

# *Village of Folsom*

## *Mayor - Bettye M. Boggs*

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



*Andree Core - Municipal Clerk*  
*Ronnie "Beau" Killingsworth -*  
*Chief of Police*  
*Delbert G. Talley - Village Attorney*

### **Public Hearing**

**7:00 p.m.**  
**October 12, 2015**

Mayor Boggs called the Public Hearing to order and the municipal clerk established a quorum. Mayor Boggs led the invocation and the pledge.

#### **Item I – Ordinance No. Chapter 30-2015-1 (Annexation on Hwy. 25)**

Mayor Boggs presented Ordinance No. Chapter 30-2015-1 for the annexation of property located on Hwy 25, situated in Section 3, Township 5 South, Range 10 East, St. Tammany Parish. There were no questions/comments and the Public Hearing was closed.

### **General Meeting**

**October 12, 2015**

*(Following Public Hearing)*

#### **Approval of Agenda**

*(The quorum was established in the preceding Public Hearing.)*

Alderman Willie made a motion to move the introduction of Senator Candidates before old business, to add the introduction of the sales tax ordinance and to add the Northlake Homeless Coalition to the agenda. It was seconded by Alderwoman Lee, and the motion carried (3 yeas, 0 nays).

#### **Item I – Introduction of Senator Candidates**

Alderman Willie introduced the candidates for Senator as Mr. Mickey Murphy, Mrs. Beth Mizell, and Mr. Brett Duncan. Each candidate made a presentation of their platform.

#### **Approval of Financial Statement**

The approval of the September financial statements was presented and Mayor Boggs asked for motion to approve financial statements. There was a motion from Alderman Willie to approve the September financial statements, seconded by Alderwoman Mathies, and the motion carried (3 yeas, 0 nays).

### **Old Business:**

#### **Item I – Ordinance No. Chapter 30-2015-1 (Annexation on Hwy. 25)**

Mayor Boggs read the Ordinance No. Chapter 30-2015-1 presented at the Public Hearing. With no further discussion from the board, there was motion to approve the Ordinance by Alderman Willie, seconded by Alderwoman Mathies, and the motion carried (3 yea, 0 nays).

#### **Item III – Contract for Mowing**

Mayor Boggs stated the village is looking into the possibility of contracting some of the mowing and asked if the board would like for her to proceed in getting additional bids. Alderman Willie stated that he would like to create a breakdown of the man hours it would take compared to what we would pay someone to do this and then determine the possibilities of contracting it out. Mayor Boggs stated that based upon the first bid figures, it would average out to a new employee salary.

#### **Item IV – Status of Maintenance Employees**

Mayor Boggs announced that the village has recently hired a new employee in the maintenance department. Referring to the previous item, she stated that we are considering a maintenance contract rather than hiring another maintenance employee and bringing the department back up to four employees. She noted the equipment cost, gasoline, maintenance on the equipment, and freeing our current employees for other tasks.

Mayor Boggs addressed the question from the audience regarding the number of contracts received. Alderman Willie stated that Wesley Burris informed him that he would like to come back and work for the village but he did not put in a bid yet. Mayor Boggs stated that anyone that we hire would have to provide their workmen's comp and liability insurance

#### **Item V- Contracts/Agreements**

Mayor Boggs addressed Alderman Willie on this item and he stated that he would like to have a written policy. Alderman Willie did not have anything to present at this time. He stated that the board is having an upcoming meeting with LMA on discussing policy and roles and he would wait to get a better understanding before putting policies in place. Mayor Boggs stated that hopefully after the meeting the board and she will get together and have something to present at the next meeting.

#### **Item VI- .5% Sales Tax for Police Department**

*(Mayor Boggs stated that she would like to add this item to the below New Business and the board agreed.)*

## **Item VII- Ordinance No. Chapter 39-2015-1 (*Limiting Take Home Use of Village Vehicles*)**

Mayor Boggs informed the board that since this item was tabled last month, it was being introduced in an amended form. She read the ordinance which states that no vehicle owned by the Village of Folsom, except those used by the Village of Folsom Police Department, shall be driven outside of the village except on official business, and that said vehicles shall be parked at Village Town Hall or at the Maintenance Barn at the end of the day. The amended paragraph states that this does not apply to vehicles being used by employees who are designated as “on call” employees, since vehicles who are being used for official business and not for personal use.

The Mayor asked for any discussion and Alderman Willie stated that we will have future employees coming on and they will be driving the vehicles and that they need to be aware of some of the ordinance regarding the cars.

The Mayor asked for a motion to introduce the ordinance and Alderman Willie made the motion to introduce the ordinance. Alderman Lee seconded the motion and the motion carried (3 yeas, 0 nays).

## **Item VIII- Credit Card Policy**

Mayor Boggs stated that she asked the board for recommendations for a credit card policy and having not received a policy she drew up a draft proposal for their review. A discussion followed, and Alderman Willie agreed that we should table this and asked if we have received the credit card. Alderwoman Mathies asked if the credit card has already been put in use and Mayor replied that we have not yet.

The mayor stated that Alderwoman Lee had mentioned putting a \$1200.00 limit on the card. Mayor Boggs stated that on all our credit cards in general we are charging an average of \$1560.00 a month and recommends that we have an amount that would not hamper ourselves in meeting our obligations as being used at this time. She also informed the board that we were able to get 2% cash back and this will be advantageous financially for the village.

Alderwoman Mathies stated that regarding the limit that we put rules on exceeding it with proper protocol and purchase order procedures. Mayor Boggs stated that the credit card will be paid in full every month. Mayor stated that our auditors made the recommendation of having a credit card rather than using the current debit card because it produces a better paper trail. Alderman Willie asked to have a system for all the board to be aware of purchases over the limit.

## **New Business:**

### **Item I – Utility Adjustments**

The first adjustment was Bobby McIntosh who had a meter replaced and a credit of \$10.61 is due. There was an error on our part as she was being charged the commercial rate instead of the residential rate. Approved by the board.

The next charge is for Debbie Kohler who discontinued her service and when she picked up

her old bill from when she lived on Village Trace. There was a late penalty of \$8.26 and she was asking for reversal of the late penalty. She said that she called to notify the village to cut the bill off effective 9-2-2015. Alderman Willie stated that if she gave the forwarding address before the due date and we didn't forward the address correctly then it falls on the village. But if she never gave one before the due date then she should pay it. Alderwoman Lee agreed. Alderwoman Mathies stated that she would like to look into the particulars and I will base my decision depending on forwarding address. Based on the board recommendation if there is a forwarding address it will fall on the village and if not it will fall on her.

## **Item II – Police Department Budget**

Alderman Willie stated that he was able to get with Chief Killingsworth and Shilo from the Police Department and the CPA. He stated that he would like to move the 14% that is going to the sewer fund back at this time. Alderman Willie stated that he spoke to the CPA and the board can, as long as we have an agreement, take the \$25,000 that PD would be short due to the loss of the police tax . A general discussion followed.

Chief Killingsworth stated when a budget is approved the funding has to be there whether it comes from Sales Tax or from the General Fund. The 14% was taken from the Police Department and put into the sewer years ago, and that is what put the department into the deficit.

Alderman Willie stated that what he would like to do with that 14% after everything is cleared up is take 6% of that 14% and put it back in the sewer leaving the Police Department operating with the other 8%. He stated that he spoke to the chief earlier and that he agreed that 7% would keep them even.

Chief Killingsworth stated, once we level back out, and hopefully this tax passes we could look at it and see exactly where we are and he has no problem with negotiating because you want to meet budget.

Mayor Boggs stated that when loss of the sales tax first came up we knew that we had to recover the roughly \$35,000 for the police department. We knew that we had it in the budget, but was a matter of where we are going to take it.

Alderman Willie asked if the money could be moved tomorrow. Mayor Boggs stated, we are losing October but it doesn't affect us until November, so we have until now to November to move the funds. The funds can be moved.

Alderman Willie stated he wanted to move it the next day, the 14% and the \$25,000. So just to put a vote on the table that the 14% go from the sewer to the Police Department and \$25,000 go from the sales tax to the Police Department to keep them afloat until we reach a further date where we will discuss to what percent we are going to give back to the sewer.

Alderwoman Mathies stated she would like to see the 14% moved because we are talking about the three months while they are not getting the tax money. She stated she would like to

consider the 14% to be there for a total of six months and then revisit how we would like to divide them at that time.

Alderman Willie made a motion that we make move the 14% from the sewer to the Police Department and the \$25,000 from the sales tax to the Police Department effective tomorrow. The motion was seconded by Alderwoman Lee and the motion carried (*3 yea, 0 nays*).

### **Item III - .5% Sales Tax for Police Department**

Mayor Boggs introduced the ordinance for the sales tax, This is an Ordinance providing for the levy within the Village of Folsom, State of Louisiana effective January 1, 2016, of a one-half of one percent (.5%) sales and use tax (the "Tax") upon the sale and retail, the use, the lease or rental, the consumption, and the storage for use or consumption, of tangible personal property and upon the sale of services in said Village and for the assessment, collection, payment thereof and the dedication of the proceeds of said Tax and the propose for which the proceeds of the Tax may be expended, said Tax having been authorized at a special election held in the Village on November 21, 2015.

Alderman Willie made a motion that we accept the introduction of this ordinance regarding the sales tax for the Police Department. Alderwoman Lee seconded the motion and carried (*3 yeas, 0 nays*).

### **Item III – Overtime Policy**

Alderwoman Lee stated her concerns about the overtime that the village has incurred. Mayor Boggs stated that the village is not experiencing any more overtime than what was incurred during the last administration. A discussion of overtime followed and Alderman Willie stated with just two other workers we haven't used that much overtime and he thinks that with an extra worker we can reduce the overtime other than what is mandatory on the weekends.

Mayor Boggs stated that weekend monitoring is mandatory as everything has to be checked seven days a week but the village is meeting budget with salaries. We are actually under budget as far as salaries go because we are operating with three maintenance employees versus four.

Officer Hutchinson spoke and stated that they do not get overtime in the police department except for Mardi Gras there has not been any. Mayor Boggs stated that there is PD overtime other than Mardi Gras.

Mayor Boggs stated that the village has previously been paying overtime during the previous administration and questioned why there is a concern about the overtime based on the fact that we are meeting budget. Alderman Willie stated that he is not against the overtime and that he has looked to see how much overtime there has been for the year.

Mr. Ken Wilt spoke stating that because you're operating with two people there verses four people last year, you are going to have some overtime; it is impossible to do what four people did with two people without overtime and if we are coming in under budget, he did not understand the

problem. Alderman Willie suggested that the mayor keep doing what you have to do to make sure we cover weekends.

### Amended Items

#### **Item #1: North Lake Homeless Coalition**

Pastor Leroy Divinity of Midway Church introduced the North Lake Homeless Coalition of which he is a board member and described their goal in meeting the needs of those who are homeless. He stated that there are visible homeless individuals as those who are described as invisible homeless. Their goal is to reach out to those who are both visible as well as invisible to the organization. He announced an outreach event this month for families in this situation where they can come to talk with David Horchar, Outreach Navigator for St. Tammany Parish, to see if they are available for some assistance. Mr. Horchar announced that on October 26 an intake process will take place at Town Hall in Folsom.

#### **Announcements:**

#### **Item #1: Christmas Lights**

Alderman Willie indicated the owner of Veer Off will be forwarding the village \$750 which was collected from the cook-off and it will be used for Christmas decorations for the village. The Christmas wreaths from the City of Covington will be voted on in an upcoming meeting which is being paid for by Mr. Talley.

#### **Item #2: Home Bank Reader Board**

Mr. Ken Wilt noted that Home Bank has given the village permission to post notices on their reader board for emergency and other village situations.

#### **Item #3: Christmas Parade**

The Christmas Parade is being order by Jimmy Kohn and it will be a Horse and Wagon Christmas parade.

#### **Item #4: Mass Notification**

Chief Pittman indicated that he is information regarding a mass notification system which he will bring to town hall for further review.

#### **Item #5: Wacky Daiquiri Event**

Alderman Willie announced an upcoming event glass painting event at this location. It will include a car show.

**Adjournment:**

There was a motion to adjourn the meeting by Alderman Willie, seconded by Alderwoman Mathies, and the motion carried (3 yeas, 0 nays).

*Respectfully submitted,*

*Bettye M. Boggs, Mayor*

*I attest that the above is a true and correct copy of the minutes taken at the General Meeting held at Town Hall on October 12, 2015.*

*Attest:*

*Andree Core, Municipal Clerk*