

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**December 10, 2018**

The Board of Aldermen met in *regular* session on **December 10th**, 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 **Alderman 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 J. Green –District **A**, Christopher S. Thomas –District **B**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D**, and Kervin D. Campbell –District **E**. **Absent**: None. **City Hall Personnel & Dept. Heads Present**: Gwendolyn Jones (Deputy Clerk), Brian Phillips (Court Clerk), Jim Ruffin (Public Works Director), Latarsha Shelton (Fire Chief) and Melony McCarty (City Accountant). **Press Present**: None.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **November 26, 2018 *regular*** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** 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:**

It should be noted that on the published agenda for this meeting under Old Business, the Ordinances slated for discussion were incorrectly numbered. The agenda reflected that **Ordinance No. 11** was drafted to amend the city's 2018 Budget of Revenues and Expenditures. However, **Ordinance No. 11** was actually drafted to recommend adoption of an Operating Budget of Revenues and Expenditures for fiscal year 2019. Similarly, **Ordinance No. 12** reflected on the agenda recited that it was drafted to recommend adoption of the 2019 Operating Budget, but was actually for the amendment of the 2018 Operating Budget.

Item A: A public hearing was conducted to hear and discuss any comments related to the adoption of **Ordinance No. 12 of 2018** drafted to amend the city's **2018** Proposed Operating Budget of Revenues and Expenditures. When no comments were voiced, the public hearing was then subsequently closed.

Item B: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the adoption of proposed **Ordinance No. 12 of 2018**, drafted to amend the city's 2018 Operating Budget of Revenues and Expenditures. Motion Passed Unanimously.

Item C: A public hearing was conducted to hear and discuss any comments related to the adoption of proposed **Ordinance No. 11 of 2018**, prepared to present an Operating Budget of Revenues and Expenditures for the fiscal year beginning January 1, 2019 and ending December 31, 2019. After review of the budget submitted for fiscal year 2019, Alderwoman Green commented that when noting the capital expenditures allocated for the various departments of the City (i.e., the Water Dept., Sewer Dept., and all the departments in the Corporation –Street, Sanitation, Fire, Police, etc.), the only capital expenditure appropriated for the Fire Department was \$4,000, for the purchase of a commercial lawn mower. She questioned why no allocation had been made in the impending budget for the replacement of the fire truck deemed a total loss as the result of a storm event which occurred in the fall of 2017. Aldermen Hall and Thomas expressed similar sentiments and concerns. The city clerk remarked that to receive clarity on this issue of purchasing a new fire truck to replace the one lost, he and the accountant made contact with the independent auditing firm (**Johnson, Thomas & Cunningham, CPAs** –Natchitoches, LA) who performed the city’s 2017 Financial Audit, to discuss this matter. They were told that upon receipt of the funds from the insurance claim filed on the damaged fire truck, the City was under no legal obligation to use those funds to purchase a new fire truck. The funds were deposited into the Corporation General Fund, and could be used for any corporate purpose. It was the decision of the former Mayor, as Chief Executive Officer of the City, to use a portion of those funds for the purchase of capital expenditures in other areas, and he was within his authority to legally do so. The city accountant (Melony McCarty) added that the 2019 Budget was drafted appropriating capital expenditures for the various departments based on the forecast of estimated revenues to be received in support of the financial program for the ensuing fiscal year. All anticipated expenditures, regular and capital, must be kept within the anticipated revenues. There were no anticipated revenues in next year’s budget available for allocation for the purchase of a new fire truck. Receipts and revenues will be visited again possibly mid-year 2019 to determine if any surplus funds exist for appropriation toward the purchase of larger capital expenditures requested by the Fire Department. Capital expenditures must be at least \$3,000 and higher. The \$3,000 is not a cumulative total of requested items, but each item/unit individually must cost at least \$3,000 or more. Finally, there is no limit on the number of budget amendments that can be made to the adopted budget within a given year. When no further comments were voiced, the public hearing was then subsequently closed.

Item D: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the adoption of **Ordinance No. 11 of 2018** drafted to present a balanced budget of Operating Revenues and Expenditures for fiscal year 2019. However, the measure failed to receive a majority vote for approval of the budget presented, from the Aldermen present. Because the 2019 budget was not approved at this meeting, it will now be necessary to resubmit the document at a future duly called regular or special meeting of the Board of Aldermen.

Item E: No other old business discussed.

**New Business:**

Item A: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MARY J. GREEN** to approve the recommendation of Public Works Director, Jim Ruffin, to accept ***GEO Specialty Chemicals*** (Little Rock, AR) and ***Univar USA, Inc.*** (Kent, WA), as the lowest responsible bidders for the chemicals Aluminum Sulfate Solution and Caustic Soda Liquid 25% Diaphragm, respectively. These chemicals are used at the city's Toledo Bend Water Treatment Plant. The purchase period for these chemicals is 01/01/19 through 06/30/19. Motion Passed Unanimously.

Item B: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MARY J. GREEN** to approve the recommendation offered by Public Works Director, Jim Ruffin, to accept the bid submission of ***Industrial Research Corporation (I.R.C.)*** for the chemical Aluminum Sulfate Solution TOTES for purchase from 01/01/19 through 06/30/19. This chemical is for use at the city's Wastewater Treatment Plant. ***I. R. C.*** submitted a bid of \$0.43 per pound delivered for this chemical. A lower bid of \$0.225 per pound delivered was submitted by ***Univar USA, Inc.*** However, their submission specified that they did not have the means to offload the product at our wastewater treatment facility and into our holding tank there. This was a requirement specifically stated in our bid specifications. The vendor needed to have the capability of offloading the product at our facility and into our holding tank. Therefore, ***I. R. C.***'s bid submission had to be rejected. Motion Passed Unanimously.

Item C: No new other business discussed.

**Comments from Mayor Mayweather and/or Council Members:** During this period, the Mayor remarked that his office is always open to any of the Aldermen and to the constituents he serves. Alderman Thomas inquired about the process of hiring new personnel for the Police Department. He was instructed to have a discussion on this matter with Police Chief Gary Hobbs. Alderwoman Green directed an inquiry to Jim Ruffin regarding improvements that she feels needs to be performed on Pegues and Florence Streets. Mr. Ruffin replied that improvements to a portion of these streets are slated to be performed during Phase II of the ***DOTDs*** turn-lane project along the LA Hwy. 175 and LA Hwy. 509 corridor.

With no further business to discuss, this meeting was declared adjourned at **5:26 p.m.** by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **MITCHELL L. LEWIS.** Motion Passed Unanimously.

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