

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**November 28, 2016**

The Board of Aldermen met in regular session on **Monday, November 28<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 Mitchell L. Lewis**. The Pledge of Allegiance was led by **Aldерwoman Mary L. Green**. Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present**: Hon. Curtis W. McCoy, **Mayor**, Mary L. Green –District **A**, Brenda H. Hall –District **B**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D**, and Kervin D. Campbell –District **E**. **Absent**: None. **Absent due to suspension**: Roy R. Jones –District **B**. **Other City Personnel Present**: Gwendolyn Jones (Deputy Clerk), James “*Jim*” Ruffin (Public Works Director), and Brian Phillips (Court Clerk). **Others Present**: A. J. Williams, Jr., Harmon “*Tripp*” Dungan, III and Cheryl Howard. **Press Present**: None.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to approve the minutes of the **November 14, 2016 *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 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. 4 of 2016** drafted to consider approval of an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2017 and ending December 31, 2017. During this public hearing, no comments were offered from the floor regarding the matter, and thus the hearing was subsequently closed.

**Item B:** It was MOTIONED by **MARY L. GREEN** and SECONDED by **KERVIN D. CAMPBELL** to approve adoption of **Ordinance No. 4 of 2016** drafted to consider approval of an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2017 and ending December 31, 2017. Motion Passed Unanimously. (Full Ordinance recited below)

**CITY OF MANSFIELD**  
**ORDINANCE NO. 4 of 2016**

AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUE  
AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING  
JANUARY 1, 2017 AND ENDING DECEMBER 31, 2017

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

SECTION 1.

The attached, detailed estimate of revenues for the fiscal year beginning January 1, 2017, and ending December 31, 2017, being the same is hereby adopted to serve as an operating **Budget of Revenues** for the City of Mansfield during the said period.

SECTION 2.

The attached estimates of expenditures by department for fiscal year beginning January 1, 2017, and ending December 31, 2017, being the same is hereby adopted to serve as an operating **Budget of Expenditures** for the City of Mansfield during the said period.

SECTION 3.

The adoption of the Operating Budget of Expenditures being the same is hereby declared to operate as an appropriation of the amount therein set forth within the terms of the budget classification.

SECTION 4.

Amounts are available for expenditures only to the extent included within the 2017 Budget.

SECTION 5.

All power to alter this Budget is reserved by the Board of Aldermen.

This Ordinance was introduced by Alderman Joseph Hall, Jr., on the 14<sup>th</sup> day of November, 2016, with second by Alderman Kervin D. Campbell, and passed, to publish the Ordinance on November 24, 2016, and present for adoption on November 28, 2016.

After introduction and publication of the Ordinance title, the above ordinance was adopted upon motion of Alderwoman Mary L. Green seconded by Alderman Kervin D. Campbell, and passed on the 28<sup>th</sup> day of November, 2016, with votes as follows:

YEAS: 5  
NAYS: 0  
ABSTAIN: 0  
ABSENT: 0

/s/ Curtis W. McCoy, Mayor

/s/ Marvin R. Jackson, Clerk

**Item C:** A public hearing was conducted to discuss and hear any comments related to the adoption of proposed **Ordinance No. 5 of 2016** drafted to consider amendment of the city's Operating Budget of Revenue and Expenditures for fiscal year 2016. During this public hearing, no comments were offered from the floor regarding the matter, and thus the hearing was subsequently closed.

**Item D:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve adoption of **Ordinance No. 5 of 2016** drafted to consider amendment of the city's Operating Budget of Revenue and Expenditures for fiscal year 2016. Motion Passed Unanimously. (Full Ordinance recited below):

**CITY of MANSFIELD**  
Budget Amendment Ordinance  
**ORDINANCE NO. 5 of 2016**

AN ORDINANCE AMENDING THE FINANCIAL BUDGET FOR  
THE FISCAL YEAR 2016 FOR THE CITY OF MANSFIELD, LOUISIANA IN  
ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

**BE IT ORDAINED** by the Board of Aldermen of the City of Mansfield, Louisiana, in *regular* session convened in its usual meeting place in the Council Chambers at the Mansfield City Hall located at 705 Polk Street, on the 28<sup>th</sup> day of November, 2016 that:

SECTION 1: An amendment to the City of Mansfield's financial budget for fiscal year 2016 is hereby proposed to change the amounts budgeted for revenue in the categories of **CORPORATION, WATER (WATERWORKS),** and the **WATER SALES TAX FUND.** The amendments proposed also impacted expense line items in the three aforementioned categories. Conclusively, budget amendments are also shown for capital expenditures allocated to the Corporation General Fund.

SECTION 2: Revenue budgeted for 2016 for the Corporation General Fund was \$3,221,650 but was amended to \$3,103,250. Total **General** operating expenses in the **Corporation** were adjusted from \$1,278,450 to \$1,294,850. Other expense categories amended consisted of the **Mayor's Office**, the **Fire Dept.**, the **Garage Dept.**, the **Police Dept.**, and the **Sanitation Dept.** **Mayor's Office** expenses increased from \$247,000 to \$250,700. **Fire Department** expenses decreased from \$432,350 to \$379,200. Budgeted expenses in the **Garage Department** decreased from \$62,050 to \$61,050. Budgeted **Police Department** expenses increased from \$855,700 to \$770,850. **Sanitation Department** expenses decreased from \$111,500 to \$112,000. Thus, **Capital Expenditures** in the **Corporation** decreased from \$3,251,650 to \$3,103,250.

SECTION 3: **Waterworks** revenue increased from \$1,500,000 to \$1,570,485. **Waterworks** expenses at the city's Toledo Bend Water Treatment Plant increased from \$684,500 to \$754,985. Total **Water Capital Expenditures** was adjusted from \$25,000 to \$110,000. **Water Sales Tax** revenue increased from \$480,000 to \$505,000.

Upon motion by Alderman Joseph Hall, Jr., and seconded by Mitchell L. Lewis, this Ordinance passed and adopted at Mansfield, Louisiana on this 28th day of November, 2016, with the vote thereon as follows:

Yeas: 5                      Nays: 0                      Absent: 0                      Abstain: 0

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

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

**New Business:**

**Item A:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to authorize the receipt and opening of all sealed public bids submitted for the chemicals **Aluminum Sulfate Solution** and **Caustic Soda Liquid 25% Diaphragm** for use at the city's Toledo Bend WATER Treatment Plant, and take same under advisement. For the chemical **Aluminum Sulfate Solution (Liquid Alum)**, the following bids were submitted: **UNIVAR USA, Inc.** –“No Bid” submission, **GEO Specialty Chemicals** -\$240.00/dry ton, **Premier Chemicals and Services** -\$247.00/dry ton, and **CHEMTRADE** -\$399.00/dry ton. For the chemical **Caustic Soda Liquid**, the following sealed bids were submitted for consideration:

*Harcros Chemicals* -\$635.00/dry ton, **UNIVAR USA, Inc.** -\$687.40/dry ton, and *Premier Chemicals and Services* -\$715.00/dry ton. A recommendation to accept the lowest responsible bidder for both chemicals will be offered at the City Council's December 12<sup>th</sup> regular meeting. The purchase period for these chemicals is 01/01/17 through 06/30/17. 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 submitted for the chemical **Aluminum Sulfate Solution (Liquid Alum) TOTE** for use at the city's WASTEWATER Treatment Plant, and take same under advisement. For this chemical, the following bids were submitted: **UNIVAR USA, Inc.** –“No Bid” submission, **GEO Specialty Chemicals** –“No Bid” submission, *Premier Chemicals and Services* -\$0.43/pound delivered. The purchase period for these chemicals is 01/01/17 through 06/30/17. Motion Passed Unanimously.

**Item C:** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation offered by the civil engineering firm, **BALAR Associates, Inc.** to award a construction contract to **Agape Construction, L.L.C.** for the performance of DHH-mandated Lead & Copper Rule Improvements at the city's Water Treatment Plant. The total construction sum amount is **\$25,800.00**, and will be subsidized with funds that remained (\$28,243.63) at the completion of a prior improvements project (Phase II Water Distribution System Improvements) performed at the city's Water Treatment Plant facility. The remaining funds from the prior improvements project are sufficient to satisfy all construction costs and \$2,443.63 of the anticipated engineering fees of \$4,560.00. A shortfall of \$2116.37 will remain after application of all available funds to subsidize this project, which will have to be expended from the city's local budget. The contractor is being given 30days from December 8<sup>th</sup> (date when Notice to Proceed issued) to complete the Scope of Work related to this project. The date for completion of all work is January 7, 2017. Motion Passed Unanimously.

**Item D:** 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. **Cheryl Howard**, to place a **mobile home** on property located in an R-1 District (Single-Family Residence District) with a municipal address of **162 Ruffin Alley** and bearing the following legal description: E ½ OF LOT 12 BLK 5 OF JACKSON SUBD. (366-278)(654-5) SEC 17 T123 R13 (858-629). Motion Passed Unanimously.

**Item E.** It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the recommendation of the Mansfield Planning & Zoning Adjustment Board, **granting** the request of petitioner, **John Mayweather**, to **allow** a “*Special Exception*”

*Variance*” for a building site area of less than the required 7,500 square feet on property with a municipal address of **206 Clark Street**, and bearing the following legal description: LOT 1 BLK 3 JUNCTION HGHTS SUBD MFLD (264-56)(693-129)(693-144)(695-281)(693-258). Motion Passed Unanimously.

**Item F:** It was MOTIONED by **MARY L. GREEN** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation offered by the Mansfield Planning & Zoning Commission, **granting** the request of petitioner, **John Mayweather**, to place a **mobile home** on property located in an R-2 District (Multi-Family Residence District) with a municipal address of **206 Clark Street** and bearing the legal description reflected in Item E of New business. Motion Passed Unanimously.

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

At this time, during the comments period designated for the Mayor or Council Members, Mayor McCoy publicly expressed appreciation to Councilwoman **Mary Green** for her assistance with the installation of the city’s Christmas decorations. Next, the Mayor asked the council to show support for Alderman **Mitchell Lewis** during the upcoming runoff election on Saturday, December 10<sup>th</sup> with regard to the recall of his position as an item on the ballot. Further, he said a vote “Against” the recall would help to secure Mr. Lewis’s continued service as an Alderman for council District C until his term expires on June 30, 2018. Later, the Mayor asked all the city council members to ride on one float in the upcoming Christmas parade. And finally, Mayor McCoy requested the council’s approval on the presentation to all full-time employees of a monetary safety award to the extent that the city’s budget would allow. It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MARY L. GREEN** to approve the Mayor’s request for authorization to present a safety award to all full-time city employees to the extent that the city’s budget would allow. Motion Passed Unanimously.

With no further business to discuss, this meeting was declared adjourned at **4:50 p.m.** by MOTION from **MITCHELL L. LEWIS** and was SECONDED by **JOSEPH HALL, JR.** Motion Passed Unanimously.

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