

**MINUTES OF  
THE  
TOWN OF PLAIN DEALING REGULAR MEETING  
HELD ON TUESDAY, March 14, 2023 AT LEON  
SANDERS JR., MUNICIPAL COMPLEX  
205 WEST PALMETTO AVENUE, PLAIN DEALING, LOUISIANA**

1. **CALL 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.

**Roll Call** - Town Clerk, performed a roll call and verified that the following members were present: Emily Jennings, Shanithia Gay, James Cook and Judith McGuffey and Jeff Benson.

4. **APPROVE AGENDA:** Mayor Shavonda Gay, asked for a motion to approve the agenda. A motion was made by James Cook and seconded by Emily Jennings. All members voted in favor of the approved agenda. There were no public comments.

5. **Approve Minutes-** Mayor Gay, asked for a motion to approve the minutes of the February 14, 2023. A motion was made by Judith McGuffey and seconded by Shanithia Gay. All members voted in favor of the approval of the minutes. There was no public comment.

6. **Approve the Expense Report-Mayor Shavonda Gay**, asked for an approval for the expense report for February 2023. A motion was made by Shanithia Gay and seconded by James Cook to approve the expense report. All of the members of the council voted in favor of the reports. There was no public comment.

7. **DEPARTMENT REPORT-** Police Department - Mayor Shavonda Gay read the police department report from the chief of police indicating that for the month of February. The town of Plain Dealing Police Department had a total of 173 calls. 142 calls were criminal and civil calls and 31 traffic stops.

Public Works Department -Water/Sewer Superintendent Kevin Whitton gave an Update on the water. He indicated that the town had received coal mix and there were some holes being repairs throughout the town. He also informed us that the clarifier and valve at the sewer plant were not working properly.

8. **Old Business-** there was none.

## 9. New Business-

- A. Vickie Case with Cook and Morehart gave an update of the audit finding and explained the engagement letter for 2023. Mrs. Case indicated that for year 2021 there were four findings for the year. The first finding showed that the budget was exceeded by more than 5 percent. The second finding was the late submission of the audit. The third finding showed that control procedures. This is due to high turnover and has been corrected. The fourth finding showed the receipts weren't reconciled properly. The audit showed a break-even year. It is suggested that we work on generating a reserve fund.

A motion was made by Alderman James Cook and seconded by Alderman Emily Jennings, to approve the (SAUP) State wide agreed upon procedures and use Cook and Morehart as the town auditors for year 2022. The mayor is to sign an authorize sign and execute the audit engagement letter for this motion passed with all of the members voting in favor thereof.

- B. Ben Rauschenbach with Manchac will give an update and discuss water meter project.

- C. Consider approval of a Cooperative Endeavor Agreement by and between the Town of Plain Dealing And Bossier Parish Police Jury in connection with reconstruction of the South Perrin Bridge with the Parish providing labor and equipment in an amount not to exceed \$20,000.00 and materials to build the timber bridge; The Town of Plain Dealing is to reimburse the Parish said cost upon completion of the timber bridge, and authorize the execution of documents. A motion was made by Alderman James Cook and seconded by Alderman Shanithia Gay to approve the Cooperative Endeavor Agreement by and between the Town of Plain Dealing and Bossier Parish Police Jury in connection with reconstruction of the South Perrin Bridge with the Parish providing labor and equipment in an amount not to exceed \$20,000.00 and materials to build the timber bridge; The Town of Plain Dealing is to reimburse the Parish said cost upon completion of the timber bridge, and authorize the execution of documents.

10. **COMMUNITY CENTER APPLICATIONS-** Carolyn Webb Prayer breakfast for church. Four members voted in favor of the community center rental. Judith McGuffey is absent.

## 11. COUNCIL REMARKS:

James Cook stated that there are low spots in the road at 309 Lynch St. There is also, a culvert not draining properly at Gilmer at Lynch.

Shanithia Gay commented that the railroad tracks need to be repaired at Hwy 2 and Mary Lee. State highway department should clean ditches.

Emily Jennings reminded us that Saturday March 18, 2023 will be a clean-up day in conjunction with Keep Bossier Beautiful starting at 9:00 AM.

12. **MAYORS COMMENT:** The Mayor gave an announcement to remind citizens to join the Chamber of Commerce for dinner at the Community Center on Tuesday March 21, 2023 for a community forum from 5:30-7:30PM. The mayor also announced that there will be a Food give away at the community center on March 20, 2023 starting at 10:00 AM.

A motion was made by Emily Jennings and seconded by James Cook to adjourn the meeting. All members were in favor of the meeting being adjourned.  
The meeting adjourned 8:00 PM.

Approved by:

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Rolandria McCauley, Town Clerk

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Shavonda Gay, Mayor