

**MINUTES OF TOWN OF PLAIN DEALING
REGULAR TOWN COUNCIL MEETING
TUESDAY April 9, 2024
TOWN HALL MEETING
ROOM 205 WEST
PALMETTO AVE
6:00
P.M.
LEON SANDERS JR., MUNICIPAL
COMPLEX**

1. **Call meeting to order-** Mayor Shavonda Gay called the meeting to order at 6:00 PM.
2. **Invocation**• Town Attorney, Douglas C Dominick, led all present in the prayer.
3. **Pledge of Allegiance** - Alderman Cook led all present in the Pledge of Allegiance.
4. **Roll Call** - Town Clerk Rolandria McCauley, performed a roll call and verified that all of the five members were present. The following Board of Aldermen were present: Shanithia Gay, James Cook, Jeff Benson and Emily Jennings and Judith McGuffey.
5. **Approve Agenda** -Mayor Gay asked for a motion to approve the of agenda. A motion was made by Shanithia Gay and seconded by Emily Jennings. There was no public comment. All members voted in favor of the approved agenda.
 - a. **Approve Minutes-** Mayor Shavonda Gay asked for a motion to approve the minutes of the March, 2024 minutes. A motion was made by James Cook and seconded by Emily Jennings. There was no public comment. **Four** of the members voted in favor of the approval of the minutes. Judith McGuffey voted nay.

Approve the Expense Report-Mayor Gay asked for an approval for the expense report for March 2024. A motion was made by James Cook and seconded by Emily Jennings to approve the expense report. There was no public comment. Four of the members of the council voted in favor of the reports. Judith McGuffey voted nay.

6. Department reports:

Police Department - The Chief of Police reported that there were 207 civil and criminal calls in March 2024. There were 161 traffic stops.

Public Works Department- Kevin Whitton gave us an update for the street department. Water meters are expected to be in place in May due to a manufactory delay. Storm drains have been checked and cleaned. Crew will check the area on South Perrin St. Between Carrie Martin Elementary and the bridge for flooding. Repairs have been done on College St.

OLD BUSINESS: THERE IS NONE

NEW BUSINESS

A. THE BOARD OF ALDERMAN WILL CONSIDER RESOLUTION #5 OF 2024: BEING A RESOLUTION TO APPROVE THE MUNICIPAL WATER PREVENTION ENVIRONMENT AUDIT REPORT FOR JANUARY 2023 THROUGH DECEMBER 2023, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO. Attorney Dominick explained that this is required by law to be done annually. The figures are obtained from reports and a resolution that says that we will maintain the system to the best of our ability.

Mayor Gay asked for a motion and a seconded to approve RESOLUTION #5 OF 2024. A motion was given by James Cook and seconded by Emily Jennings. All member were in favor of the vote.

B. THE BOARD OF ALDERMEN WILL CONSIDR RESOLUTION #6 OF 2024- BEING A RESOLUTION TO CASH IN AN INDUSTRIAL DEVELOPMENT CERTIFICATE OF DEPOSIT AND TRANSFER THE SUM OF \$8500.00 INTO AN ACCOUNT TO BE DESIGNED AS RIGHT OF WAY/WATER METER ACCOUNT FOR ESTIMATED COST OF EXPROPRIATION FOR THR TEAL JONES PROJECT AND TO OTHERWISE PROVIDE WITH RESPECT THERETO. Attorney Dominick explained that \$8500.00 will be placed into a special account designated as Right of Way/Water Meter Account and in addition the sum of \$16,804.66 (as is set forth in Resolution # 7 2024 for payment to the water meter vendor). The remaining portion (i.e., the portion over and above \$25,304.66) of the cashed in certificate of deposit shall be opened up and put back in the form of a certificate of deposit with Citizens National Bank in Plain Dealing designated as Industrial Fund/Teal Jones. The \$8,500.00 will be used for the attorney fees and other cost of expropriation of the right of way. Attorney Gordon Mosley has agreed to assist with the process for a fee of \$175.00 per hour. After the Town has recouped its \$16,804.66 from the increase of water sale because of the new water meters, the town will refund the industrial fund in the amount of \$16,804.66

Mayor Gay asked for a motion to approve Resolution #6 of 2024. Amotion was made by Judith McGuffey and seconded by Emily Jennings. There was no public comment. All members voted in favor of the resolution.

C. THE BOARD OF ALDERMEN WILL CONSIDER RESOLUTION #7 OF 2024-BEING A RESOLUTION TO CASH IN AN INDUSTRIAL DEVELOPMENT CERTIFICATE OF DEPOSIT AND TRANDFER THE SUM OF \$8,402.33 INTO AN ACCOUNT TO BE DESIGNATED AS RIGHT OF WAY/WATER METER ACCOUNT FOR THE AMOUNT THAT WILL BE OWED TO THE VENDOR UPON THE INSTALLATION OF NEW WATER METERS, ANDE TO OTHERWISE PRIVIDE WITH RESPECT THERETO. Attorney Doug Dominick explained that \$8,500.00 will be placed into a special account designated as Right of Way/Water Meter Account to be used for used for the attorney fees and court cost for expropriation per Resolution # 6 of 2024. After discussion it was determined that there was an upcoming payment to Government Capital therefore a motion was made by James Cook and seconded by Shanithia Gay to approve Resolution # 7 of 2024 with the sum of \$8500.00 (pursuant to Resolution # 6 2024) to place into a special account designated as Right of Way/Water Meter Account and in addition the sum of \$16,804.66 for payment of water meters and to the water meter vendor. The remaining portion (i.e., the portion over and above \$25,304.66) of the cashed in certificate of deposit shall be opened up and put back in the form of a certificate of deposit with Citizens National Bank in Plain Dealing designated as Industrial Fund/Teal Jones After the

Town has recouped its \$16,804.66 from the increase of water sale because of the new water meters, the town will refund the industrial fund in the amount of \$16,804.66. All board members voted in favor of the resolution with the amended changes and there was no public comment.

D. THE BOARD OF ALDERMAN WILL DISCUSS THE ISSUE OF CHARGING RESIDENTS A FEE TO REMOVE LIMBS, LEAVES, TWIGS, APPLIANCES/FURNITURE ETC. IN THE EVENT THAT IT TAKES LONGER THAN 15 MINUTES BY THE TOWN TO REMOVE SUCH ITEMS. Attorney Doug Dominick gave an explanation and shared the town ordinance 4 of 2019. Terrell Parker introduced himself and explained that he is willing and able to assist the town with clean-up issues. As this was for discussion there was no motion made

E. INTRODUCTION OF ORDINANCE # 3 OF 2024- AN ORDINANCE ADOPTING AN OPERATING BUDGET OF REVENUES AND EXPENDITURES FOR THE FISCAL YEAR BEGINNING JANUARY 1,2024 THROUGH DECEMBER 31, 2024. (THERE WILL BE A PUBLIC HEARING PRIOR TO THE ADOPTION OF ORDINANCE #3 TO BE HELD ON TUESDAY, MAY 14, 2024 AT 6:00PM. LOCATED AT THE TOWN HALL MEETING ROOM, 205 WEST PALMETTO AVENUE, PLAIN DEALING LOUISIANA. ANYONE WISHING TO VIEW THE PROPOSED BUDGET SHALL CONTACT THE TOWN CLERK, ROLANDRIA MCCAULEY AT 205 WEST PALMETTO AVENUE, PLAIN DEALING LOUISIANA 71064. TELEPHONE NUMBER 318-326-4234. Attorney Doug Dominick gave a brief overview of the proposed budget. A motion was given by James Cook and seconded by Emily Jennings to introduce Ordinance #3 of 2024. The motion carried as all members voted in favor thereof.

COMMUNITY CENTER:

The board of aldermen will consider the approval of the use of the community center for LaShonda Malone -Birthday party April 20, 2024 and Lenora Green-Myers for a festival on May 4, 2024.A Motion was made by Emily Jennings and seconded by Jeff Benson to approve the applications. All members voted in favor thereof. There were no public comments.

COUNCIL REMARKS:

NONE

MAYOR'S COMMENTS:

The mayor mentioned that there is a need for a port-a-potty and a hand wash station at the kiddie park.

ADJOURNMENT – a Motion was made by Alderman McGuffey and seconded by Alderman Cook to adjourn the meeting. This motion carried as all members voted in favor thereof. The meeting adjourned 7:24 PM.

RESOLUTION # 5 OF 2024
OF THE BOARD OF ALDERMEN OF
TOWN OF PLAIN DEALING

On a motion duly made by Alderman James Cook and seconded by Emily Jennings, the following resolution was adopted at a regular meeting of the Board of Aldermen of the **TOWN OF PLAIN DEALING**, held at the 205 West Palmetto Avenue, Plain Dealing, Louisiana on April 9, 2024 pursuant to due notice according to the law and open to the public, at which meeting a quorum of the members of the Board of Aldermen were present:

BEING A RESOLUTION TO APPROVE THE MUNICIPAL WATER PREVENTION ENVIRONMENTAL AUDIT REPORT FOR JANUARY 2023 THROUGH DECEMBER 2023, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO

BE IT THEREFORE RESOLVED that the TOWN OF PLAIN DEALING:

1. Approves the Municipal Water Pollution Prevention Environmental Audit Report for January 2023 through December 2023 which is attached to this Resolution.
2. Hereby sets forth the following actions necessary to maintain permit requirements contained in the Louisiana Pollution Discharge Environmental Systems (LPDES) permit, Number LA0020044.
 - A. To continue being good environmental stewards by maintaining our wastewater treatment plant and continuing required analytical analysis in accordance with our current LDEQ permit, including monthly monitoring of influent CBOD.

The following vote was received by the Board of Alderman as follows:

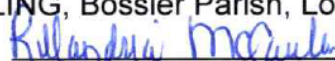
ALDERMEN	AYES	NAYS	ABSENT
J. Cook	X		
J. Benson	X		
E. Jennings	X		
S. Gay	X		
J. McGuffey	X		

CERTIFICATE

I, the undersigned, being the duly elected and acting Municipal Clerk of **TOWN OF PLAIN DEALING** hereby certify that the above and foregoing is a true and complete copy of the resolution duly and unanimously adopted by the Board of Aldermen of the **TOWN OF PLAIN DEALING** on April 9, 2024.

I further certify, that according to the minute book of the **TOWN OF PLAIN DEALING** which is in my possession the foregoing resolution has not been revoked, rescinded, or amended, directly or by inference to this date.

PLAIN DEALING, Bossier Parish, Louisiana, on April 9, 2024.



Rolandria McCauley
MUNICIPAL CLERK, TOWN OF PLAIN DEALING

RESOLUTION # 6 OF 2024
OF THE BOARD OF ALDERMEN OF
TOWN OF PLAIN DEALING

On a motion duly made by Alderman Judith McGuffey and seconded by Alderman Emily Jennings, the following resolution was adopted at a special meeting of the Board of Aldermen of the **TOWN OF PLAIN DEALING**, held at the 205 West Palmetto Avenue, Plain Dealing, Louisiana on April 9, 2024 pursuant to due notice according to the law and open to the public, at which meeting a quorum of the members of the Board of Aldermen were present:

WHEREAS, the TOWN OF PLAIN DEALING had previously passed an ordinance levying an additional 1% sales and use tax within the Town of Plain Dealing on March 9, 1993, said ordinance having been duly filed and recorded under instrument number 551998 of the public records of Bossier Parish, Louisiana on March 19, 1993.

WHEREAS, said ordinance was passed pursuant to the proposition that was previously voted on by the residents and citizens of the Town of Plain Dealing

WHEREAS, the language in the proposition and ordinance specifically states "after making all payments required each month for the principal, interest and other payments on such bonds, shall the remaining avails or proceeds be allocated monthly and **used exclusively for any lawful corporate purpose** of the Town including acquiring, constructing and improving industrial parks and industrial buildings along with any necessary sites, equipment and furnishings in connection therewith".

WHEREAS, the Town of Plain Dealing has committed \$700,000.00 of the funds to the Teal Jones project.

WHEREAS, in order to complete the project, it is necessary to acquire permanent sanitary sewer force main servitude of 0.0039 acres and a temporary sanitary sewer force main construction servitude of 0.011 acres of property in the name of the Estate of Louise Thompson Lewis.

WHEREAS, Smith R/W Specialist have been working on obtaining the right of way from the Estate of Louise Thompson Lewis for quite some time.

WHEREAS, the Estate of Louise Thompson Lewis has failed to open up succession proceedings or place the titled in the name of the heirs.

WHEREAS, in order for the acquisition of the right of way to be accomplished then the Town of Plain Dealing will have to expropriate the property for a right of way.

WHEREAS as Attorney Gordon Mosely from Bossier City, Louisiana is an experience attorney in the laws and procedure of expropriation

WHEREAS, attorney Gordon Mosely indicates his hourly fee to be \$175.00 per hour.

BE IT THEREFORE RESOLVED the Town of Plain Dealing desires to cash in one of the certificate of deposits that was initially opened in the amount of \$100,000.00 from the industrial development sales tax fund in order to pay for the expropriation (these funds are being used for the Teal Jones Project and part of the initial obligation of the Town unto Teal Jones).

NOW THEREFORE IT BE FURTHER RESOLVED that SHAVONDA GAY, Mayor, is hereby authorized on behalf of the TOWN OF PLAIN DEALING, together with secondary signer, being the Town Clerk, Rolandria McCauley and/or Mayor Pro Tem, Jeff Benson to cash in one certificate of deposit located at Citizens National Bank in Plain Dealing to be transferred into a special account for the Town of Plain Dealing and to deposit the sum of \$8,500.00.00 to be designated as the Right of

Way/Water Meter account for estimated cost of expropriation and in addition the sum of \$8,402.33 (as is set forth in Resolution # 7 2024 for payment to the water meter vendor). The remaining portion (i.e., the portion over and above \$16,902.33) of the cashed in certificate of deposit shall be opened up and put back in the form of a certificate of deposit with Citizens National Bank in Plain Dealing.

BE IT FURTHER RESOLVED, that SHAVONDA GAY, Mayor, together with the Town Clerk, Rolandria McCauley and/or Mayor Pro Tem, Jeff Benson shall sign any and all documents in order to accomplish the above and foregoing that is deemed by the Mayor to be in the best interest of the Town of Plain Dealing.

BE IT FURTHER RESOLVED, that SHAVONDA GAY, Mayor, shall have the authority to engage attorney Gordon Mosely as the attorney to perform the expropriation as stated herein in this resolution.

The following vote was received by the Board of Alderman as follows:

ALDERMEN	AYES	NAYS	ABSENT
J. Cook	X		
J. Benson	X		
E. Jennings	X		
S. Gay	X		
J. McGuffey	X		

CERTIFICATE

I, the undersigned, being the duly elected and acting Municipal Clerk of **TOWN OF PLAIN DEALING** hereby certify that the above and foregoing is a true and complete copy of the resolution duly and unanimously adopted by the Board of Aldermen of the **TOWN OF PLAIN DEALING** on April 9, 2024.

I further certify, that according to the minute book of the **TOWN OF PLAIN DEALING** which is in my possession the foregoing resolution has not been revoked, rescinded, or amended, directly or by inference to this date.

PLAIN DEALING, Bossier Parish, Louisiana, on April 9, 2024.



Rolandria McCauley
MUNICIPAL CLERK, TOWN OF PLAIN DEALING

RESOLUTION # 7 OF 2024
OF THE BOARD OF ALDERMEN OF
TOWN OF PLAIN DEALING

On a motion duly made by Alderman James Cook and seconded by Alderman Shanithia Gay, the following resolution was adopted at a regular meeting of the Board of Aldermen of the **TOWN OF PLAIN DEALING**, held at the 205 West Palmetto Avenue, Plain Dealing, Louisiana on April 9, 2024 pursuant to due notice according to the law and open to the public, at which meeting a quorum of the members of the Board of Aldermen were present:

WHEREAS, the TOWN OF PLAIN DEALING had previously passed an ordinance levying an additional 1% sales and use tax within the Town of Plain Dealing on March 9, 1993, said ordinance having been duly filed and recorded under instrument number 551998 of the public records of Bossier Parish, Louisiana on March 19, 1993.

WHEREAS, said ordinance was passed pursuant to the proposition that was previously voted on by the residents and citizens of the Town of Plain Dealing

WHEREAS, the language in the proposition and ordinance specifically states "after making all payments required each month for the principal, interest and other payments on such bonds, shall the remaining avails or proceeds be allocated monthly and **used exclusively for any lawful corporate purpose** of the Town including acquiring, constructing and improving industrial parks and industrial buildings along with any necessary sites, equipment and furnishings in connection therewith".

WHEREAS, the Town of Plain Dealing entered into a Louisiana Municipal Lease Purchase Agreement with Government Capital Corporation on August 24, 2023 for the payment of the water meter to project within the Town of plain dealing

WHEREAS due to unforeseen circumstances the water meters have yet to be fully installed

WHEREAS the first payment to Government Capital was made on or about March 20, 2024 in the amount of \$8,402.33. (These funds were used from the fund balance held in escrow due to the fact that the vendor has not been paid because the installation process is not complete).

WHEREAS, the water meters are expected to be installed in the near future and this will create a deficit in the escrow account of approximately \$8,402.33 owed to the vendor upon completion and installment of the water meters and additional payment of \$8,402.33 will be owed in the near future (total of \$16,804.66)

WHEREAS, in order to meet its obligation because the Town of Plain Dealing has yet to see an increase in revenue because the water meters have yet to be fully installed, it is recommended that when the Town of Plain Dealing cashes in the certificate of deposit of \$100,000.00 to pay the \$8,500.00 for the expropriation as stated in Resolution #6 of 2024, that is being held in a designated account for the cost of expropriation that the sum of \$16,804.66 be placed into this account to be used to pay the vendor once the water meters are installed.

NOW THEREFORE IT BE FURTHER RESOLVED that SHAVONDA GAY, Mayor, is hereby authorized on behalf of the TOWN OF PLAIN DEALING, together with secondary signer, being the Town Clerk, Rolandria McCauley and/or Mayor Pro Tem, Jeff Benson to cash in one certificate of deposit located at Citizens National Bank in Plain Dealing to be transferred into a special account the Town of Plain Dealing to put the sum of \$8,500.00 (as set forth in Resolution # 6 of 2024 for the cost of expropriation) to be designated as the Right of Way/Water Meter account for estimated cost of expropriation and in addition the sum of \$16,804.66 for payment to the water meter vendor). The remaining portion (i.e., the portion over and above \$25,304.33) of the cashed in certificate of deposit shall be opened up and put back in

the form of a certificate of deposit with Citizens National Bank in Plain Dealing designated as Industrial Fund/Teal Jones.

BE IT FURTHER RESOLVED, that SHAVONDA GAY, Mayor, together with the Town Clerk, Rolandria McCauley and/or Mayor Pro Tem, Jeff Benson shall sign any and all documents in order to accomplish the above and foregoing that is deemed by the Mayor to be in the best interest of the Town of Plain Dealing.

The following vote was received by the Board of Alderman as follows:


ALDERMEN	AYES	NAYS	ABSENT
J. Cook	X		
J. Benson	X		
E. Jennings	X		
S. Gay	X		
J. McGuffey	X		

CERTIFICATE

I, the undersigned, being the duly elected and acting Municipal Clerk of **TOWN OF PLAIN DEALING** hereby certify that the above and foregoing is a true and complete copy of the resolution duly and unanimously adopted by the Board of Aldermen of the **TOWN OF PLAIN DEALING** on April 9, 2024.

I further certify, that according to the minute book of the **TOWN OF PLAIN DEALING** which is in my possession the foregoing resolution has not been revoked, rescinded, or amended, directly or by inference to this date.

PLAIN DEALING, Bossier Parish, Louisiana, on April 9, 2024.



Rolandria McCauley
MUNICIPAL CLERK, TOWN OF PLAIN DEALING