

TOWN OF GREENWOOD
MINUTES OF THE PUBLIC HEARING & REGULAR SESSION
OF THE MAYOR AND BOARD OF ALDERMEN
Monday, June 19, 2017-6:00 PM

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

Absent: Alderman Larsen and Town Attorney Charles Grubb

There was a quorum

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

Convene in Public Hearing: A motion was made by Alderman Edwardes, seconded by Alderman Robinson 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 2017

TITLE: AN ORDINANCE TO ADOPT THE MILLAGE RATE FOR THE TAX YEAR 2017 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES.

Town Clerk, Veronica Brown, read the Ordinance by title and Mayor Frank called for any questions or comments from the Public

Public Comments: There were none

Ordinance No. 3 of 2017

TITLE: AN ORDINANCE TO ADOPT THE ADJUSTED MILLAGE RATE AFTER THE 2016 REASSESSMENT FOR THE TAX YEAR 2017 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES.

Town Clerk, Veronica Brown, read the Ordinance by title and Mayor Frank called for any questions or comments from the Public

Public Comments: There were none

Ordinance No. 5 of 2017

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018.

Town Clerk, Veronica Brown, read the Ordinance by title and Mayor Frank called for any questions or comments from the Public

Public Comments: There were none

Ordinance No. 6 of 2017

TITLE: AN ORDINANCE TO ENLARGE THE LIMITS AND BOUNDARIES OF THE TOWN OF GREENWOOD, LOUISIANA, OF THE PROPERTY DESCRIBED AS PARCEL # (1) AND PARCEL # (3) A SUBDIVISION IN CADDO PARISH, LOUISIANA, AND OTHERWISE PROVIDING WITH RESPECT THERETO.

Town Clerk, Veronica Brown, read the Ordinance by title and Mayor Frank called for any questions or comments from the Public

Public Comments: There were none

Ordinance No. 7 of 2017

TITLE: AN ORDINANCE AMENDING IN ENTIRETY ORDINANCE NO. 11 OF 2004, AS ENACTED, AN ORDINANCE TO PROVIDE PERSONNEL ADMINISTRATION POLICIES AND PROCEDURES FOR THE TOWN OF GREENWOOD, CADDO PARISH, LOUISIANA.

Town Clerk, Veronica Brown, read the Ordinance by title and Mayor Frank called for any questions or comments from the Public

Public Comments: There were none

Adjourn to Regular Session: A motion was made by Alderman Newsom, seconded by Alderman Robinson 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 Ilgenfritz 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 10, 2017

There were no questions or discussion from the Board. A motion was made by Alderman Edwardes seconded by Alderman Robinson to Approve the Minutes of May 10, 2017. The motion was carried by unanimous voice vote.

Public Hearing & Regular Session Meeting-May 15, 2017

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 15, 2017. The motion was carried by unanimous voice vote.

Approval of Financial Statements- May 2017 Financials

There were no questions or discussion from the Board . A motion was made by Alderman Edwardes seconded by Alderman Newsom to Approve the Financials of May 2017. The motion was carried by unanimous voice vote.

1. Ordinance No. 2 of 2017

TITLE: AN ORDINANCE TO ADOPT THE MILLAGE RATE FOR THE TAX YEAR 2017 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES. Town Clerk, Veronica Brown, read the title by Ordinance, and Mayor Frank then called for questions. There were no questions or discussion from the Board.

NOW, THEREFORE BE IT ORDAINED by the Board of Alderman, Town of Greenwood, in due, legal and regular session meeting convened, that:

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect July 1, 2017

First Reading: May 15, 2017-Introduced and read by title and approved as read and set for Public Hearing on 19, 2017 on motion by Alderman Edwardes, seconded by Alderman Newsom.

Second Reading: June 19, 2017 - Having been approved on the first reading on May 15, 2017, and after publication

of notice and a public hearing, was read by title and approved as read on motion by Alderman Robinson, seconded by Alderman Newsom. The motion was approved by the following roll call vote:

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

ATTEST:

s/s Veronica Brown, Town Clerk

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 19, 2017 in the Municipal Complex for the Town of Greenwood.

s/s Veronica Brown, Town Clerk

Date Delivered to the Mayor : June 20, 2017

Date Received by the Mayor : June 20, 2017

Approved by the Mayor of the Town of Greenwood on this 20th day of June, 2017

s/s Frank Stawasz, Mayor

2. Ordinance No. 3 of 2017

TITLE: AN ORDINANCE TO ADOPT THE ADJUSTED MILLAGE RATE AFTER THE 2016 REASSESSMENT FOR THE TAX YEAR 2017 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES. Town Clerk, Veronica Brown, read the title by Ordinance, and Mayor Frank then called for questions. There were no questions or discussion from the Board.

NOW, THEREFORE BE IT ORDAINED by the Board of Alderman, Town of Greenwood, in due, legal and regular session meeting convened, that:

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect July 1, 2017

First Reading: May 15, 2017-Introduced and read by title and approved as read and set for Public Hearing on 19, 2017 on motion by Alderman Robinson, seconded by Alderman Ilgenfritz.

Second Reading: June 19, 2017 - Having been approved on the first reading on May 15, 2017, and after publication of notice and a public hearing, was read by title and approved as read on motion by Alderman Robinson, seconded by Alderman Ilgenfritz. The motion was approved by the following roll call vote:

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

ATTEST:

s/s Veronica Brown, Town Clerk

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 19, 2017 in the Municipal Complex for the Town of Greenwood.

s/s Veronica Brown , Town Clerk

Date Delivered to the Mayor : June 20, 2017

Date Received by the Mayor : June 20, 2017

Approved by the Mayor of the Town of Greenwood on this 20th day of June, 2017

s/s Frank Stawasz, Mayor

3. Ordinance No. 5 of 2017

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017. Town Clerk, Veronica Brown, read the title by Ordinance, and Mayor Frank then called for questions. There were no questions or discussion from the Board.

NOW, THEREORE BE IT ORDAINED by the Board of Alderman, Town of Greenwood, in due, legal and regular session meeting convened, that:

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect July 1, 2017

First Reading: May 15, 2017-Introduced and read by title and approved as read and set for Public Hearing on 19, 2017 on motion by Alderman Robinson, seconded by Alderman Larsen.

Second Reading: June 19, 2017 - Having been approved on the first reading on May 15, 2017, and after publication of notice and a public hearing, was read by title and approved as read on motion by Alderman Robinson, seconded by Alderman Edwardes. The motion was approved by the following roll call vote:

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

ATTEST:

s/s Veronica Brown, Town Clerk

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 19, 2017 in the Municipal Complex for the Town of Greenwood.

s/s Veronica Brown , Town Clerk

Date Delivered to the Mayor : June 20, 2017

Date Received by the Mayor : June 20, 2017

Approved by the Mayor of the Town of Greenwood on this 20th day of June, 2017

s/s Frank Stawasz, Mayor

4. Ordinance No. 6 of 2017

TITLE: AN ORDINANCE TO ENLARGE THE LIMITS AND BOUNDARIES OF THE TOWN OF GREENWOOD, LOUISIANA, OF THE PROPERTY DESCRIBED AS PARCEL # (1) AND PARCEL # (3) A SUBDIVISION IN CADDO PARISH, LOUISIANA, AND OTHERWISE PROVIDING WITH RESPECT THERETO. Town Clerk, Veronica Brown, read the title by Ordinance, and Mayor Frank then called for questions. There were no questions or discussion from the Board.

NOW, THEREORE BE IT ORDAINED by the Board of Alderman, Town of Greenwood, in due, legal and regular session meeting convened, that:

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect July 1, 2017

First Reading: May 15, 2017-Introduced and read by title and approved as read and set for Public Hearing on 19, 2017 on motion by Alderman Newsom, seconded by Alderman Edwardes.

Second Reading: June 19, 2017 - Having been approved on the first reading on May 25, 2017, and after publication of notice and a public hearing, was read by title and approved as read on motion by Alderman Ilgenfritz, seconded by Alderman Newsom. The motion was approved by the following roll call vote:

YEAS: (4) Robinson, Ilgenfritz, Newsom, Edwardes

NAYS: (0)

ABSENT: (1) Larsen

ABSTAIN: (0)

ATTEST:

s/s Veronica Brown, Town Clerk

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 19, 2017 in the Municipal Complex for the Town of Greenwood.

s/s Veronica Brown , Town Clerk

Date Delivered to the Mayor : June 20, 2017
Date Received by the Mayor : June 20, 2017

Approved by the Mayor of the Town of Greenwood on this 20th day of June, 2017

s/s Frank Stawasz, Mayor

5. Ordinance No. 7 of 2017

TITLE: AN ORDINANCE AMENDING IN ENTIRETY ORDINANCE NO. 11 OF 2004, AS ENACTED, AN ORDINANCE TO PROVIDE PERSONNEL ADMINISTRATION POLICIES AND PROCEDURES FOR THE TOWN OF GREENWOOD, CADDO PARISH, LOUISIANA. Town Clerk, Veronica Brown, read the title by Ordinance, and Mayor Frank then called for questions. There was no discussion or questions from the Board. NOW, THEREORE BE IT ORDAINED by the Board of Alderman, Town of Greenwood, in due, legal and regular session meeting convened, that:

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect July 1, 2017

First Reading: May 15, 2017-Introduced and read by title and approved as read and set for Public Hearing on 19, 2017 on motion by Alderman Robinson, seconded by Alderman Ilgenfritz.

Second Reading: June 19, 2017 - Having been approved on the first reading on May 15, 2017, and after publication of notice and a public hearing, was read by title and approved as read on motion by Alderman Edwardes, seconded by Alderman Newsom. The motion was approved by the following roll call vote:

YEAS: (3) Robinson, Newsom, Edwardes
NAYS: (1) Ilgenfritz
ABSENT: (1) Larsen
ABSTAIN: (0)

ATTEST:

s/s Veronica Brown, Town Clerk

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 19, 2017 in the Municipal Complex for the Town of Greenwood.

s/s Veronica Brown , Town Clerk

Date Delivered to the Mayor : June 20, 2017
Date Received by the Mayor : June 20, 2017

Approved by the Mayor of the Town of Greenwood on this 20th day of June, 2017

s/s Frank Stawasz, Mayor

6. Resolution No. 11 of 2017

TITLE: A RESOLUTION TO SELECT THE OFFICIAL JOURNAL FOR THE 2017/2018 FISCAL YEAR
Town Clerk, Veronica Brown, read the Resolution by title and advised the Board that the official journal would remain the Shreveport Times. . Mayor Frank then called for questions. There were no questions or discussion from the Board. A motion was made by Alderman Ilgenfritz, seconded by Alderman Newsom to approve Resolution No. 11 of 2017. Motion carried by unanimous voice vote.

7. Ordinance No. 8 of 2017

TITLE: AN ORDINANCE TO SET THE SALARY OF THE TOWN CLERK OF THE TOWN OF GREENWOOD EFFECTIVE JULY 17, 2017. (to introduce and set for Public Hearing on July 17th at 6:00 pm) Town Clerk, Veronica Brown, read the title by Ordinance, and explained that there would be a Public Hearing held on Monday, July 17th at 6:00 pm. Mayor Frank then called for questions. There were no questions or discussion from the Board. A motion was made by Alderman Edwardes, seconded by Alderman Robinson to introduce Ordinance No. 8 of 2017 and set for Public Hearing on Monday, July 17, 2017. Motion carried by the following roll call vote:

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

8. Ordinance No. 9 of 2017

TITLE: AN ORDINANCE TO SET THE SALARY OF THE CHIEF OF POLICE OF THE TOWN OF GREENWOOD EFFECTIVE JULY 17, 2017 . (to introduce and set for Public Hearing on July 17th at 6:00 pm) Town Clerk, Veronica Brown, read the title by Ordinance, and explained that there would be a Public Hearing held on Monday, July 17th at 6:00 pm. Mayor Frank then called for questions. There were no questions or discussion from the Board. A motion was made by Alderman Ilgenfritz, seconded by Alderman Newsom to introduce Ordinance No. 9 of 2017 and set for Public Hearing on Monday, July 17, 2017. Motion carried by the following roll call vote:

YEAS: (3) Robinson, Newsom, Ilgenfritz
NAYS: (1) Edwardes
ABSENT: (1) Larsen
ABSTAIN: (0)

9. Approval to adopt a Policy and Procedure for a non-preference tow in the Town of Greenwood.

Chief of Police, Shayne Gibson explained the proposed policy. Mayor Frank called for questions. There were no questions or concerns from the Board. A motion was made by Alderman Ilgenfritz, seconded by Alderman Edwardes to adopt the proposed Policy & Procedure for a non-preference tow. The motion carried by a unanimous voice vote.

10. Resolution No. 10 of 2017

TITLE: A RESOLUTION ADOPTING ALL THE NECESSARY REQUIRED PLANS AND POLICIES REQUIRED FOR THE ADMINISTRATION OF THE FY 2017 LCDBG BLOCK GRANT
Town Clerk, Veronica Brown, read the Resolution by title and explained the proposed policies & procedures are necessary to administer the 2017 LCDBG Grant which was recently awarded to the Town of Greenwood for Sewer lift station improvements. There were no questions or discussion from the Board. A motion was made by Alderman

Newsom, seconded by Alderman Robinson to approve the proposed policies. The motion was carried by unanimous voice vote.

PUBLIC COMMENTS

Alderman Robinson inquired if the employee handbook would have a table of contents, Town Clerk Veronica Brown advised that yes, there would be it was eliminated on the Ordinance only.

Alderman Edwardes requested that Property Standards enforce car covers to be placed on non-running vehicles in lieu of tarps. Town Clerk, advised that the suggestion was a general consensus of the Board and she would advise property standards to do as such.

Justin Davis, Greenwood Resident, inquired on the sewer smell located at his residence. Mayor Frank responded accordingly.

Ms Pauline Carter, Greenwood Resident, sent a Thank you to the Property Standards Dept and Police Dept for the time and attention they have given her when there were issues

Tiffanie Munds, inquired on a series of events that had recently happened. Chief Shayne Gibson nor Mayor Frank had any knowledge of these events and answered accordingly.

Jeremy Rials, made statements in regards to his time of employment with the Town of Greenwood and inquired on incidents. Town Clerk, Veronica Brown, advised him that during Public Comments he can speak, however, the questions asked could not be discussed in a Public Meeting. He then asked for a meeting with Mayor Frank and was advised to contact the office for such date and time.

Adjourn

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

There being no further business, the meeting was adjourned at 7:45 pm. Next meeting to be held on Thursday, July 13, 2017 @ 6:00 p.m. for the Work Session of the Board of Aldermen and Monday, July 17, 2017 at 6:00 pm Public Hearing & 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 Work Session of the Mayor and Board of Aldermen of the Town of Greenwood for June 19, 2017.

This the 27th day of June 2017

s/s Veronica Brown, Town Clerk