

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**November 14, 2016**

The Board of Aldermen met in regular session on **Monday, November 14<sup>th</sup>** in Mansfield City Hall located at 705 Polk Street. Mayor Curtis McCoy called the meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderman Joseph Hall, Jr.** The Pledge of Allegiance was led by **Alderman Kervin D. Campbell.** Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present:** Hon. Curtis W. McCoy, **Mayor**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D**, and Kervin D. Campbell –District **E**. **Absent:** Mary L. Green –District **A** and Brenda H. Hall –District **B**. **Absent due to suspension:** Roy R. Jones –District **B**. **Other City Personnel Present:** Gwendolyn Jones (Deputy Clerk), James “**Jim**” Ruffin (Public Works Director), Brian Phillips (Court Clerk), Christopher Samuels (MFD), Coty Rachal (MFD), Bryan Ross (MFD), and Latarsha Shelton (MFD). **Others Present:** Steven Brown (DPPJ) and Nathaniel Anderson (Keithville PD). **Press Present:** None.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **October 24, 2016 *regular*** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **JOSEPH HALL, JR.** to approve 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 no comments were offered from the floor, the **Public Comments Period** was subsequently closed.

**Old Business:**

**Item A:** A public hearing was conducted to discuss and hear any comments related to the adoption of proposed **Ordinance No. 3 of 2016** drafted to rezone property bearing a municipal address of **400 Johnson Street**, from an R-1 District (Single-Family Residence District) to a B-3 District (Community and Central Business District), at the request of petitioner **Curtis W. McCoy**. This matter was first presented to the Mansfield Planning and Zoning Commission Board at their regular meeting on October 19<sup>th</sup>, and at that meeting, this parcel was formally approved to be rezoned as petitioned. It was by unanimous vote that the Zoning Commission board recommended approval of the petitioner’s request by the City Council. During this public hearing, no comments were offered from the floor regarding the petitioner’s request.

**Item B:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve adoption of **Ordinance No. 3 of 2016** drafted to rezone property bearing a municipal address of **400 Johnson Street**, from an R-1 District (Single-Family Residence District) to a B-3 District (Community and Central Business District), at the request of petitioner **Curtis W. McCoy**. Motion Passed Unanimously. (Full Ordinance recited below)

**CITY OF MANSFIELD  
ORDINANCE NO. 3 of 2016**

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

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

BEG 75 FT S OF SE COR LOT 9 BLK 3 NEW EAST SIDE SUBD MFLD, RUN S 50 FT, W 175 FT, N 50 FT E 175 FT TO BEG (307-545)(643-675)(979-28) J.C.'S FRIENDLY STORE.& BEG 220 FT S OF SE COR OF LOT 9, BLK 3 OF THE NEW EAST SIDE SUBD, FOR A PT OF BEG. TH N 70 FT, TH W 70 FT, TH SE 99 FT TO PT OF BEG. (643-675). (727-234) (979-28) (**400 Johnson Street**)

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 Board of Aldermen has recommended that said property be rezoned:

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.  
The Effective Date of this Ordinance shall be December 15, 2016.

UPON MOTION OF Alderman Joseph Hall, Jr., and SECONDED BY Alderman Mitchell L. Lewis, the above and foregoing ordinance was adopted on this the 14th day of November, 2016, with the votes as follows:

Yeas: 3 (M. Lewis, J. Hall, Jr., K. Campbell)  
Nays: 0  
Absent: 2 (M. Green, B. Hall)  
Abstain: 0

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

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

**New Business:**

**Item A:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to authorize the Mayor to enter into and execute a **Cooperative Endeavor Agreement** with the *DeSoto Parish Police Jury* for the transfer of operation, maintenance and ownership of the Eastside Sewerage System from the Parish to the City, and to provide for all other matters in connection with same. The primary benefits to the users of this system will be consistent, professional wastewater collection and treatment, a reduction of overall costs of operation to the users, and a reduction in redundancies in wastewater treatment outfalls and permitting. In late summer of this year, the Parish contracted with *Crocker Construction, L.L.C.* (Grand Cane) to perform some much-needed improvements to the sewerage system before offering it for transfer to the City. To-date, nearly all of the work outlined in the Scope of Services agreed upon by the Parish, has been completed. The City will assume ownership of the System upon certification by the Parish that all items enumerated in the Agreement under Scope of Services are complete. Motion Passed Unanimously.

**Item B:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation offered by *BALAR Associates, Inc.* to accept *Bayou Country Contractors & Irrigation, L.L.C.* as the lowest responsible bidder, submitting a base bid amount of **\$703,496.10** for the 2014/2015 LCDBG Sewer Collection Rehabilitation Improvements project. This price is above the Louisiana Community Development Block Grant (LCDBG) available for construction of \$670,000.00. However, with sales tax exempt opportunities available to the City of \$12,500.00 and with cost saving modifications amounting to \$8,000.00 to certain equipment at each of the City's four lift stations covered under this project, the City would only be responsible for covering \$12,996.10 above the available funds for construction (\$670,000.00). Once contracts have been executed, a deductive change order will be issued for removal of sales tax on materials, as well as the modifications specified above. All sealed public bids received for this project were opened on Thursday, October 27<sup>th</sup> at 2:30 p.m. at Mansfield City Hall and taken under advisement until tabulation. The bids received were as follows: *Bayou Country Contractors & Irrigation, L.L.C.* -\$703,496.10, *Crocker Construction, L.L.C.* -\$930, 879.40, *Pulley Construction, Inc.* -\$1,075,792.70, and *David Lawler Construction, Inc.* -\$1,207,627.25. Motion Passed Unanimously.

**Item C:** At this time, proposed **Ordinance No. 4 of 2016** was introduced, drafted to adopt an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2017 and ending December 31, 2017. The fiscal year 2017 is forecast to provide \$5,932,150.00 in estimated revenues. The budget is conservative, with expenditures being within the anticipated revenues. The Mayor, each council member and the department heads were all furnished with a copy of the proposed 2017 budget, and after a brief discussion of same, it was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to authorize advertisement of

Notice of Public Hearing for the proposed 2017 budget in the November 24<sup>th</sup> edition of our local journal (*The Enterprise*) and set the public hearing of same for the regular meeting of the Board of Aldermen scheduled for November 28<sup>th</sup>. Motion Passed Unanimously.

**Item D:** At this time, proposed **Ordinance No. 5 of 2016** was introduced drafted to amend the City's Operating Budget of Revenue and Expenditures for fiscal year 2016. In some of the City's revenue and expenditure categories, adjustments were necessary to ensure the City closed the year out with a balanced budget. This is a requirement of the Local Government Budget Act (Act 504). An adopted budget must be amended whenever anticipated revenues or expenditures vary by 5% or more. A copy of the proposed amendments was attached to each Councilman's agenda package for review, and following a brief discussion, it was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to authorize advertisement of the title of the Ordinance (Budget Amendment Ordinance) in the November 24<sup>th</sup> edition of *The Enterprise*, and set a public hearing of same for the November 28<sup>th</sup> regular meeting of the Board of Aldermen. Motion Passed Unanimously.

At this time, the City Clerk requested an amendment to the agenda to include consideration of a recommendation by acting Fire Chief, Mrs. Latarsha Shelton to offer full-time employment to firefighter, **Christopher J. Samuels**. When no objections were offered from either the Councilmen or any of the attendants at this meeting, it was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve amendment of the published agenda to include discussion of this matter. Motion Passed Unanimously. Mr. **Samuels** was present at this meeting and before officially approving Mrs. Shelton's recommendation of offering him full-time employment; she briefly shared with the Mayor and City Council some of Mr. **Samuel's** recent accomplishments. First, Mr. **Samuels** has been employed with the City of Mansfield as a firefighter since February 25, 2015. He successfully completed his mandatory probationary period, and since that time has demonstrated the ability to cooperate, work and communicate with his co-workers and supervisors. Further, on June 22, 2106, he attained certification through *Louisiana State University* (& Agricultural and Technical College) in Hazardous Materials/WMD Operations, and on October 11, 2016 Mr. **Samuels** was granted a certificate evidencing his Fire Fighter I status from the same institution. He is a hard-working and dedicated member of the city's Fire Department team. It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve Mrs. Shelton's recommendation of offering full-time employment to Mr. **Christopher J. Samuels** with the Mansfield Fire Department. Motion Passed Unanimously.

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

At this time, no further comments were offered from the Mayor or Council Members.

With no further business to discuss, this meeting was declared adjourned at **4:40 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***