

*Village of Folsom*  
*Bettye M. Boggs, Mayor*

Alderwoman – Paulette Lee  
Alderwoman – Jill Mathies  
Alderman – Lance Willie



Andree Core – Municipal Clerk  
Ronnie Killingsworth – Chief of Police  
Delbert G. Talley – Village Attorney

**General Meeting**  
**August 14, 2017**  
**7:00 p.m.**

**Present: Mayor Bettye M. Boggs**  
**Alderwoman Paulette Lee**  
**Alderman Lance Willie**  
**Alderwoman Jill Mathies**  
**Attorney Delbert Talley**

Mayor Boggs called the meeting to order and the municipal clerk established a quorum. Pastor Will Robbins, First Baptist Church Folsom, led the invocation. Mayor Boggs led the pledge of allegiance.

Approval of Agenda - Mayor Boggs called for the approval of the agenda. Alderman Willie made a motion to add Item #8 to agenda regarding donation collection boxes and to move Items #3 & #5 to beginning of New Business. Mayor Boggs asked for a motion to amend the agenda. Alderman Willie made a motion to amend the agenda and seconded by Alderwoman Mathies. The motion carried. (3 Yeas, 0 Nays)

Approval of Financial Statements - Mayor Boggs asked for approval of the April and May financial statement and stated the June financial statements could not be prepared as of the meeting tonight. She commented on a memo from the village CPA sent on July 7<sup>th</sup> to all aldermen including the mayor, municipal clerk, and village attorney concerning the financial statements stating that the approval of the monthly financial statements is a separate process from monitoring the budget variances and amending the budget. Mayor Boggs asked for questions on the April financial statements and there were none.

After a motion was made to approve the April statements by Alderman Willie, Alderwoman Lee stated she would approve it if it is based on the accuracy of what they were given. Alderwoman Mathies stated that they were led to believe that approving the financial statements was approving the expenditures to which Mayor Boggs indicated that was inaccurate. Mayor Boggs stated there is a motion by Alderman Willie and a second from Alderwoman Lee to approve the April statements and the motion carried. (3 Yeas, 0 Nays)

Mayor Boggs asked for a motion to approve the May financial statements. Alderman Willie made a motion to approve the May financial statements, seconded by Alderwoman Mathies and the motion carried. (3 Yeas, 0 Nays)

Mayor Boggs stated that June financial statements are being prepared, but the fact that June ends our

fiscal year and the CPA contract has to be renewed that we have a delay in the June statements but should have both June & July statements at the September meeting. Alderman Willie made a motion to table the June financial statements and it was seconded by Alderwoman Mathies. The motion carried. (3 Yeas, 0 Nays).

Approval of Minutes – Alderwoman Mathies made a motion to approve the July minutes, it was seconded by Alderman Willie and the motion carried. (3 yeas, 0 nays).

Engineering Report – Mayor Boggs introduced the village engineer Jay Pittman from Spangler Engineering and he stated they are getting ready to submit for the USDA Sewer Loan Grant project to USDA & Department of Health for their review and this takes about a month. Mr. Pittman concluded that the project should be under construction by January 2018. As for the Hwy. 25 widening, they have not heard from DOTD regarding the permit for water line relocations or the overall project. Alderman Willie asked how long is the project going to take for us to move water lines and Mr. Pittman stated around 60 days. Mayor Boggs questioned the relocation of the other utilities to which Alderman Willie stated that we were the only one having to relocate lines, and Mr. Pittman clarified that was incorrect and there were other utilities that were required to relocate lines.

### **Old Business:**

**Item 1 – Salary Increases.** Mayor Boggs stated Alderman Willie asked this item to be placed back on the agenda. When questioned by Alderman Willie regarding the percent of increase of raises, Mayor Boggs stated her suggestion was 5% in the original budget where the figures were presented for the 5% raises but they were not approved by the board. She stated that she also gave 4% & 3% figures for raises. Mayor Boggs noted her memo to board that listed all funds that have salaries in them including a breakdown of the difference in a 5%, 4%, and 3% raise. She stated on May 23<sup>rd</sup> she provided data indicating that the difference between a 5% and a 3% raise per fund amounted to a differential of \$596 per month out of the total budget. State stated that the difference between a 5% and 4% raise results in a differential of only \$298 per month out of the total budget. Mayor Boggs stated the village is financially healthy and that we saw a \$10,000 increase in our sales tax from this past month.

Alderman Willie asked Alderwomen Mathies & Lee about their concerns of what the budget would look like for the future, knowing that we are going up on sewer rates to take care of the loan/grant, and adding that the cost for line relocations are already taken care of. He stated that he would like to go ahead with amending the budget for these raises. Alderwoman Lee stated that until we get the June statements, she would like to table it.

Alderwoman Mathies stated that her concern was not about where the money would come from, but the decrease in sales tax due to construction, litigation issues that are still pending, and that the evaluations be done and give us an exact total. Mayor Boggs indicated that she provided exact totals for each percentage increase. After some further discussion, Alderman Willie asked that the item be tabled and revisited next month when the June statements are provided. Alderwoman Mathies stated she would be looking at the stated items to which Mayor Boggs indicated that she would not be willing to provide the employees with raises until the money was placed in the budget. Alderwoman Mathies stated that once again she would like for our employees to know that she is not saying they are not good enough for raises but it is a financial decision. Alderman Willie made a motion to table the item and it was seconded by Alderwoman Lee. The motion carried. (3 Yeas, 0 Nays)

**Item 2 – Introduction of Ordinance - WST Franchise Agreement.** Mayor Boggs stated that there was a question from our attorney regarding potential sales tax. Mr. Walter Sylvest, Chief Financial Officer for WST Electric, addressed the question by stating that there is currently a prohibition against local

municipalities collecting sales tax on the sale of electricity. Mr. Sylvest stated that the state has adjusted it numerous times in the last several years from 5% to 0% and that sometimes they adjust it on residential and sometimes on commercial. He stated currently this year it is at 4% on commercial only. The contract agreement as written, if it was legal for the Village of Folsom to collect the sale tax it would just be collected and delivered to the village and there is no prohibition.

Attorney Talley asked if the statute allowed it and the village did pass an ordinance to impose a sales tax is that collected by WST Electric. Mr. Sylvest replied that it would be but it is speculative because there is prohibition against it now. Mr. Sylvest concluded by stating that the state sales tax is collected like any other retail institution. Mr. Talley stated that in the contract it states that the municipality is authorized by statute to enact the tax on the sale of electricity and asked if that was generic. Mr. Sylvest stated that it was. Mayor Boggs announced the introduction to ordinance as follows:

#### **ORDINANCE NO. 2 OF SEPTEMBER 2017**

**AN ORDINANCE GRANTING A FRANCHISE TO WASHINGTON ST-TAMMANY ELECTRIC COOPERATIVE, INC. ("COOPERATIVE"), ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF 30 YEARS FOR THE CONSTRUCTION, MAINTENANCE AND OPERATION OF ELECTRIC UTILITIES, ELECTRIC GENERATING FACILITIES AND/OR TRANSMISSION AND DISTRIBUTION SYSTEMS IN, THROUGH AND ACROSS THE VILLAGE OF FOLSOM LOUISIANA ("MUNICIPALITY"), AND FOR THE USE OF THE STREETS, ALLEYS AND PUBLIC PLACES OF SAID MUNICIPALITY, IN CONNECTION THEREWITH, FOR THE GENERATION, TRANSMISSION, DISTRIBUTION AND SALE OF ELECTRIC ENERGY, FIXING THE TERMS, CONSIDERATIONS AND LIMITATIONS THEREOF AND PROVIDING FOR PAYMENT BY COOPERATIVE (ITS SUCCESSORS AND ASSIGNS) OF A SUM EQUAL TO FOUR PERCENT (4%) OF THE AMOUNTS RECEIVED BY SAID COOPERATIVE FOR THE SALE AND/OR DELIVERY OF KILOWATT HOURS OF ELECTRIC ENERGY AT RETAIL FOR RESIDENTIAL AND COMMERCIAL PURPOSES BASED ON RESIDENTIAL AND COMMERCIAL NET RATES (UNBUNDLED RATES IN THE EVENT OF DEREGULATION) BILLED FOR SERVICE WITHIN THE LIMITS OF SAID MUNICIPALITY (EXCLUSIVE OF TAXES AND ALL GOVERNMENTAL FEES AND IMPOSITIONS SHOWN ON SUCH BILLS), AS SAID LIMITS MAY NOW OR HEREAFTER LAWFULLY EXIST, AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH.**

**Item 3 – Chapter 6 Personnel Ordinance.** Alderwoman Mathies stated that we set a date that we can all get together and make some decisions in reference to our ordinance and get information sent to Municode. A discussion was held regarding dates.

**Item 4 – Drainage Study.** Mayor Boggs stated on June 19<sup>th</sup> Spangler Engineering gave a proposal for a drainage study, specifically Jackson and Olive Streets. She informed that according to the study we are experiencing four to five times the daily flow due to the infiltration issues and that she would like for the board to consider this proposal by our engineer. She also indicated the importance of having the engineering study done to make sure that we are putting in the right size and number of culverts and properly addressing the issue.

Alderman Willie stated that he has already spoken with Scott Roth about the culverts and that the study will be needed. He stated that it is obvious we need to be replacing some culverts with the right size and number of culverts to handle the problem. Alderman Willie continued by stating that as far as the drainage study it will be needed but not now. He stated he has talked with Scott Roth and Jay Pittman on a couple of instances and what is needed is to have one of the culverts lowered, one a little bigger and two of them side by side to double the amount of drainage space and if this was done we would not be having a drainage issue there.

The mayor asked if we know this for sure and asked to hear from Jay Pittman, the village engineer. Mr. Pittman stated the drainage issue on Jackson and Olive Street is what prompted the proposal, but from a professional standpoint he cannot give a recommendation without doing the necessary drainage survey, calculations, size, and type of material for culverts. A discussion followed.

Mr. Jimmy Zamin indicated that with two engineering degrees he suggested that we listen to engineers and that we take elevation studies before changing anything and that just replacing culverts will not help. He also addressed the alleyways and the responsibility of maintaining them.

Mr. Wendell Sams mentioned that he has gone to the site noted that you cannot do one side of the street and not the other which has overgrowth. He indicated that the mayor has a point in that it needs to be addressed technically. A discussion of the proposed engineering study followed and Mr. Sams asked if the board could not act on this. Alderwoman Lee asked Mr. Pittman how long it would take to do the study and he stated it would take about two months. She then stated that across the street from the property is overgrown and it is a natural drain. Alderwoman Lee stated that she asked the maintenance department about clearing this area which is on private property and that it has not been done.

Alderwoman Lee stated in her opinion another reason the water cannot flow is due to the grease traps not being cleaned. She stated that several businesses have not had their grease traps cleaned on schedule, one of which is from January. Alderwoman Lee stated she brought this up in a general meeting previously.

Roberto Ramirez from the audience asked about the process after the engineering plan is presented to the village and the engineer confirmed his answer on the timeline of the project.

After further discussion from the audience and Alderman Willie concerning getting the culverts in before getting the study done, Mayor Boggs asked the village engineer Jay Pittman to address the issue of grease traps. Mr. Pittman stated the fact that we need to separate these issues. He informed the number one issue is the drainage issue and then a sewer issue that will be taken care of with the USDA loan/grant. However, this issue (sewer) is more toward the grease trap issue. A discussion followed. Mayor Boggs announced we will not be getting the drainage study done, and Alderwoman Mathies agreed to move forward with the culverts.

### **New Business:**

**Item 1 – Resolution – Notice of Intention to Issue Sewer Revenue Bonds.** Mr. Alan Offner from Foley & Judell was contacted by Spangler Engineering to speak to the village regarding the Notice of Intention for the USDA Loan. Mr. Offner stated that the state law requires a resolution to be adopted giving Notice of Intention. He stated there will be a purpose of bond and source of payment meeting held on October 9<sup>th</sup> at 7:00pm at Town Hall. He informed that this is an open public hearing to discuss questions and objections that people may have regarding the USDA loan. He stated that it is scheduled to go to the state bond commission on September 21<sup>st</sup>. He stated this must be published for four weeks in the official journal. Once the village has the public hearing, it gives the village the authority to issue the bonds. There is no obligation until the bond ordinance is adopted. He informed that a clean copy of the resolution was given to the mayor to sign. Alderwoman Mathies made a motion to approve the resolution and it was seconded by Alderman Willie. The motion carried. *(3 yeas, 0 nays)*

**Item 2 – Legal Services Agreement, USDA.** Mr. Offner stated that legal services want an executed legal service agreement between the Village of Folsom and the Village Attorney. Mr. Offner will prepare and send the documents to Mr. Talley.

**Item 3 – Introduction of Candidates for State Representative and Judgeships.** Mayor Boggs introduced three candidates. William Burris running for Judge in the 22<sup>nd</sup> Judicial District for St. Tammany and Washington Parish Division E, Lisa Ward running for State Representative, and Alan Zaunbrecher running for Judge in the 22<sup>nd</sup> Judicial District for St Tammany and Washington Parish for Division H. All candidates were given three minutes to the audience and elected officials. The candidates gave background information about themselves and the reason why they should be elected. Mayor Boggs thanked them for coming and sharing at the Village of Folsom.

**Item 4 – Approval of CPA Contract.** Alderman Willie made a motion to give the mayor permission to sign the renewal contract for the current village CPA for the new 2017-18 fiscal year. Alderwoman Mathies seconded the motion and the motion carried. *(3 yeas, 0 nays)*

**Item 5 – Resolution – Louisiana Compliance Questionnaire for Audit Engagement.** Mayor Boggs read the Resolution for board approval.

**A RESOLUTION APPROVING THE LOUISIANA COMPLIANCE QUESTIONNAIRE FOR THE PERIOD OF JULY 1, 2016 TO JUNE 30, 2017**

Alderman Willie made a motion to approve the resolution for Louisiana Compliance Questionnaire. Alderwoman Mathies seconded the motion and the motion carried. *(3 yeas, 0 nays)*

**Item 6 – Introduction of Ordinance - Amending the 2016-17 Budget.** Mayor Boggs introduced and read the ordinance to amend the 2016-17 budget.

**ORDINANCE NO. 2 OF SEPTEMBER 2017: AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, IN COMPLIANCE WITH THE LOCAL GOVERNMENT BUDGET ACT, LA R.S. 39:1305 ET SEQ.**

Mayor Boggs stated there will be a Public Hearing held next month on this ordinance.

**Item 7 – Utility Adjustments.**

Shannon Kennedy adjustment for \$65.00 was presented as the customer was charged for sewer, but has a septic tank. Alderwoman Mathies made a motion to approve and it was seconded by Alderman Willie. The motion carried. *(3 yeas, 0 nays)*

Dana Gisclair adjustment's for \$24.00 for a leak at the meter that did not go into the sewer was presented. A copy of the documentation was provided. Alderman Willie made a motion to approve the adjustment, seconded by Alderwoman Mathies. The motion carried. *(3 yeas, 0 nays)*

Samuel Prevost adjustment for \$3.00 due to the utility clerk not unchecking the Safe Water Drinking Fee code. Alderman Willie made a motion to approve the adjustment, seconded by Alderwoman Mathies. The motion carried. *(3 yeas, 0 nays)*

David Core adjustment for \$11.18 was presented as the customer has a payment plan agreement and should not have been charged a late fee. Alderman Willie made a motion to approve the adjustment, it was seconded by Alderwoman Mathies. The motion carried. *(3 yeas, 0 nays)*

Folsom Jr High adjustment for \$2.39 was presented as the customer indicated that she did not receive their bill. Alderwoman Mathis stated she was not in favor of the adjustment. A discussion followed.

Aldерwoman Lee made a motion to approve the adjustment, there was no second. The motion did not carry and adjustment was not approved. *(1 yea, 2 nays)*

**Item 8 – Charitable Donation Boxes.** Alderman Willie stated we need to find out who the boxes belong to since we have an ordinance not being followed. He stated there will be a 30-day notice starting on August 15<sup>th</sup> before we will take action. Aldерwoman Mathies stated that the clerks in the office need to contact Rick Moore, because he has information on all the boxes. She informed that she has spoken to him and she informed the clerks regarding this information. Aldерwoman Mathies said that Mr. Moore informed that one of the companies is not a charitable company and he said they collect and sell the items donated to companies overseas. Aldерwoman Mathies stated that all charitable donation boxes should be registered with the state and to have the village clerks contact each box and after the 30-day period all boxes need to be removed. She referred to the ordinance the village adopted on this and that we need to be correctly following all ordinances.

Announcements/Adjournment:

Jimmy Zamin asked who maintains the alleys in the village limits. Alderman Willie stated it is the village's responsibility to maintain the alleys in the city limits. Mr. Zamin stated that they are not being properly maintained and informed of several issues. Alderman Willie suggested that Mr. Zamin come into Town Hall to request a work order. Wendell Sams stated there is food being thrown into the alley as well. Mr. Sams stated that this has become a big problem and he will come in to meet with the mayor to discuss some other issues within the village. Alderman Willie stated that if any resident has an issue, they should contact Town Hall and request a work orders so we can properly handle it.

**Adjournment:**

There was a motion to by Alderman Willie to adjourn the meeting, seconded by Aldерwoman Mathies and the motion carried. *(3 yeas; 0 nays)* The meeting was adjourned at 8:29 pm.

*Respectfully submitted,  
Bettye M. Boggs, Mayor /s/*

*I attest that the above is a true and correct copy of the minutes taken at the General Meeting held at Town Hall on August 14<sup>th</sup>, 2017.*

*Attest:*

*Andree Core, Municipal Clerk*