

City of Mansfield
MINUTES OF *REGULAR* PUBLIC MEETING
October 9, 2017

The Board of Aldermen met in *regular* session on **Monday, October 9th** in Mansfield City Hall located at 705 Polk Street. Mayor Curtis W. 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 **Alderwoman Brenda H. Hall**. Following the pledge, the roll call was suspended. However, the following officials were recorded as **Present**: Hon. Curtis W. McCoy, **-Mayor**, Brenda H. Hall –District **B**, Mitchell L. Lewis –District **C**, and Kervin D. Campbell – District **E**. **Absent**: Mary L. Green –District **A** and Joseph Hall, Jr. –District **D**. **Other City Personnel Present**: Gwendolyn Jones (Deputy Clerk), Brian Phillips (Court Clerk), James “*Jim*” Ruffin (Public Works Director), Gary Hobbs (Police Chief), Dennis Buckingham, (Police Dept.), Lt. Billy Locke (Police Dept.), and Tyron Ratcliff (Street Dept). **Others Present**: A. J. Williams, Jr. **Press Present**: None.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **September 25, 2017 *regular*** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **BRENDA H. HALL** to approve the 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: -None.

New Business:

Item A: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to approve the engagement of the independent auditing firm of ***Johnson, Thomas and Cunningham, CPAs*** (Natchitoches, LA) to perform the city’s Annual Audit of Financial Statements for fiscal year ending December 31, 2017. This engagement marks this firm’s fifth year to perform the City’s required financial audit. They were first engaged to perform the City’s 2013 Annual Audit. The audit team will likely commence with preliminary on-site audit work in early March of 2018, since the completed audit is due for submission to the Louisiana Legislative Auditor’s office by June 30th of each year. Motion Passed Unanimously.

Item B: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the engagement of ***Johnson, Thomas and Cunningham, CPAs*** for application of agreed-upon procedures on the control and compliance (C/C) areas identified by the Louisiana Legislative Auditor’s (LLA) Statewide Agreed-Upon Procedures for fiscal year ending December 31, 2017. These required newly expanded procedures will encompass a list of varied compliance and control areas, including a review of written policies and procedures for

budgeting, purchasing, disbursements, receipts, payroll/personnel, contracting, credit cards, travel and expense reimbursement, ethics, debt service, collections and bank reconciliations. Also subject to review will be documentation related to any known incidents of misappropriation, fraud, waste or abuse of public funds during the audit period or since the last audit was performed. Motion Passed Unanimously.

Item C: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **BRENDA H. HALL** to approve the recommendation offered by Mansfield Police Chief, Gary Hobbs to offer full-time employment to patrol officer, **Dennis R. Buckingham**, with the Mansfield Police Department. Mr. **Buckingham** has been employed with the Police Department since June 5, 2017. He has over twenty (20) years of law enforcement experience and is already a POST certified police officer (**Police Officer and Standards Training**). Officer **Buckingham** has attained an excellent attendance record, and has proven that he is capable of following the instructions given to him by his supervisors. Finally, he has also demonstrated his ability to interact with the public and conduct himself in a professional manner. Motion Passed Unanimously.

Item D: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** to approve the recommendation of Public Works Director, Jim Ruffin, to offer full-time employment to **Tyron G. Ratcliff** with the City of Mansfield. Mr. **Ratcliff** has been employed with the City since July 10, 2017, and was immediately assigned to work in the Street Department. Since his tenure, he has demonstrated the ability to cooperate, work and communicate well with his coworkers and supervisors. Mr. Ruffin remarked that **Tyron** has become a great asset to the Street Department and wherever else his particular skill set is needed. Motion Passed Unanimously.

Item E: No other new business discussed.

Item F: During the period set aside for comments from the Mayor and Board of Aldermen, none were offered.

With no further business to discuss, this meeting was declared adjourned at **4:36 p.m.** by MOTION from **MITCHELL L. LEWIS** and was SECONDED by **BRENDA H. HALL**. Motion Passed Unanimously.

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