

**City of Mansfield**  
**MINUTES OF REGULAR PUBLIC MEETING**  
**September 12, 2011**

The Board of Aldermen met in regular session on **Monday, September 12<sup>th</sup>**, 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.** The oral roll call was suspended; however, the following 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**, and Joseph Hall, Jr. –District **D**. **Absent**: Alvin R. Woodley –District **E**. **Press Present**: Eboni Parker -*The Enterprise* and Leslie Turner – *The Tribune*.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve the minutes of the **August 22, 2011 regular** City Council meeting and to dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **MITCHELL L. LEWIS** and SECONDED by **G. B. HALL III** to approve the payment of current outstanding bills for this period. Motion 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 no comments were offered, the **Public Comments Period** was then closed.

**Old Business:**

**Item A:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to approve a *Certificate of Substantial Completion* as submitted by **Wicker Construction, Inc.** for **Phase I** of the Water Distribution System Improvements Project. This substantial completion certificate was first presented to the city council at their August 8<sup>th</sup> meeting, but its approval was postponed until a future date. The Council expressed some reservations concerning approval of the certificate due to the lack of grass growing in the areas disturbed by the Contractor during the course of the project. However, in a letter dated August 22<sup>nd</sup>, the City's consulting engineer (David Kunz –BALAR Associates, Inc.) addressed this issue by stating that the Contractor had applied grass seed to the disturbed areas as required by the Contract Documents. Nevertheless, the Contractor had been unsuccessful in obtaining a significant amount of growth due to what was believed to be inadequate rainfall to assist with the growth. The letter further stated that the Contractor made assurances that they would continue to apply grass seed to the previously disturbed areas until growth was obtained. Thus, the engineer's opinion was that the project was substantially complete and could be used for its intended purpose; which was to provide potable water to the residents and businesses located adjacent to the recent improvements. Therefore, it was BALAR's strong recommendation that the Council revisit this issue and consider approving the Certificate as soon as possible. Additionally, the Certificate must be filed in the Parish Clerk of Court's office after being fully executed. Motion Passed Unanimously.

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

**New Business:**

**Item A:** It was MOTIONED by **G. B. HALL III** and SECONDED by **TROY N. TERRELL** to authorize the advertisement of public sealed bids for the expansion/remodel of Fire Station #2 with all bids received, opened on Thursday, **October 20, 2011**. The project will be advertised for sealed bids in the City's local journal (*The Enterprise*) on September 22<sup>nd</sup>, September 29<sup>th</sup>, and October 6<sup>th</sup>. A recommendation will be made by Alliance, Inc. (the consulting engineers for this project) at the Council's October 24<sup>th</sup> regular meeting to accept the lowest responsible bidder. Motion Passed Unanimously.

**Item B:** It was MOTIONED by **G. B. HALL III** and SECONDED by **MITCHELL L. LEWIS** to approve the allocation of **#150,000.00** to be used for rehabilitation and improvements to **Gibbs Street**. This allocation is inclusive of all construction and engineering costs. Motion Passed Unanimously.

**Item C:** It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MITCHELL L. LEWIS** to adopt a Resolution to apply for funding through the Local Government Assistance Program (LGAP) for fiscal year 2011-2012 administered by the Office of Community Development for the State of Louisiana to rehabilitate a city street. Due to recent increased traffic on **Schley Street** this busy thoroughfare is in need of substantial improvements. The grant application reflects a requested amount of **\$50,000**, with \$45,000 allocated for construction and \$5,000 for miscellaneous costs and other contingencies. BALAR Associates, Inc. will assist with preparation of the application and perform other engineering duties as required in the implementation of this project. Finally, this Resolution also authorized the Mayor to act as Representative for the City of Mansfield and Official Signatory in application for this funding and execute all necessary documents in connection with same. Motion Passed Unanimously. (Full copy of Resolution on file at Mansfield City Hall).

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

During the **Comments Period** for the Mayor and Council Members, neither Mayor McCoy nor the Aldermen shared any comments. However, City Clerk, Marvin Jackson did state that the City's budget process in preparation for the 2012 Financial Budget of Revenue and Expenditures had begun. A preliminary budget would be forthcoming, possibly as early as the first regular council meeting in October (the 10<sup>th</sup>). Department Heads have been asked to compose a list of anticipated capital expenditures for the ensuing year, putting the list in priority order.

With no further business to discuss, the meeting adjourned at **4:41p.m.**, by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **MITCHELL L. LEWIS**. Motion Passed Unanimously.

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

