

# *Village of Folsom*

## *Mayor - Lance Willie*

*Alderwoman - Paulette Lee*  
*Alderwoman - Jill Mathies*  
*Alderman - George Garrett*



*Andree Core - Municipal Clerk*  
*Ronnie Killingsworth - Chief of Police*  
*Roy Burns - Village Attorney*

### **Public Hearing** **January 8, 2018** **7:00 p.m.**

**Present:** Mayor Lance Willie  
Alderwoman Paulette Lee  
Alderman George Garrett  
Alderwoman Jill Mathies  
Attorney Roy Burns

Mayor Willie called the Public Hearing to order and the Municipal Clerk established a quorum. Alderwoman Lee led the invocation and Mayor Willie led the pledge of allegiance.

#### **Item 1 – Ordinance: Quit Claim Regarding Revocation of Portion of Willow St.**

Mayor Willie stated that the Ordinance that was previously prepared for the Revoke of Willow Street was incorrectly filled out, making the Village one of the property owners instead of all property south of the road, therefore property went to previous owners. Mayor Willie stated that now what we have done is a Quit Claim for \$250.00 for the three pieces of land. Mayor Willie read the ordinance.

#### **AN ORDINANCE OF THE VILLAGE OF FOLSOM ALLOWING THE MAYOR TO SIGN A QUITCLAIM DEED REGARDING ANY INTEREST THE VILLAGE MAY HAVE IN THE PROPERTY WHICH THE VILLAGE REVOKED BETWEEN SABINE STREET AND ST. CLAUDE STREET IN CONSIDERATION FOR A PAYMENT OF TWO HUNDRED FIFTY DOLLARS**

Mayor Willie asked if there were any questions from the public regarding this information. Ms. Debra Rimmel stated that she is the owner of Lot 10 B, but the recent newspaper stated that it was Lot 10 A. Alderwoman Mathies read the Ordinance and it was worded incorrectly for Ms. Rimmel's property. Mayor Willie asked Village Attorney Burns if the Ordinance could still be adopted. He replied that the ordinance still could be adopted by stating that it has changed and an amendment has been made to fix it before adopting. Mayor Willie re read the ordinance stating the changes and asked for any questions. There was no questions from the board or audience. Alderwoman Mathies made a motion to close the Public Hearing and seconded by Alderman Garrett. Motion carried. (3 Yeas, 0 Nays)

**Adjournment:** A motion was made from Alderwoman Mathies to adjourn the Public Hearing, seconded by Alderman Garrett, and the motion carried. (3 Yeas, 0 Nays)

### **General Meeting** **January 8, 2018**

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

**Approval of Agenda.** Alderwoman Mathies made motion to amend the agenda by adding a Item #5 for the village cleaning service company for a quick discussion. She stated that we need to discuss since this has become a problem and it is not being done per the contract agreements. Chief Killingsworth stated that when the company came by the other day he informed that there seemed to be a mix up because of a miscommunication and they stated it has been handled. Alderwoman Mathies stated that she would still like to add the item for discussion. Alderwoman Mathies made a motion to add Item #5 to the agenda and Alderman Garrett seconded. Motion carried. *(3 Yeas, 0 Nays)*

**Approval of Financial Statements.** Alderwoman Mathies made a motion to approve the November financial statements. It was seconded by Alderman Garrett and the motion carried. *(3 Yeas, 0 Nays)*

Alderwoman Mathies made a motion to table the December financial statements. It was seconded by Alderman Garrett and the December financial statements were tabled.

**Approval of Minutes.** Alderwoman Mathies made a motion to approve the December minutes. It was seconded by Alderman Garrett and the motion carried. *(3 Yeas, 0 Nays)*

A motion was made by Alderwoman Lee to approve the minutes for the December Special Meeting was and seconded by Alderman Garrett. Motion carried. *(3 Yeas, 0 Nays)*

**Engineer Report.** Mayor Willie read the report from Jay Pittman, the Village Engineer. He informed that the Village of Folsom contract A wastewater treatment plant improvements report stated that he is waiting on USDA concurrence on Bid tabulation, same thing with contract B and contract C. He said has not received approval from DOTD for plans that he submitted last June for waterline relocation on Hwy 25 and will need this before he can advertise project. And this will push our advertisement date back as well. Mayor Willie said the last budget amount was \$160,000.00 for construction and \$186,000.00 for total project. There was no discussion or questions.

**Maintance Report.** Mayor Willie announced that he did not have a report from the Maintenance Department except there has been a lot of fixing water breaks and turning of water, due to the extreme weather and several pipes freezing. Mayor Willie asked Alderwoman Mathies to talk about the information regarding the Emergency Call System.

Alderwoman Mathies stated that recently we did an Emergency Call System thru our Softwater utility system, where it makes calls and notifications to all customers in the system to let them know important information. The system can be used for boil water advisories, hurricanes, or any emergencies in the village. She stated that the office did a test last week to let people know to drip their water because of the hard freeze and within thirty seconds, the phones started ringing with customers who had missed the call. However, we were very impressed with our result and within an hour the report stated that around 500 calls were attempted and almost 400 of them were successful. Alderwoman Mathies concluded that this shows a positive impact for things and we are confident that this system will greatly benefit us with future advisories. Alderwoman Lee asked are we charged for those calls and Alderwoman Mathies replied that it is ten cents per call. Alderwoman Lee stated that this is very good for very little cost for what it does for all of us.

## **Old Business:**

### **Item 1 – Ordinance: Quit Claim Regarding Revocation of Portion of Willow St.**

#### **AN ORDINANCE OF THE VILLAGE OF FOLSOM ALLOWING THE**

**MAYOR TO SIGN A QUITCLAIM DEED REGARDING ANY INTEREST THE VILLAGE MAY HAVE IN THE PROPERTY WHICH THE VILLAGE REVOKED BETWEEN SABINE STREET AND ST. CLAUDE STREET IN CONSIDERATION FOR A PAYMENT OF TWO HUNDRED FIFTY DOLLARS**

Mayor Willie read the ordinance. There were no comments from the audience or board. Alderman Garrett made a motion to adopt the ordinance and it was seconded by Alderwoman Mathies. The motion carried. *(3 Yeas, 0 Nays)*

**Item 2 - Approval of Beer & Liquor Licenses 2018.** Mayor Willie stated the village has businesses to present for approval of 2018 Beer & Liquor license. Alderwoman Mathies stated that only two businesses have paid since the last general meeting. The two businesses paid were The Salvage Store and Veer Off but there are some things still needed before the village can issue them a license. She stated they cannot be approved tonight due to an incomplete application and payments not clearing the bank before issuing a license. The Salvaged Store had an incomplete application which will need to be completed and the payment check had not cleared the bank. Veer Off has not received Sales Tax clearance from the state and the village cannot issue a license without it. In addition, Veer Off paid and submitted the application but the payment check has not cleared the bank. Mayor Willie stated that as of today, Don Juan Mexican Restaurant, El Milagro, and Dollar General have not paid the village. Mayor Willie asked if there was a motion to table the two businesses for approval tonight. Alderwoman Mathies made motion to table and it was seconded by Alderman Garrett. Motion carried. *(3 Yeas, 0 Nays)*

**New Business:**

**Item 1 – Discussion of Water Meter Installation fee.** Mayor Willie stated this was brought to him by the Municipal Clerk Andree Core and Maintenance Worker Wayne Cyprian. Mayor Willie stated that the installation of water meters is costing the village way more than what is being charged to the customer. Alderwoman Lee asked is this something that the maintenance workers can do themselves and that we do not have to pay a company to do every time. Mayor Willie replied the maintenance guys will be trained by RG3 but for now it is needed. He stated that Bayou Construction charges the village a 4 hour minimum at \$650.00 to come out and complete the work. Alderwoman Mathies asked can the village look into and provide more information regarding adjusting the amount we are charging for the meters. Alderwoman Mathies suggested that the maintenance guys find out how much is the cost of the meter, parts, and labor so they can come up with a justifiable rate. Mayor Willie stated he will meet with the Village Attorney Burns to draft an ordinance and provide the board with more information at the next meeting.

**Item 2 - Employee Vaccinations.** Alderwoman Mathies stated this was asked to be on the agenda due to some concerns on some employees not being vaccinated. She feels that employees should have an option to receive Hepatitis B vaccinations since they deal with sanitation. The municipal clerk informed this information was discussed and the mayor agreed that we should inform and provide to our employees the option. She advised that a letter was given to the maintenance department with information if they were interested and instructed on what to do. Mayor Willie stated that he will get with the employees about this during the week.

**Item 3 – Grease Traps.** Alderwoman Lee stated there are some concerns with businesses that are not getting their grease traps cleaned quarterly per ordinance. Mayor Willie stated he will get with the maintenance workers to take care of the businesses that are delinquent. Alderwoman Mathies stated she does not think maintenance workers should have to handle this issue. She stated that the village should start applying the fines provided per ordinance when grease traps are not being cleaned. Mayor Willie stated he will warn the businesses before this is done. Mayor Willie read the fees and the consequences from the ordinance. The municipal clerk stated the village utility clerk, Ashley Garrett, has a detailed book on all businesses, receipts, and letter sent to them for our records. She advised that this is the businesses responsibility to provide and follow the ordinance and it has been a problem for a while now.

Alderwoman Mathies we should not have to constantly contact or mail final notice letters when they are not following the rules and ordinance. Mayor Willie stated he will add this as a monthly duty for the office clerk and they will discuss for a solution. Mrs. Core stated the utility clerk is doing her job, but she is at a standstill when it comes to moving to the next step in fines to businesses that are not following the ordinance. Mayor Willie stated he will discuss this with her soon and we will address at the next meeting.

#### **Item 4 – Utility Adjustments.**

Jimmy & Johnny Corkern has an electronic meter that was read incorrectly. The customer needs to be credited \$49.53. Alderwoman Lee made a motion to approve the adjustment and it was seconded by Alderwoman Mathies. The motion carried. *(3 Yeas, 0 Nays)*

H.R Pittman has an electronic meter that was read incorrectly. The customer needs to be credited \$96.41. Alderwoman Lee made a motion to approve the adjustment and it was seconded by Alderwoman Mathies. The motion carried. *(3 Yeas, 0 Nays)*

Heisser Construction should not have been charged for October and November because the house was sold and the customer was charged for those two months. The customer needs to be credited \$40.38. Alderwoman Mathies made a motion to approve the adjustment and it was seconded by Alderman Garrett. The motion carried. *(3 Yeas, 0 Nays)*

Rosa's Sweet Treats is requesting a credit of \$136.40 because she stated that she called Town Hall and spoke with Diane to have the water turned off back in September. However, Diane did not inform the utility clerk and the water was not turned off. The board asked why there was some usage on one month. After discussion they decided to table this adjustment until they receive more information on how she used 140 gallons in November if the meter was locked out. Alderwoman Lee made a motion to table the adjustment and it was seconded by Alderwoman Mathies. The adjustment was tabled. *(3 Yeas, 0 Nays)*

**Item 5 – PM Maintenance.** Alderwoman Mathies stated the village cleaning company has not properly been cleaning for a while now and she would like to review looking into other options since our contract is expired. The police station advised that they had not received cleaning for the past three months, but the company has been paid for the services. Alderwoman Mathies would like to consider putting someone on the Village payroll to come and clean on a weekly basis. Mayor Willie stated they needed to look at the contract for PM Maintenance. The municipal clerk provided the contract to the mayor and informed that it was expired. Alderwoman Mathies also suggested hiring someone for a flat rate of three hours a week at each building. Alderman Garrett said he agrees with Alderwoman Mathies and would like to look into this option.

Mayor Willie asked the municipal clerk how much we pay the cleaning company. Mrs. Core replied \$50.00 a month the Police Department pays for one time a month cleaning and \$185.00 Town Hall pays for twice a month cleaning. Mayor Willie asked if she felt there was problems regarding the company and she replied that we should not have to contact them constantly month after month to come clean when the village pays them for services and have a schedule in the contract. Mayor Willie stated he feels that the village will be spending more money by hiring someone, because the village will have to purchase a vacuum, cleaning supplies, and trash bags. Mayor Willie stated he will meet with Alderwoman Mathies to discuss further.

#### **Announcements/Adjournment:**

- Alderwoman Lee asked how things are since the recycling program was cancelled. The municipal clerk said it has been pretty good now that they posted bright signs and informed on

social media that the program has been cancelled. Alderwoman Lee asked was items still being dumped and thankfully they have stopped dumping items now too.

- Alderwoman Mathies stated that someone came by Town Hall interested in doing an antique festival here in the Village of Folsom. She said that she contacted Covington City Hall to get some information about events like this so we can make a decision if this could be an opportunity in the village. A discussion followed regarding peddlers permits and how much the village should be charging, insurance for the event, and security for it. Alderwoman Mathies says this is something the board should start looking into to bring more things to Folsom. She stated that she will provide more information at the next meeting.
- Mayor Willie announced he is hiring a part time maintenance worker real soon. He has interviewed several applicants and will have someone here by next week.
- Mayor Willie announced Wayne Cyprian will be promoted to Maintenance Supervisor. He stated Wesley Burris will remain on the payroll as an employee and will be used on an as needed basis.

Alderman Garrett made a motion to adjourn the meeting and it was seconded by Alderwoman Mathies. The motion carried. (3 Yeas; 0 Nays) The meeting was adjourned at 8:15pm.

*Respectfully submitted,  
Lance Willie, Mayor /s/*

*I attest that the above is a true and correct copy of the minutes taken at the Public Hearing and General Meeting held at Town Hall on January 8<sup>th</sup>, 2018.*

*Attest: Andree Core, Municipal Clerk /s/*