

Village of Folsom

Mayor - Bettye M. Boggs

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



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

Special Meeting

6:00 p.m.
February 16, 2016

Present: Alderwoman Paulette
Alderwoman Jill Mathies
Alderman Lance Willie
Mayor Bettye Boggs

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

Item I – Employee Handbook

Mayor Boggs asked for any information on the employee handbook. Alderwoman Mathies stated that she was not able to make present copies due to printer problems. There was discussion led by Alderwoman Mathies who stated that she had questions regarding the two separate policies. She informed her concern that in reference of the Chapter 6 policy where it does not state null and if he needed to state it. Alderman Willie made a recommendation to completely start a new chapter instead of editing each individual section. Alderwoman Mathies clarified there are several sections that they will need to review and make decisions on regarding a number of topics. Alderwoman Lee asked if we could remove the old one from our website. Alderman Willie stated that he did not think we could do this without an ordinance. A discussion followed. Alderwoman Mathies said that Mr. Talley was looking into this for us. Mayor Boggs stated that once the new one is done surely it will correctly state this will replace it. She also offered her copy with asterisks that are reflecting the AG opinions that are in conflict with state law. Mayor Boggs said that she will make copies of what she has for the board to review.

Item II – Safety Plan

Mayor Boggs informed that the safety plan is required and it was discovered when we received a questionnaire in regards to our safety plan. Mayor Boggs presented the guidelines we received from Risk Management that should be included in the safety plan. Alderman Willie stated that we should find other safety plans and edit one to make our own plan. Mayor Boggs replied that we have already collected other plans. There was a discussion regarding the safety plan we received from the City of Covington.

A discussion followed and Alderman Willie addressed the several ideas for a safety team and safe different procedures for conducting meetings. A discussion followed. Alderwoman Lee stated that she

and safety supervisor. All board members agreed that that they would be able to complete this plan in the near future. It was noted that copies of the draft safety plan was distributed to all aldermen.

Alderwoman Lee asked some questions regarding natural gas in the village. She received some information from Atmos Energy informing that we need to have a safety plan for gas leaks. Alderwoman Mathies stated that we don't sell natural gas and we would not be responsible. She said that if someone has natural gas then they would have their own lines and tanks. Alderman Willie said that there is natural gas lines that do go all through the village. A discussion followed. Alderwoman Lee said that she is concerned that we need to include this in a safety plan. Mayor Boggs informed that the contract people have with water and sewer is with village. The contract people have with electricity is between WST and the customer as with the gas customers. Alderman Willie made a recommendation to contact Chief Pittman in regards to what is our plan if the village has a gas leak. After a discussion with the fire department and police department this will be addressed with Atmos.

Alderman Willie stated that the safety plan should have written documentation if an employee if an employee is hurt on the job. A discussion followed regarding the role of OSHA in accidents. Mayor Boggs informed the board that she has spoken to several mayors and received information on drug testing which the village will be doing and a discussion followed.

Item III– No Kill Shelters

Alderwoman Lee addressed an ordinance about a No Kill Shelter. A discussion followed about what a No Kill Shelter is, and why Folsom PD hands were tied due to a call they responded to about the No Kill Shelter. Mayor stated anyone can go to LMA website to get information on this. She attended a conference that was held to discuss this. The municipal clerk stated they can go to Municode to pull ordinances for other municipalities.

Item IV – Landlord's Responsibilities – After Eviction

Mayor discussed the litter from the eviction on Jackson St.. She explained how the landlord went into the home and dumped all of the property out by the road. Alderman Willie suggested contacting the parish to get a hold put on the taxes. A discussion followed on how we will handle this in the future. Municipal Clerk stated she spoke with Waste Management and the contract did not cover picking things like this. A discussion followed and Alderman Willie suggested we pay someone to pick up the junk, and bill the landlord.

Item V– Ethics Plan

Mayor Boggs stated that we also need to develop an ethics policy because this is required as a result of the previous 774 audit. A discussion followed and Alderwoman Mathies stated she has reviewed a number of municipalities who have drafted an ordinance stating they are adopting the state ethics policy. It will be approached it in this manner again.

Item VI – Daily Maintenance logs

Mayor stated we do have daily logs and weekly logs for the maintenance dept. A discussion followed regarding why the board is requesting maintenance logs and not daily police logs. Alderwoman Lee stated the reason for the logs was a safety and liability issue. Mayor Boggs told the board they can come by her office to take a look at the daily logs they are keeping.

The safety plan was revisited and Alderwoman Lee stated the safety plan will be ready for the next general meeting. Alderman Willie stated he would like accident plans to be a part of this.

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 Special Meeting held at Town Hall on February 16, 2016.

Attest:

Andree Core, Municipal Clerk