

TOWN OF GREENWOOD  
MINUTES OF THE PUBLIC HEARING & REGULAR SESSION MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN  
Tuesday, July 3, 2023 6:00 PM

Present: Mayor Brad Edwardes, Alderman Davis, Robinson, Larsen, Turk, Clerk Tiffany Gaar, Town Attorney Jennifer McKay, Police Chief Shayne Gibson and members of the public.

Absent: Alderman Doughty and Town Clerk Veronica Brown

There was a quorum

Mayor Edwardes 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 Davis, seconded by Alderman Turk to convene into a Public Hearing, the motion was carried by unanimous voice vote.

**PUBLIC HEARING: The purpose of the public hearing is for the adoption of the following Ordinance (s), the title of which are hereinafter set forth, to wit;**

Clerk, Tiffany Gaar read the title of the Ordinances and after each Public Comments were heard

ORDINANCE NO 5 OF 2023

TITLE: AN ORDINANCE AMENDING ORDINANCE NO 18 OF 2022 THAT BEING AN ORDINANCE SETTING THE SCHEDULE FOR 2023 REGULAR MEETINGS OF THE BOARD OF ALDERMEN OF THE TOWN OF GREENWOOD

**Public comments:** Resident B. Driggers, in favor of work session.

ORDINANCE NO. 7 of 2023

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.

**Public Comments:** Resident P. Coleman in favor of adopting the ordinance with amendments for police department officers, equipment and training. Also stated that the \$250,000 additional cost for two officers could be paid from Capital Fund and not General Fund.

ORDINANCE No. 8 of 2023

TITLE: AN ORDINANCE TO SET THE SALARY OF THE CHIEF OF POLICE OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2023.

**Public Comments:** Resident T. Evans suggested more than the proposed amount. P. Coleman, resident, in favor of the proposed amount.

ORDINANCE No. 9 of 2023

TITLE: AN ORDINANCE TO SET THE SALARY OF THE TOWN CLERK OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2023.

**Public Comments:** Resident T. Evans, against Ordinance No. 9; Resident, P. Coleman against Ordinance No.9 and wanted the record to reflect that the Town Clerk and Chief of Police are both exempt employees. Alderman Davis explained Chief of Police and Town Clerk increases were \$1.50 and not on a percentage basis. Alderman Larsen suggested that the term "salary exempt" be included in Ordinance No.9.

ORDINANCE No. 10 of 2023

TITLE: AN ORDINANCE TO ADOPT THE MILLAGE RATE FOR THE TAX YEAR 2023 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES.

**Public Comments:** Resident B. Driggers suggested to increase the millage rate to fund the Police Department.

Adjourn to Regular Session: A motion was made by Alderman Davis, seconded by Alderman Larsen to adjourn from the Public Hearing into the Regular Session Meeting, the motion was carried by unanimous voice vote.

Staff Reports: Police Chief Shayne Gibson 1) no use of force incidents in the month of May 2) One officer hurt and is off and recovering. 3) Greenwood Community Clean up had a good turn out.

Chase Gowan, Utilities Manager, advised the Board 1) 2 service leaks repaired 2) the water usage average has gone down to 600,000 gallons per day which is normal for the time of year. 3) Explained the NOV letter. 4) Water plant did well during the power outage, only sewer issues. For a full report refer to the official Minutes Book

Approval of Agenda: A motion was made by Alderman Robinson, seconded by Alderman Davis to approve the agenda, Aldermen Davis inquired on public comments section on agenda items. The motion was carried by unanimous voice vote.

Public Comments on Agenda Items: NONE

Approval of Minutes: Public Hearing & Regular Session May 23, 2023

A motion was made by Alderman Davis, seconded by Alderman Robinson to approve the Minutes, the motion was carried by majority voice vote.

Approval of Financials: May, 2023

A motion was made by Alderman Larsen to table, seconded by Alderman Davis to approve the Financials, the motion was carried by a unanimous voice vote.

1. ORDINANCE NO 5 OF 2023

TITLE: AN ORDINANCE AMENDING ORDINANCE NO 18 OF 2022 THAT BEING AN ORDINANCE SETTING THE SCHEDULE FOR 2023 REGULAR MEETINGS OF THE BOARD OF ALDERMEN OF THE TOWN OF GREENWOOD. The ordinance was read by title by Clerk T. Gaar and there were no public comments.

BE IT ORDAINED, by the Board of Aldermen of the Town of Greenwood that the Regular Meetings for the Board of Aldermen of the Town of Greenwood shall be held on the fourth Tuesday of each month, and a Work Session shall be held on the Thursday preceding the Regular Meeting of the Board of Aldermen. All such meetings shall be held at 6:00 PM at the Greenwood Town Hall, located at 9381 Greenwood Rd, Greenwood LA

BE IT FURTHER ORDAINED by the Board of Aldermen, Town of Greenwood, in due, legal and regular meeting convened that;

BE IT FURTHER ORDAINED that all Ordinances or Resolutions or parts thereof in conflict with this Ordinance are hereby repealed

NOW, THEREFORE BE IT ORDAINED that this Ordinance shall be in immediate effect

First Reading: Tuesday, May 23, 2023- Introduced and read by title and approved as read and set for Public Hearing on July 3, 2023 on motion by Alderman Davis, seconded by Alderman Doughty.

Second Reading: July 3, 2023 - Having been approved on the first reading on May 23, 2023 and after publication of notice and a public hearing, was read by title, with motion to approve as read by Alderman Davis, seconded by Alderman Larsen.

YEAS: (4) Robinson, Davis, Turk, Larsen

NAYS: (0)

ABSENT: (1) Doughty

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 July 3, 2023 in the Municipal Complex for the Town of Greenwood.

2. ORDINANCE NO. 7 of 2023

TITLE: AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF GREENWOOD, PARISH OF CADDO, STATE OF LOUISIANA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.

The ordinance was read by title by Clerk T. Gaar.

Public Comments: Resident P. Coleman asked that the record reflect that the budget would be brought back to hire additional police officers, Resident S. Coon stated that stipulations would cause the budget not to pass and therefore monetary issues. Aldermen Davis requested that the record reflect that the budget be brought back to fund additional police officers.

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, 2023 and ending June 30, 2024 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	
	2024
Operating Revenues	1,410,500
Expenses - General & Administrative	850,000
Expenses - Police Department	1,318,700
Total Current Expenditures	2,168,700
Transfers In-Sales Tax	900,000
Transfers In-Capital	
Excess/Deficiency	141,800
Beginning Fund Balance	390,904
Ending Fund Balance	532,704

WATER FUND BALANCE	
	2024
Operating Revenues	1,050,000
Operating Expenses	1,066,550
Operating Income/Loss	(16,550)
Beginning Fund Balance	3,768,011
Ending Fund Balance	3,751,461

SEWER FUND BALANCE	
	2024
Operating Revenues	400,000
Operating Expenses	387,200
Operating Income/Loss)	12,800
Begining Fund Balance	386,792
Ending Fund Balance	399,592

SALES TAX FUND BALANCE	
	2024
Revenues	950,000
Expenditures	910,000
Excess/Deficiency	40,000
Begining Fund Balance	991,316
Ending Fund Balance	1,031,316

First Reading: May 23, 2023 - Introduced and read by title and approved as read on motion by Alderman Davis and seconded by Alderman Doughty.

Second Reading: July 3, 2023, Having been approved on the first reading on May 23, 2023, and after publication of notice and a public hearing, was read by title and on motion by Alderman Davis, seconded by Alderman Robinson. Approved by the following roll call vote:

- YEAS: (4) Robinson, Davis, Turk, Larsen
- NAYS: (0)
- ABSENT: (1) Doughty
- ABSTAIN: (0)

THUS DON E, 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 3rd day of July, 2023, in the Municipal Complex of the Town of Greenwood.

- 3. ORDINANCE No. 8 of 2023  
 TITLE: AN ORDINANCE TO SET THE SALARY OF THE CHIEF OF POLICE OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2023. The ordinance was read by title by Clerk T. Gaar and there were no public comments.

WHEREAS, Shayne Gibson is currently serving as the Police Chief for the Town of Greenwood Police Department and has served over twenty (20) 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

2023-2024 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 \$ 68,452.80 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 23, 2023- Introduced and read by title and approved as read and set for Public Hearing on June 27, 2023 on motion by Alderman Doughty, seconded by Alderman Turk.

Second Reading: July 3, 2023 - Having been approved on the first reading on May 23, 2023 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 Davis. Motion was carried by the following Roll Call Vote:

YEAS: (4) Robinson, Davis, Turk, Larsen  
NAYS: (0)  
ABSTAIN: (0)  
ABSENT: (1) Doughty

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 July 3, 2023 in the Municipal Complex for the Town of Greenwood.

4. ORDINANCE No. 9 of 2023  
TITLE: AN ORDINANCE TO SET THE SALARY OF THE TOWN CLERK OF THE TOWN OF GREENWOOD EFFECTIVE JULY 1, 2023. The ordinance was read by title by Clerk T. Gaar.  
**Public Comments:** Resident B Driggers against the ordinance

Whereas, Veronica Brown is currently serving as the Town Clerk and Tax Collector for the Town of Greenwood and has demonstrated over the past 14 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 2023-2024 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 \$61,789.91 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 Ordinance No 7 of 17 and revised by Ordinance No 2 of 2018

First Reading: May 23, 2023 - Introduced and read by title and approved as read and set for Public Hearing on June 27, 2023 on motion by Alderman Doughty, seconded by Alderman Turk

Second Reading: July 3, 2023- Having been approved on the first reading on May 23, 2023 and after publication of notice and a public hearing, was read by title, with motion to approve as read by Alderman Robinson, seconded by Alderman Turk. Motion failed due to tie vote.

YEAS: (2) Robinson, Turk  
NAYS: (2) Davis, Larsen  
ABSTAIN: (0)  
ABSENT: (1) Doughty

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 July 3, 2023 in the Municipal Complex for the Town of Greenwood

5. ORDINANCE No. 10 of 2023

TITLE: AN ORDINANCE TO ADOPT THE MILLAGE RATE FOR THE TAX YEAR 2023 FOR AD VALOREM TAX TO BE USED FOR GENERAL OPERATING PURPOSES. Ordinance was read by title by Clerk T. Gaar and there were no public comments.

BE IT ORDAINED by the Board of Aldermen of the Town of Greenwood, Parish of Caddo, State of Louisiana, in regular and legal session convened, and conducted in accordance with the open meetings law and the requirements of Louisiana Constitutional Article 7, Sec. 23(C), that the following millage rate be and is hereby levied upon the dollar assessed value of all property subject to ad valorem taxation within the town limits of the Town of Greenwood for the year 2023 for the purpose of raising revenue for general operating purposes:

General Fund	9.95 Mills
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BE IT FURTHER ORDAINED that the Assessor of the Parish of Caddo shall extend upon the assessment roll for the year 2023 the taxes herein levied; and

BE IT FURTHER ORDAINED that the taxes levied herein shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

First Reading: May 23, 2023 Introduced and read by title and approved as read and set for Public Hearing on June 27, 2023 on motion by Alderman Davis, seconded by Alderman Doughty.

Second Reading: July 3, 2023 Having been approved on the first reading on May 23, 2023, and after publication of notice and a public hearing, was read by title and approved as read on motion by Alderman Davis and seconded by Alderman Larsen. The motion was carried by the following roll call vote:

Approved by the following vote:

YEAS: (4) Robinson, Davis, Turk, Larsen

NAYS: (0)

ABSENT: (1) Doughty

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 July 3, 2023 in the Municipal Complex of the Town of Greenwood

6. Approval to surplus Unit G-1, 2016 Ford Explorer-VIN #1FM5K8AR3GGC67562, with mileage of 88,648 miles.

There were no public comments, A motion was made by Aldermen Larsen to approve, Seconded by Aldermen Davis; the motion was carried by unanimous voice vote.

**Public Comments Non Agenda Items:**

Resident M. Dickerson questioned Aldermen attendance policy and inquired on if the injured officer was using sick leave.

Resident S. Park inquired on the accuracy of the financials.

Aldermen Turk spoke on the attendance for aldermen.

Aldermen Larsen is in agreement on an attendance policy for Aldermen.  
Town Attorney Jennifer McKay indicated any inquiries/discussions on the integrity or elected officials must be included on the agenda and the person be given 24 hour written notice.  
Resident P. Coleman inquired to the Town Attorney on the Attorney General Opinion that was previously requested to regards to the absence of a Mayor.  
Resident M. Murdock inquired on the cat that was on the Police Department Facebook.  
Resident S. Coon expressed his respect for the Police Department as well as the Water/Sewer Department.  
Suggested that we implement a Master Plan in order to commit to repair/replacement for the needs of the Town.  
Aldermen Davis indicated that South Wind was making progress and inquired if they need to go before the Planning & Zoning Board.

**Adjourn**

There being no further business, a motion was made by Alderman Turk and seconded by Alderman Davis the meeting was adjourned at 7:48 pm. Next meeting to be held on Tuesday, July 25, 2023 @ 6:00 p.m. for the Regular Session of the Board of Aldermen. All meetings held in the Town Hall Chambers.

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s/s Tiffany Gaar, Clerk

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s/s Brad Edwardes, 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 July 3, 2023

This the 19<sup>th</sup> day of July, 2023

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s/s Tiffany Gaar, Clerk