

**City of Mansfield**  
**MINUTES OF REGULAR PUBLIC MEETING**  
**March 25, 2013**

The Board of Aldermen met in regular session on **Monday, March 25th**, in Mansfield City Hall, located at 705 Polk Street. Mayor McCoy was absent from this meeting. As Mayor Pro-Tem, Mitchell L. Lewis 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 Cynthia T. Cruse**. The oral roll call was suspended; however, the following officials were recorded as **Present**: Hon. Mitchell L. Lewis (Mayor Pro-Tem), G. B. Hall III –District **A**, Troy N. Terrell –District **B**, Joseph Hall, Jr. –District **D**, and Cynthia T. Cruse –District **E**. **Absent**: Hon. Curtis W. McCoy (Mayor). **Other City Personnel Present**: James “*Jim*” Ruffin (Public Works Director), Brian Phillips (Court Clerk) and Richard Z. Johnson, Jr. (City Attorney). **Others Present**: Jeffrey Freeman (operator at Water Treatment Plant). **Press Present**: None.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **TROY N. TERRELL** to approve the minutes of the **March 11, 2013 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. No comments were offered at this period. The **Public Comments Period** was then closed.

**Old Business**: None.

**New Business**:

**Item A:** It was MOTIONED by **G. B. HALL III** and SECONDED by **JOSEPH HALL, JR.** to approve **Change Order No. 1** as submitted by **David Lawler Construction, Inc.** for the Water Service Line Reconnections project. This project is being funded by a \$50,000 grant from the Community Water Enrichment Fund (CWEF) for FY 2011/2012, administered through the Office of Community Development. Of the two bids received, David Lawler Construction, Inc. submitted the lowest responsive bid of \$72,465.00. The City’s consulting engineering firm, BALAR Associates, Inc. had estimated probable construction costs at \$42,010.00 and engineering fees at \$7,990.00, for a total of \$50,000 (the amount of the grant award). This Change Order represents deletions to bring the project to within the available funds for construction (\$42,010.00) Therefore, the sum of \$30,654.00 is hereby deducted from the contract bid price as of the Bid Amount (\$72,465.00), and the adjusted contract price to date thereby is **\$41,811.00**. The time provided for completion of the contract is unchanged by 0 calendar days. This Change Order document shall become an amendment to the contract and all provisions of the contract will apply thereto. Motion Passed Unanimously.

**Item B:** At this time, the City Clerk (Marvin Jackson) called the Council’s attention to the City’s Municipal Water Pollution Prevention (MWPP) Audit Report attached to each alderman’s agenda package. This is a report that is reviewed annually, usually in March, in connection with data routinely collected from the City’s Wastewater Treatment Facility over a 12-month period.

In order to remain in compliance with several definitive mandates of the Department of Environmental Quality (DEQ), the City must resolve annually to set forth certain actions to maintain permit requirements contained under its Louisiana Pollution Discharge Elimination System (LPDES) permit number LA0038962. It was MOTIONED by **G. B. HALL III** and SECONDED by **TROY N. TERRELL** to approve the Resolution on page 17 of the MWPP Audit Report which specifies that the City of Mansfield will continue to annually review user charges and adjust as necessary to ensure sufficient funds for operation, maintenance, and repairs to the equipment within the system, will seek alternative funding sources for collection system improvements located in areas not eligible for LCDBG funding, and will encourage continued education and training by adequately funding educational expense for Operator Certification and Training activities. Motion Passed Unanimously. (Full copy of Resolution on File at City Hall)

**Item C:** It was MOTIONED by **TROY N. TERRELL** and SECONDED by **G. B. HALL III** to approve the recommendation made by Public Works Director, Jim Ruffin, to offer full-time employment to Water Treatment Plant operators, **Jeffrey J. Freeman** and **Phillip L. Vansickle**. Mr. Freeman was formerly employed by the City from 11/30/09 until 04/01/12, when he voluntarily resigned to pursue another opportunity, but left in good standing. He was rehired on December 14, 2012, and has thus satisfactorily completed the mandatory 90-day probationary period. Mr. Freeman has acquired certifications in the categories of **Water Treatment 2** and **Water Production 2**. Mr. Vansickle was hired on December 13, 2012, and has also completed the mandatory 90-day probationary period. He has received certifications in the categories of **Water Treatment I**, **Water Production 1**, and **Water Distribution I**. Mr. Vansickle had intentions of attending this meeting, but could not due to illness. Motion Passed Unanimously.

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

During the **Comments Period** for the Mayor and Council Members, none were expressed.

With no further business to discuss, the meeting adjourned at **4:42 p.m.**, by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **CYNTHIA T. CRUSE**. Motion Passed Unanimously.

**Mitchell L. Lewis**, *Mayor Pro-Tem*  
**Marvin R. Jackson**, *Clerk*