

# TOWN OF SIMMESPORT

MAYOR LESLIE DRAPER III

DISTRICT I  
TED TURNER



DISTRICT II  
KENNETH MARSH

DISTRICT III  
MYRON K. BROWN

DISTRICT IV  
SHERMAN BELL

ALDERMAN AT LARGE  
PRESLEY BORDELON

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## August 31, 2020 Special Town Meeting Minutes

Minutes of the regular meeting of the Mayor and Board of Aldermen of the Town of Simmesport held at the Simmesport Town Hall on Monday, August 31, 2020, at 4:00 PM.

Presiding: Mayor Leslie Draper

Members Present: Ted Turner, Myron Brown, Kenneth Marsh, Sherman Bell

Members Absent: Presley Bordelon

### AGENDA ITEMS 1,2,3

The meeting was called to order by Mayor Draper and was opened with a prayer given by Alderman Sherman Bell followed by the Pledge of Allegiance.

### AGENDA ITEM 4: AMENDING OF THE AGENDA

A motion was made by Alderman Marsh and seconded by Alderman Brown that the agenda be amended to include a report by the Mayor of all Town activities. All present voted as follows:

|                   | FOR   | AGAINST | ABSENT |
|-------------------|-------|---------|--------|
| Alderman Bell     | X     | _____   | _____  |
| Alderman Brown    | X     | _____   | _____  |
| Alderman Bordelon | _____ | _____   | X      |
| Alderman Marsh    | X     | _____   | _____  |
| Alderman Turner   | X     | _____   | _____  |

The motion was carried.

### AGENDA ITEM 5: MILLAGE TAX RESOLUTION

A motion was made by Alderman Bell and seconded by Alderman Bordelon that the agenda item be removed from the agenda pending the receipt of further paperwork from the Assessor's Office. All present voted as follows:

|                   | FOR          | AGAINST           | ABSENT            |
|-------------------|--------------|-------------------|-------------------|
| Alderman Bell     | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Brown    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Bordelon | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Marsh    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Turner   | <u>  X  </u> | <u>          </u> | <u>          </u> |

The motion was carried.

**AGENDA ITEM 6: ADOPTING THE AMENDED AGENDA**

A motion was made by Alderman Marsh and seconded by Alderman Brown that the agenda be accepted as amended. All present voted as follows:

|                   | FOR          | AGAINST           | ABSENT            |
|-------------------|--------------|-------------------|-------------------|
| Alderman Bell     | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Brown    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Bordelon | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Marsh    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Turner   | <u>  X  </u> | <u>          </u> | <u>          </u> |

The motion was carried.

**AGENDA ITEM 6A: MAYOR’S REPORT OF TOWN ACTIVITIES**

Mayor Draper first said that meetings are ongoing about the planned health unit in Simmesport. The Mayor told the council that in his last meetings with the Police Jury, an existing slab at the Simmesport Community Complex where a building could be placed. The Mayor said that it was his hope that a date for the project to begin would be announced soon. Mayor Draper thanked Dr. Hokum for his diligent work in getting the clinic opened in Simmesport. Alderman Presley Bordelon asked if the existing buildings at the complex were going to be used. Mayor Draper relayed that the initial plans for the clinic were to remodel the school building. However, that idea was bogged down in politics and an alternative was to move in a manufactured building on the campus to serve as the clinic. Mayor Draper also told the Council about plans to build an 80 to 100-unit apartment complex on the Community Complex grounds. The Mayor said he has brought the R.I.S.E. into these housing discussions because of their mission of economic development. The Mayor related that the wireless meters are generating the revenue he thought they would. Combined with cuts to personnel and work ours, the Town is back on track to get the budget under control and get a 2020-2021 budget in place to present to the public.

**AGENDA ITEM 7: INTERNAL CONTROLS**

In November of 2018, the accountants and auditors suggested a set of corrective actions and changes in our policy and procedures. Mayor Draper reminded all assembled that the accountant handed each one of the Aldermen (at that time) a copy of these internal controls. The Mayor stated that the Council had not formally adopted the updates and policy changes.

A motion was made by Alderman Bell and seconded by Alderman Bordelon that the recommended internal controls, policies and procedures be adopted for the Town of Simmesport. All present voted as follows:

|                   | FOR          | AGAINST           | ABSENT            |
|-------------------|--------------|-------------------|-------------------|
| Alderman Bell     | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Brown    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Alderman Bordelon | <u>  X  </u> | <u>          </u> | <u>          </u> |

|                 |                              |                                   |                                   |
|-----------------|------------------------------|-----------------------------------|-----------------------------------|
| Alderman Marsh  | <u>          X          </u> | <u>                          </u> | <u>                          </u> |
| Alderman Turner | <u>          X          </u> | <u>                          </u> | <u>                          </u> |

The motion was carried.

**AGENDA ITEM 8: EMPLOYEE APPLICATION, HANDBOOK, DAILY OPERATIONS PROCEDURE REQUEST FORM**

The Mayor informed the council that the application for Town employment has been updated. He also told the council he was nearing completion in updating and revising the employee handbook.

Mayor Draper gave the aldermen a work order form in the event they had problems to be address in their districts. This work order is to be turned into the Town Hall so that the maintenance department can keep track of projects or problems the councilmen need in their respective districts.

**AGENDA ITEM 9: MONTHLY SCHEDULE CALENDAR**

Mayor Draper introduced a monthly calendar for town work. This includes regular activities such as meter readings and limb pickup. Mayor Draper asked that if any councilman had something to add to the daily operations calendar, please let him know.

Mayor Draper also showed the council a video of an instrument devised by the City of Rayne to clean culverts. The Mayor suggested the Town purchase the implement to begin cleaning culverts.

**AGENDA ITEM 10: REVISIT AGREEMENT FOR POLICE DOG**

The Mayor told the Council that an agreement was signed in 2018 with the Town of Mansura for the use of their K-9 officer. Mayor Draper wanted to revisit the agreement and update it since the Mansura Town Council has changed and our Chief of Police has changed.

**AGENDA ITEM 11: INTRODUCTION TO PROPOSED ORDINANCES**

Mayor Draper said the Town of Simmesport adopted the State Code of Criminal Procedure, Louisiana Criminal Code, Louisiana Code of Evidence and Court Rules. However, the Mayor related that some of the day-to-day operations procedures need to be codified in the form of ordinances. The mayor did say that LMA has provided some new guidelines on blighted property to be presented at the next meeting. He also wanted to put into ordinance the fees for utility deposits. Clerk Dacia Adams stated that the current fees for renters were \$100 for water meter deposit, connection fee \$50, and the permit is \$30.

A motion was made by Alderman Marsh and seconded by Alderman Brown that all utility connection fees for renters remain the same as they currently are. All present voted as follows:

|                   | FOR                          | AGAINST                           | ABSENT                            |
|-------------------|------------------------------|-----------------------------------|-----------------------------------|
| Alderman Bell     | <u>          X          </u> | <u>                          </u> | <u>                          </u> |
| Alderman Brown    | <u>          X          </u> | <u>                          </u> | <u>                          </u> |
| Alderman Bordelon | <u>          X          </u> | <u>                          </u> | <u>                          </u> |
| Alderman Marsh    | <u>          X          </u> | <u>                          </u> | <u>                          </u> |
| Alderman Turner   | <u>          X          </u> | <u>                          </u> | <u>                          </u> |

The motion was carried.

For a homeowner the water meter deposit is \$50, \$50 for the connection fee, and \$30 for the permit.

A motion was made by Alderman Bell and seconded by Alderman Brown that all utility connection fees for homeowners remain the same as they currently are. All present voted as follows:

|                   | FOR | AGAINST | ABSENT |
|-------------------|-----|---------|--------|
| Alderman Bell     | X   | _____   | _____  |
| Alderman Brown    | X   | _____   | _____  |
| Alderman Bordelon | X   | _____   | _____  |
| Alderman Marsh    | X   | _____   | _____  |
| Alderman Turner   | X   | _____   | _____  |

The motion was carried.

Mayor Draper also said there was a problem with renters moving out and leaving bills. Also, the policies and procedures for the utility department have not been written down. Mayor Draper also said that the auditors suggested that any time we take money from the public we should make an ordinance. Fees for the various parks and fields should be included in this.

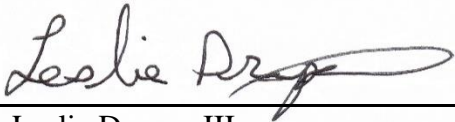
Aldermen Marsh and Bell volunteered to serve on a committee to develop policies for the parks and ball fields.

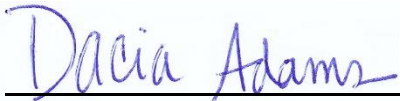
Aldermen Turner and Bordelon volunteered to serve on a committee to make policies for the utility department.

There being no further business, a motion was made by Alderman Marsh and seconded by Alderman Brown to adjourn. All present voted as follows:

|                   | FOR | AGAINST | ABSENT |
|-------------------|-----|---------|--------|
| Alderman Bell     | X   | _____   | _____  |
| Alderman Brown    | X   | _____   | _____  |
| Alderman Bordelon | X   | _____   | _____  |
| Alderman Marsh    | X   | _____   | _____  |
| Alderman Turner   | X   | _____   | _____  |

The motion was carried and the meeting adjourned.

  
\_\_\_\_\_  
Leslie Draper, III  
Mayor

  
\_\_\_\_\_  
Dacia Adams  
Town Clerk