

CITY OF WINNFIELD
REGULAR MEETING
November 12, 2019

The regular meeting of the Mayor and City Council was called to order at 6:02 p.m. on Tuesday, November 12, 2019 by Mayor George Moss. Those present in addition to Mayor Moss were Councilpersons Holden, Junkin, Miller, Hamms, and Phillips, Katina Smith, City Clerk, and Herman Castete City Attorney.

INVOCATION

Councilperson Matt Miller

PLEDGE OF ALLEGIANCE

Chief Brian Montgomery

AGENDA AMENDMENTS

Item #1- Councilperson Junkin asked that the agenda be amended to remove New Business Action Item #10 -Amend Vacation leave in Employee Handbook

On motion by Councilperson Junkin duly seconded by Councilperson Miller, the Council after no discussion or no public comment unanimously voted to amend the agenda.

Item #2- Councilperson Junkin asked that the agenda be amended to remove New Business Action Item #11 -Amend Funeral and Sick leave in Employee Handbook

On motion by Councilperson Junkin duly seconded by Councilperson Miller, the Council after no discussion or no public comment unanimously voted to amend the agenda.

Item #3- Councilperson Hamms asked that the agenda be amended to table Old Business Item #3 until Tuesday, November 26, 2019 for Special Meeting at 11am.

On motion by Councilperson Hamms duly seconded by Councilperson Holden, the Council after no discussion or no public comment unanimously voted to amend the agenda.

Item #- 4- Councilperson Miller asked that the agenda be amended to add New Business-Non-Action Item#5-Animal Shelter

On motion by Councilperson Miller duly seconded by Councilperson Phillips, the Council after no discussion or no public comment unanimously voted to amend the agenda.

Item #5- Councilperson Miller asked that the agenda be amended to add New Business-Non-Action Item #6- Main Street Traffic Lights

On motion by Councilperson Miller duly seconded by Councilperson Phillips, the Council after no discussion or no public comment unanimously voted to amend the agenda.

Accept Agenda as Amended

On motion of Councilperson Junkin, seconded by Councilperson Miller, after no public comment, the agenda as amended was accepted by unanimous vote.

Guest and Audience Participation

Item #1- Jessie Phillips with Shop with a Cop addressed the Council with their previous invites and upcoming events that will help in the community. This holiday season Shop with a Cop will be hosting a family hayride to ride thru the community and do Christmas Caroling. Shop with the Cop shopping events will be December 14, 2019 and their goal are to take 75 children Christmas shopping.

Councilperson Holden stated that this is a program that help the kids and the kids really enjoy for the Fall festival as well as Christmas Holidays.

Chief Johnny Carpenter stated that the applicants chosen for this program is chosen thru the schools.

Councilperson Phillips stated she would like to see more Police Officers involved in the fundraising events as well as the shopping day.

Chief Carpenter stated that this is something the Police department will work on in the future in participating in more of the fundraising events.

Old Business- Action Items

Item #1 – Adopt Ordinance #18 of 2019 Speed Bumps on Patch Street- Hamms

On motion by Councilperson Hamms, duly seconded by Councilperson Holden, the Council after no discussion or no public comment voted as followed.

Yeas: 2(Hamms, Holden)

Nays: 0

Abstained: 3(Junkin, Phillips, Miller)

Absent: 0

Thereupon the Mayor declared the motion denied by a vote of 2 yeas and 3 abstained, on the 12th day of November 2019, at a regular meeting of the Mayor and City Council of the City of Winnfield, Louisiana.

Item #2 – Adopt Ordinance #19 of 2019 Annexation of Hanson Property /Public Hearing- Phillips

On motion by Councilperson Phillips, duly seconded by Councilperson Miller, the Council after no discussion or no public comment unanimously voted to adopt Ordinance #19 of 2019 as followed.

Yeas: 5(Hamms, Holden, Phillips, Miller, Junkin)

Nays: 0

Abstained: 0

Absent: 0

Thereupon the Mayor declared the motion passed by a vote of 5 yeas and 0 abstained, on the 12th day of November 2019, at a regular meeting of the Mayor and City Council of the City of Winnfield, Louisiana.

Item # 3– Adopt Ordinance #20 of 2019 Psych Exam-Hamms

On motion by Councilperson Phillips, duly seconded by Councilperson Miller, the Council after no discussion or no public comment unanimously voted to adopt Ordinance #20 of 2019 as followed.

Yeas: 5(Hamms, Holden, Phillips, Miller, Junkin)

Nays: 0

Abstained: 0

Absent: 0

Thereupon the Mayor declared the motion denied by a vote of 5 yeas and 0 abstained, on the 12th day of November 2019, at a regular meeting of the Mayor and City Council of the City of Winnfield, Louisiana.

Old Business- Non-Action Items

None

New Business-Action Items

Item #1- Accept Minutes from the October 15, 2019 Special meeting- Mayor

On motion by Councilperson Junkin, duly seconded by Councilperson Phillips, after no public comment, the minutes from October 15, 2019 was denied for correction by unanimous vote.

Item #2- Accept Minutes from the October 8, 2019 Regular meeting- Mayor

On motion by Councilperson Junkin, duly seconded by Councilperson Miller, after no public comment, the minutes from October 8, 2019 were approved by unanimous vote.

Item #3- Resolution for Winn Parish LCDBG Block Grant-Junkin

RESOLUTION

RESOLUTION COMMITTING TO PAY ADMINISTRATION SERVICES FOR THE WINN PARISH POLICE JURY’S FY 2020/2021 LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

WHEREAS, the Winn Parish Police Jury (“Police Jury”) desires to submit an FY 2020/2021 Louisiana Community Development Block Grant (“LCDBG”) Public Facilities application for sewer improvements (the “Application”) that would be operated and maintained by the City of Winnfield (“City”); and,

WHEREAS, the City intends to use local funds to pay for the Police Jury’s administrative services costs up to and including pre-agreement costs, administrative consultant fees, and any other administrative costs incurred by the Police Jury associated with the Application; and,

WHEREAS, the City intends to provide the funds described below to the Police Jury, on condition of the Police Jury receiving a grant award for the Application:

Pre-Agreement (Administration):	\$2,200
Pre-Agreement (Engineering):	\$1,500
Program Administration:	\$35,000

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF WINNFIELD, LOUISIANA:

1. The City hereby commits to use local funds to pay for the Police Jury’s administrative costs up to and including pre-agreement costs, administrative consultant fees, and any other administrative costs incurred by the Police Jury associated with the Application. This commitment of funds is described further in the breakdown above.

2. The City hereby commits the use of local funds for administrative costs on the condition of the Police Jury received an award of LCDBG funds for the referenced 2020/2021 sewer project. No funds shall be expended by the City unless the Police Jury's Application is funded by LCDBG.
3. The Mayor is authorized to execute all related documents, to be on such other terms and conditions as he shall deem advisable, and to do any and all things necessary and proper to carry out this Resolution and to fulfill its objectives and purposes.

Said Resolution having been read and considered by a quorum of the City of Winnfield, Louisiana, a record vote was taken, and the following result was had:

YEA: 5
NAY: 0
ABSENT: 0

WHEREUPON, the presiding officer declared the above Resolution duly adopted in full on this 12th day of November 2019.

ATTEST:

Katina Smith
City Clerk

Item #4-Resolution for LGAP - Repairs to Allen Building-Junkin

RESOLUTION

The following Resolution was offered by Councilperson Junkin who moved for its adoption at the regularly scheduled council meeting of the City of Winnfield this date, 12th of November 2019.

WHEREAS, the City of Winnfield is committed to the rehabilitation of the A. Leonard Allen Building, which is the meeting place of the City Council; and

WHEREAS, the A. Leonard Allen building has suffered water and moisture damage and continues to suffer damage; and

WHEREAS, there is a security issue due to being unable to properly secure entrances and exits of the A. Leonard. Allen building because of water and moisture damage; and

WHEREAS, the City of Winnfield has insufficient unappropriated funds on hand for the required capital improvement project.

NOW, THEREFORE BE IT RESOLVED, in accordance with the requirements of the Louisiana Government Assistance Program, the Mayor and City Council of the City of Winnfield do hereby support and cordially request grant authorization to execute and submit an application for the 2019-2020 Louisiana Government Assistance Program.

FURTHER, that George Moss, as Mayor, be and he is hereby authorized to sign the application, contract, and all Requests for Payment or other documents required by the Louisiana Government Assistance Program (LGAP) Program; and

FURTHER, that Katina S. Smith, Clerk, be and she is hereby authorized to serve as the Certifying Officer to attest to the signature of George Moss as authorized signatory."

The motion for adoption of this Resolution was seconded by Councilperson Miller and by affirmative vote of 5 to 0 was declared adopted by the City Council this 12th day of November 2019.

George Moss
George Moss, Mayor

I, Katina S. Smith, of the City of Winnfield certify that the above and foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Winnfield at its regular meeting on 12th of November 2019, at which meeting quorum was present and which Resolution is still in full force and effect and has not been amended, modified or repealed.

Winnfield, Louisiana, this the 12th day of November 2019.

Katina S. Smith

Katina S. Smith, City Clerk

Item #5- Resolution for CWEF - Electric Water Meters-Junkin

The following Resolution was offered by Councilperson Junkin who moved for its adoption at the normally scheduled council meeting of the City of Winnfield this date, 12th of November 2019.

“**WHEREAS**, the City of Winnfield is committed to the implementation of replacing all old manual read meters within the corporate limits with electronic meters; and

WHEREAS, automated meters provide for leak detection and continuous flow measurement; and

WHEREAS, current inefficient meters allow for water waste and loss of revenue for the City, and

WHEREAS, the City of Winnfield has insufficient unappropriated funds on hand for the required capital improvement project.

NOW, THEREFORE BE IT RESOLVED, in accordance with the requirements of the Community Water Enrichment Fund, the Mayor and Council of the City of Winnfield do hereby support and cordially request grant authorization to execute and submit an application for the 2019-2020 Community Water Enrichment Fund.

FURTHER, that George Moss, as Mayor, be and he is hereby authorized to sign the application, contract, and all Requests for Payment or other documents required by the Community Water Enrichment Fund (CWEF) Program; and

FURTHER, that Katina S. Smith, Clerk, be and she is hereby authorized to serve as the Certifying Officer to attest to the signature of George Moss as authorized signatory.”

The motion for adoption of this Resolution was seconded by Councilperson Phillips and by affirmative vote of 5 to 0 was declared adopted by the City Council this 12th day of November 2019.

George Moss

George Moss, Mayor

I, Katina S. Smith, Clerk of the City of Winnfield certify that the above and foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Winnfield at its regular meeting on 12th of November 2019, at which meeting quorum was present and which Resolution is still in full force and effect and has not been amended, modified or repealed.

Winnfield, Louisiana, this the 12th day of November 2019.

Katina S. Smith

Katina S. Smith, City Clerk

Item #5- Resolution for Fireworks for Christmas Parade-Miller

Councilperson Miller motion for fireworks from Pyromania Fireworks in the sum amount of \$2600.00 be displayed at the downtown Kiwanis Christmas Parade Friday December 6, 2019.

On motion by Councilperson Miller, duly seconded by Councilperson Phillips, after no discussion or no public comment, the motion for Fireworks was approved by unanimous vote.

Yeas: 5(Hamms, Holden, Phillips, Miller, Junkin)

Nays: 0

Abstained: 0

Absent: 0

Thereupon the Mayor declared the motion passed by a vote of 5 yeas and 0 abstained, on the 12th day of November 2019, at a regular meeting of the Mayor and City Council of the City of Winnfield, Louisiana.

Item #7- Intergovernmental Agreement with Winn Parish Police Jury- Miller

Councilperson Miller discussed putting in motion an agreement with the Winn Parish Police Jury to provide terms for adjudicated properties cleaned up so that the cost could be half the Winn Parish Police Jury and half of the City cost for the clean-up of a lot of areas within the city limits. Councilperson Miller suggested that a letter be submitted to the Winn Parish Police Jury .

City Attorney Herman Castete stated that he followed up with the Winn Parish Police Jury office to get things in motion.

Further discussion was had, and no action taken.

Item #8-Introduction of Ordinance No. 21 of 2019-User Fees for Commercial Sewer Use – Junkin

The Following Ordinance was introduced by Councilperson Junkin at the regularly scheduled meeting of the Winnfield City Council on November 12, 2019, a to-wit:

ORDINANCE NO. 21 OF 2019

AN ORDINANCE TO AMEND SECTION 19-64(d) OF THE CODE OF ORDINANCES OF THE CITY OF WINNFIELD, LOUISIANA, TO PROVIDE FOR A MAXIMUM USER FEE FOR COMMERCIAL USERS OF THE CITY OF WINNFIELD SEWER SYSTEM, TO PROVIDE FOR ANY RELATED MATTERS AND PROVIDING AN EFFECTIVE DATE THEREFOR.

The above ordinance will be considered for adoption at the regularly scheduled meeting of the Mayor and City Council of the City of Winnfield to be held December 10, 2019.

Item #9- Introduction of Ordinance No. 22 of 2019- Employee Vacation Time- Junkin

The Following Ordinance was introduced by Councilperson Junkin at the regularly scheduled meeting of the Winnfield City Council on November 12, 2019, a to-wit:

ORDINANCE NO. 22 OF 2019

AN ORDINANCE TO AMEND SECTION 2-56(a) OF THE CODE OF ORDINANCES OF THE CITY OF WINNFIELD, LOUISIANA, TO PROVIDE FOR VACATION TIME FOR EMPLOYEES OF THE CITY OF WINNFIELD , TO PROVIDE FOR ANY RELATED MATTERS AND PROVIDING AN EFFECTIVE DATE THEREFOR.

The above ordinance will be considered for adoption at the regularly scheduled meeting of the Mayor and City Council of the City of Winnfield to be held December 10, 2019.

Item #10- Amend Use of Vacation Leave in Employee Handbook Manual-Junkin
Tabled

Item#11- Amend Funeral leave and sick leave section in the event of death in Employee handbook manual-Junkin

Tabled

Item#12- Condemnation of Estate of Thomas Lynch

City Attorney presented pictures to the Mayor and Council and asked for any family was present on the behalf of the property.

Councilperson Phillips stated that the property is a mobile and there is no revamping to this property.

Twanna Owens is the daughter of an heir of the property who is deceased. She stated that the mobile home burned and because the mobile home belongs to a stepparent(apparently) and the land belongs to family members and there are legal issues that prevent them from moving forward.

City Attorney Castete asked that this item be tabled for further discussion. No action taken.

Item#13- Appoint Jonathan Paul as Alternative Director of Lepa-Mayor

RESOLUTION

The following resolution was offered by Councilperson Junkin, seconded by Councilperson Miller and unanimously approved:

RESOLUTION

BE IT RESOLVED by the governing authority of the City of Winnfield, Louisiana that the Johnathan Paul to serve as Alternate Director on the Board of Directors of Louisiana Energy and Power Authority ("LEPA") is hereby approved.

This resolution having been submitted to a vote; the vote thereon was as follows:

Yeas:	5	Hamms, Junkin, Miller, Holden, and Phillips
Nays:	0	
Absent:	0	

And the resolution was declared adopted on this 12th day of November 2019.

George Moss
Mayor

On motion by Councilperson Junkin, duly seconded by Councilperson Miller, after no discussion or no public comment the Council unanimously voted to appoint Johnathan Paul to serve as Alternate Director on the Board of Directors of Louisiana Energy and Power Authority ("LEPA").

Item#14- Declare Surplus Recreation Department Vehicle -96 Ford F250- Vin # 30437 – Mayor

On motion by Councilperson Junkin duly seconded by Councilperson Miller, after no public comment, the Council unanimously voted to declare the following truck as surplus

1996 Ford F250- Vin # 30437 – UNIT #1002

Item#15- Police Department Personnel- Chief Carpenter

On motion by Councilperson Hamms, duly seconded by Councilperson Holden, after no public comment, the Council unanimously voted to remove Angie Curry from part-time dispatcher to provisional hire and assist in rape cases.

Item#16- Fire Department Personnel- Chief Montgomery

On motion by Councilperson Holden, duly seconded by Councilperson Hamms, after no public comment, the Council unanimously voted to accept resignation of Grant Griffith to be valid on November 19, 2019.

On motion by Councilperson Holden, duly seconded by Councilperson Hamms, after no public comment, the Council unanimously voted to recommend Jim Smith from part-time to provisional hire.

On motion by Councilperson Holden, duly seconded by Councilperson Hamms, after no public comment, the Council unanimously voted to remove Joshua Deloach from part-time hire list.

NEW BUSINESS, NON-ACTION ITEMS

Item #1- Introduction of residential tree trimming

Councilperson Miller addressed concern of a resident that had a tree trimmed without any notification from the City and was very dissatisfied. Councilperson Miller is proposing that prior notification of flyers or door hangers be given to property owners before any action is taken on the City with tree trimming giving the property owners a choice of having the City cut the limbs or they hire a contractor.

Mayor Moss asked Angel Martin to update the council on a resolution to the mentioned property owner property. The City had conversed with Donnie Moon on treatment for the property owner tree and the City followed up with taking action to treat the tree with satisfaction from the property owner.

Further discussion was had but no action taken.

Item #2- Update on Dugdemona Fest holiday season community activities- Lindlay Howell.

City Clerk Katina Smith spoke on behalf of Lindlay Howell from Dugdemona Fest a non-profit organization that host community events. Clerk Katina updated the Mayor and Council on the upcoming holiday events from this organization. The events discussed were as followed:

All events will take place December 6

**Float in the Kiwanis Christmas Parade
Mistletoe Market
Marshmallow World
Magic on Main
Do you wanna build a snowman**

December 14

Christmas in Dugland (Breakfast with Santa)

Item #3- Update on 2019-2020 Budget-Hamms

CPA Kenneth Folden was not present to discuss that status of the 2019-2020 Budget. Councilperson Junkin requested that Mr. Folden be contacted for the upcoming Special Meeting.

Further Discussion was had.

Item #4- Update on 2017-2018 Audit- Hamms

Mayor Moss discussed the audit findings submitted by our auditors for the 20172018 audit. City Clerk stated the findings presented was due to changeover in staff and not being able to find the all back up documents.

City Hall employees has spent several days making sure that all backup documents is in place.

Item#5- Animal Shelter

Mayor Moss informed the Council of the work that had been put in to get the shelter ready for opening in the upcoming year.

Item#6- Main Street Traffic Lights

Councilperson Miller discussed the public concerns on the traffic lights on Main Street that have been blinking for months.

Mayor Moss and Angel Martin spoke with a company about light replacement but will follow up for pricing.

ADJOURNMENT

On motion of Councilperson Holden, seconded by Councilperson Hamms, the regular meeting of the Mayor and City Council held October 08, 2019 was adjourned by unanimous vote at 6:47 p.m.

Katina Smith

KATINA SMITH, CITY CLERK

George Moss

GEORGE MOSS, MAYOR