

SHELLY HORTON JR
MAYOR



STEPHANIE SULLIVANT-COLLIER
CAO/TOWN CLERK

TOWN OF BENTON LOUISIANA

PUBLIC HEARING MINUTES

MAYOR AND BOARD OF ALDERMAN
TOWN OF BENTON

105 SIBLEY STREET, BENTON, BOSSIER PARISH, LOUISIANA
MONDAY, DECEMBER 13, 2021, AT 6:00 PM

Call to Order: Mayor Shelly Horton

Pledge: By Alderman Jones

Invocation: By Alderman Manning

Present: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Absent: Alderman James Friday

Also Present: Stephanie Collier, Attorney Stinson, and Assistant Chief Collier

Agenda: Motion by Alderman Cathcart seconded by Alderman Jones to approve the **public hearing** agenda

Public Comments: None

In favor: 4

Opposed: 0

Public Hearing Items:

1. Ordinance 574 of 2021: Amending the 2021 General Fund and 1978 Sales Tax Budgets:

AN ORDINANCE AMENDING ORDINANCE 569 OF 2020 THE FINANCIAL BUDGET FOR THE FISCAL YEAR 2021 FOR THE TOWN OF BENTON, LOUISIANA IN ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

BE IT ORDAINED the Board of Alderman of the Town of Benton, Louisiana, enacted Ordinance 569 of 2020 on December 14, 2020 adopting the 2021 General Fund, Water Sewer Enterprise Fund, and 1978 Sales Tax Fund budgets, and

WHEREAS, the Board of Alderman does hereby desire to amend the 2021 General Fund budget by the following changes;

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Revenues	From: \$ (1,891,918.38)	To: \$(2,217,791.00)
Administrative	From: \$ 200,125.00	To: \$ 278,508.00
Mayor	From: \$ 46,210.00	To: \$ 42,889.00
Council	From: \$ 30,150.00	To: \$ 30,150.00
Police	From: \$ 700,500.00	To: \$ 726,511.00
Police Chief	From: \$ 85,450.00	To: \$ 79,430.00
Streets	From: \$ 674,620.00	To: \$ 616,531.00
Maintenance	From: \$ 99,920.00	To: \$ 106,617.00
Parks and Recreation	From: \$ 34,500.00	To: \$ 8,908.00
Benton Parish MPC	From: \$ 46,988.00	To: \$ 47,811.00
Total Expenses	From: \$ 1,891,463.00	To: \$ 1,937,355.00

Net (Profit)/Loss \$ (454.38) \$ (280,436.00)

Beginning Fund Balance \$ (1,526,693.88) \$(1,526,693.88)

Ending Fund Balance \$ (1,527,148.26) \$(1,807,129.88)

WHEREAS the Board of Alderman does hereby desire to amend the 2021 1978 Sales Tax Fund by the following changes;

Revenues	From: \$ (710,050.00)	To: \$ (880,221.00)
Transfers to General Fund	From: \$ 647,500.00	To: \$ 608,807.00

Net (Profit)/ Loss: \$ (62,550.00) \$ (271,414.00)

Beginning Fund Balance \$ (2,834,429.00) \$ (2,834,429.00)

Ending Fund Balance \$ (2,896,979.00) \$ (3,105,834.00)

WHEREAS, the Board of Aldermen of the Town of Benton, Louisiana, finds and determines that the General Fund and 1978 Sales Tax Fund amendments comply with all requirements set forth in the State of Louisiana Local Government Budget Act R.S. 39:1301 – 1315

Public Comments: None

2. Ordinance 575 of 2021: Adopting the 2022 General Fund, Water Sewer Enterprise, and 1978 Sales Tax Budgets.

AN ORDINANCE ADOPTING THE 2022 BUDGETS FOR REVENUES AND EXPENDITURES OF THE TOWN OF BENTON’S GENERAL FUND, WATER SEWER ENTERPRISE FUND, AND 1978 SALES TAX FUND BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022; AND TO PROVIDE FOR RELATED MATTERS.

BE IT ORDAINED by the Board of Aldermen of the Town of Benton, Bossier Parish, Louisiana, in Regular Session Convened that:

SECTION 1. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the General Fund FY 2022:

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General Fund Revenues	<u>\$(2,149,570.00)</u>
General Administrative Expenses	\$ 238,980.00
Mayor Expenses	\$ 44,160.00
Council Expenses	\$ 27,150.00
Chief of Police	\$ 82,150.00
Police Expenses	\$ 770,000.00
Street Expenses	\$ 391,000.00
Maintenance Expenses	\$ 104,000.00
Parks and Recreation Expenses	\$ 10,500.00
Benton Parish MPC	<u>\$ 46,988.00</u>
Total General Fund Expenses	\$1,714,928.00
Net (Profit) / Loss	\$ (434,642.00)
Beginning Fund Balance	\$(1,972,318.00)
Ending Fund Balance	\$(2,406,960.00)

SECTION 2. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the Water Sewer FY 2022:

General Administrative Revenues	\$ (1,220,461.00)
In Water Revenues	\$ (427,675.00)
Out Water Revenue	\$ (1,108,993.00)
In Sewer Revenue	\$ (140,000.00)
Out Sewer Revenue	\$ (380,000.00)
<u>Solid Waste Revenue</u>	<u>\$ (175,000.00)</u>
Total Revenues	\$ (3,452,129.00)
General Administrative Expenses	\$ 923,900.00
In Water Expenses	\$ 622,000.00
Out Water Expenses	\$ 804,000.00
In Sewer Expenses	\$ 304,000.00
Out Sewer Expenses	\$ 639,000.00
<u>Solid Waste Expenses</u>	<u>\$ 145,000.00</u>
Total Expenses	\$ 3,437,900.00
Net (Profit)/ Loss	\$ (14,229.00)
Beginning Fund Balance	\$(3,080,267.00)
Ending Fund Balance	\$(3,094,496.00)

SECTION 3. The following estimates are hereby adopted to serve as a budget of revenues and expenditures of the 1978 Sales Tax Fund FY 2022:

Revenues	\$(710,050.00)
Expenditures	\$ 647,500.00

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Net (Profit) / Loss	\$ (62,550.00)
Beginning Fund Balance	\$(3,213,979.45)
Ending Fund Balance	\$(3,276,529.45)

BE IT FURTHER ORDAINED the Board of Aldermen of the Town of Benton, Louisiana, finds and determines that this budget complies with all requirements set forth in the State of Louisiana Local Government Budget Act R.S. 39:1301 – 1315

Public Comments: None

Adjourn:

Motion by Alderman Carr seconded by Alderman Manning to adjourn the Public Hearing
In Favor: 4
Opposed: 0

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**REGULAR SESSION
MINUTES
MAYOR AND BOARD OF ALDERMAN
TOWN OF BENTON
105 SIBLEY STREET, BENTON, BOSSIER PARISH, LOUISIANA
DECEMBER 13, 2021, 6:00 PM**

Call to Order: Mayor Shelly Horton

Agenda: Motion by Alderman Manning seconded by Alderman Carr to amend the agenda by adding items 10. Resolution 13 and item 11. Resolution 14.

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

Agenda: Motion Cathcart by seconded by Alderman Jones to approve the agenda as amended

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

Minutes: Motion by Alderman Jones seconded by Alderman Manning to approve the minutes from the November meeting

Public Comments: None

In favor: 4

Opposed: 0

Old Business:

1. Ordinance 574 of 2021: Final Vote

AN ORDINANCE AMENDING ORDINANCE 569 OF 2020 THE FINANCIAL BUDGET FOR THE FISCAL YEAR 2021 FOR THE TOWN OF BENTON, LOUISIANA IN ACCORDANCE WITH THE LOUISIANA LOCAL GOVERNMENT BUDGET ACT

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Motion by Alderman Jones seconded by Alderman Carr to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

2. **Ordinance 575 of 2021:** Final Vote

AN ORDINANCE ADOPTING THE 2022 BUDGETS FOR REVENUES AND EXPENDITURES OF THE TOWN OF BENTON'S GENERAL FUND, WATER SEWER ENTERPRISE FUND, AND 1978 SALES TAX FUND BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022; AND TO PROVIDE FOR RELATED MATTERS.

Motion by Alderman Carr seconded by Alderman Jones to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

New Business:

1. **Christmas Festival Update:** Committee Chair, Sarah Collier briefly spoke to council about the successful Christmas Festival. She thanked all the volunteers and thanked the Town employees, especially Roy Marting and Hope Murphy.
2. **Chief Collier: Consider approval to fill the full-time Detective/Patrol Officer position left vacant by the resignation of David Hamm:** Chief Collier requested to rehire Officer Alex Faulk as Detective to fill the vacancy.

Motion by Alderman Carr seconded by Alderman Manning to approve

Public Comments: None

In favor: 4

Opposed: 0

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3. **Resolution 11 of 2021:** Administrative Services on LCDBG grant (Public Facilities) for wastewater collection system improvements.

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF AND IN THE NAME OF THE TOWN OF BENTON A CONTRACT FOR LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT ADMINISTRATIVE SERVICES

WHEREAS The Town of Benton intends to apply for Louisiana Community Development Block Grant (LCDBG) funds in order to make sewer system improvements; and

WHEREAS The Town of Benton is in need of the services of an experienced administrative consulting firm to develop the LCDBG application and to provide administrative services in connection with the grant if the application is selected for funding; and

WHEREAS, The Coordinating and Development Corporation, the regional planning and development district for Northwest Louisiana, has submitted documentation of its extensive experience in developing LCDBG applications and providing administrative services for LCDBG projects; and

WHEREAS, The Coordinating and Development Corporation has provided a summary of the direct and indirect charges for LCDBG administrative services, including the basis on which the charges were calculated, and these charges have been found to be reasonable and acceptable; and

WHEREAS The Coordinating and Development Corporation will be paid for LCDBG administrative services only if the LCDBG application is selected for funding; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Benton that the Mayor is authorized to execute on behalf of the Town of Benton, a contract for LCDBG application development and LCDBG administrative services with The Coordinating and Development Corporation.

Motion by Alderman Cathcart seconded Alderman Manning to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

4. **Resolution 12 of 2021:** Accepting Bid and Awarding contract for street repairs. (Capital Outlay 2021)

A RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR STREET REPAIRS

WHEREAS, the Town of Benton, Bossier Parish, Louisiana by proper notice, advertised for bids for street repairs in accordance with Louisiana RS 38:2212;

WHEREAS bids were received, opened and tabulated according to law; and

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WHEREAS Balar Engineers have reviewed the bids and presented a letter of recommendation to award the contract to Tri-State Mobile Power Washing, Inc., for \$48,208.76; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Aldermen of the Town of Benton, Bossier Parish, Louisiana, in legal session convened, does hereby award the contract to Tri-State Mobile Power Washing, Inc., for \$48,208.75.

BE IT FURTHER RESOLVED that the Board of Aldermen does hereby authorize the Mayor to execute and administer said contract.

Motion by Alderman Jones seconded by Alderman Carr to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

5. **Discussion of new property standards ordinance:** Mayor Horton stated that a new property standards Ordinance is in the process of being developed.
6. **Discussion of Stinson Road overlay by Parish:** Mayor Horton stated that the Bossier Parish Police Jury has agreed to do the overlay and only charge the Town for the hot mix,
7. **Discussion of re-opening the Senior BCOA:** Mayor Horton stated that the BCOA will be reopening in January 2022.
8. **Consider approval of Beer Permit renewal for Trejos:**

Motion Alderman Jones seconded by Alderman Carr to approve

Public Comments:

In Favor:

Opposed:

9. **Approval of the Monthly Financials:**

Motion by Alderman Carr seconded by Alderman Jones to approve

Public Comments: None

In favor: 3 (Alderman Manning briefly stepped out)

Opposed: 0

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10. Resolution 13 of 2021:

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF AND IN THE NAME OF THE TOWN OF BENTON A CONTRACT FOR LCDBG-CV PROGRAM ADMINISTRATIVE SERVICES

WHEREAS, The Town of Benton intends to apply for Louisiana Community Development Block Grant – Coronavirus (LCDBG-CV) grant funds in order to make public facility improvements; and

WHEREAS, The Town of Benton is in need of the services of an experienced administrative consulting firm to develop the LCDBG-CV application and to provide administrative services in connection with the grant if the application is selected for funding; and

WHEREAS, *The Coordinating and Development Corporation*, the regional planning and development district for Northwest Louisiana, has submitted documentation of its extensive experience in developing LCDBG-CV grant applications and providing administrative services for LCDBG-CV projects; and

WHEREAS, *The Coordinating and Development Corporation* has provided a summary of the direct and indirect charges for the LCDBG-CV administrative services, including the basis on which the charges were calculated, and these charges have been found to be reasonable and acceptable, and based upon the above, chosen through competitive negotiation; and

WHEREAS, *The Coordinating and Development Corporation* will be paid \$22,500 for LCDBG-CV administrative services, which includes pre-agreement costs, only if the LCDBG-CV application is selected for funding; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Benton that the Mayor is authorized to execute on behalf of the Town of Benton, a contract for LCDBG-CV application development and LCDBG-CV administrative services with *The Coordinating and Development Corporation*.

Motion by Alderman Cathcart seconded by Alderman Manning to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

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11. Resolution 14 of 2021:

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF AND IN NAME OF THE TOWN OF BENTON A CONTRACT FOR LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT ENGINEERING SERVICES

WHEREAS, The Town of Benton intends to apply for Louisiana Community Development Block Grant (LCDBG) funds in order to make public facility improvement; and

WHEREAS, The Town of Benton is in need of the services of an experienced engineering consulting firm to develop the LCDBG-CV application and to provide engineering services in connection with the grant if the application is selected for funding; and

WHEREAS, *BALAR Associates, Inc.*, has submitted documentation of its extensive experience in providing engineering services for LCDBG projects; and

WHEREAS, *BALAR Associates, Inc.*, has provided a summary of the direct and indirect charges for LCDBG engineering services, including the basis on which the charges were calculated and these charges have been found to be reasonable and acceptable, and based upon the above chosen through competitive negotiation.

WHEREAS, *BALAR Associates, Inc.* will be paid the proposed contract amount of \$37,600.00 for LCDBG engineering services only if the LCDBG application is selected for funding; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Benton that the Mayor is authorized to execute on behalf of the Town of Benton, a contract for LCDBG-CV development and LCDBG engineering services with *BALAR Associates, Inc.*

Motion by Alderman Cathcart seconded by Alderman Carr to adopt

Public Comments: None

Ayes: Alderman Jackie Carr, Alderman Tiffany Manning, Alderman Ron Jones, and Alderman Cathcart

Nays: None

Abstain: None

Absent: Alderman James Friday

Adjourn:

Motion by Alderman Manning seconded by Alderman Carr to adjourn

In favor 4

Opposed 0

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