

City of Mansfield
MINUTES OF REGULAR PUBLIC MEETING
August 23, 2010

The Board of Aldermen met in regular session on Monday, August 23rd, 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 Troy N. Terrell. The Pledge of Allegiance was led by Alderman Alvin R. Woodley. Following the pledge, the roll was called by the City Clerk and these officials were recorded as **Present**: Honorable Curtis W. McCoy, G. B. Hall III –District **A**, Troy N. Terrell –District **B**, and Alvin R. Woodley –District **E**. **Absent**: Mitchell L. Lewis–District **C** and Joseph Hall, Jr. –District **D**. **Press Present**: Coleman Robison (**The Enterprise**) and Edna Wheless (**DeSoto Life**).

It was MOTIONED by ALVIN R. WOODLEY and SECONDED by G. B. HALL III to approve the minutes of the **August 9, 2010** *regular* city council meeting and to dispense with the reading. Passed Unanimously.

It was MOTIONED by G. B. HALL III and SECONDED by TROY N. TERRELL to approve the minutes of the **August 16, 2010** *special* city council meeting and to dispense with the reading . Passed Unanimously.

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

Old Business:

Item A: It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to adopt an Ordinance approving the request of **Mr. Christopher Shelby** to change property located at **209 Welch Street** from an R-2 District (*Multi-Family Residence District*) to a B-3 District (*Community and Central Business District*). Passed Unanimously. The full Ordinance is recited below:

ORDINANCE NO. 6 of 2010

AN ORDINANCE TO REZONE FROM DISTRICT R-2 (MULTI-FAMILY RESIDENCE DISTRICT) TO DISTRICT B-3 (COMMUNITY AND CENTRAL BUSINESS DISTRICT)
THE FOLLOWING DESCRIBED PROPERTY:

A lot in Rives Subdivision in the City of Mansfield, DeSoto Parish, Louisiana, more particularly described as follows: “ Beginning at an iron pin in common center of First Street and Martha Avenue and run East to the East boundary line of First Street for a point of beginning, thence run East to West edge of the ravine, thence run Southwesterly along the North and West meander line of the ravine to intersect the line of First Street; thence North along First Street to the point of beginning. (**209 Welch Street**)

WHEREAS, a petition to the Mansfield Planning/Zoning Commission was properly filed requesting that the property described here-in-above be rezoned and all proper notices and procedures have been followed:

AND WHEREAS, the Board of Aldermen voted to overrule the recommendation of the Mansfield Planning/Zoning Commission denying the request of the petitioner to rezone said property:

BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Mansfield, in regular session convened:

SECTION 1. The property shall be rezoned from District R-2 (Multi-Family Residence District) to District B-3 (Community and Central Business District) said property being described as herein above.

SECTION 2. All parts of ordinance in conflict herewith are hereby repealed.

UPON MOTION OF Alderman G. B. Hall III, SECONDED BY Alderman Alvin R. Woodley, The above and foregoing ordinance was adopted on this the 23rd of August, 2010, with the votes as follows:

Yeas: <u>3</u>	Nays: <u>0</u>	Absent: <u>2</u>	Abstain: <u>0</u>
G. B. Hall III		Mitchell L. Lewis	
Troy N. Terrell		Joseph Hall, Jr.	
Alvin R. Woodley			

Curtis W. McCoy, Mayor
City of Mansfield, LA

Marvin R. Jackson, City Clerk
City of Mansfield, LA

Item B: Discussion of the possible leasing of city-owned property located on Louise Street continued from the August 9th council meeting. It was noted that a correction should be made to the physical, municipal address from the one printed on the August 23rd agenda. The correct address of the property is **808 Louise Street** and not 873 Louise Street, as was printed on the meeting agenda. Present at this meeting was the City's legal counsel (Richard Z. Johnson, Jr.). Mayor McCoy requested that Mr. Johnson come forth and orally clarify how the process works for leasing public property to another entity or individual. City-owned property being considered for lease or rent has to be advertised for public bid for three (3) consecutive weeks in our local journal. Any sealed bids received are then opened and read aloud publicly at a meeting of the Mayor and City Council. A lease/rental agreement is later negotiated with the highest bidder. It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to adhere to the state's public bid law process with regard to this particular parcel of land by advertising the property for bid in our local journal (**The Enterprise and Interstate Progress**).

New Business:

Item A: It was MOTIONED by G. B. HALL III and SECONDED by TROY N. TERRELL to adopt an Ordinance approving the request of **Citizens National Bank** to close and abandon a city street, municipally known as **Commerce Street** located in Block 33, Lot 4 in the City of Mansfield. Passed Unanimously. The full Ordinance is recited below:

ORDINANCE NO. 7 of 2010

AN ORDINANCE CLOSING AND ABANDONING
COMMERCE STREET LOCATED IN THE
CITY OF MANSFIELD, LOUISIANA

BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Mansfield, Louisiana, in regular session convened:

SECTION 1.

The following described city street located in Block 33, Lot 4 in the City of Mansfield is declared to be no longer used for public purposes and is hereby closed and abandoned:

The entire street located in Block 33, beginning at the Southwest corner of Lot 4, running North approximately 205 feet; thence West approximately 18 feet, thence South approximately 205 feet; thence East approximately 18 feet, municipally known as Commerce Street.

SECTION 2.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Upon motion of Alderman G. B. Hall III, seconded by Alderman Troy N. Terrell, the above and foregoing Ordinance was adopted on this the 23rd day of August 2010, with the votes as follows:

YEAS <u>3</u>	NAYS <u>0</u>	ABSENT <u>2</u>	ABSTAIN <u>0</u>
G. B. Hall III		Mitchell L. Lewis	
Troy N. Terrell		Joseph Hall, Jr.	
Alvin R. Woodley			

Curtis W. McCoy, Mayor
City of Mansfield, Louisiana

Marvin R. Jackson, Clerk
City of Mansfield, Louisiana

Item B. It was MOTIONED by ALVIN R. WOODLEY and seconded by G. B. HALL III to adopt an Ordinance declaring equipment as surplus and to dispose of same by private sale after public notice, and authorize the advertisement of bids. Passed Unanimously. The full ordinance is recited below:

ORDINANCE NO. 8 OF 2010

AN ORDINANCE TO DECLARE EQUIPMENT AS SURPLUS AND
TO DISPOSE OF SAME BY PRIVATE SALE AFTER PUBLIC NOTICE

BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Mansfield in regular session convened:

SECTION 1.

The below listed sixteen (16) vehicles/equipment items are hereby declared to be surplus and no longer needed by the City of Mansfield.

- ITEM # 1 1980 Chevrolet Fire Truck
 VIN# C17DEAV148845
 Minimum Bid = \$500.00
- ITEM # 2 1981 Ford Bucket Truck
 VIN# 1FDNF70HXBVJ15304
 Minimum Bid = \$1000.00
- ITEM # 3 2001 Ford CV
 VIN# 2FAFP71W31X187521
 Minimum Bid = \$300.00
- ITEM # 4 1999 Ford CV
 VIN# 2FAFP71WXXX191607
 Minimum Bid = \$300.00
- ITEM # 5 2000 Ford CV
 VIN# 2FAFP71W4YX187652
 Minimum Bid = \$150.00
- ITEM # 6 2000 Ford CV
 VIN# 2FAFP71W6YX187653
 Minimum Bid = \$300.00
- ITEM # 7 2000 Ford CV
 VIN# 2FAFP71W3YX205767
 Minimum Bid = \$250.00
- ITEM # 8 2003 Ford CV
 VIN# 2FAFP73W63X148423

- ITEM # 9 Minimum Bid = \$700.00
1986 Ford F800 Garbage Truck
VIN# 1FDYF82H4GVA53795
Minimum Bid = \$1000.00
- ITEM #10 2001 Dodge Truck
VIN# 1B7HC13Y21J574502
Minimum Bid = \$1500.00
- ITEM #11 1997 Ford Truck
VIN# 3FTHF25H5VMA30398
Minimum Bid = \$500.00
- ITEM #12 Truck Utility Bed
Minimum Bid = \$100.00
- ITEM #13 Sony Mavica Digital Camera
Serial No. 1330037
Minimum Bid = \$10.00
- ITEM #14 Sony Mavica Digital Camera
Serial No. 566179
Minimum Bid = \$10.00
- ITEM #15 Sony Mavica Digital Camera
Serial No. 562522
Minimum Bid = \$10.00
- ITEM #16 Dell Computer, Dell Monitor
DCM, SN.OP8GP;D1626HT,SN.2712594
Minimum Bid = \$10.00

SECTION 2.

The above listed sixteen (16) vehicles/equipment items shall be sold to the highest bidder, with the City reserving the right to refuse/reject any and all bids.

SECTION 3.

Notice of advertisement for sale is herewith authorized. Bids to be received on September 27, 2010 on or before 4:30 PM.

SECTION 4.

The minimum price, as indicated above for each item, will be accepted in cash or money order only.

UPON MOTION OF ALDERMAN Alvin R. Woodley, SECONDED BY ALDERMAN G. B. Hall III, the above and foregoing ordinance was adopted on this the 23rd day of August, 2010, with the votes as follows:

AYES: 3 (G. B. Hall III, Troy N. Terrell and Alvin R. Woodley)
NAYS: 0
ABSENT: 2 (Mitchell L. Lewis and Joseph Hall, Jr.)

Marvin R. Jackson, City Clerk

Curtis W. McCoy, Mayor

Item C. It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to approve the recommendation of Police Chief, Don R. English, to hire **Comiseia N. Jones** full-time in the Mansfield Police Department. Ms. Jones' hire date with the City was **May 26, 2010**. She has successfully completed her probationary period with the department. She has also achieved an excellent attendance record, has demonstrated her ability to interact with the public and conduct herself in a professional manner. Passed Unanimously.

Item D. It was MOTIONED by ALVIN R. WOODLEY and SECONDED by TROY N. TERRELL to approve the recommendation of Public Works Director, Jim Ruffin, to hire **David M. Brown** full-time in the area of public works. Mr. Brown's hire date with the City was **June 1, 2010**. Mr. Ruffin recently evaluated the work performance of David Brown which resulted in an overall 'good' rating for this employee. Jim further commented that Mr. Brown takes the initiative to perform tasks that have not been assigned and goes right to his duties as soon as he reports to work. Passed Unanimously.

Item E. It was MOTIONED by ALVIN R. WOODLEY and SECONDED by G. B. HALL III to approve **Change Order No. 2** as submitted by Wicker Construction, Inc. for the Water Distribution System Improvements Project (BPN 08035). This was an additive change order in the amount of \$5,382.25, now adjusting the contract price to **\$2,443,761.80**. The company's first change order was approved at the council's May 24th meeting. It was an additive change order amounting to \$49,537.50, which adjusted the original contract price of \$2,388,842.05 to \$2,438,379.55. Additionally, Change Order No. 2 was also to apply for an extension of 60 calendar days to provide for completion of the contract. The date for completion of work is now **October 12, 2010**. Passed Unanimously.

Item F. It was MOTIONED by G. B. HALL III and SECONDED by TROY N. TERRELL to approve **Change Order No. 2** as submitted by Milco Utilities, Inc. for the Wastewater Collection System Improvements project at the old DeSoto Plaza Shopping Plaza. The company's first change order (approved at the council's August 9th meeting) was an additive change order of \$6,000.00, adjusting the contract price to \$122,414.50 from \$116,414.50. This change order was to apply for an extension of 14 calendar days, to provide for completion of the contract. The date for completion of work is now **September 3, 2010**. Passed Unanimously.

Item G. It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to approve **Change Order No. 2** as submitted by Trenchless Methods, Inc. for city-wide Wastewater Collection System Improvements (LDEQ-ARRA 'Stimulus Funds'). This

was a deductive change order in the amount of **-\$2859.74**, reducing the current contract price from \$925,601.50 to \$922,741.76. The company's first change order (approved at the Council's June 28th meeting) was also a deductive change order amounting to -\$30,252.50, adjusting the original contract price of \$955,854.00 down to \$925,601.50. Additionally, Change Order No. 2 was also to apply for an extension of 40 calendar days to provide for completion of the contract. The date for completion of work is now **September 19, 2010**. Passed Unanimously.

Item H. It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to adopt a Resolution ordering and calling a special election to be held in the City of Mansfield, State of Louisiana, to authorize a levy of a 3% hotel occupancy tax; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith. The Mayor explained that this is not a sales tax, but a tax levied on occupants patronizing any of the existing hotels or other similar establishments located within the City. The tax would also be levied on occupancy in any future hotel(s). This measure will create recurring revenue for the City. Only one correction was noted, that on the signature page (page 3) of the Resolution, the former alderman of District B (J. Dudley Kemper) be deleted and the name of the current alderman of that district (Troy N. Terrell) be inserted. With that correction noted, the Resolution was passed unanimously. (Full copy of Resolution on file at City Hall).

Item I. It was MOTIONED by ALVIN R. WOODLEY and SECONDED by TROY N. TERRELL to approve the request of **Spectrum Painting, L.L. C.** to connect to the City's water system for service at a commercial business located at **13147 Highway 171 South, Mansfield, LA**. Spectrum Painting received prior written permission to connect to the City's water system from both Waterworks District No. 1 and the Village of South Mansfield. Passed Unanimously.

Item J. It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to approve the request of **Mr. Charlie Renfro** to connect to the City's sewer system for service at a commercial system located at **12805 Highway 171 South, Mansfield, LA**. Mr. Renfro received prior written permission from the Village of South Mansfield to connect to the City's sewer system. Passed Unanimously.

Item K. At this time, representatives of the 1st Tee Golf Association of Northwest Louisiana (namely, Marcia Calhoun and Alva Walker) presented a case to the Mayor and Council to provide free water service to the course, indefinitely. Mrs. Calhoun informed the Council that the DeSoto Parish Police Jury had donated \$90,000 to this endeavor. This course presently affords 3 holes in an anticipated 9-hole green. Private donations received to date will now enable this Association to purchase a mowing machine. In lieu of providing free water service indefinitely, the Mayor proposed entering into a Cooperative Endeavor Agreement whereby the City provides water service free of charge to 1st Tee for a period of one (1) year. At the end of that 12-month period, the City would review the arrangement to determine the feasibility of continuing it. Mrs. Calhoun asked when would this arrangement commence. The Mayor remarked, "It would start as of the date of this meeting." It was MOTIONED by ALVIN R. WOODLEY and SECONDED by TROY N. TERRELL to approve the Mayor's proposal of providing water service to the 1st Tee organization free of charge for a period of one (1) year, then renegotiate once that period has expired. Passed Unanimously.

Next on the agenda was the reception of reports from the City's Department Heads. Public Works Director, **Jim Ruffin**, was first up to report on the status of the various contractors performing infrastructure improvements within the City's corporate limits. To date, Wicker Construction, Inc. is roughly 70% complete with their work. Another contractor, TGS Contractors, Inc., was engaged to install three (3) emergency generators at various specified locations within the City. At this point, they have installed two (2) generators –one at the Stanley Booster Station and the other at the South Mansfield Booster Station. The third generator for the water treatment plant at Toledo Bend, originally scheduled for installation by August 15th, Jim has learned, is now not slated for installation until some time in October. A change order from TGS Contractors is expected to request an extension of time for completion of their contract. Trenchless Methods, Inc., the contractor awarded the contract for city-wide improvements to our wastewater collection system, is about 90% complete. Thielsch Group, Inc. was awarded the contract to install new water meters within a large percentage of the City's corporate limits. As of this meeting, they are roughly 50% complete with their work. To gain a better sense of where this project is, a progress meeting with Thielsch representatives has been scheduled for Sept. 1st at 9:00 am at City Hall. Finally, Milco Utilities, Inc., the contractor hired to perform improvements to the sewer system at the DeSoto Plaza Shopping Center, is approximately 40% complete with this project. The next department head to report was Fire Chief, **Lee Shaver**. Chief Shaver informed the Council that they are currently operating a leased fire pumper truck from the company (Pierce Mfg., Inc.) where the new fire truck was purchased. This arrangement will continue until the new truck has been repaired from an accident that occurred on July 24th. On a separate subject, Chief Shaver reported that the Shell Corporation had donated \$8,500 to the Fire Department to be used for the purchase of five (5) sets of additional bunker gear for his crews. The last department head to report was Police Chief, **Don English**. Chief English announced that he will be retiring from his position with the City on **October 16th**. His original hire date was February 7, 1973. He has been the City's Police Chief since August 25, 1985- working under the administration of four (4) different mayors. Chief English also commented that he has had an excellent working relationship with all the mayors, Mayor McCoy included. He feels it is now time he retire and find time to embark on some other endeavors.

During the **Comment Period** for the Mayor and Council Members, Alderman Troy Terrell remarked that he is pleased at the influx of new business into the City, making special mention of Citizens National Bank '*coming to town.*' Also, he is anxious, as is all the council members, to see how the old Wal Mart Shopping Plaza will eventually be revitalized. Alderman Alvin Woodley echoed those same sentiments.

With no further business to discuss, the meeting adjourned at 5:08 p.m., by MOTION from ALVIN R. WOODLEY and was SECONDED by G. B. HALL III. Passed Unanimously.

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

