

City of Mansfield

**MINUTES OF REGULAR PUBLIC MEETING  
April 23, 2012**

The Board of Aldermen met in regular session on **Monday, April 23<sup>rd</sup>**, in Mansfield City Hall, located at 705 Polk Street. Mayor McCoy called the meeting to order at **4:30 p.m.**, after which an **Invocation** was offered by **Alderman Mitchell L. Lewis**. The Pledge of Allegiance was led by **Alderman Troy N. Terrell**. The oral roll call was suspended; however, the following officials were recorded as **Present**: Honorable Curtis W. McCoy, Troy N. Terrell –District **B**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D**, and Alvin R. Woodley –District **E**. **Absent**: G. B. Hall III –District **A**. Others Present: James “*Jim*” Ruffin (Public Works Director), Fred Jones (Code Enforcement Officer), Gwendolyn Jones (Administrative Assistant), Lee Shaver (Fire Chief), A. J. Williams, Jr. (Mansfield Planning & Zoning Commission), Richard Z. Johnson, Jr. (City Attorney), Chris Robinette (Administrator -Sales & Use Tax Commission) and Shelby Shoalmire (citizen and petitioner to Zoning Commission). **Press Present**: None.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to approve the minutes of the **April 9, 2012 regular** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

The Mayor next opened the floor to hear public comments from those in attendance to any item outlined on the meeting agenda. No comments were offered at this period. The **Public Comments Period** was then closed.

**Old Business**: None.

**New Business**:

**Item A**: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **ALVIN R. WOODLEY** to approve the recommendation of the Mansfield Planning and Zoning Commission granting the request of **Mr. Shelby Shoalmire** to place a mobile home in Block 3 of Pegues Subdivision with municipal address of **1009 Bernard Street** and bearing a legal description of: Lots 4, 5, 6, 7, 19, 20, 21, 22 and 23 of Block 3 in Pegues Subdivision. Motion Passed Unanimously.

**Item B**: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to adopt a Resolution and effect a contract approving the 2011-2012 Revised and the 2012-2013 DeSoto Parish Sales & Use Tax Commission’s Annual Operating Budget. Mr. Chris W. Robinette, in his capacity as Administrator of the Sales & Use Tax Commission prepared a proposed General Fund Budget for (a) the fiscal year beginning July 1, 2011 and ending June 30, 2012 and (b) the fiscal year beginning July 1, 2012 and ending June 30, 2013. The City, School Board and Police Jury resolve to allocate sufficient funds in their respective budgets to pay the costs of establishing, operating, maintaining and administering the DeSoto Parish Sales & Use Tax Commission. Motion Passed Unanimously. (Full copy of Resolution on file at City Hall).

**Item C**: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **TROY N. TERRELL** to adopt a Resolution calling for the prepayment of the outstanding principal of the

Sewer Revenue Bond, Series 1996, of the City of Mansfield, State of Louisiana, on **May 15, 2012**, and providing for other matters in connection therewith. Mayor McCoy informed the Council that the City had sufficient reserves on hand, enough to fully satisfy the remaining principal balance. By doing so, the City will realize a savings of interest and any administrative fees still due on this issue. Motion Passed Unanimously. (Full copy of Resolution on file at City Hall).

**Item D:** It was MOTIONED by **ALVIN R. WOODLEY** and SECONDED by **MITCHELL L. LEWIS** to approve **Change Order No. 4** as submitted by **Douglas Construction & Remodeling, Inc.** for the Phase II Water Facilities Improvements Project (Operations Building) at the Toledo Bend Water Treatment Plant. This change order represents three (3) emergency battery-supported ballasts to be installed with the ceiling-mounted florescent fixtures in the Operations Building Work Room, Maintenance Room and Operations Room for personnel safety in the event of a power outage. The State Fire Marshal's post inspection of the building identified the emergency backup lighting as a requirement to meet the Life Safety Code. This particular element was not originally identified in the project's contract plans and specifications. This is an additive change order in the amount of **\$1,730.12** increasing the total contract base bid of \$193,630.43 as of Change Order No. 3, to **\$195,360.55**. Further, the time provided for completion of the contract is increased by an additional 58 calendar days for a new contract time of 203 calendar days to be substantially complete on **April 30, 2012**. Motion Passed Unanimously.

**Item E:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **ALVIN R. WOODLEY** to approve the **Certificate of Substantial Completion** as submitted by **Douglas Construction & Remodeling, Inc.** for the Phase II Water Facilities Improvements Project (Operation Building) at the Toledo Bend Water Treatment Plant. The work to which this Certificate applies has been inspected by authorized representatives of the Owner, Contactor and Engineer, and found to be substantially complete as of April 16, 2012. Motion Passed Unanimously.

**Item F:** It was MOTIONED by **ALVIN R. WOODLEY** and SECONDED by **TROY N. TERRELL** to approve authorization for the Mayor to enter into and execute a Cooperative Endeavor Agreement with the Mansfield Female College Museum for fire protection improvements in connection with the Lyceum Restoration Project. The City plans to contract with David Lawler Construction, Inc. to effect the improvements at an approximate cost of \$23,840.00, inclusive of all materials, equipment, tools, labor, etc., necessary to perform this work. These improvements to the Lyceum will provide for the safety and protection of its visitors. In exchange for this effort, the facility's Auditorium will be made available to the City when needed, at no cost. Motion Passed Unanimously.

**Item G:** It was motioned by **ALVIN R. WOODLEY** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation by management of the Mansfield Police Department to offer full-time employment to patrol officer, Ms. **Lauren L. Cross**. Ms. Cross has been

employed with the Police Department since August 1, 2011. During this time, she has attained an excellent attendance record, has proven she is able to follow instructions given to her by her supervisors and has demonstrated her ability to interact with the public in a professional manner. Motion Passed Unanimously.

**Item H:** At this time, Mayor McCoy bestowed a special award upon his administrative assistant, Mrs. **Gwendolyn L. Jones**. Mrs. Jones has been employed with the City of Mansfield since November 2002 serving in various positions. This award came in the form of a promotion to Deputy Clerk, and will afford her the authority to act in a managerial capacity on administrative matters in the absence of the City Clerk. The Aldermen present nodded in approval of this gesture and wished Mrs. Jones well in her new capacity.

**Item I:** No other new business was discussed.

During the **Comments Period** for the Mayor and Council Members, Alderman Woodley expressed his disappointment over the tax renewal proposition on the April 21<sup>st</sup> ballot not receiving voter approval. This property tax millage generates nearly \$180,000 in annual revenue and is levied for a period of ten (10) years, beginning with the year 2014 and ending with the year 2023. The present levy expires in 2013. The revenue generated by this levy is for the continuation of police, fire, sanitation services, road maintenance, and the overall further progression of the City. Mayor McCoy remarked that voter turnout was extremely low and assured the Council that this proposition will again be placed on the ballot of the next election, scheduled for November 6, 2012. It is expected to receive more favorable consideration at that time. No other comments were offered.

With no further business to discuss, the meeting adjourned at **4:45 p.m.**, by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **MITCHELL L. LEWIS**. Motion Passed Unanimously.

**Curtis W. McCoy**, *Mayor*  
**Marvin R. Jackson**, *Clerk*