025 in the amount of \$500,000. If approved, the jury would have to contribute \$100,000.

- Brownfields Grant. This is a DEQ grant that assists with asbestos and mold remediation. The jury could not go back and collect what has been done, but any work done moving forward might qualify for this grant if any abatement is needed.
- Mr. Davidson's Class A Landfill re-certification application has been sent in. Mr. Davidson's certificate expires on March 18th, 2026.
- Landfill Administrative Assistant/Scale House Operator position is vacant. Applications are due on January 20th and will be forwarded to Mr. Davidson.
- Road Department Overtime – 9.5 hours
- Landfill Department Overtime – 20.38 hours
- Ad Valorem tax for funds
- Interest payments
- Coroners fee
- JP/Constable insurance
- Expenditures for various funds
- Juveniles
- Detention Center

Motion Mr. Bridges, seconded by Mr. Holley to adopt the December Financial Report as presented. Motion carried unanimously.

Bank Proposals

A lengthy discussion was held regarding proposals from area banks. The Secretary/Treasurer sent out requests on December 10th, 2025. The Request for Proposals were sent to Louisiana National Bank, Marion State Bank and Origin Bank. All three banks were asked to provide a fixed rate as well as a variable. The following proposals were received:

- Marion State Bank – No response
- Louisiana National Bank
 - Variable – Current rate of 3.5% (3.562% Annual Percentage Yield) subject to change daily
 - Fixed – 3.57% (3.634% Annual Percentage Yield) – rate guaranteed through 12/31/26.
- Origin Bank
 - Variable – Current Fed Funds effective rate is 3.64%
 - Fixed – 3.19% - rate guaranteed through 12/31/26

Mr. Norris (LNB) and Mr. Maxwell (Origin) were both asked to explain their rates. The Finance Committee discussed both of the rates presented. **Motion Mr. Bridges, seconded by Mr. Holley to recommend to the full jury to move the following accounts to Louisiana National Bank at a fixed rate of 3.57%:**

- **Landfill Assurance Account**
- **Investment Accounts**
- **Sinking Fund Accounts**

Motion carried unanimously.

Robert Williams Travel Reimbursement

A lengthy discussion was held regarding a travel reimbursement request from Robert Williams. Mr. Williams is a Union Parish Constable who attended a conference on September 24th, 2025 in Bossier City. A packet was sent to Mr. Williams on July 21st, 2025 which included the following:

- Travel Policy
- Hotel Sales/Tax Exemption Certificate
- UPPJ Travel Expense Reimbursement Policy

A letter was also included which detailed the following:

- Mileage begins at the Union Parish Courthouse Annex per travel policy.
- No per diem – itemized tickets must be produced for food.
- Reimbursement request must be received within sixty (60) days of completion of your trip.
- Hotel room reimbursement.
- Cost of overnight lodging will be reimbursed if authorized travel is 90 miles or more from UPPJ Annex **AND** conference begins prior to 8:00 A.M.

Mr. Williams submitted a reimbursement request on December 30th, 2025. The conference ended on September 25th, 2025. The reimbursement requested was submitted 96 days after the conference. The Union Parish Police Jury Travel Policy states that the request must be submitted within 60 days of the conference.

The Finance Committee did not approve this request because the Union Parish Travel Policy was not followed.

Millage Renewal Discussion

Mr. Wade briefed the committee on the upcoming renewal of the road tax millage scheduled for the fall. He recommended revising the millage language to prevent the jury from being obligated to allocate disproportionate funds to only a few roads. According to Mr. Wade, both legal counsel and the auditors have reviewed the proposed changes and expressed no objections.

The proposal consolidates the current two separate millages—Road Maintenance and Road Construction—into a single millage dedicated to constructing, improving, and maintaining roads. To ensure equitable distribution, Mr. Wade developed a formula based on the number of miles of hard-surface and gravel roads within each district. Under this system, each juror would receive a predetermined amount of funding.

A formal policy will be created to outline how these funds must be allocated and managed.

Mr. Wade stated that the proposition would read as follows:

- *“Levy 12 mills for the purpose of constructing, improving, and maintaining public roads and bridges throughout Union Parish, Louisiana. Said tax to be in lieu of and completely replace the 5.13 mill tax and 6.15 mill tax.”*

Mr. Pilgreen inquired about how much money could be spent on one road and would an engineer be involved in the road work. **Motion Mr. Holley, seconded by Mr. Bridges to recommend to the full jury to approve the tax proposition as follows: “Levy 12 mills for the purpose of constructing, improving, and maintaining public roads and bridges throughout Union Parish, Louisiana. Said tax to be in lieu of and completely replace the 5.13 mill tax and 6.15 mill tax.”**

A discussion was held regarding the current motor grader lease agreements. The existing lease agreement is set to expire on January 13, 2026. The Jury is in the process of purchasing two (2) John Deere Motor Graders; however, one additional motor grader will still be needed and therefore will be leased.

Louisiana Cat has agreed to extend the current lease on a month-to-month basis at the same monthly rate of \$2,296.87. In addition, Louisiana Cat recommended that the Jury consider purchasing an extended powertrain and hydraulic warranty for the leased machine.

Motion Mr. Holley, seconded by Mr. Bridges to recommend to the full jury to extend the lease agreement for one (1) grader in the amount of \$2,296.87 month-to-month and purchase an extended powertrain and hydraulic warranty. Motion carried unanimously.

There being no more business to come before the committee, Mr. Wade declared the meeting adjourned upon motion by Mr. Holley and duly seconded by Mr. Moses on this the 6th day of January, 2026.

Russell Wade, Chairman
Paula Strickland, Secretary/Treasurer