

City of Mansfield
MINUTES OF REGULAR PUBLIC MEETING
October 11, 2010

The Board of Aldermen met in regular session on Monday, October 11th, 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 Joseph Hall, Jr. Following the pledge, the roll was called by the City Clerk and these officials were recorded as **Present**: Honorable Curtis W. McCoy, G. B. Hall III –District **A**, Troy N. Terrell –District **B**, Mitchell L. Lewis –District **C**, Joseph Hall, Jr. –District **D** and Alvin R. Woodley –District **E**. **Absent**: None. **Press Present**: John E. Blanchard (*The Enterprise*) and Vickie Welborn (*The Times*)

It was MOTIONED by JOSEPH HALL, JR. and SECONDED by G. B. HALL III to approve the minutes of the **September 27, 2010** *regular* city council meeting and to dispense with the reading. Passed Unanimously.

It was MOTIONED by MITCHELL L. LEWIS and SECONDED by ALVIN R. WOODLEY to pay current outstanding bills for this period. Passed Unanimously.

The Mayor next opened the floor to hear public comments from those in attendance to any item outlined on the meeting agenda. When none were offered, the **Public Comments Period** was then closed.

Old Business:

Item A: It was MOTIONED by G. B. HALL III and SECONDED by ALVIN R. WOODLEY to approve **Change Order No. 3** as submitted by Milco Utilities, Inc. for the Wastewater Collection System Improvements project at the old DeSoto Plaza Shopping Center, subject to verification as to the accuracy of the new contract price as specified on the document. This change order was an additive change order in the amount of **\$3,890.00**, increasing the current contract price of \$122,414.50 to \$126,304.50. Language in the change order recited that the adjusted contract price to date of \$126,304.50 was '*unchanged.*' However, that could not be true if this change order was additive. The council voted to approve this change order provided the new contract price of \$126,304.50 was correct. The City Clerk was asked to verify the adjusted contract price and report his findings to the Mayor. Passed Unanimously.

Item B: It was MOTIONED by G. B. HALL III and SECONDED by JOSEPH HALL, JR. to approve the **Certificate of Substantial Completion** as submitted by Milco Utilities, Inc. for the Wastewater Collection Systems Improvements project at the old DeSoto Plaza Shopping Center, subject to the accuracy of the adjusted contract price specified in the above Change Order. Mayor McCoy informed the Council and attendants that since this infrastructure improvements project is substantially complete, the owners of the plaza will soon begin constructing renovations to it. The City has been allocated 3,650 square feet in the complex, once renovated. Passed Unanimously.

New Business:

Item A: It was MOTIONED by JOSEPH HALL, JR. and SECONDED by MITCHELL L. LEWIS to approve the recommendation made by Public Works Director, Jim Ruffin, to hire **Carlos W. Helm, Jr.** full-time in the area of Public Works. His original hire date was July 2, 2010. Mr. Helm has successfully completed his probationary period and his recent employee performance evaluations has shown his ability to complete tasks as assigned in a satisfactory manner. Passed Unanimously.

Item B: It was MOTIONED by G. B. HALL III and SECONDED by MITCHELL L. LEWIS to approve the recommendation made by Police Chief, Don English, to hire **Nathaniel Anderson, Jr.** full-time in the Mansfield Police Department. His original hire date was June 14, 2010. Officer Anderson has achieved an excellent attendance record, and has proven that he is capable of following the instructions given to him by his supervisors. Passed Unanimously.

Item C: It was MOTIONED by G. B. HALL III and SECONDED by MITCHELL L. LEWIS to approve the recommendation made by Police Chief, Don English, to hire **Charles E. Hall** full-time in the Mansfield Police Department. Mr. Hall has ten (10) years prior experience in law enforcement. His original hire date was August 9, 2010. Mr. Hall has demonstrated his ability to interact with the public and conduct himself in a professional manner. He has also proven that he is capable of following the instructions given to him by his supervisors. Passed Unanimously.

Item D: It was MOTIONED by JOSEPH HALL, JR. and SECONDED by MITCHELL L. LEWIS to accept the high bids received from the City's 2010 Surplus Equipment Sale. The bids were recently tabulated and the results of the tabulation is as follows: Poncho Lewis Item #15 \$30.00 (Digital Camera sn562522); Stanley Cunningham Item #2 \$1200.00 (1981 Ford Bucket Truck VIN5304); Angela McIntyre Item #10 \$1700.00 (2001 Dodge Tk VIN4502); Felicia Bledsoe Item #16 \$50.00 (Dell Computer/Monitor); James Burch Item #9 \$1103.31 (1986 Ford Garbage Tk VIN3795), Item #11 \$756.31 (1997 Ford Tk VIN0398), Item #12 \$151.31 (Truck Utility Bed); Abe Kidd Jr Item #3 \$625.00 (2001 Ford CV VIN7521), Item #4 \$625.00 (1999 Ford CV VIN1607), Item #5 \$525.00 (2000 Ford CV VIN7652), Item #6 \$650.00 (2000 Ford CV VIN7653), Item #7 \$500.00 (2000 Ford CV VIN5767), Item #8 \$850.00 (2003 Ford CV VIN8423), Item #13 \$20.00 (Digital Camera sn133037), Item #14 \$25.00 (Digital Camera sn566179). (Total received from sale of surplus equipment = \$8810.93) Passed Unanimously.

Item E: Next on the agenda was the discussion of continued employment of **Henry Charles Davis**. Mr. Davis was assigned to work on the garbage crew and on September 9, 2010 was involved in a physical altercation during working hours with another sanitation worker (Mr. Larry J. Benefield). After the Mayor was informed of the altercation, shortly afterwards both employees were suspended for 30 (thirty) days without pay, with termination recommended. During the suspension period, Larry Benefield subsequently resigned voluntarily. At this meeting Mayor McCoy consented to allow Mr. Davis an opportunity to recall orally, his account of the incident. Mr. Davis vehemently insisted that the confrontation only involved a slight shove to the chest of Mr. Benefield. He never struck Mr. Benefield across the face, as Mr. Benefield contends. Though medical reports indicate Mr. Benefield was treated for lacerations to his face and lower lip. After Mr. Davis presented his oral account of this incident, it was

MOTIONED by JOSEPH HALL, JR. and SECONDED by MITCHELL L. LEWIS to support the Mayor's recommendation for termination of this employee. Passed Unanimously.

Item F: Next on the agenda was a presentation from certified public accountant, **Mr. William E. Weatherford**, summarizing his findings from the City's 2009 Financial Audit. Some of the financial highlights included the following: As of December 31, 2009, the assets of the City exceeded its liabilities by \$7,128,942. Of this amount \$3,234,344 is reported as '*unrestricted net assets*' and represents the amount available to be used to meet the City's ongoing obligations to the citizens of Mansfield, Louisiana. During the year ended December 31, 2009, the City expended \$493,763 for wastewater treatment plant improvements which were funded through a 2008 Louisiana Community Development Block Grant in the amount of **\$812,900**. On March 13, 2009, the City received \$100,000 from the DeSoto Parish Police Jury to assist in construction of a street to the City Park and on August 5, 2009 the City received a donation of \$62,500 for the purchase of land to be used for street improvements at the intersection of U. S. Highway 84 and LA Highway 175. During 2009, the City received a grant of \$38,427 through the State of Louisiana Local Government Assistance Program and a grant of \$39,539 under the FY '09 Recovery Act Edward Byrne Memorial Justice Assistance Grant Program to purchase and equip police cruisers. Several corporations also donated a total of \$19,000 for the purchase of police equipment. During April 2009, the City also received a grant in the amount of \$30,000 through the State of Louisiana Local Government Assistance Program to assist with drainage improvements to Claudia Street. During December 2009, the City purchased a fire pumper truck at a cost of \$385,881. The city's net assets increased by \$1.7 million, or 32.4% in 2009 compared to 17.8% the previous year. The change is due primarily to increased sales tax revenue, Bill Weatherford said. He cautioned, however, that these '*good times*' could end so he suggested city leaders be careful in future budgeting so as not to get overextended. Activity related to the Haynesville Shale is credited with bumping up revenue streams. Overall, Mr. Weatherford said the City is in a very healthy financial position. Recordkeeping is much improved over previous years and internal controls are in better condition. The only negatives in the audit were minor compliance issues. The audit was filed late again this year (due in LA State Legislative Auditor's office by June 30th each year), a fact he took full responsibility for. Also the City failed to adopt separate budgets for a special revenue fund and a capital projects fund for the year ended December 31, 2009. The Mayor opened the floor for posing questions to the auditor. None were presented.

Item G. On this meeting agenda a presentation by local National Night Out chapter president, Rev. Kenneth Norton, to Aldermen Troy Terrell was postponed until the October 25th regular council meeting. Rev. Norton phoned a couple of days before the meeting to inform the City Clerk that an error had been made on the plaque making it unpresentable at this time to its recipient. The presentation is now slated to be included on the next meeting agenda.

Next on the agenda was the reception of reports from the City's Department Heads. First to report was Public Works Director, Jim Ruffin. Mr. Ruffin presented his overview of the status of the various contractors performing work within the City's corporate limits. He stated that Wicker Construction, Inc. is 75% complete with their work. They are the contractor performing improvements to the City's Water Distribution System. Trenchless Methods, Inc., the

contractor performing wastewater collection system improvements are 90% complete with their work. The company contracted to install new water meters throughout the City, Thielsch Group, Inc. is about 65% complete with their work. Another contractor, TGS Contractors, Inc. has one (1) generator left to install at the Water Treatment Plant. The generator is expected to be delivered by October 15th. The company performing improvements to the sewer collection system at the old DeSoto Plaza Shopping Center, is approximately 95% complete with their work. They only have a few '*punch list*' items to complete. Next to report was Fire Chief, Lee Shaver. Chief Shaver reported that the City is still under a burn ban due to continued dry weather conditions. He also reported that repairs to the fire pumper truck should be completed by mid-November. Police Chief, Don English was the last department head to report. He reported that a theft had occurred at a recent football game in the locker room at Mansfield High School. Two suspects were later apprehended and arrests were made. Chief English also took this opportunity to thank the Mayor, Councilmen and community for their support during his tenure with the Mansfield Police Department. Chief English commented that he attended his last Mayor's Court earlier today and this meeting with the City Council would be his last. He is officially retiring his position as Police Chief, effective Friday, October 15, 2010.

During the **Comment Period** for the Mayor and Council Members, Alderman G. B. Hall III expressed his appreciation to Chief English for a job well done during his thirty plus years with the Mansfield Police Department. On a separate matter, he conveyed his gratitude to the Mayor and his staff on their efficiency with handling the financial affairs of the City.

With no further business to discuss, the meeting adjourned at 5:15 p.m., by MOTION from MITCHELL L. LEWIS and was SECONDED by JOSEPH HALL, JR. Passed Unanimously.

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