

TOWN OF GREENWOOD  
MINUTES OF THE WORK SESSION  
OF THE MAYOR AND BOARD OF ALDERMEN  
Thursday, March 15, 2018-6:00 PM

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

Absent: Alderman Robinson

There was a quorum

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

Staff Reports:

Police Chief, Shayne Gibson, reported there was no use of force incidents in the month of February. He also reported that Ofc. Linder resigned and his replacement would be Ofc. Shawn Fertenbaugh, an 11 year veteran of law enforcement. He gave updates on car thefts and break ins, as well as information on counterfeit money which is being circulated in the Greenwood area.

Mayor Frank gave updates on the following projects: 1) Bruckner Trucking in the process of requesting water from the City of Shreveport to supply the fire suppression system 2) Water line repair that runs from hwy 80 to Howell Street under I-20, completed after approximately 36 hours of construction 3) Sewer issue at Beebe & Kimberly appear to be resolved with the help of Roach Plumbing 4) The American Rose Center will hold its annual Easter Egg Hunt on Saturday, March 24<sup>th</sup> from 10:00 am until 2:00 pm and the town will have a table with an Easter Basket give away 5) Greenwood Chamber of Commerce will host a joint venture with the town on a FREE Movie in the Park and Membership Drive 6) Mailer to be sent out with 2018 event information the first week of April 7) Water leak located on Greenwood Heights still in process of construction. At this point Alderman Edwardes inquired on an other locations that manhole covers where changed out, Mayor Frank advised the only location was Kimberly & Beebe 8) Lift Station repair at Kimberly & 70<sup>th</sup> Street is ready for bid

Approval of Minutes:

Work Session Meeting –February 15, 2018

There were no questions or discussion from the Board

Regular Session Meeting- February 20, 2018

There were no questions or discussion from the Board

Approval of Financial Statements- February 2018 Financials

Alderman Edwardes inquired on if the cost of the new truck dealership would cost the Town of Greenwood, Mayor Frank advised the cost would be on Bruckner and that the daily operations water would come from the Greenwood Water System and Fire Suppression would be City of Shreveport. Alderman Edwardes also had the following questions:

- a) Why was fines & forfeitures budget reduced by \$75,000—**Town Clerk, Veronica Brown stated that the budget was reduced based on the fiscal year endings balance from the prior year. Chief Gibson, stated that he felt grant money received in prior years played a role in reduction**
- b) Delinquent penalties on financials, is this owed or collections—**Town Clerk, Veronica Brown answered it is a revenue –therefore, collected**
- c) Why was the professional fees on the financials higher than normal on the financials—**Town Clerk, Veronica Brown advised that due to the implementation of new “Agreed Upon Procedures” by the State Legislative Auditor, the audit fees were increased**
- d) What will happen to the \$7,308 balance that is currently in the K-9 fund—**Town Clerk, Veronica Brown advised that the account is actually Assett Forfeiture and the funds can be used towards any education or drug enforcement**

e) Why is Caddo Parish Sheriff Office no longer attending the Council Meetings—**Chief Gibson stated that he received a call from Capt Kevin Dunn who requested a meeting schedule and someone should be at one of the meetings each month**

f) Stats are not in the packet this month—**Chief Gibson advised that Ashley was unable to provide them by the time the packets went out and she will get them to the Board as soon as possible**

1. Ordinance No. 1 of 2018

AN ORDINANCE AMENDING AND REENACTING THE DEFINITION OF ABANDONED AND /OR INOPERATIVE VEHICLE IN SECTION 30-4 OF THE CODE OF ORDINANCES AND AMENDING AND REENACTING SECTION 30-23 OF THE CODE OF ORDINANCES PERTAINING TO THE STORAGE OF ABANDONED AND/OR INOPERATIVE VEHICLES, AND OTHERWISE PROVIDING WITH RESPECT THERETO ( To introduce and set for Public Hearing on Monday, March 19<sup>th</sup> at 6:00 p.m.)

Town Clerk, Veronica Brown read the Ordinance by title and explained the modifications that had been made from the previous introduction of this Ordinance. There were no questions or discussion from the Board.

2. Ordinance No. 2 of 2018

AN ORDINANCE AMENDING SECTION 8 PARAGRAPH 800, OF THE HUMAN RESOURCES POLICIES AND PROCEDURES MANUAL FOR THE TOWN OF GREENWOOD, AND OTHERWISE PROVIDING WITH RESPECT THERETO ( To introduce and set for Public Hearing on Monday, March 19<sup>th</sup> at 6:00 p.m.)

Town Clerk, Veronica Brown read the Ordinance by title and Town Attorney, Charles Grubb explained the change was in regards to Holiday pay, no procedural changes just clarification of the current policy. There were no questions or discussion from the Board.

**Public Comments:**

Greenwood Resident, Jewel Jaudon, inquired if the town files the appropriate paper work when the town hires or terminates a police officer. Chief Gibson replied accordingly. She also inquired on if citations can be written by GPD to the railroad train due to the blocking of the tracks for in excess of 40 mins, Chief Gibson advised that the Railroad tracks are located in the City of Shreveport limits.

*The following dialogue was requested by Alderman Edwardes to be reflected in the Minutes as stated:*

1. Alderman Edwardes Called the police dept. to tell about a fallen tree.  
Officer Anderson answered the phone the way a police officer should answer the phone, by stating “ Greenwood Police Department Officer Anderson Speaking”  
I told him about the tree lying in the road and that he might want to call Caddo and get them to move it before somebody hit the tree. He said that he would remove the tree from the road.  
**Alderman Edwardes felt this was above and beyond his duty**
2. Why was a police officer promoted to Senior Patrolman when incidents such as:
  1. Got mad and hit a brand new police SUV.
  2. Had a complaint filed against him for Racial Comments he made toward a lady.
  3. Made a traffic stop and asked the lady where she lived and told a bunch of drug heads lived there.
  4. I talked to one of my neighbors and he said this officer stopped one night in his driveway because his teenage daughter was outside smoking. Called the girl Stupid, and a punk kid.
  5. Was in on some of the face book post that created problems
  6. Went to lunch Waskom 10 or 15 minutes after starting work.**Chief Gibson asked Mayor Frank to reply and Mayor Frank indicated that he reviewed all the information that was given to him and made the decision of the promotion.**
3. What was the cause of the Tahoe being wrecked?
  1. How much damage was done to the vehicle?
  2. Was any disciplinary action taken?

3. This officer has been reported sleeping in the chambers at night and supposedly sleeping by the water towers on Hwy. 169 at night.

**Chief Gibson replied that the Officer fell asleep while driving. There was no disciplinary action taken and he was unaware of any other incidents of the Officer sleeping**

4. Are the police officers still required to be off work for at least 6 hrs before starting work on a second job? **Chief Gibson replied no, if they are not reporting back to work next shift. Alderman Edwardes stated that that is not how the Mayor instructed and he would find the notes from the meeting and follow up**
5. Why are new police officers not being introduced to the Council anymore? **Chief Gibson advised that new hire Ofc. Shawn Fertenbaugh was present and he introduced him to the Council**
6. Why did we not do an exit interview when Ofc. Bobby Linder quit? **Chief Gibson advised that the process is done with the Mayors office and Town Clerk Veronica Brown explained that she tried to set an appointment for the interview, but Ofc Linders schedule did not allow due to the hours of a new job**
7. Rothery? My complaint was filed in August of last year and I never received any kind of official answer from Shayne about this. 3 different people heard Rothery during the meeting. Shayne told me Veronica would lie. **Chief Gibson stated that he could not talk about the specifics of an investigation in a public setting and Town Attorney, Charles Grubb advised that Personnel issues should not be discussed in an open meeting and that there is a process to discuss such issues (Executive Session)**
8. Why were a Disciplinary / Investigation Report on a police officer sent to another agency when the officer was applying for a job there?

1. Are these supposed to be confidential within the Greenwood Police dept.?

2. Who sent the report?

**Chief Gibson stated that he had spoken to another agency in regards to pre-employment. He also stated that normally a waiver is retained by the recruiting agency to allow the information to be released. Town Attorney Charles Grubb inquired on if he had received a copy of a waiver and Chief Gibson replied he had not. Chief Gibson also indicated that he had no knowledge of a report being sent to the agency.**

### **Adjourn**

There being no further business, the meeting was adjourned at 7:29 pm. Next meeting to be held on Thursday, April 12, 2018 @ 6:00 p.m. for the Work Session of the Board of Aldermen and Monday, April 16, 2018 at 6:00 pm Regular Session Meeting of the Board of Alderman. All meetings held in the Town Hall Chambers.

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s/s Veronica Brown, Town Clerk

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s/s Frank Stawasz, Mayor

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 Work Session of the Mayor and Board of Aldermen of the Town of Greenwood for March 15, 2018.

This the 1st day of April, 2018

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s/s Veronica Brown, Town Clerk