

City of Mansfield
MINUTES OF *REGULAR* PUBLIC MEETING
August 13, 2018

The Board of Aldermen met in *regular* session on **August 13th**, in Mansfield City Hall located at 705 Polk Street. Mayor John Mayweather, Sr. called the meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderswoman Mary J. Green**. The Pledge of Allegiance was led by **Alderman Christopher S. Thomas**. Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present**: Hon. John Mayweather, Sr., -**Mayor**, Mary L. Green –District **A**, Christopher S. Thomas –District **B**, Mitchell L. Lewis – District **C**, and Joseph Hall, Jr. –District **D**. **Absent**: Kervin D. Campbell –District **E**. **Other City Personnel Present**: Gwen Jones (Deputy Clerk), Brian Phillips (Court Clerk), James “Jim” Ruffin (Public Works Director) and Latarsha Shelton (Fire Chief). **Press Present**: Martha Rivers (*Mansfield Enterprise & Interstate Progress*).

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **July 23, 2018 *regular*** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to approve the payment of current outstanding bills for this period. Motion Passed Unanimously.

The City Clerk next opened the floor to hear public comments from those in attendance to any item outlined on the meeting agenda. When none were offered from the floor, the **Public Comments Period** was then subsequently closed.

Old Business:

Item A: A public hearing was conducted to hear and discuss any comments related to the adoption of proposed **Ordinance No. 5 of 2018**, drafted to **amend** the City’s 2018 Operating Budget of Revenues and Expenditures. An amendment to the budget was presented to propose adjustments for capital expenditures in the Mayor’s office (\$36,840) and in the Police Department (\$32,000). This would be proposed Budget Amendment #2 for 2018. When no comments were received from the floor regarding this matter, the public hearing was then subsequently closed.

Item B: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to adopt **Ordinance No. 5 of 2018** drafted to **amend** the City’s 2018 Operating Budget of Revenues and Expenditures. This amendment to the budget would make adjustments for capital expenditures in the Mayor’s office (\$32,000) and in the Police Department (\$36,840). Motion Passed Unanimously. *(Full Ordinance recited below):

CITY of MANSFIELD
Budget Amendment Ordinance
ORDINANCE NO. 5 of 2018

AN ORDINANCE **AMENDING** THE FINANCIAL BUDGET FOR
THE FISCAL YEAR 2018 FOR THE CITY OF MANSFIELD, LOUISIANA IN
ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

BE IT ORDAINED by the Board of Aldermen of the City of Mansfield, Louisiana, in *regular* session convened in its usual meeting place in the Council Chambers at the Mansfield City Hall located at 705 Polk Street, on the 13th day of August, 2018 that:

SECTION 1: An amendment to the City of Mansfield's financial budget for fiscal year 2018 is hereby proposed to amend the amounts budgeted for capital expenditures in the category of **CORPORATION**. More specifically, these amendments directly impact the capital expenditures allocated in the **Mayor's Office** (building improvements) and likewise in the **Police Department** (police equipment purchase).

SECTION 2: Capital expenditures budgeted for 2018 for the Corporation (**Mayor's Office/Building Improvements**) was \$0.00, but were amended to \$36,840.00. Similarly, capital expenditures budgeted for 2018 for the Corporation (**Police Equipment Purchase**) was increased from \$120,175.00 to 152,175.00.

This Ordinance was introduced by Alderman Joseph Hall, Jr. on the 23rd day of July, 2018, with second by Alderman Kervin D. Campbell, and passed, to publish the Ordinance on August 2, 2018, and present for adoption on August 13, 2018.

After introduction and publication of the Ordinance title, the above ordinance was adopted upon motion of Alderman Joseph Hall, Jr., seconded by Alderman Mitchell L. Lewis, and passed on the 13th day of August, 2018, with votes as follows:

Yeas: <u>4</u>	Nays: <u>0</u>	Absent: <u>1</u>	Abstain: <u>0</u>
M. Green		K. Campbell	
C. Thomas			
M. Lewis			
J. Hall, Jr.			

/s/ John Mayweather, Sr., *Mayor*

/s/ Marvin R. Jackson, *Clerk*

Item C: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MARY J. GREEN** to withdraw the Surplus Equipment Sale Ordinance (**Ord. No. 6 of 2018**), introduced at the July

23, 2018 City Council meeting, due to the addition of another surplus item to the list. Since the July 23rd meeting, it became necessary to include another piece of equipment to the list of surplus equipment, that has been since been taken out of operation. Motioned Passed Unanimously.

Item D: No other old business discussed.

New Business:

Item A: The revised Surplus Equipment Sale Ordinance, now titled **Ordinance No. 7 of 2018** was introduced, drafted to declare equipment as **surplus** and to dispose of same by private sale after public notice. The original Ordinance (No. 6 of 2018) was withdrawn and revised to include the addition of another piece of equipment now deemed as **surplus**. Specifically, a police vehicle/unit was recently taken out of operation due to mechanical problems and has since been added to the list of **surplus** items for sale. It was MOTIONED by **MARY J. GREEN** and SECONDED by to authorize advertisement of the title of the Ordinance in the August 23rd edition of our local journal (*The Enterprise and Interstate Progress*), and to set a public hearing on same to be conducted at the Aldermen's August 27th regular meeting. Motion Passed Unanimously.

Item B: It was MOTIONED by **MARY J. GREEN** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation offered by **BALAR Associates, Inc.** to accept Change Order No. 2 as requested by the contractor **ASB Utility Construction, L.L.C.** for the Relocation of Water and Sewer Facilities along LA Hwy. 175 and LA Hwy. 509 for a Dept. of Transportation and Development (DOTD) URAF-funded project (Utility Relocation Assistance Funding). This was a deductive Change Order, reducing the total adjusted Contract Amount due to all previous Change Orders, from \$272,362.00 to **\$269,922.00**. The purpose of this Change Order was to reconcile all contract quantities. The project is nearly substantially complete; therefore the time for completion of the contract was unchanged. The Change Order document will become an amendment to the contract and all provisions of the contract will apply as stated. Motion Passed Unanimously.

Item C: No new other business discussed.

Comments from Mayor Mayweather and/or Council Members: At this time, Fire Chief Latarsha Shelton was given the floor to summarize various measures she and her department had completed in preparation for the City's impending fire insurance rating review, slated to begin in early January 2019. The fire rating review is scheduled every five (5) years and 2019 marks the next review period. Recently, at least two of the firefighters in the Fire Department have achieved additional fire-related certifications, several training activities for the Department have been performed, and some select equipment has been purchased for use in this Department.

These measures were all taken in an effort to help satisfy some of the required criteria outlined in the ratings review packet. Chief Shelton also requested that the City consider purchasing a new fire truck to replace the one deemed a total loss as a result of a storm event which occurred in late fall of 2017. Also present at this meeting were representatives from *Ferrara Fire Apparatus* (headquartered in Holden, LA), an American manufacturer of custom built, heavy-duty emergency service equipment and specialty vehicle brands. One of their representatives, Mr. **Courtney Butcher**, stated that they currently have a demonstration fire truck available for purchase with financing terms up to ten (10) years, at a competitive loan interest rate. Following this discussion, the Board of Aldermen requested that the city clerk confer with the city's accountant to check to availability of any reserves in our current budget to fund such a capital expenditure. He is to report back to them the result of his findings by the end of the week (08/17/18), to possibly foster further deliberation by the Council of this matter at a future meeting. No additional comments were offered from the Mayor or any of the Council members present.

With no further business to discuss, this meeting was declared adjourned at **4:58 p.m.** by MOTION from **MARY J. GREEN** and was SECONDED by **MITCHELL L. LEWIS**. Motion Passed Unanimously.

John H. Mayweather, Sr., *Mayor*
Marvin R. Jackson, *Clerk*