

**City of Mansfield**  
**MINUTES OF *REGULAR* PUBLIC MEETING**  
**September 10, 2018**

The Board of Aldermen met in *regular* session on **September 10th**, 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 Christopher S. Thomas**. 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. 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), Brian Phillips (Court Clerk), and Fred Jones (Police Dept.). **Press Present**: Sonya Gamble, *Production Assistant (Mansfield Enterprise & Interstate Progress)*.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to approve the minutes of the **August 27, 2018 *regular*** City Council meeting and to dispense with the reading, with the following correction noted: At the **August 27<sup>th</sup>** meeting, Alderman **Joseph Hall, Jr.** requested that the meeting agenda be amended to further discuss the status of purchasing a new fire truck to replace the one deemed a total loss as a result of a store event occurring in late fall 2017. **Aldermen Hall** made a motion to that effect, and the minutes reflected that his motion received a second from **Alderman Christopher Thomas**. However, that second was recorded in error. The clerk was informed that the second on **Alderman Hall's** motion was offered by **Alderman Mary Green**. With the publishing of these minutes, this correction is being duly noted. Motion Passed Unanimously.

It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **MITCHELL L. LEWIS** 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 none were offered from the floor, the **Public Comments Period** was then subsequently closed.

**Old Business:** None.

**New Business:**

Item A: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to approve the engagement of *Johnson, Thomas & Cunningham, CPAs* (located in Natchitoches, LA) for performance of the city's Annual Audit of Financial Statements for fiscal year ending **12/31/18**. This will be this firm's sixth engagement with the city. They were first engaged in 2013 for performance of the city's 2013 Annual Audit. Preliminary audit work is slated to being by March 2019. The completed audit is due for submission to the Louisiana Legislative Auditor's office by June 30, 2019. Motion Passed Unanimously.

Item B: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **CHRISTOPHER S. THOMAS** to approve the engagement of *Johnson, Thomas & Cunningham, CPAs* for the application of agreed-upon procedures on the control and compliance areas identified in the Louisiana Legislative Auditor's (LLA) Statewide Agreed-Upon Procedures (SAUPs), for fiscal year ending 12/31/18. This will be the second year that these additional areas have been audited to monitor compliance and control. Moving forward, they have now become a supplemental part of the overall audit report, and continue to be reviewed during each audit engagement. Motion Passed Unanimously.

Item C: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve a Certificate of Substantial Completion as submitted by *BALAR Associates, Inc.* for the named contractor, *ASB Utility Construction, L.L.C.*, for the Relocation of Water and Sewer Facilities along LA Highway 175 and LA Highway 509. The Work to which this Certificate applies has been inspected by authorized representatives of the Owner, the Contractor and the Engineering firm (*BALAR Associates, Inc.*), and found to be substantially completed. The Date of Substantial Completion is **August 31, 2018**, and is also the date of commencement of applicable warranties required by the Contract Documents. Only a few '*punch list*' items remain on this project, with such items to be corrected or completed by the Contractor within forty-five (45) days from **August 31, 2018**. Motion Passed Unanimously.

Item D: It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **CHRISTOPHER S. THOMAS** to approve authorization for the Mayor to execute a renewal engagement agreement (Attorney-Client Fee Agreement) with the city's current legal counsel, *John S. Evans, Attorney at Law, L.L.C.*, until terminated via written notice by either party. The city entered into the original agreement with **Mr. Evans** in November 2018. The only change in this new agreement over the original one is an increase in **Mr. Evans'** per hour rate. It was initially \$175.00 per hour and with this renewal, is now \$250.00 per hour. Motioned Passed Unanimously.

At this time, the city clerk requested that the agenda be amended to consider adoption of a Resolution necessary for inclusion in the city's Local Government Assistance Program (LGAP) grant application package for fiscal year 2018-2019. Before consideration of his request to amend the agenda, the city clerk opened the floor to allow for any public comments in this regard or to receive any oral objections to this request. When no comments or objections were voiced, it was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **JOSEPH HALL, JR.** to amend the agenda to consider adoption of the aforementioned Resolution. The Resolution authorizes the Mayor's application for funding through the LGA Program and to act as Official Signatory on all necessary documents in connection with this grant. This grant is administered by the Office of Community Development (OCD), and should our application be approved, the

grant funds will be used to effect improvements to several city streets located within the city's incorporated limits. The streets being considered for repair and rehabilitation include Cale Street, Elam Street and possibly portions of Topeka and Monroe Streets. The application deadline is September 14, 2018. It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **KERVIN D. CAMPBELL** to authorize the Mayor to make application for this grant to act as the city's Official Signatory on all necessary documents and any other matters in connection with this grant. Motion Passed Unanimously.

Item E: No new other business discussed.

**Comments from Mayor Mayweather and/or Council Members:** Mayor Mayweather expressed appreciation to the constituents who regularly attend the Aldermen's regular city council meetings. He thought it admirable that there are citizens who reside in the city who seem genuinely interested in the goals and missions of the city's officials. The Board of Aldermen is responsible for setting policies and implementing the local laws (through the adoption of Ordinances) which govern the lives of the constituents who reside here. There were no comments offered by any of the Aldermen present at this meeting.

With no further business to discuss, this meeting was declared adjourned at **4:43 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*