

City of Mansfield
MINUTES OF *REGULAR* PUBLIC MEETING
November 26, 2018

The Board of Aldermen met in *regular* session on **November 26th**, in Mansfield City Hall located at 705 Polk Street. Mayor John Mayweather, Sr. called the meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderman Mitchell L. Lewis**. The Pledge of Allegiance was led by **Alderman Joseph Hall, Jr.** Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present:** Hon. John Mayweather, Sr., -**Mayor**, Mary J. Green –District **A**, Christopher S. Thomas –District **B**, Mitchell L. Lewis – District **C**, Joseph Hall, Jr. –District **D**, and Kervin D. Campbell –District **E**. **Absent:** None. **Other City Personnel Present:** Gwen Jones (Deputy Clerk) and Jim Ruffin (Public Works Director). **Press Present:** Julie Morris, Editor (*The Enterprise & Interstate Progress*).

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the minutes of the **November 13, 2018 *special*** 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 none were offered from the floor, the **Public Comments Period** was then subsequently closed.

Old Business:

Item A: A public hearing was conducted to hear and discuss any comments related to the city's **2019** Proposed Operating Budget of Revenues and Expenditures. This hearing was opened to receive comments or concerns from any constituents residing within the corporate limits of the City of Mansfield. When no comments were voiced, the public hearing was then subsequently closed.

Item B: Proposed **Ordinance No. 11 of 2018** was introduced, drafted to recommend adoption of an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2019 and ending December 31, 2019. Fiscal year **2019** is forecast to provide **\$5,926,850** in estimated revenues. The budget is conservative in nature, with expenditures being within anticipated revenues. Any increase in recurring revenue has been designated for employee benefits. Capital improvements for **2019** have been limited to maintain enough reserve for emergencies. It was MOTIONED by **MARY J. GREEN** and SECONDED by **MITCHELL L. LEWIS** to authorize advertisement of the Notice of Public Hearing in the 12/06/18 edition of our local journal (*Enterprise & Interstate Progress*), and to set a public hearing on same for 12/10/18. Motion Passed Unanimously.

Item C: No other old business discussed.

New Business:

Item A: Proposed **Ordinance No. 12 of 2018** was introduced, drafted to **amend** the city's Operating Budget of Revenues and Expenditures for fiscal year **2018**. This Budget Amendment was presented to propose changes in amounts budgeted for revenues and expenditures in the categories of **Corporation, Waterworks** and the **Water Sales Tax Fund**. These amendments are necessary to shore up the 2018 budget and close out this fiscal year with a balanced budget. It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to authorize advertisement of the Notice of Public Hearing in the 12/06/18 edition of our local journal, and to set public hearing on same for 12/10/18. Motion Passed Unanimously.

Item B: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to authorize the receipt and opening of ALL sealed public bids for the chemicals **Aluminum Sulfate Solution** (Liquid Alum) and **Caustic Soda Liquid 25% Diaphragm** for use at the city's Toledo Bend Water Treatment Plant. The following bids for **Aluminum Sulfate Solution** were received and taken under advisement: *GEO Specialty Chemicals* -\$265.00/dry ton delivered, *Univar USA, Inc.* -\$312.00/dry ton delivered, and *Chemtrade Chemicals US, LLC* -\$360.00/dry ton delivered. At the Council's December 10th regular meeting, a recommendation will be offered to accept the lowest **responsible** bidder and place same under contract for our next purchase period (01/01/19 – 06/30/19). For the chemical **Caustic Soda Liquid 25% Diaphragm** the following bids were received, opened and taken under advisement: *GEO Specialty Chemicals* – a "No Bid" submission and *Univar USA, Inc.* -\$778.00/dry ton delivered. At the Council's December 10th regular meeting, a recommendation will be offered to place *Univar USA, Inc.* under contract for the next purchase period, as they were the sole bidder on this product. Motion Passed Unanimously.

Item C: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **CHRISTOPHER S. THOMAS** to authorize the receipt and opening of ALL sealed public bids for the purchase of **Aluminum Sulfate Solution TOTES** for use at the city's Wastewater Treatment Plant. The following bids were received and taken under advisement: *GEO Specialty Chemicals* –a "No Bid" submission, *Industrial Research Corporation (I.R.C.)* -\$0.43/pound delivered, and *Univar USA, Inc.* -\$0.225/pound delivered. However, *Univar USA, Inc.* notated on their bid submission that they will unload the alum TOTES from the truck only and do not transfer the product from the totes to our holding tank. Our bid specifications clearly stated that the product must be offloaded by the supplier from their delivery container into the City's holding tank. Therefore for this reason, *Univar's* bid will be rejected and the bid from *I.R.C.* accepted and that company placed under contract for the next purchase period (01/01/19 – 06/30/19). Motion Passed Unanimously.

Item D: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve adoption of a **Resolution** authorizing the Mayor to make application for a grant through the Office of Community Development's (OCD) **Community Water Enrichment Fund** program for fiscal year 2018-2019, and to have the Mayor act as Official Signatory in all matters in connection with this grant. If awarded, the grant funds will be used to make improvements to water service lines in targeted neighborhoods located within the City's corporate limits. The service lines in certain, identified neighborhoods are serviced by a 2" line and would be upgraded to a 6" line. Motion Passed Unanimously.

Item E: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation offered by the Mansfield Planning and Zoning Adjustment Board **granting** permission to petitioners, **Isaac** and **Jessie Cooper**, to allow a "Special Exception Variance" for a building site area of less than 7,500 square feet as required by city ordinance on property bearing a municipal address of **411 Rea Street** and located in an R-1 District (Single-Family Residence District). More particularly the property is described as located in Lot 39 of KCS Subdivision (Mansfield, LA). This matter was presented to the Adjustment Board at their 11/21/18 meeting. Mr. **Isaac Cooper**, present at the meeting, stated that the mobile home to be situated on this property will be rented. Motion Passed Unanimously.

Item F: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS B** to approve the recommendation offered by the Mansfield Planning and Zoning Commission **granting** the request of petitioners **Isaac** and **Jessie Cooper**, to situate a **mobile home** on property bearing a municipal address of **411 Rea Street** and located in an R-1 District (Single-Family Residence District). Motion Passed Unanimously.

Item G: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to accept/approve the recommendation offered by Public Works Director, Jim Ruffin, to offer full-time employment to Mr. **Kameron T. Green** with the City of Mansfield. Mr. **Green** has been employed with the City of Mansfield on a probationary basis since August 20, 2018. Immediately upon hiring Mr. **Green** he was assigned work in the Sanitation Department as one of our garbage crew workers. He has satisfactorily met our expectations since his tenure in his current capacity. Finally, he has adequately demonstrated the ability to effectively communicate with his coworkers and supervisors. Motion Passed Unanimously.

Item H: No new other business discussed.

Comments from Mayor Mayweather and/or Council Members: During this period, the Mayor stated that he vows to work with all the Departments and Department Heads to ensure that they are equipped with the equipment and materials they need to continue their respective, daily

operations. His tenure as Mayor of the City has been short (in office as Mayor since July 1, 2018), but he requested all Aldermen to work together toward the same common goals of the City. Alderwoman Green remarked that she too wants to make certain that the all Departments are provided the tools they need to maintain their respective Department, especially the Fire Department, who are charged with helping to protect the lives of our constituents. Alderman Hall implored all the officials to keep the City lifted up in prayer and to promote progressive ideals for our municipality. No other comments were offered from the two remaining Aldermen.

With no further business to discuss, this meeting was declared adjourned at **5:07 p.m.** by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **MITCHELL L. LEWIS.** Motion Passed Unanimously.

John H. Mayweather, Sr., *Mayor*
Marvin R. Jackson, *Clerk*