

**City of Mansfield**  
**MINUTES OF REGULAR PUBLIC MEETING**  
**May 13, 2013**

The Board of Aldermen met in regular session on **Monday, May 13th**, 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 Kervin D. Campbell**. Following this, the roll call was suspended; however, the following officials were recorded as **Present**: Hon. Curtis W. McCoy, Troy N. Terrell –District **B**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D**, and Alderman Kervin D. Campbell –District **E**. **Absent**.: G. B. Hall III –District **A**. **Other City Personnel Present**: James “*Jim*” Ruffin (Public Works Director), Brian Phillips (Court Clerk), and Gwendolyn Jones (Deputy Clerk). **Others Present**: A. J. Williams, Jr. (Mansfield Planning & Zoning Commission), Detries Morris (CEO –DeSoto Healthcare Center, Inc.) and Carlos W. Helm. **Press Present**: None.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **April 22, 2013 regular** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the payment of current outstanding bills for this period. Motioned 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:** After the recitation of a *Cooperative Endeavor Agreement (C.E.A.)* between the City of Mansfield and the DeSoto Healthcare Center, Inc. for a donation of **\$1,000.00**, it was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **TROY N. TERRELL** to authorize the Mayor to enter into and execute a C.E.A. with this organization . The \$1,000 donation will be utilized to purchase needed office equipment and furnishings for the Center’s impending new satellite facility located by 7364 Hwy. 509, Mansfield, LA. The DeSoto Healthcare Center, Inc. is a non-profit 501 (c) (3) organization chartered to provide low-cost health care to the indigent, uninsured and underinsured of this parish and to surrounding areas. The Center provides their services to an average of 250 patients a month. Motion Passed Unanimously.

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

**New Business:**

**Item A:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to authorize the advertisement of bids for the purchase of **Aluminum Sulfate Solution**

and **Caustic Soda Liquid 25% Diaphragm** for use at the City's Water Treatment Plant. The period of purchase for proposals shall be July 1, 2013 through December 31, 2013. Any sealed bids received will be opened and read aloud at the Council's June 10, 2013 regular meeting. The advertisements are scheduled to publish in our local journal on May 23<sup>rd</sup>, May 30<sup>th</sup> and June 6, 2013. Motion Passed Unanimously.

**Item B:** It was MOTIONED by **TROY N. TERRELL** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation of Public Works Director, Jim Ruffin, to terminate the employment of Mr. **Carlos W. Helm** with the City of Mansfield, who was originally hired on July 2, 2010. Attached to the agenda packages of the Mayor and Aldermen was a chart that captured the number of sick day absences for Mr. Helm since his employment and number of days late. Further, Mr. Ruffin stated that Mr. Helm is chronically late and since he is a member of the sanitation crew, this behavior made it difficult for the crew to perform their daily duties according to schedule. Often times because of his absence or tardiness, another employee would be called in to cover his shift on the sanitation truck. Mr. Helm had been given several oral warnings since 2011 regarding his attendance and tardiness. At this time, Mr. Helm was given an opportunity to offer any remarks in his defense. Mr. Helm only stated that when absent he always had, in his opinion, a legitimate excuse. His comments were taken into consideration, but ultimately the Council upheld Mr. Ruffin's recommendation to terminate Mr. Helm's employment with the City. Motion Passed Unanimously.

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

During the **Comments Period** for the Mayor and Council Members, Mayor McCoy informed the Council that another city employee had resigned her position late last week...an employee who was also slated for a recommendation to be formally and officially terminated at this meeting.

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

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