

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**June 22, 2015**

The Board of Aldermen met in regular session on **Monday, June 22<sup>nd</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 Kervin D. Campbell**. The Pledge of Allegiance was led by **Alderman Joseph Hall, Jr.** Following the pledge, the roll was called, and the following officials were recorded as **Present**: Hon. Curtis W. McCoy, **Mayor**, Mary L. Green –District **A** (was tardy-did not arrive until Item D under New Business), Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D** and Kervin D. Campbell –District **E**. **Absent**: Roy R. Jones – District **B**. **Other City Personnel Present**: Gwendolyn Jones (Deputy Clerk), Brian Phillips (Court Clerk) and James “*Jim*” Ruffin (Public Works Director). **Press Present**: None.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **June 8, 2015 *regular*** City Council meeting and to dispense with the reading. 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 no comments were offered from the floor, the **Public Comments Period** was then closed.

**Old Business:**

**Item A:** It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to adopt **Ordinance No. 7 of 2015** which will amend Sections 21-53 of Article III, Chapter 21 of the City of Mansfield’s Code of Ordinances to increase Water Rates and to add other water-related user fees. This Ordinance was first introduced at the City Council’s *special* meeting on May 26<sup>th</sup> by amendment to the published agenda. Public hearings were conducted on that date and at the Aldermen’s June 8<sup>th</sup> regular meeting. Motion Passed Unanimously. (Full Ordinance recited below:

CITY OF MANSFIELD  
**ORDINANCE NO. 7 OF 2015**

AN ORDINANCE TO AMEND ARTICLE III, SECTIONS 21-53, OF CHAPTER 21,  
OF THE CODE OF ORDINANCES OF THE CITY OF MANSFIELD TO  
INCREASE WATER RATES AND TO ADD OTHER FEES

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

SECTION 1.

The Code of Ordinances of the City of Mansfield, Article III entitled “Water”, Sec. 21-53, entitled “Water rates” , of Chapter 21, is hereby amended to read as follows:

“(a) *Inside City of Mansfield corporate limits.* Any person purchasing water from the city water system whose using premises are located inside the city limits shall pay the following water rates:

- (1) Twenty dollars and no cents (\$20.00) for the first two thousand (2000) gallons; plus
- (2) Four dollars and fifty cents (\$4.50) per one thousand (1000) gallons or part thereof in excess of two thousand (2000) gallons.

(b) *Outside City of Mansfield corporate limits.* Any person purchasing water from the city water system whose using premises are located outside the city limits shall pay the following water rates:

- (1) Twenty-two dollars and no cents (\$22.00) for the first two thousand (2000) gallons; plus
- (2) Five dollars and twenty-five cents (\$5.25) per one thousand (1000) gallons or part thereof in excess of two thousand (2000) gallons.

(c) *Rate established for other water systems.*

- (1) The Village of South Mansfield shall pay a water rate of \$ 3.50 per one thousand (1000) gallons or part thereof.
- (2) East DeSoto Water System shall pay a water rate of \$ 3.50 per one thousand (1000) gallons or part thereof.

SECTION 2.

The Code of Ordinances of the City of Mansfield, Article III entitled “Water” is hereby amended to add as follows:

OTHER FEES

(A) A meter “re-read” fee of \$5.00 (five dollars and no cents) shall be charged and paid in advance at the time the customer requests this service. The “re-read” fee shall not be assessed if an incorrect reading is determined and the fee shall be refunded.

(B) A “diagnostic” investigation of the last ninety (90) days water usage may be performed upon request of the customer. A “diagnostic investigation” fee of \$10.00 (ten dollars and no cents) shall be charged and paid in advance at the time the customer requests this service. The “diagnostic investigation” fee shall not be assessed if an incorrect reading is determined and the fee shall be refunded.

SECTION 3.

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

This ordinance was introduced by Alderwoman Mary L. Green, on the 26th day of May, 2015, with second by Alderman Mitchell L. Lewis and passed, to publish title of ordinance on June 4, 2015, and present for adoption on June 22, 2015.

After introduction and publication, the above and foregoing ordinance was adopted upon motion made by Alderman Kervin D. Campbell, seconded by Alderman Mitchell L. Lewis, on the 22nd day of June, 2015 with the votes as follows:

YEAS: 3 (M. Lewis, J. Hall, Jr., K. Campbell)

NAYS: 0

ABSENT: 2 (M. Green, R. Jones)

ABSTAIN: 0

**AFTER PUBLICATION, EFFECTIVE DATE: June 30, 2015.**

**Item B:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation of Public Works Director, Jim Ruffin, to accept ***GEO Specialty Chemicals*** as the lowest responsible bidder for the chemical Aluminum Sulfate Solution at **\$217.50 per dry ton** and ***Univar USA, Inc.*** as the company submitting the lowest bid for the Caustic Soda Liquid 25% Diaphragm at **\$557.35 per dry ton**. These companies will be placed under contract for the period from July 1, 2015 to December 31, 2015 for purchasing the chemicals named for use at the City’s Water Treatment Plant. Motion Passed Unanimously.

**Item C:** No other old business discussed.

**New Business:**

**Item A:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation offered by the Mansfield Planning & Zoning Commission granting the request of petitioner, Ms. **LaKesha Sudds**, to place a modular home on property bearing a municipal address of **248 Ricks Drive**. This property is more particularly described as: Lots 15 & 16 of Meadow Park Addition No. 1, a Subdivision in the SW SE Sec 16 & in NW NE Sec 21, all in T12, R13 (812-549) Less Lot #23 (912-616) Less Lot #28 (1214-486). Petitioner intends to use this dwelling as her principal residence. Motion Passed Unanimously.

**Item B:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to authorize the Mayor to enter into and execute a Cooperative Endeavor Agreement with the *DeSoto Parish Police Jury* for mosquito abatement within the City's corporate limits at no cost to the City for the remainder of 2015. Should the City choose to continue the program for 2016 (01/01/16 – 12/31/16), consisting of approximately 20 rounds of spraying, the approximate cost that would be invoiced to the City would be \$286.00 per round. Motion Passed Unanimously.

**Item C:** A discussion ensued regarding a request from petitioner, Mr. **Van Reech, Jr.**, marketing director for the Clista A. Calhoun Center, to formally and officially name a private drive as **Ricky Bob Lane**. This thoroughfare is located at the north entrance of the facility off of Polk Street. Directors for the Center had, on their own, named the access road **Brown Road**. However, parish engineer, Mr. Steven Brown suggested that the directors of the Center consider an alternate name since there were several parish roads that already bore that name (Brown Road). Further, Mr. Reech mentioned in his correspondence to the Mayor and City Council, that after visiting with Mansfield attorney, Mr. D. Scott Brown, Mr. Brown requested that the access road be named in honor of his late brother, hence the name **Ricky Bob Lane**. It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to authorize advertisement of the road name change in the July 2<sup>nd</sup> edition of *The Enterprise*, and to set a public hearing for same at the City Council's regular meeting scheduled for July 13, 2015. Motion Passed Unanimously.

**Item D:** It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to authorize disposal/demolition of a 1980 Skyline Mobile Home and an attached portable building currently situated at the City's water treatment plant. The mobile home formerly served as an office building for the Toledo Bend Water Plant personnel. However, in its present condition, it is uninhabitable and demolition is being recommended. The mobile

home and attached portable building were declared surplus, and were included in the City's 2013 Surplus Equipment Sale, with the minimum bid set at \$500.00. However, no bids were received on these items. A Public Works crew will pull the mobile home and attached building to a safe area at the Plant site, and Fire Department personnel will perform a controlled burn on the structures as a training exercise. Any metal that remains after the burn will be sold as scrap at *Mims Recycling Plant* here in Mansfield. This issue was discussed with the City's auditors to ascertain if the proposed course of action on this matter was legal. They determined that we were indeed taking the appropriate steps to dispose of these items. Motion Passed Unanimously.

**Item E:** At this time, a summary of the City's Annual Audit of Financial Statements for the fiscal year ended 12/31/14 was offered by Mr. **Ryan E. Todtenbier** of the auditing firm of *Johnson, Thomas & Cunningham*, CPAs (Natchitoches, LA). Mr. Todtenbier called special attention to the data contained on page six of the section titled, *Management's Discussion and Analysis* (MD&A) comparing the City's financial position in 2014 to the information reflected on that page for the fiscal year 2013. He commented that while the analysis reflected a marked decrease with regard to revenue when comparing 2013 to 2014, expenses reflected an increase. Mr. Todtenbier cautioned the Mayor and Council and urged them to continue closely monitoring the City's revenue and expenditures. Finally, Mr. Todtenbier stated that the audit disclosed one instance of noncompliance that is required to be reported under *Government Auditing Standards*. For the year ended December 31, 2014 actual revenues were less than budgeted revenues by more than 5%, and actual expenditures were more than budgeted expenditures by more than 5%, and the budget was not amended accordingly. He further stated that this is an issue that can occasionally occur, since all revenue and expenses are not collected and incurred, respectively when budget amendments are processed. There will be instances where some revenues have not been received and some unforeseen expenditures may occur as amendments are being made. This fact can cause the budgeted figures to exceed the 5% allowable threshold. However, the budget should be amended prior to year-end to comply with the Local Government Budget Act. It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to accept the summary of auditing findings as reported by Mr. Todtenbier of *Johnson, Thomas & Cunningham*, CPAs. Motion Passed Unanimously.

**Item F:** No other new business discussed.

With no further business to discuss, the meeting was declared adjourned at **4:47 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*