

Village of Folsom

Mayor - Bettye M. Boggs

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



Susan Willie - Municipal Clerk
Ronnie "Beau" Killingsworth -
Chief of Police
Delbert G. Talley - Village Attorney

General Meeting
April 13, 2015
7:00 p.m.

Present: Mayor Bettye M. Boggs
Alderman Lance Willie
Alderman Paulette Lee
Attorney Delbert Talley
Municipal Clerk, Susan Willie

(The invocation and pledge was given during the Public Hearing by Jasmine Brown.)

Approval of Agenda

A motion to amend the agenda by Alderman Lance Willie was made to add the National Fair Housing proclamation as Item #3. It was seconded by Alderwoman Paulette Lee. (2 Yeas, 0 Nays)

Approval of Budget

Mayor Bettye Boggs stated that the monthly budget is very lengthy and anyone can contact the office for an emailed copy or they can be provided with a hard copy. She noted some individual items where we are over budget such as Local Occupational License which is over budget \$28,000 and Building Permits which is over budget by 143% due to new construction in the Village. A motion by Alderman Willie was made to accept the budget and it was seconded by Alderwoman Lee. (2 Yeas, 0 Nays)

Old Business

Item I - Adoption of Ordinance Chapter 1, No. 2015-1

A motion was made to accept Ordinance Chapter 1, No. 2015-1 by Alderman Willie and seconded by Alderwoman Lee. (2 Yeas, 0 Nays)

Item II - Impact Fees

Mayor Bettye Boggs stated that this is the third month we have been addressing this issue and that we have reviewed the impact fees of St. Tammany Parish and smaller municipalities such as Abita Springs. The ordinance proposed is to put in place impact fees at \$0.50 per square foot for residential, \$2500 for commercial up to 3500 square feet, then an additional \$0.50 per square foot for commercial exceeding 3500 square feet, and \$2500 for multi-family per dwelling unit up to 3500 square feet, with an additional \$.50 per square foot exceeding 3500 square feet. In addition, all future changes to the fees will be enacted by resolution. Alderman Willie opened a discussion of how we arrived at these fees. A motion was made by Alderman Willie for acceptance of the ordinance as stated above to impose impact fees and it seconded by Alderwoman Lee. The motion carried (2 Yeas, 0 Nays) and a public hearing will be held next month prior to general meeting.

Item III - LRWA Smoke Test Report

Mayor Bettye Boggs opened up discussion regarding smoke test that LRWA conducted for the village last month. One issue of concern is a water loss of 38% of the water that we are producing. She said with this loss of the water there is also a loss of funds due to the electricity being used to pump that water and the cost of chemicals to chlorinate the water. She said that some of these areas of concern were pointed out to the Village a year ago and were not repaired. At this time she introduced the new maintenance supervisor, Scott Roth, and stated that under the direction of Scott Roth we have been able to identify and look at these deficiencies. There are a number of deficiencies and some that need to be corrected as soon as possible. We are under DHH violations that date back to last October and are working diligently with Spangler Engineering, Curtis Environmental and our maintenance department to correct these items. These items will cost approximately \$100,000 to correct. We are diligently looking into grants and ways to address these items so that our citizens can be provided with quality services they deserve. There was a question from the audience regarding the meaning of the smoke during the test and it was addressed by Mr. Roth. Alderwoman Lee asked Mr. Talley if it was OK for the village to utilize the LAMP funds to make these repairs and be able to pay that back if grants were available. Mr. Talley stated he would look into it but he does not think that can be done. Alderwoman Lee asked about the problem with our sludge and if it was being addressed and Scott Roth addressed the operation of this matter. Mr. Boggs from the audience addressed the town of Denham Springs which actually sells their sludge to farms as fertilizer so instead of having to pay to have it removed is compensated for the removal.

New Business

Item I - Utility Credit Reimbursements

Karen Draffen on Village Farms Lane was recently charged for water for two \$9 monthly charges when she actually has her own water well. An adjustment of \$18 plus \$1.80 late fee is being requested. Christie Kline on Anthony Road is being refunded \$229.21 because there was a misread meter and she had paid online prior to the reread. Pearl Goth on Charlie Lee Road had a misread meter which was replaced with a new electronic meter with a check valve and she is due a \$42.92 refund. Kera Moorman on Hwy. 40 had a misread meter and is due a credit of \$304.53. Alderman Willie questioned if this was old meters that were manually being misread vs new electronic meters. Maintenance did state that it was the manual read meters. A motion made by Alderman Willie for approval of all four credits and seconded by Alderwoman Paulette Lee. (2 Yeas, 0 Nays)

Item II - April 2015, Child Abuse Prevention Month and Fair Housing Month

The Village is making a proclamation for dedicating the month of April as Child Abuse Prevention Month to encourage all citizens to take extra notice and respond to this ongoing problem. A motion was made for acceptance of this proclamation by Alderman Willie and seconded by Alderwoman Paulette Lee. (2 Yeas, 0 Nays) Also a proclamation to recognize April as being the Fair Housing Month was introduced by Mayor Boggs. This prohibits discrimination in housing and provides that's fair housing will be adhered to throughout the United States. A motion made to accept this proclamation made by Alderman Willie and seconded by Alderwoman Lee. (2 Yeas, 0 Nays)

Item III - Ordinance Chapter 42 no. 2015 - 1, Management of Disaster Relief Community Development Block Grant

The final action on the Katrina/Rita Block Grant was address and there were three concerns identified. Folsom sent to the state supporting documentation and actions. All issues and concerns have been resolved. Mr. Talley stated that the state wanted all money dispersed within three days after receiving the funds. He also stated that the state wanted the village to have an appeal process and that process was not in place. That is why we are offering the ordinance so that there will be an appeal process in place before making complaints back to the agency. It was also stated that there was not a policy and procedures in writing in place that related to finances. This has been covered by our previous audits which are now on file and they can review. Mayor Boggs introduced the ordinance establishing a dispute resolution process regarding procurement policies and procedures for management of disaster relief community development block grant funds and said dispute

resolution process shall be an administrative remedy. A motion to introduce the ordinance was made by Alderwoman Lee and seconded by Alderman Willie.
(2 Yeas, 0 Nays)

Item IV - Donation of Scrap Vehicles to Fire District 5

Mayor Boggs stated we are in the process of cleaning out the well where we are in violation of infiltration issues and environmental reasons. Alderwoman Lee indicated that the Fire Department has requested three of the vehicles to use for their practice area utilizing their jaws of life. After this was researched by Mr. Talley, it is noted that this is acceptable being that it would be utilized as public safety. She stated that she would like for the Fire Dept. to remove them as soon as they can. Other vehicles will be advertised for scrap or purchase. If an offer is made, we can take the best offer and if there is no offer then this is showing that the property has no value and the Village can then dispose of the property in other manners. A motion was made by Alderwoman Lee and seconded by Alderman Willie to donate the stated vehicles to the Fire Dept. (2 Yeas, 0 Nays)

Item V - Appointment of Municipal Clerk

Mayor Boggs announced the leaving of Municipal Clerk Susan Willie and acknowledged her hard work and contribution to the Village of Folsom. She indicated that Mrs. Willie has been writing policies and procedure for us. Mayor Boggs introduced Andree Core whom she is recommending for the Municipal Clerk position. A motion was made by Alderman Willie to accept Andree Core for the municipal clerk position and it was seconded by Alderwoman Lee. (2 Yeas, 0 Nays)

Item VI - Chief of Police Pay Raise

Alderman Lee made a recommendation that the board consider a pay increase for the village police chief. She indicated that our town employees have been compensated with raises and she would like to address the fact that our police chief is very much deserving of a raise, and stated she would like to recommend a 5% pay increase at this time. Alderman Lance Willie stated that, "He was going to second that in the next meeting." He stated that Jill Mathies was not here today and that he liked making all decisions as a group. He stated that he agreed that he needs a 5% increase in pay. He noted that Chief Killingsworth has not had a raise since 2008. He stated again that he wanted to wait until the next meeting to approve it as a group. Mayor Boggs introduced the ordinance to amend the Chapter 1 Governing Authority to give the current police chief a 5% pay increase. Aldermen Willie made a motion to accept the introduction of the ordinance and it was seconded by Alderwoman Lee. (2 Yeas, 0 Nays) There will be a public hearing on that ordinance during the monthly meeting in May.

Announcements/Discussions:

Lance Willie state he wanted to add something with New Business. He stated he did not want to pressure the board but he wanted to advise the board that we need to consider keeping Mrs. Willie on as a part time clerk through the training process of Mrs. Core. He recommended that we pay her as we use her as a clerk. He recommended if we call her that we hire her on with no benefits at a set hourly base as needed. He stated that we pay her by the hour but he did not know what her fee would be or the hourly rate that we have. Mr. Talley's comment was that this would have to be in the budget. Mayor Boggs asked Alderman Willie if he had spoken with the CPA and he responded that he had not. He stated that he wanted to bring this up at the next board meeting. He stated that if we have to amend the budget, then we amend the budget as it is an asset to the village. Alderwoman Lee stated that she was in favor of that but we need to have an exact dollar amount in place. Alderman Willie stated that we could approve it now and the dollar amount set later because the mayor has the right to set rates for part time employees as long as it is in the budget. Alderman Willie asked if he could add this to the agenda. Mr. Talley stated that he would not recommend the title as a part time clerk (Alderman Willie interrupted by stating part time employee). Alderman Willie stated he wanted to make the motion to give the mayor the ability to hire Mrs. Willie as a part time assistant with the town. Mayor Boggs stated that a part time assistant necessitates the adding of the position. Alderman Willie stated it would be a part time employee. Mayor Boggs stated that this is not an employee situation and that once a person leaves that person is no longer an employee. Alderman Willie stated we could make her a part time consultant. Mayor Boggs suggested that during that time perhaps we could do what we have done for other employees when they had vacation time and we needed their services is to pay them with an agreement their vacation time in addition to their hourly rate. Mrs. Boggs stated that she will be employed until May 1st and that we could pay her in the same manner we paid other employees who left with vacation time. Mayor Boggs stated if you want to make an agreement tonight, we can do that. Alderman Willie stated he wanted to do that as needed. Mayor Boggs clarified that would be up to the point where she was still employed. Alderman Willie stated we could make a new position after May 1st. Mayor Boggs stated we could not create a new position unless we did it through the stipulations of the Lawrason Act. Alderwoman Lee asked Mr. Talley if we could use her under contract. Mr. Talley stated that the mayor was correct and he was under the impression that she was going to be continuing until May 1 with her vacation time to keep things going until we got someone to replace her. He stated if we go past May 1st, then we have to do a personal services contract. It does not need to be advertised because it is for personal services but you would have to do a personal services contract after that particular date. Alderman Willie asked if that is something that has to be brought to the board. Mr. Tally stated that there is not a problem with her being paid until May 1st. Alderman Willie asked about what happened after her employment ran out. The mayor stated the board has to approve all contracts and

we would have to have a personal services contract if you bring her back after her employment ends. Alderman Willie expressed concern about the time period between May 1st and the next meeting. Alderman Willie stated he was concerned about those two weeks, and Mayor Boggs stated her concern was more for the time period from her last physical day of work until May 1st. Alderman Willie stated he is agreeable to paying her from final physical day until May 1st. Mr. Talley stated that there would have to be a recommendation from the mayor after May 1st because she would no longer be the town clerk. There would have to be a recommendation and then the board would have to approve a professional services contract which is complicating the situation right now because we do not have to get into any of that as long as Mrs. Willie is taking her vacation and we are paying her like we did for another employee until we have someone else in place for that job. Mayor Boggs stated that fortunately we have a situation where Mrs. Core is available in the afternoons so between now and May 1st, she has offered to come in and do training before actually coming aboard. Alderman Willie referred to the contract again, and the attorney stated it was solely based on the mayor recommendation. He wanted to know if it could be done May 2nd and Mr. Talley reiterated again that it would have to be done at a public meeting. Mayor Boggs expressed full confidence in Mrs. Core's ability to get her training and also a former alderman, Ken Wilt, has also volunteered his services as a backup as well. She indicated we are now doing cross training in the office so that when people go out on vacation or when people leave employment, the business of the village can carry on. Mr. Willie asked if we could keep her on until May 1st as a consultant.

Farmers Market

Alderwoman Lee stated we are continuing to work on getting estimates in regards to electrical wiring through the area of the farmers market.

Youth Challenge Program

Mayor Boggs stated this is a program for the youth who have not finished their high school education. It is a national program for youth to obtain a GED and job skills, and these fliers will be available at Town Hall. Mr. Boggs from the audience stated this is an extremely worthwhile program for youth who are at risk. He stated he was a Youth Challenge mentor and what a great experience it was personally to see these young people turn their lives around and become productive citizens. The program is handled through the military.

New Logo for Village

A logo was presented which was designed by Ms. Ruth Weinstein. She is asking the Village to look at it for adoption. She stated that she did not want any monetary compensation. It is recommended that citizens take a look at it and give their opinions in reference to the new logo and we will be presenting this at a later date.

Beautification Committee

Mayor Boggs noted that a great deal has been done by her and the current board to bring about some positive changes in the Village. She is suggesting the formation of some committees and asking citizens if they would like to serve on these committees to move the Village forward. Alderwoman Paulette Lee, a Master Gardener, will be heading a committee for a beautification program within the village if citizens are interested and would notify the Village office.

Economic Development Committee

Mayor Boggs stated if there are any citizens interested in being a part of the Economic Development Committee, please also notify the Village office. There is a great deal of support, ideas and funding on the state level for future economic development within municipalities. Alderwoman Mathies has expressed an interest in finances of the village.

Mr. Ken Wilt indicated that through a text Chief Pittman indicated the fire department would have the vehicle removed from the property within a week.

Alderman Willie acknowledged the contribution of Susan Willie for her years of service to the Village.

A motion made by Alderman Willie for an adjournment of the General Meeting, and it seconded by Alderwoman Paulette Lee. (2 Yeas, 0 Nays)