

City of Mansfield
MINUTES OF *REGULAR* PUBLIC MEETING
December 9, 2019

The Board of Aldermen met in *regular* session on **December 9th**, in Mansfield City Hall located at 705 Polk Street. Mayor John H. Mayweather, Sr. called this meeting to order at **4:30 p.m.**, after which an Invocation was offered by **Alderswoman Mary J. Green**. 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 H. Mayweather, Sr., **-Mayor**, Mary J. Green –District **A**, Joseph Hall, Jr. –District **D** and Kervin D. Campbell –District **E**. **Absent**: Christopher S. Thomas –District **B** and Mitchell L. Lewis. – District **C**. **City Hall Personnel, Dept. Heads, & Other City Personnel Present**: Gwendolyn Jones (Deputy Clerk), Jim Ruffin (Public Works Director), Annette Blue (Police Chief), Billy Locke (Asst. Police Chief), Nathaniel Anderson, Jr. (Detective –MPD), and Latarsha Shelton (Fire Chief). **Others Present**: A. J. Williams, Jr., John Barr (Regional Director for U.S. Senator John Kennedy) Fran Norwood (“*Mansfield in Motion*”) and Breka Peoples. **Press Present**: None.

It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to approve the minutes of the **November 25, 2019 *regular*** City Council meeting and dispense with the reading. Motion Passed Unanimously.

It was MOTIONED by **MARY J. GREEN** and SECONDED by **KERVIN D. CAMPBELL** 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. Since no comments were offered from the floor, the **Public Comments Period** was then subsequently closed.

Old Business:

Item A: At this time, proposed **Ordinance No. 5 of 2019** was re-introduced after having been tabled at the Aldermen’s regular meeting held on November 25th to allow further review of same. At the Aldermen’s November 25th meeting, at least two councilmen inquired as to whether an allocation had been made to allow for the issuance of a safety award to city employees who had had no at-fault accidents this fiscal year (2019). This was an inquiry that required input and clarity from the city’s accountant, who was not present at the November 25th meeting. Therefore, discussion of this issue was tabled until such time as the accountant could be present. The Aldermen present at that meeting requested that the accountant be present at the December 9th meeting to field inquiries related to the financial status of the City and to assist with determining the feasibility of issuing a safety award to employees this year. Now present at this meeting, the accountant (Melony McCarty) was asked to report on the financial health of the City and to address the safety award issue. It should be noted that governmental entities are prohibited by law from giving bonuses to their employees. Members of the city council then inquired about the possibility of including the safety awards in the city’s annual budget of Revenue and Expenditures. Ms. McCarty stated that it is not prudent to allocate funds toward the issuance of safety awards in the annual budget since they are underwritten from any surplus

funds that may exist near year's end. The amount of the award can neither be fixed nor guaranteed annually. It was also later voiced that there was closure of three major businesses in the city earlier this year (*Aaron's Furniture & Appliance Rental Store, Fred's Pharmacy & SuperStore, and Market Basket Grocery Store*). Their doors were still open for business for slightly more than six months of this year. Therefore, approximately 50 to 60% of sales tax revenue was collected on all three businesses in 2019. Their closings have notably impacted the City's anticipated sales tax revenue for this year and the impact will be even greater with no sales tax revenue is collected from these businesses for the entirety of 2020. After much discussion regarding this matter, the Mayor concluded by stating that our records appear to show the existence of some surplus funds in our reserves, which means that safety awards will be issued before the end of the year, the amount, however was yet to be determined. With that declaration, it was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to authorize advertisement of the Notice of Public Hearing on 12/19/19, and set a public hearing on same for 12/23/19. Motion Passed Unanimously.

Item B: A public hearing was conducted to hear and discuss any comments related to the adoption of proposed **Ordinance No. 6 of 2019**, drafted to offer an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2020 and ending December 31, 2020. When no comments were voiced related to the adoption of this proposed Ordinance, the public hearing was then subsequently closed.

Item C: It was MOTIONED by **KERVIN D. CAMPBELL** and SECONDED by **JOSEPH HALL, JR.** to approved adoption of **Ordinance No. 6 of 2019**, drafted to offer an Operating Budget of Revenue and Expenditures for the fiscal year beginning January 1, 2020 and ending December 31, 2020. Motion Passed Unanimously. (Full Ordinance recited below):

CITY OF MANSFIELD
ORDINANCE NO. 6 OF 2019

AN ORDINANCE **ADOPTING** AN OPERATING BUDGET OF REVENUE
AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING
JANUARY 1, 2020 AND ENDING DECEMBER 31, 2020

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, 2020, and ending December 31, 2020, 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, 2020, and ending December 31, 2020, 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 **2020** Budget.

SECTION 5.

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

This Ordinance was introduced by Alderwoman Mary J. Green on the 25th day of November, 2019, with second by Alderman Christopher S. Thomas, and passed, to publish the Ordinance title on December 5, 2019, and present for adoption on December 9, 2019.

After introduction and publication of the Ordinance title, the above ordinance was adopted upon motion of Alderman Kervin D. Campbell, was seconded by Alderman Joseph Hall, Jr., and passed on the 9th day of December, 2019, with votes as follows:

YEAS: 3 (M. Green, J. Hall, Jr., and K. Campbell)
NAYS: 0
ABSTAIN: 0
ABSENT: 2 (C. Thomas and M. Lewis

/s/ John H. Mayweather, Sr., Mayor
/s/ Marvin R. Jackson, City Clerk

Item D: It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **KERVIN D. CAMPBELL** to accept the lowest responsible and responsive bidders for the chemicals **Aluminum Sulfate Solution** and **Caustic Soda Liquid 25% Diaphragm** for use at the city's Toledo Bend Water Treatment Plant. The lowest bidder for the **Aluminum Sulfate Solution** was **Chemtrade Chemicals US, LLC** (Parsippany, NJ) at **\$425.00**/dry ton delivered. Additionally, the lowest responsive bidder for the chemical **Caustic Soda Liquid** was **DPS Industries, Inc.** (Lindale, TX) at **\$779.00**/ dry ton delivered. Finally, there were no bid submissions for the chemical **Aluminum Sulfate Solution TOTES**, chemical which is used at the city's Wastewater Treatment Plant. Motion Passed Unanimously.

At this time, a request was made by the Clerk to amend the agenda to approve the receipt and opening of sealed public bids for the chemical **Aluminum Sulfate Solution TOTES** to be used at the city's Wastewater Treatment Plant. Because no bid submissions were received at the Aldermen's November 25th regular meeting, an addendum was issued to **extend** the bid opening period until this meeting (12/09/19). When no objections were voiced in opposition to amending the agenda for this reason, it was MOTIONED by **MARY J. GREEN** and SECONDED by **JOSEPH HALL, JR.** to amend the agenda for the receipt and opening of any bid submissions received for this chemical. Motion Passed Unanimously. A total of three (3) sealed bid submissions were received and opened. In no particular order opened, a bid was received from **Industrial Research Corporation** (Shreveport, LA) at **\$0.46**/lb. delivered and off-loaded into the City's holding tank at the Wastewater Treatment Plant. A second bid was also received from **Premier Chemicals and Services** (Baton Rouge, LA) at **\$0.65**/lb. delivered to the Wastewater Treatment Plant in the same manner as noted above. Finally, a third submission was received from **Univar USA, Inc.** (Kent, WA) who declined to quote a bid (submitted a O BID") stating that they had no support in this area. It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MARY J. GREEN** to take these bids under advisement, tabulate them and offer a recommendation to approve the submission of the lowest responsible bidder at the December 23rd regular meeting of the Board of Aldermen. Motion Passed Unanimously.

Item E: No other old business.

New Business:

Item A: At this time, Mrs. **Fran Norwood** representing the organization "**Mansfield in Motion**" rose to provide an update on the Mansfield Revitalization Initiative. She began by reporting that repairs to the old city-owned **Feed & Seed** building could not be made due to the poor condition of the structure. With the funds they (this organization) have however, they will satisfy the cost of replacing the glass in the windows that front Polk Street and board up the glass windows on the West side of the building. **Toledo Glass** has been contracted to replace the glass windows on the Polk Street side. The old **Luther Dixon** building (adjoins the **Feed & Seed** Store) on Adams

Street has been repainted. Still further, Mrs. **Norwood** reported that approximately 95% of the vines that had grown and was attached to the back and on the side of the **King Mart** store building had been removed. She requested that the City assist with removing the remaining 5% of vine growth, with Mr. Charles Harris and his crew hauling off the debris from this vine removal. Additionally, a Mr. Patrick Marshall has been commissioned to paint a mural on the side of the old **Hibernia National Bank** building. Finally, this organization is also exploring the possibility of inviting food trucks to situate near the DeSoto Parish Courthouse square on court days and on other pre-determined days to provide lunch to visitors of the city on those days and to business owners and their staff near the Courthouse. More particularly, Mrs. **Norwood** inquired briefly about the business license requirements. This endeavor will be pursued further in the coming months and will hopefully come to fruition sometime in the new year. The Mayor and the Aldermen present at this meeting were fully in support of this idea.

Item B: A brief discussion ensued regarding the continued employment or termination of firefighter Mr. **JaRoderick R. Claiborne**. Deliberation of this matter could be had in open meeting (with Mr. Claiborne's consent) or in executive session. Mr. **Claiborne** opted for discussion of this matter by the Mayor and City Council in an executive session. It was MOTIONED by **JOSEPH HALL, JR.** and SECONDED by **MARY J. GREEN** to consent to the convening of an executive session to further discuss the character and professional competence of Mr. **Claiborne** in his continuance as an employee of the City. Motion Passed Unanimously. In this matter, all three Aldermen present (Mary Green, Joseph Hall and Kervin Campbell) voted to holding the executive session to discuss this employee's employment with the City of Mansfield. It should be noted that the minutes from an executive session are confidential, and are not required to be disclosed under the Public Records Act. (La. AGO No. 09-0048) Also, no final or binding action can be taken in an executive session. Rather, the final decision of the Aldermen is made at the next "Open Meeting."

Item C: No other new business discussed.

Comments from Mayor Mayweather and/or Council Members: During this period, no comments were offered by the Mayor or any of the Aldermen in attendance at this session.

With no further business to discuss, this meeting was declared adjourned at **5:21 p.m.** by MOTION from **JOSEPH HALL, JR.** and was SECONDED by **MARY J. GREEN**. Motion Passed Unanimously.

John H. Mayweather, Sr., *Mayor*
Marvin R. Jackson, *Clerk*