

TOWN OF GREENWOOD
MINUTES OF THE PUBLIC HEARING & REGULAR SESSION
OF THE MAYOR AND BOARD OF ALDERMEN
Monday, June 17, 2019-6:00 PM

Present: Mayor Frank Stawasz, Robinson, Ilgenfritz, Newsom, Edwardes, Larsen, Chief Shayne Gibson, Town Clerk Veronica Brown and Town Attorney Charles Grubb members of the public.

Absent: none

There was a quorum

Mayor Frank called the meeting to order at 6:00 p m, Alderman Larsen then led the invocation and Pledge of Allegiance.

Convene in Public Hearing: A motion was made by Alderman Robinson, seconded by Alderman Larson to convene into a Public Hearing. The motion was carried by unanimous voice vote.

The meeting was then convened into Public Hearing:

PUBLIC HEARING: The purpose of the public hearing is for the adoption of the following Ordinances, the title of which are hereinafter set forth, to wit:

Ordinance No.2 of 2019

TITLE: AN ORDINANCE AMENDING ORDINANCE NO. 4 OF 2018, BEING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR ENDING JUNE 30, 2019.

Public Comments: None

Ordinance No.3 of 2019

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020.

Public Comments: None

Ordinance No. 4 of 2019

TITLE: AN ORDINANCE TO SET THE SALARY OF THE CHIEF OF POLICE OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2019.

Public Comments: None

Ordinance No. 5 of 2019

TITLE: AN ORDINANCE TO SET THE SALARY OF THE TOWN CLERK OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2019.

Public Comments: None

Adjourn to Regular Session: A motion was made by Alderman Robinson, seconded by Alderman Newsom to adjourn the Public Hearing and convene into the Regular Session. The motion was carried by unanimous voice vote.

Approval of Agenda:

A motion was made by Alderman Larsen seconded by Alderman Robinson to Approve the Agenda. The motion was carried by unanimous voice vote.

Public Comments on Agenda Items: There were none

Approval of Minutes:

Work Session Meeting –May 16, 2019

There were no questions or discussion from the Board. A motion was made by Alderman Ilgenfritz seconded by Alderman Robinson to Approve the Minutes of May 16, 2019. The motion was carried by unanimous voice vote.

Public Hearing & Regular Session Meeting- May 20, 2019

There were no questions or discussion from the Board. A motion was made by Alderman Larsen seconded by Alderman Robinson to Approve the Minutes of May 20, 2019. The motion was carried by unanimous voice vote.

Approval of Financial Statements-May 2019 Financials

There were no questions or discussion from the Board. A motion was made by Alderman Ilgenfritz seconded by Alderman Robinson to Approve the Financials of May 2019. The motion was carried by unanimous voice vote.

1. Ordinance No.2 of 2019

TITLE: AN ORDINANCE AMENDING ORDINANCE NO. 4 OF 2018, BEING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR ENDING JUNE 30, 2019.

Town Clerk, Veronica Brown read the Ordinance by Title and the Ordinance was carried by roll call vote

BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana, that the budget for the fiscal year ending June 30, 2019 be and is herein revised and amended as shown in the Amended Budget for the year ending June 30, 2019.

BE IT FURTHER ORDAINED that all ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

AMENDED BUDGET
FOR THE YEAR ENDED JUNE 30, 2019

GENERAL FUND BUDGET

	2019 Budget	2019 Amended	Difference
Operating Revenues	1,007,000	1,007,000	0
Grant Revenues	0	0	0
Total Revenues	1,007,000	1,007,000	0
Expenses-General & Administrative	513,900	513,900	0
Expenses-Police Department	930,400	930,400	0
Expenses-Capital Projects & Contingencies	0	500,000	500,000
Total Expenditures	1,444,300	1,944,300	500,000
Transfer In-Sales Tax	447,500	447,500	0
Transfer In-Capital	0	0	0
Transfer Out-Water/Sewer	0	0	0
Retained Earnings	10,200	(489,800)	500,000
Beginning Fund Balance	585,304	585,304	0
Ending Fund Balance	595,504	95,504	(500,000)

WATER FUND BUDGET

	2019 Budget	2019 Amended	Difference
Operating Revenues	932,000	932,000	0
Grant Revenue	0	0	0
Operating Expenses	987,550	987,550	0
Operating Income/(Loss)	(55,550)	(55,550)	0
Retained Earnings	0	0	0
Beginning Fund Balance	3,916,561	3,916,561	0
Ending Fund Balance	3,861,011	3,861,011	0

SEWER FUND BUDGET

	2019	2019 Amended	Difference
Operating Revenues	367,400	367,400	0
Operating Expenditures	393,200	393,200	0
Operating Income/(Loss)	(25,800)	(25,800)	0
Retained Earnings	(25,800)	(25,800)	
Beginning Fund Balance	440,592	440,592	0
Ending Fund Balance	414,792	414,792	0

SALES TAX FUND BUDGET

	2019	2019 Amended	Difference
Revenues	453,000	453,000	0
Expenditures	453,000	453,000	0
Excess/Deficiency	0	0	0
Beginning Fund Balance	805,316	805,316	0
Ending Fund Balance	805,316	805,316	0

First Reading: May 20, 2019- Introduced and read by title and approved as read and set for Public Hearing on June 17, 2019 on motion by Alderman Robinson, seconded by Alderman Newsom. The motion carried by unanimous voice vote.

Second Reading: June 17, 2019 – Having been approved on the first reading, and after publication notice and a public hearing, was read by title and approved as read on motion by Alderman Robinson, seconded by Alderman Newsom. Approved by the following roll call vote:

YEAS: (5) Robinson, Ilgenfritz, Newsom, Edwardes, Larsen
 NAYS: (0)
 ABSENT: (0)
 ABSTAIN: (0)

THUS DONE, ORDAINED AND ESTABLISHED by the Board of Alderman of the Town of Greenwood, Louisiana at a meeting of said public body duly held and conducted on June 17, 2019 in the Municipal Complex of the Town of Greenwood.

 Veronica Brown, Town Clerk

Date Delivered to the Mayor: June 17, 2019
 Date Received by the Mayor: June 17, 2019

Approved by the Mayor of the Town of Greenwood on the 17th day of June, 2019.

 Frank Stawasz, Mayor

2. Ordinance No.3 of 2019

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020.

Town Clerk, Veronica Brown read the Ordinance by Title and the Ordinance was carried by roll call vote

BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana, that the budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and is herein adopted as follows:

BE IT FURTHER ORDAINED that all ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

GENERAL FUND BUDGET

	2020
Operating Revenues	1,101,500
Expenses - General & Administrative	548,900
Expenses - Police Department	985,400
Total Current Expenditures	1,534,300
Transfers In-Sales Tax	447,500
Transfers In-Capital	
Excess/Deficiency	14,700

Expenses Capital Outlay	
Excess/(Deficiency)	
Beginning Fund Balance	95,504
Ending Fund Balance	110,204

WATER FUND BUDGET

	2020
Operating Revenues	932,000
Operating Expenses	987,550
Operating Income/(Loss)	(55,550)
Beginning Fund Balance	3,861,011
Ending Fund Balance	3,805,461

SEWER FUND BUDGET

	2020
Operating Revenues	367,400
Operating Expenditures	393,200
Operating Income/(Loss)	(25,800)
Beginning Fund Balance	414,792
Ending Fund Balance	388,992

SALES TAX FUND BUDGET

	2019
Revenues	453,000
Expenditures	453,000
Excess/Deficiency	0
Beginning Fund Balance	805,316
Ending Fund Balance	805,316

First Reading: May 20, 2019 – Introduced and read by title and approved as read on motion by Alderman Ilgenfritz and seconded by Alderman Robinson

Second Reading: June 17, 2019, Having been approved on the first reading on May 20, 2019, and after publication of notice and a public hearing, was read by title and on motion by Alderman Larsen and seconded by Alderman Robinson (Alderman Edwardes wanted to go on record before the vote to state that he was not in favor of the cost of living raises and stated that he would like to see merit raises instead) carried by the following roll call vote:

YEAS: (5) Robinson, Ilgenfritz, Newsom, Edwardes, Larsen
NAYS: (0)
ABSENT: (0)
ABSTAIN: (0)

THUS DONE, ORDAINED AND ESTABLISHED by the Board of Alderman of the Town of Greenwood, Louisiana at a meeting of said public body duly held and conducted on 17th day of June, 2019, in the Municipal Complex of the Town of Greenwood.

Veronica Brown, Town Clerk

Date Delivered to the Mayor: June 18, 2019

Date Received by the Mayor: June 18, 2019

Approved by the Mayor of the Town of Greenwood on the 18th day of June, 2019.

Frank Stawasz, Mayor

3. Ordinance No. 4 of 2019

TITLE: AN ORDINANCE TO SET THE SALARY OF THE CHIEF OF POLICE OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2019.

Town Clerk, Veronica Brown read the Ordinance by Title and the motion was carried by Roll Call Vote.

WHEREAS, Shayne Gibson is currently serving as the Police Chief for the Town of Greenwood Police Department and has served over eighteen (18) years for the Town and fully understands the duties.

WHEREAS, the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana have reviewed the 2019-2020 Budget;

THEREFORE BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood that the salary of the Chief of Police of the Town of Greenwood shall be \$59,792.50 per year (salary exempt) with all other benefits as afforded all employees of the Town of Greenwood by Ordinance No. 11 of 2004, amended by Ordinance No. 2 of 2005, effective July 1, 2006 and amended by Ordinance No. 7 of 2017 and revised by Ordinance No 2 of 2018.

Furthermore, it is approved that the Chief of Police be allowed to participate in the Louisiana Highway Safety

Commission Grant Program and the Town be reimbursed as such from the State of Louisiana.

First Reading: May 20, 2019- Introduced and read by title and approved as read and set for Public Hearing on June 17, 2019 on motion by Alderman Larsen, seconded by Alderman Robinson.

Second Reading: June 17, 2019 - Having been approved on the first reading on May 20, 2019, and after publication of notice and a public hearing, was read by title, with motion to approve as read by Alderman Ilgenfritz, seconded by Alderman Robinson

YEAS: (4) Robinson, Ilgenfritz, Newsom, Larsen
NAYS: (1) Edwardes
ABSENT: (0)
ABSTAIN: (0)

THUS DONE, ORDAINED AND ESTABLISHED by the Board of Aldermen of the Town of Greenwood, Louisiana, at a meeting of said public body, duly held and conducted on June 17, 2019 in the Municipal Complex for the Town of Greenwood.

Veronica Brown, Town Clerk

Date Delivered to the Mayor: June 18, 2019

Date Received by the Mayor: June 18, 2019

Approved by the Mayor of the Town of Greenwood on the 18th day of June, 2019.

Frank Stawasz, Mayor

4. Ordinance No. 5 of 2019

TITLE: AN ORDINANCE TO SET THE SALARY OF THE TOWN CLERK OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2019

Town Clerk, Veronica Brown read the Ordinance by Title and the motion was carried by Roll Call Vote.

Whereas, Veronica Brown is currently serving as the Town Clerk and Tax Collector for the Town of Greenwood and has demonstrated over the past 10 years, from her initial appointment, that she is capable of handling the required duties of such position.

WHEREAS, the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana have reviewed the 2019-2020 Budget;

THEREFORE BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood that the salary of the Town Clerk of the Town of Greenwood shall be \$52,666.95 per year with all benefits as afforded all employees of the Town of Greenwood by Ordinance No. 11 of 2004 and amended by Ordinance No. 2 of 2005, effective July 1, 2006 and amended by Ordinance No 7 of 17 and revised by Ordinance No 2 of 2018

First Reading: May 20, 2019- Introduced and read by title and approved as read and set for Public Hearing on June 17, 2019 on motion by Alderman Edwardes, seconded by Alderman Robinson.

Second Reading: June 17, 2019 - Having been approved on the first reading on May 20, 2019 and after publication of notice and a public hearing, was read by title, with motion to approve as read by Alderman Larsen, seconded by Alderman Robinson.

YEAS: (5) Robinson, Ilgenfritz, Newsom, Edwardes, Larsen
NAYS: (0)
ABSENT: (0)
ABSTAIN: (0)

THUS DONE, ORDAINED AND ESTABLISHED by the Board of Aldermen of the Town of Greenwood, Louisiana, at a meeting of said public body, duly held and conducted on June 17, 2019 in the Municipal Complex for the Town of Greenwood.

Veronica Brown, Town Clerk

Date Delivered to Mayor: June 18, 2019

Date Received by Mayor: June 18, 2019

Approved by the Mayor of the Town of Greenwood on this 18th day of June, 2019

Frank Stawasz, Mayor

5. Resolution No. 4 of 2019

TITLE: A RESOLUTION TO RE-APPOINT AND FIX COMPENSATION OF THE TOWN ATTORNEY OF THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA

Town Clerk, Veronica Brown read the Resolution by title and explained the change in the hourly rate. There were no questions or discussion from the Board. A motion was made by Alderman Ilgenfritz seconded by Alderman Robinson to Approve the Resolution No. 4 of 2019. The motion was carried by unanimous voice vote.

6. Resolution No. 5 of 2019

TITLE: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A COOPERATIVE ENDEAVOR AGREEMENT WITH CADDO PARISH 9-1-1 COMMUNICATIONS DISTRICT NUMBER ONE (DISTRICT) FOR THE PURCHASE AND IMPLEMENTATION OF A NEW PARISH-WIDE P25 PHASE 2 DIGITAL RADIO COMMUNICATIONS SYSTEM

Town Clerk, Veronica Brown read the Resolution by title and Chief Gibson explained the new communications system to the Board. There were no questions or discussion from the Board. A motion was made by Alderman Larsen seconded by Alderman Robinson to Approve the Resolution No. 5 of 2019. The motion was carried by unanimous voice vote.

Public Comments: There were no public comments

Alderman Robinson commended Town Employees, Glen Mazier on his efforts on the continued progress in Property Standards.

adjourn

A motion was made by Alderman Larson, seconded by Alderman Robinson. The motion was approved by a unanimous voice vote.

There being no further business, the meeting was adjourned at 6:25 pm. Next meeting to be held on Thursday, July 11, 2019 @ 6:00 p.m. for the Work Session of the Board of Aldermen and Monday, July 15, 2019 at 6:00 pm Regular Session Meeting of the Board of Alderman. All meetings held in the Town Hall Chambers.

s/s Veronica Brown, Town Clerk

s/s Frank Stawasz, Mayor

STATE OF LOUISIANA

PARISH OF CADDO

I, THE UNDERSIGNED Town Clerk of the Town of Greenwood, do hereby certify that the foregoing is a true copy of the minutes of the Public Hearing & Regular Session of the Mayor and Board of Aldermen of the Town of Greenwood for June 17, 2019.

This the 28th day, June 2019

s/s Veronica Brown, Town Clerk