

TOWN OF MANY

August 18, 2020

Regular Session

The Mayor and Aldermen of the Town of Many met in regular session, Tuesday, August 18, 2020, at 5:15 p.m. at Town Hall. Present were Mayor Ken Freeman, Mayor Pro-Tem James Kennedy, Council Members Gay Corley, Bobbie Jackson and Mary Brocato. Absent was Council Member Anita Darwin. Also present were Town Clerk Amie Brown, Police Chief Roger Freeman, Asst. Chief of Police Kyle Cook, Officer Carla Nicks, Deputy Clerk Janice Randow, Utility Clerk Valisa King, Payroll Clerk/HR Manager Karla Williams, Operations Manager Mark Oxley, Water Superintendent Roger Dew, Street Supervisor Joshua Darden, Animal Control Officer David Smith and Grant Writer Suzanne Williams.

Mayor Freeman called the meeting to order. Prayer was offered by Alderman Kennedy, followed by the Pledge of Allegiance led by Mayor Freeman.

Minutes: Minutes for June 16, 2020 regular session was approved with a motion by Corley; seconded by Jackson. Vote unanimous.

Minutes for July 10, 2020 special called session was approved with a motion by Corley; seconded by Jackson. Vote unanimous.

Minutes for July 29, 2020 special called session was approved with a motion by Corley; seconded by Jackson. Vote unanimous.

Amend Agenda: None

Open to Public Comments relating to items on agenda: None

Guest(s): Chad Robinson with S & J Meter talked about electronic water meters

Old Business:

1. **Update on website - www.townofmany.org:** Mayor Freeman explained that the new website is up and running and that customers now have the option to pay bills online and invited the council to come to City Hall for a tutorial on how to use it.

New Business:

1. **Resolution #3 of 2020 - Adopt the millage rate for 2020 Tax Year - 5.34 Mills:** Motion by Corley to remain the same; seconded by Brocato. Passed unanimously.
2. **Review and Award Bid: 2000# Liquid Chlorine Cylinder for fiscal year 20-21:** Awarded to Delta Energy Dist. of Mansfield, LA as lowest responsible bidder for \$997.14 plus \$50.00 monthly rental. Passed with a motion by Brocato; seconded by Jackson. Vote unanimous.
3. **Renew Liability Insurance with Risk Management through LMA for 2020-2021 - \$34,084.95:** Passed with a motion by Brocato; seconded by Jackson. Vote unanimous.
4. **Renew Airport Insurance for 2020-2021 - Starr Indemnity & Liability Company through Phares Lites & Walsworth for - \$2,002.00:** Passed with a motion by Brocato; seconded by Jackson. Vote unanimous.
5. **Vote for Mayor to sign boundary line agreement between TOM, Murrel Blake and Patrick Colston:** Passed with a motion by Corley; seconded by Jackson. Vote unanimous.
6. **Service Agreement with Onsolve - Customer Alert System - \$2,400.00 annually - 1 year term:** Deputy Clerk Janice Randow explained that this is an alert system and we would be able to alert customers directly about water leaks, boil advisories, weather alerts, road closures, past due bill payments. Alderwoman Brocato asked how it would alert the customers and Mrs. Randow stated by phone and that multiple phones per household can sign up; and that we also can map out a certain area for leaks and only customers in that area would get the alert. Passed with a motion by Brocato; seconded by Jackson. Vote unanimous.
7. **Appoint Mayor Pro-Tem:** Alderwoman Corley nominated Alderman Kennedy; seconded by Brocato. Passed unanimously.
8. **Appoint employee complaint committee: Ken Freeman, Anita Darwin, Bobbie Jackson & Roger Freeman:** Passed with a motion by Kennedy; seconded by Corley. Vote unanimous.
9. **Appoint Airport Board: Kenneth Ammons, Brian Tannehill, Dianne Andries, Rick McCurdy and Don Burkett:** Passed with a motion by Kennedy; seconded by Jackson. Vote unanimous.
10. **Appoint Bobbie Jackson to serve on Tourism Board:** Passed with a motion by Corley; seconded by Jackson. Vote unanimous.

- 11. Appoint Gay Corley to serve on Sales Tax Commission Board:** Passed with a motion by Brocato; seconded by Jackson. Vote unanimous.
- 12. Appoint James Kennedy to the Fire Board:** Passed with a motion by Jackson; seconded by Brocato. Vote unanimous.
- 13. Appoint Town Attorney:** Alderwoman Brocato suggested that we needed to make sure other attorneys are even interested before we make an appointment. Alderwoman Corley nominated Adam Sullivan. Alderman Kennedy asked about the lady attorney in town to which Mayor Freeman stated that she does not do this type of work. Mayor Freeman asked that we table until next month and he would get pricing from other attorneys in town. Motion to table by Corley; seconded by Jackson. Vote unanimous.
- 14. Appoint Town CPA:** Motion by Brocato to re-appoint Eugene Fremaux; seconded by Jackson. Passed unanimously.
- 15. Hire Payne, Moore & Herrington as auditors for the 2019-2020 fiscal year audit:** Passed with a motion by Corley; seconded by Kennedy. Vote unanimous.
- 16. Approve updated Emergency Preparedness Plan:** Mayor Freeman asked for an updated picture of the Depot on the front cover. Passed with a motion by Corley; seconded by Jackson. Vote unanimous.
- 17. Amend current sick leave policy to include pandemic:** Passed with a motion by Kennedy; seconded by Brocato. Vote unanimous.
- 18. Update on Apollo Apartments' lift station problem:** Mayor Freeman explained that Middlecreek Apartments and Apollo Apartments are on the same system and that we have sent several letters to Middlecreek Apartments over several years that they are required to have a grease trap installed and they have resisted so last week he wrote them a letter that was sent registered requiring them to resolve the problem in 90 days or their water would be shut off but that Apollo Apartments said they would fix any problems with the lift station but we have not heard from them. Alderwoman Corley asked for a copy of the letter and Town Clerk Amie Brown gave each council member a copy of the letter. Alderman Kennedy asked could we notify the health department to which Mayor Freeman said he has already notified them. Alderwoman Corley asked had we heard from Shantrece (manager) of Middlecreek Apartments to which Mayor Freeman said he has not.
- 19. Vote to no longer accept cash as terms of payment for the water department:** Motion made by Alderwoman Corley; Mayor Freeman said he will not allow this and we have only been not accepting cash because of the pandemic but will start accepting cash again. Alderman Kennedy asked if we go to the bank alone to take cash to which Mrs. King stated she does, so Alderman Kennedy asked Chief Freeman could someone from the police department assist her to the bank when making deposits to which Chief Freeman agreed. Mayor Freeman stated they did not have to stay with her just make sure she makes it inside safely. Mrs. King stated they are still closed to the public and she has been using the drive-thru and Mayor Freeman said he would call Daniel and see about opening the door for us at 3:00 pm daily for us to make deposits.
- 20. List of permits issued from the Sabine Parish building permit office for the second quarter of 2020:** A list of permits issued by the Sabine Parish Building Inspector's Office was provided to each council member.
- 21. Discussion of Halloween activities:** Mayor Freeman asked the council for guidance due to the pandemic and report back to him next month.
- 22. Reports:** Council was presented with the **Profit & Loss Performance Budget** for June and July 2020; the **Payables Log** for June and July 2020 with evidence of invoices paid; balanced & reconciled **Bank Statements** for June and July 2020; **Overtime report** through June and July 2020; Verification of Federal & Louisiana **Taxes paid** for June and July 2020; and Verification of **Insurance paid** for June and July 2020. All reports were accepted as written with a motion by Corley and seconded by Jackson. Vote unanimous.
- 23. Chief's Report with update on warrants:** Police Chief Freeman provided a report to the Council on activity for the last 30 days for Many Police Department. Officer Carla Nicks stated that a lot of people are calling and paying that have been turned over to the collection company and Town Clerk Amie Brown reported they collected over \$5,000.00 for us last month. **a.) Chief's Recommendation to hire full-time patrol officer Carol Darch at \$14.00 per hour with an effective date to be as soon as possible:** Mayor Freeman asked Council if they received a copy of her application and they replied yes. Passed with a motion by Corley; seconded by Kennedy. **b.) Why have there been no arrests made for the theft of utilities at 162 Sabine High St. and 205 Byles St.?**

After discussion of who resides at these locations and how they are stealing the water, Council members Corley and Kennedy stated there needs to be arrests made. Assistant Chief of Police Kyle Cook stated they need clarification from the Mayor and Council on whether they need to charge the owner of the property or the person residing in the home. Mayor Freeman stated the owner should be held responsible. Assistant Chief Cook stated he would take care of this week. Mayor Freeman suggested he and the Assistant Chief take the ordinance to the attorney. Mayor Freeman asked Assistant Chief Cook about the price of security cameras that was mentioned at last month's meeting and he provided prices and pictures to the Mayor and Council. Mayor Freeman asked Assistant Chief Cook to get additional prices from other companies.

24. Sales Tax Report: Increase of 18.27% over May 2019, Increase of 15.09% over June

2019: Report was given by Mayor Freeman; Alderwoman Corley stated that they talked to people in Baton Rouge about the state wanting to take over sales and use tax and they have decided to form a committee and she has expressed that either she and/or Nolan be on the committee or a subcommittee and they have expressed they will contact them for input. Alderwoman Corley provided a copy of a Resolution from the House of Representatives.

25. Tourism Report: Alderwoman Jackson reported there had not been a meeting for the past month

26. Cultural District Report: Alderwoman Brocato reported they had a meeting last Tuesday and stated they received the final payment from Shreveport Regional Arts Council for Music in Many; Laurie Gentry is planning the social distance socials; 4th of July concert will be rescheduled; hope to resume movies in September; new member of the Cultural District Committee is Adam Lehr; the mural on side of City Hall is complete and will start on Caleb Burkett's fence next week; two businessmen in town, Robert Gentry and Donnie Wooley, are very interested in doing murals on their buildings; Suzanne (Grant Writer) will search for a grant for a vinyl flag with invisible frame for the side of the police department building. Mayor Freeman stated there will be a Historical Committee meeting on the 25th and they plan to open the historical museum in April which the first room will be the I Do, I Do room with the history of marriages in Sabine Parish, the train room will be in the middle, and there will be a tutorial talking about the history of Many and Sabine Parish and how it was formed and who formed it, and if we can find historical items to exhibit in the room we will do that. Alderwoman Brocato stated it is her understanding that the Art Guild does not want to volunteer for the museum. Mayor Freeman asked for Shanna Gaspard to be invited to the meeting next week.

27. Fire Board: Alderman Kennedy reported they have not had a meeting.

28. Airport: Mayor Freeman stated he is trying to get to Washington to meet with the District President; that there has been an opportunity come up to get more money and maybe get the runway finished by the end of 2021 where jet planes can land; he reminded that the airport is funded by the FAA and does not come out of our budget; that we are recognized as the best run airport for a town our size for five years consecutively which helps us get funding that other towns do not meet. Mayor Freeman said he is going to push real hard to get the runway finished before he leaves next year.

29. Zoning: Zoning Administrator Amie Brown reported there have been no zoning meetings

30. Grant Report: Grant Writer Suzanne Williams provided an updated list of grants that she is currently working on which includes CARES ACT for COVID-19 reimbursements, walking track for the 12th District for Sabine High School Revitalization, playground equipment, helped several small businesses with the LA CARES Main Street Program, ballistic vests for the police department, Walmart grant for the Christmas parade, CWF and LGAP, and for a cover over the drying beds at the sewer plant with money left over from the LCDBG grant.

31. Street: Council approval to pass an ordinance stating that if there is anything left by the side of the road (furniture, appliances, etc...) and stays there for more than two weeks we will pick it up and haul it off for a fee of \$50.00 which will be charged on the customers water bill: Alderman Kennedy asked could we send a letter asking for their feedback and what we want to do to which Mayor Freeman said they will want us to pick it up and not pay for it. Alderwoman Corley stated they could be charged a littering fee. Assistant Chief Cook asked was it on private property and Mayor Freeman said yes but placed on our right of way. Mayor Freeman said that he and Assistant Chief Cook would talk to Billy (Town Attorney) about it.

32. Animal Control: Animal Control Officer David Smith reported that he caught 4 cats, 2 dogs and 1 snake.

33. Water: Water Superintendent Roger Dew stated they have been reading and changing meters, made some taps, keeping up with water leaks, a lot of sewer lines being jetted out, and that they are short staffed. Mayor Freeman stated he has been approving overtime because they are short staffed.

34. Garbage: Operations Manager Mark Oxley reported they are buying a used garbage truck and it will be here in two weeks and that the new garbage truck has been in the shop a couple times. Mayor Freeman told him to keep up with the total it is costing us so he can write them a letter and put them on notice that this is a problem on our warranty. Mayor Freeman reported this was put in the new year budget. Mark stated the guys are doing real good we just have customers complaining about their garbage not being picked up but not everybody will have their garbage out by the time the truck passes. Mayor Freeman said they need to be complimented because we get very few complaints. Alderman Kennedy asked about getting garbage cans for all our customers. Mayor Freeman told the Grant Writer to put that on her list. Alderwoman Corley asked Suzanne how Florien got theirs and she stated that she wrote a grant years ago and with us not being an affiliate of Keep Louisiana Beautiful we were turned down the last time that we applied. Mayor Freeman asked her if it would be profitable for us to be an affiliate and she said yes but that you have to be able to pay a full-time director to just direct those activities which would not be feasible without help from somebody like the Police Jury or Tourist Commission. She also stated that with economic development they look at three things; education, healthcare and how clean the area is and you have to pass those three things or they won't even look at the property you have available. Alderwoman Brocato said Donnie Wooley would be key in helping with economic development. Alderwoman Corley asked could we post on OnSolve about the garbage date and time pickups and Deputy Clerk Janice Randow stated yes.

Next scheduled Regular Council Meeting is on September 15, 2020 at 5:15 p.m.

Motion to adjourn meeting at 6:38 P.M. was made by Kennedy and seconded by Corley. Vote unanimous.

KENNETH FREEMAN, MAYOR

AMIE BROWN, TOWN CLERK