**Minutes of the Town of Jonesboro Jonesboro, Louisiana**

**Regular Meeting – 6:05 P.M. February 11, 2020**

**Call to Order**

Mayor Leslie Thompson called the Regular Meeting to order at 6:00pm.

**Roll Call**

Roll call was taken by Mayor Leslie Thompson.

Flowers – present

Ginn-present

Johnson-present

Siadek-absent

Stringer-present

A quorum was present

**Invocation –** Flowers

**Pledge –** Stringer

**Public Comment**

Issue of water bill has not been received at this time.

The public was informed that the bills are mailed from Monroe and they are currently having technical difficulties.

**Financials/bills approval (1-14-20/2-11/20)**

**Council was asked to vote and approve the 1-14-20 bills tonight. The council will be asked to vote and approve the 2-11-20 bills next month.**

**Motion –** Flowers -December 2019 bills to be paid (as per 1-14-20 billing statement)

**Seconded** – Stringer

**Motioned carried**

**Addendum to the Agenda**

**Add 6a. 1/14/20 Minutes approval**

**Motioned**: Johnson

**Seconded**: Flowers

**Motioned carried**

**Mayors update – Animal control**

**Let it be known to the council and the department heads, who may not know, we don’t have an animal control department at this time. There is no one addressing that. I apologize for calls in to places that they shouldn’t go to. They are calling into the police department who is not equipped to handle these calls and that’s due to the Town not being equipped, and we apologize for that. Let it be known that to the folks that they should call. We don’t have an animal control department at this time. However, maybe the next budget cycle this is something the council could consider. Right now, we need to be aware that in the event a call comes in and its of a vicious dog and a violation of an ordinance, then of course the City Police Department will respond. That is the job of the City Police Department to make sure the ordinances are not violated. However, after having said this, I would like there to be no calls to my phone as well. There is no need to call cause I’m not going to see about a dog at 12:00am at night. I’m not going to do it. I feel for the individuals. There is a place here that they can fill out a complaint form, in the event they feel that it is merited.**

**Department Head Report**

**Fire Department – Chief Brandon – 161 calls in town and 22 calls in the district. PIAL is 30-40% complete. Finance for turnout gear was denied. When we rolled over to 2020, they required a new audit. Government Capital did not receive the Financials for the 2019 audit. They will not provide us with the lease monies for the turnout gear until they receive the 2019 Financials. We budgeted $37,000 to pay the note. I called around to get bottles for that price to go on our old air packs, to band aid them up until we can get financing. We can get 50 for $37,500. I put in bids in the paper and was going to issue them as a state of emergency. The bottle company stated they can get the bottles before mine go out of date. I went ahead and did the bids. I need a motioned and a seconded when the lowest bids do come in. We will have to write a check up front. The only option I have. These are 30-year bottles. When we get the air packs, we will not have to buy bottles. We have to spend a little bit of money on changed the valves out. I’m ordering bottles without valves; this will be cheaper. I’m’ going to put my valves I have now in them. We will take them to Monroe to have them done. That is the cheapest way right now. That’s the only option. If you choose not to go with it, I will not put my firemen in harm’s way.**

**Motioned –** Stringer **– Authorized check to be written from capital funds to purchase of 30 bottles in the amount of $37,500.00**

**Seconded**: Flowers

**Motioned carried**

**Police Department – Chief Harris – There was a call regarding a dog in councilman Ginn neighborhood, which has not been substantiated whether a dog bite was involved, along with a break in. Chief is looking into the call. If an assessment has been made and it was found that the dog has bitten someone, the dog will be put down.**

**The Mayor mentioned he has spoken to an organization in Ruston called P.A. W. The compliance officer will have a conversation with them. They cater to the surrounding areas. If there is a problem with dogs, cats, whatever the case maybe. There charges start at $200.00, due to the expenses of giving shoots, and some other things they have to do. We are going to set up an appointment by the end of this week. We will bring it back to council for approval.**

**Request to terminate Thomas Holland. He is unable to fulfil his duties as a part time police officer due to his schedule**

**Motioned –** Flowers

**Seconded** – Ginn

**Motioned carried**

**Public Works Department- PW Director – The main issues that we have been working on is the cemetery lift station. We will be putting a lift station in Ms. Stringers yard. That plan has been submitted to the HH for approval. Once approved we will begin work on that lift station. Once it’s approved, we will start installing it. We will try to alleviate the problems that she is having in her yard.**

**We will install a new lift station built at the airport, next month, I have one at the shop. We have purchased new pumps and motors for well #1 and #5, so we can continue to monitor our water pressure.**

**We are under mandate to complete the smoke surveys before March 5th. It may possibly not happen because of the rain. We will have to go back to court on March 5th. We will talk to their lawyers to make sure they know we did 90% of the town. 10% of the town was not completed because of time schedule.**

**DEQ Representative – Wayne Slater, Sharron Crayton made a presentation and Brad Graff the engineer, spoke on behalf of the meters and ponds.**

**LRW Training for council and staff – May 12th, 4-hour session.**

**Resolutions to be signed by the Mayor regarding the North, South and East Ponds voted by council.**

**North Pond Resolution**

**Motioned:** Stringer

**Seconded:** Johnson

**Motioned carried**

**South Pond Resolution**

**Motioned:** Stringer

**Seconded:** Johnson

**Motioned carried**

**East Pond Resolution**

**Motioned**: Stringer

**Seconded**: Johnson

**Motioned carried**

**Department Head Report- Approval**

**Motioned:** Flowers

**Seconded**: Stringer

**Motioned carried**

**Newspaper**

**Jackson Independent is bankrupt and we are looking at doing busy with other newspapers. It is mandated that we have an official journal that we deal with and we have to make sure the minutes are in with compliance to the law. We are talking to other newspapers, Winnfield, Natchitoches and Ruston. We are looking into how much they charge.**

**Legal stand point – minutes have to be submitted in a timely fashion. An official journal has to be appointed, in or around the surrounding areas. A Resolution has to adopted for the Winn Parish Enterprise to be the official journal temporarily. Once the Jackson Independent is reestablished a Resolution will be adopted for the paper on a permanent basis.**

**Motioned**: Ginn **-utilize Winn Parish Enterprise on a temporary basis for official journal entries.**

**Seconded:** Johnson

**Motion carried**

**Billing Process-** Simmons- **P.O. process – Department calls for P.O. They submit an invoice and the get a P.O. for purchase of an item. The P.O. is signed off by the Department requesting item and approved by the Mayor. The P.O. is then submitted to Mr. Foldens’s office for payment. We do not submit P.O.’s for contracted vendors. P.O.’s should be submitted no later than 12:00 noon on Thursday.**

**Town Clerk Vacancy- The position is being advertised outside the local papers. She is staying past her resignation date to assist the Town with the completion of the Audit. The reason we are on the noncompliance list, the 2019 audit was not completed. When we came in, they were not able to get the records they needed to complete the audit, from the previous administration. We submitted our letter of engagement, to our independent auditors after getting councils authorization. I was told that the Legislative auditors didn’t get the engagement letter. I had Vivian call the audit firm and they said they did receive the engagement letter. They did warn me that this would be the worst audit in the history because they couldn’t get what they needed at all for the last 6 months of the previous administration. They said the only thing you could do Thompson, is to let the public know**

**what the problem is and what it has been. I’m not trying to bash the previous administration; I’m just telling the truth, about what I found and what we are looking at according to the auditors. Just look for the next audit. What they requested is what has been presented cause that what you do.**

**Surplus Items**

**We have a lot of surplus items that have to be disposed of. We have notified every department. We need to get a list of all surplus.**

**Legal stand point – Methods of disposal are different for land and moveable property. The moveable property is based on the value of property being exposed of. Basically, if it’s a land deal it has to be advertised and it has to be done by ordinance. If it’s movable under $5,000.00, there is a lesser procedure you have to go through.**

 **Mayor- As we move forward with the audit, they are asking for a capital outlay list that identifies what’s in each department and office. The items that are not needed, will be identified by serial numbers and have an inventory of each item and once disposed, will be crossed off the list.**

**Executive Session**

**Motioned:** Flowers to go into Executive Session

**Seconded-** Ginn

**Motioned carried**

**Motioned:** Stringer-come out of executive session no action taken

**Seconded:** Flowers

**Motioned carried**

**Motioned**: Flowers- to go back to regular meeting

**Seconded:** Stringer

**Motioned carried**

**We discussed in closed session, Renee Stringer litigation, Midwest management litigation, 705 Leon Drive litigation and DEQ Litigation with no action taken.**

**Motioned:** Stringer **-have mayor to sign authorization for Midwest**

**Seconded:** Flowers

**Motion carried**

**705 Leon Drive litigation – tabled – next agenda**

**Council comments-** Council comments were expressed

**Mayor comments –** Mayor comments were expressed

**Adjournment-**

**Motioned –** Flowers

**Seconded-** Stringer

**Motioned carried**

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Mayor Leslie Thompson Vivian McCarden, Clerk

 **“This institution is an equal opportunity provider”** 