

City of Mansfield
MINUTES OF SPECIAL PUBLIC MEETING
December 26, 2012

In a *special meeting* called pursuant to the provisions of R.S.: 42.7, the Mayor and Board of Aldermen met on Wednesday, December 26th, 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 G. B. Hall III**. The Pledge of Allegiance was led by **Alderman Mitchell L. Lewis**. The oral roll call was suspended; however, the following officials were recorded as **Present**: Hon. Curtis W. McCoy, G. B. Hall III –District **A**, Mitchell L. Lewis –District **C**, and Cynthia T. Cruse –District **E**. **Absent**: Troy N. Terrell –District **B** and Joseph Hall, Jr. –District **D**. **Other City Personnel Present**: Gwendolyn Jones (Deputy Clerk), Eboni Parker (Public Relations Officer), and Brian Phillips (Mayor’s Court Clerk). **Press Present**: None.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **G. B. HALL III** to approve the minutes of the **December 10, 2012 regular** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **G. B. HALL III** 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. No comments were offered at this period. The **Public Comments Period** was then closed.

Old Business:

Item A: It was MOTIONED by **G. B. HALL III** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation of City Clerk, Marvin Jackson, on behalf of Public Works Director, Jim Ruffin, in his absence, to accept **Premier Chemicals & Services’** proposal of **\$219.50/dry ton delivered** as the lowest responsible bid received for the chemical Aluminum Sulfate Solution 17% for use at the City’s Water Treatment Plant. The contract period for this chemical is Jan. 1, 2013 to June 30, 2013. Additionally, the lowest responsible bid proposal received for the chemical, Caustic Soda Liquid 25% Diaphragm was **FSTI, Inc.** bidding **\$683.00/dry ton delivered**. Likewise, the contract period for this chemical is also Jan. 1, 2013 to June 30, 2013. Motion Passed Unanimously.

Item B: No other old business discussed.

New Business:

Item A: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **CYNTHIA T. CRUSE** to approve a **Certificate of Substantial Completion** as submitted by **David Lawler Construction, Inc.** for the Water Distribution System Improvements Project (Contract No. 2). This **Certificate** is dated December 18, 2012, and the work to which this **Certificate** applies has been inspected by authorized representatives of the Owner, Contractor and Engineer, and is

found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents. Motion Passed Unanimously.

Item B: It was MOTIONED by **G. B. HALL III** and SECONDED by **CYNTHIA T. CRUSE** to adopt an Ordinance approving the recommendation of the Mansfield Planning and Zoning Commission granting the request of **Jackie S. Albright** to change the zone of property located at **600 Kings Highway** from an **R-1 District** (Single-Family Residence District) to a **B-3 District** (Community and Central Business District). The zone change was requested by the petitioner (Albright) for the purpose of relocating her commercial upholstery business from 112 Adams Street to 600 Kings Highway. Motion Passed Unanimously. (Full Ordinance recited below):

CITY OF MANSFIELD
ORDINANCE NO. 13 of 2012

AN ORDINANCE TO REZONE FROM A R-1 DISTRICT (SINGLE-FAMILY RESIDENCE DISTRICT) TO A B-3 DISTRICT (COMMUNITY AND CENTRAL BUSINESS DISTRICT) THE FOLLOWING DESCRIBED PROPERTY:

BEG AT A PT WHICH IS 1063.9 FT S OF NE COR SE NW SEC 17 T12 R13 FOR BEG, TH S 45 DEG W 125 FT, N 45 DEG W 75 FT, S 45 DEG W 70 FT, N 162 FT, W 57.75 FT, N 245 FT, E 238.75 FT, S APPROX. 329.9 FT TO BEG; LOTS 174S, & 175 OF KINGS HWY HEIGHTS #2 (**600 Kings Hwy**).

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 Mansfield Planning/Zoning Commission has recommended that said property be rezoned:

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

SECTION 1. The property shall be rezoned from an R-1 District (Single-Family Residence District) to a 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, and SECONDED BY Alderman Cynthia T. Cruse, the above and foregoing ordinance was adopted on this the 26th day of December, 2012, 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 Cynthia T. Cruse		Troy N. Terrell Joseph Hall, Jr.	

/s/ Curtis W. McCoy
/s/ Marvin R. Jackson

Item C: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **G. B. HALL III** to approve the recommendation of the Mansfield Planning and Zoning Commission granting the request of **Jackie S. Albright** to place a portable building for commercial use on property municipally known as **600 Kings Highway**. This property bears a legal description of: BEG AT A PT WHICH IS 1063.9 FT S OF NE COR SE NW SEC 17 T12 R13 FOR BEG, TH S 45 DEG W 125 FT, N 45 DEG W 75 FT, S 45 DEG W 70 FT, N 162 FT, W 57.75 FT, N 245 FT, E 238.75 FT, S APPROX. 329.9 FT TO BEG; LOTS 174S, & 175 OF KINGS HWY HEIGHTS #2. Motion Passed Unanimously.

Item D: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **G. B. HALL III** to adopt an Ordinance amending the City's Operating Budget of Revenue and Expenditures for FYE 2012 to comply with the balanced budget requirements of most local governments. To accomplish this requirement of revenue equaling expenditures for year-end accounting purposes, an Ordinance was adopted. Motion Passed Unanimously. (Full Ordinance recited below):

CITY of MANSFIELD
Budget Amendment Ordinance
ORDINANCE NO. 14 of 2012

AN ORDINANCE AMENDING THE FINANCIAL BUDGET FOR
THE FISCAL YEAR 2012 FOR THE CITY OF MANSFIELD, LOUISIANA

BE IT ORDAINED by the Board of Aldermen of the City of Mansfield, Louisiana, in special session convened in its usual meeting place in the Council Chambers at the Mansfield City Hall located at 705 Polk Street, on the 26th day of December, 2012 that:

SECTION 1: The City of Mansfield's financial budget for fiscal year 2012 is hereby amended to change the amounts budgeted for the categories of Corporation General Fund, Waterworks General Fund, Sewer General Fund, Water Sales Tax Fund, Police Witness Fee Fund and the LCDB Grant Fund. Budget amendments are also shown for capital expenditures allocated to the Corporation General Fund, Waterworks General Fund and Sewer General Fund.

SECTION 2: Revenue budgeted for 2012 for the Corporation General Fund was \$3,430,450.00 but was amended to \$3,819,219.00. Total operating expenses in the Corporation were changed from \$3,430,450.00 to \$3,587,215.00. This expense category is comprised of General expenses, Mayor's office expenses, Fire Dept., Garage Dept., Police Dept., Sanitation Dept., and Street Dept. expenses. These amendments resulted in an operating surplus in the Corporation General Fund category of \$232,004.00. Thus Capital Expenditures in the Corporation increased from \$992,550.00 to \$1,060,890.00.

SECTION 3: Waterworks revenue increased from \$1,558,500 to \$5,571,140. Conversely, Waterworks General Expenses increased from \$1,558,500 to \$5,569,685. These amendments resulted in an operating budget surplus of 1,455.00 Thus Capital Expenditures decreased from \$103,000 to \$47,550.00.

SECTION 4: Sewer revenue increased from \$463,350 to \$470,350. Whereas, Sewer General Expenses decreased from \$463,350 to \$342,200. The resulting operating surplus amounted to \$128,150.00. Additionally, capital expenditures in this category decreased from \$44,000 to \$32,000. Thus, Capital Expenditures decreased from \$507,350 to \$374,200.

SECTION 5: Water Sales Tax revenue was budgeted at \$878,500 but was amended to \$762,000. Conversely, General Expenses in this category increased from \$410,056 to \$433,449 resulting in an operating surplus of \$328,551.00.

SECTION 6: Police Witness Fee revenue decreased from \$45,000 to \$33,000. Conversely, expenses in this category increased from \$10,200 to \$13,450 resulting in an operating surplus of \$19,550.00.

SECTION 7: No allocations were made for LCDB Grant revenue or expenses in 2012. However, funds in this grant (\$239,470) were completely disbursed in 2012 and this grant has been approved for conditional closeout in this fiscal year.

Upon motion by Alderman Mitchell L. Lewis, and seconded by G. B. Hall III, this Ordinance passed and adopted at Mansfield, Louisiana on this 26th day of December, 2012.

/s/ Curtis W. McCoy
Mayor

/s/ Marvin R. Jackson
City Clerk

Item E: No other new business discussed.

During the **Comments Period** for the Mayor and Council Members, Mayor McCoy informed the Council that the City's Public Works Director, Jim Ruffin, who is ordinarily present at the council meetings, was on site at various drainage canals to assess damage caused by a severe rainstorm that occurred during the morning hours on Christmas Day. Drainage improvements are currently under construction at Gibbs Street at Jacobs Street, Gibbs Street at Old Jefferson Highway and at Bernard Street.

With no further business to discuss, the meeting adjourned at **4:41 p.m.**, by MOTION from **G. B. HALL III** and was SECONDED by **MITCHELL L. LEWIS**. Motion Passed Unanimously.

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