

**TOWN OF MANY**  
November 19, 2019  
**Regular Session**

The Mayor Pro-Tem and Aldermen of the Town of Many met in regular session, Tuesday, November 19, 2019, at 5:15 p.m. at Town Hall. Present were Mayor Pro-Tem James Kennedy, Council Members Gay Corley, Bobbie Jackson and Mary Brocato. Absent were Mayor Ken Freeman and Council Member Anita Darwin. Also present were Town Clerk Amie Brown, Police Chief Roger Freeman, Officer Carla Nicks, Grant Writer Jane Hardwick, Payroll Clerk/HR Manager Karla Williams, Street Supervisor Michael Moore, Sanitation Supervisor Mark Oxley, Suzanne Williams and Auditors from Payne, Moore & Herrington Deborah Dunn, Zach McLendon and Mitch Williams.

Mayor Pro-Tem James Kennedy called the meeting to order. Prayer was offered by Bobbie Jackson, followed by the Pledge of Allegiance led by Mr. Kennedy.

**Minutes:** Minutes for October 15, 2019 Regular session meeting was approved as written with a motion by Corley; seconded by Brocato. Vote unanimous. Minutes for October 30, 2019 special called session was approved as written with a motion by Jackson; seconded by Corley. Vote unanimous.

**Amend Agenda:** Motion to amend the agenda to add Resolution #15 of 2019 Authorizing Mayor to sign Grant Application for CWEF in the amount of \$35,000.00 to go towards repairs of the collapsed retaining wall at the water plant and to add Resolution #16 of 2019 Authorizing Mayor to sign Grant Application for LGAP in the amount of \$35,000.00 to go towards the purchase and installation of an electrical panel for the water plant. Motion to add by Corley; seconded by Jackson. Vote unanimous.

**Open to Public Comments relating to items on agenda:** None

**Guest(s):** -Brandi Sanner with Avenu - To discuss collecting our delinquent occupational license tax.  
-Katie Bursley and Jennifer Horton with United Way - As part of the grant process, to discuss programs currently available in Many and also to discuss the opportunity to contribute to the City of Many's United Way campaign to raise funds that can be reinvested right here.  
-Giovanny Sanchez with The Payment Group to discuss online credit card processing – Did not show up  
-James Wagley with Sabine Prevention Alliance – Mission is to reduce underage alcohol use in Sabine Parish – Partnering with the Town of Many to have a Communities Talk at the Many Community Center on December 10<sup>th</sup>  
-Michael Corbin with Swepeco – Did not show up

**Old Business:**

- 1.** None

**New Business:**

- 1. Introduce Ordinance #20 of 2019 – Police Officer must attend academy ASAP (first class available):** Passed with a motion by Corley; seconded by Brocato. Vote Unanimous. After the vote, Officer Nicks explained that as per state law they have a year to get the officer in academy but they want to be sure the officer will work out with the department before sending them. Motion by Corley to make a revision to remove “first class available”; seconded by Jackson. Vote Unanimous.
- 2. Introduce Ordinance #21 of 2019 – Police Department must keep videos for 1 year as per state requirement:** Motion by Corley to make a revision to say all video including footage from security TV's, dash cams and body cams. Passed with changes with a motion by Corley; seconded by Jackson. Vote Unanimous.
- 3. Introduce Ordinance #22 of 2019 – Only the Mayor can dismiss traffic tickets as per Mayor's Court rule/law:** Passed with a motion by Corley; seconded by Jackson. Vote Unanimous.
- 4. Award bid for asphalt millings at the airport:** Only bid received was from the Town of Many at \$4.00 per cubic yard. Passed with a motion by Corley; seconded by Jackson. Vote Unanimous.
- 5. Appoint Records Officer with the State Archives:** Motion to appoint Janice Randow passed with a motion by Corley; seconded by Jackson. Vote Unanimous.

- 6. Hire Avenu to collect the Occupational License Tax for the Town:** Motion to table was made by Brocato; seconded by Corley. Vote Unanimous.
- 7. Adopt sexual harassment policy:** Passed with a motion by Corley; seconded by Jackson. Vote Unanimous.
- 8. Discussion on credit card companies that do online payments:** Town Clerk Amie Brown explained to the council that there are customers asking if they have a way to pay online and we do not, but they can call us and provide their number over the phone and we can take their payment that way which puts liability on us. Council gave permission to research online credit card companies.
- 9. Authorize Mayor and Town Clerk to sign the Louisiana Compliance Questionnaire relating to the audit of the town's financials for FYE 6/30/2019:** Passed with a motion by Corley; seconded by Jackson. Vote Unanimous.
- 10. CDC Membership dues for 2020 - \$2,550.00:** Motion to table was made by Jackson; seconded by Brocato. Vote Unanimous.
- 11. Reports:** Council was presented with the **Profit & Loss Performance Budget** for October 2019; the **Payables Log** for October 2019 with evidence of invoices paid; balanced & reconciled **Bank Statements** for October 2019; **Overtime report** through October 2019; Verification of Federal & Louisiana **Taxes paid** for October 2019; and Verification of **Insurance paid** for October 2019. All reports were accepted as written with a motion by Corley and seconded by Jackson. Vote unanimous.
- 12. Chief's Report with update on warrants and theft of utilities:** Police Chief Freeman provided a report to the Council on activity for the last 30 days for Many Police Department. Officer Carla Nicks stated the warrant list was not ready yet but she would put a copy in the council's boxes when ready.
  - a. Termination of employees to be administered by the HR Manager; HR notified by Chief; employee must come to HR for an exit interview:** Passed with a motion by Corley; seconded by Jackson. Vote Unanimous.
  - b. Chief's recommendation to hire full-time patrol officer Blake Myers:** Passed with a motion by Brocato; seconded by Jackson. Vote Unanimous.
  - c. Chief's recommendation to hire part-time officer worker Mary Dockens:** Passed with a motion by Jackson; seconded by Brocato. Vote Unanimous.Aldерwoman Corley asked HR Manager Karla Williams if Officer Graves had come in to do his exit paperwork and Karla stated that he had not. Aldерwoman Corley asked if we had an electronic time and date stamp and Karla replied that we did not. Aldерwoman Corley suggested we get one. Mayor Pro-Tem Kennedy asked for Karla to get a price and present it at the next council meeting.

Chief Freeman stated that currently the academy is 16 weeks long but they are talking about going to 24 weeks. They will be sending Officer Timmons to academy in January and the next officer will go four months after that.
- 13. Sales Tax Report-Increase of 18.44% over September 2018:** Aldерwoman Corley provided a report and read the minutes from their November meeting which included the election of new officers and she is now the Chairman of the Sales & Use Tax Commission
- 14. Tourism Report:** Aldерwoman Jackson reported
- 15. Cultural and Historical District Report:** Aldерwoman Brocato reported that music groups are booked through September 2020; will not book in June and July since that's when most people travel; the music group Flashback played on November 4<sup>th</sup> and it was well attended and did not cost the town due to grant funds; there was well over 100 kids and parents attend the Halloween party at the theater; different events planned in conjunction with the Hometown Christmas; the A Christmas Carol play has been cancelled for this year but she is trying to get the Many High School Band moved to that date which is December 7<sup>th</sup>; an agreement was signed last week with NSU and the Depot to work with us on items to display in the museum and to work with us on the content for the poster boards.
- 16. Airport:** No report
- 17. Zoning:** Zoning Administrator Amie Brown reported there was no zoning meeting for the past month
- 18. Grant Report:** Grant Writer Jane Hardwick provided each council member with a current report. Aldерwoman Brocato asked when the timeline would be on finding out about these grants and Mrs. Hardwick stated it would probably be around April. Aldерwoman Corley asked what grants were currently being applied for and Mrs. Hardwick stated that she is searching for grants for the water plant, sewer plant and the museum.

- 19. Street:** Street Supervisor Michael Moore gave a report that they have been working on the Christmas lights, and the Capitol and N. Highland overlays are finished. Alderwoman Corley stated that she understands that speed bumps were put down at Middlecreek Apartments which is in her district and she wasn't contacted about it and she would like for someone in that area to contact her about it and if they do not she wants them pulled up within a week. Alderwoman Jackson asked about the sides of the streets that drop off where they have been overlaid. Mr. Moore stated that Apeck Construction came today and they rode the streets and they have a machine that will put shoulders on them.
- 20. Animal Control:** Animal Control Officer Bobby Hughes did not attend the meeting but Mike Moore reported that lots of cats and one dog have been caught and taken to the shelter. Alderwoman Corley asked if the white Pyrenees dog had been found and Alderwoman Brocato said no. Chief Freeman stated that the Animal Shelter contacted him about them buying an incinerator because they keep getting flats when they go to the landfill and asked if they needed a permit from the town to have an incinerator to which Alderwoman Corley stated she don't think they would need one from the town but they would probably have to go through Jim Freeland's office and may also need a state permit. Mayor Pro-Tem Kennedy asked the Clerk to check with other municipalities like Natchitoches and see what they had to do. Alderwoman Brocato said Dr. Courtney's office may know.
- 21. Water:** Water Superintendent Joshua Darden did not attend the meeting but Mayor Pro-Tem Kennedy reported there are problems with pumps burning up at the water plant and we are trying to figure out how to get it fixed. Sanitation Supervisor Mark Oxley stated they have had a few hiccups with the garbage pickup but nothing that can't be worked out.
- 22. Amendment: Resolution #15 of 2019 – Authorizing Mayor to sign Grant Application for CWEF in the amount of \$35,000.00 to go towards repairs of the collapsed retaining wall at the water plant:** Passed with a motion by Corley; seconded by Brocato. Vote Unanimous.
- 23. Amendment: Resolution #16 of 2019 – Authorizing Mayor to sign Grant Application for LGAP in the amount of \$35,000.00 to go towards the purchase and installation of an electrical panel for the water plant:** Passed with a motion by Corley; seconded by Brocato. Vote Unanimous.

Next scheduled Regular Council Meeting is on December 17, 2019 at 5:15 p.m.

Motion to adjourn meeting at 6:45 p.m. was made by Jackson and seconded by Brocato. Vote Unanimous.

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KENNETH FREEMAN, MAYOR

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AMIE BROWN, TOWN CLERK