

MINUTES OF THE
BLANCHARD MAYOR AND TOWN COUNCIL
REGULAR MEETING – JUNE 9, 2009
7:00 O'CLOCK

Present: Mayor Digilormo, Alderpersons Ashby, Jones, Lee, Whittington, Chief Presswood, Atty. Jerry Edwards, David Yeates, Lonnie Smith, Debra Smith, Town Clerk, Caddo Parish Deputy Lt. Terry, and various citizens.

Absent: Alderperson Prewett, Atty. Arceneaux, D. Cherry.

Pledge of Allegiance led by Boy Scout Jacob Bonds.
Invocation given by Mayor.

Questions and Statements of Citizens: None.

Motion by Lee to accept the minutes of the regular meeting of May 12, 2009, and Special Meeting June 4, 2009. Second by Whittington. All voted yea.

OLD BUSINESS

Public Hearing—Ordinance 2 of 2009

Public Hearing opened 7:02 p.m., closed 7:03 p.m.

Ordinance 2 of 2009 (Town Clerk Salary)

ORDINANCE 2 OF 2009

AN ORDINANCE TO AMEND SECTION 3.8 OF THE CODE OF ORDINANCES
FOR THE TOWN OF BLANCHARD, LOUISIANA, ESTABLISHING
COMPENSATION FOR ELECTED AND APPOINTED OFFICIALS AND
OTHERWISE PROVIDING WITH RESPECT THERETO.

BE IT ORDAINED by the Mayor and the Board of Aldermen of the Town of Blanchard, Louisiana, in due, legal and regular session convened, as follows:

Section 1. Section 3.8 of the Code of Ordinances of the Town of Blanchard is amended and re-enacted to read as follows:

Section 3.8 Establishing Compensation for Elected and Appointed Officials

“The monthly salaries of the elected and appointed officials are as follows:

Town Clerk	\$40,000.00 Annually.
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The amount of \$40,000.00 is to be effective with the 2009-2010 budget, with Two Thousand & NO/100 (\$2,000.00) Dollars of total salary to be paid by the General Fund.

Pending certification in October, 2009 to Certified Municipal Clerk, the annual salary shall be raised to \$45,000.00 with the additional Five Thousand & NO/100 (\$5,000.00) Dollars to be paid by Blanchard Utilities.”

Section 2. If any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance that can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

Section 3. All ordinances or resolutions or parts hereof in conflict herewith are hereby repealed.

BE IT FURTHER ORDAINED that the Town hereby ratifies any payments heretofore made to any such public officials.

BE IT FURTHER ORDAINED that if any provision or item of the ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provision, items or applications and to this end the provisions of this ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all ordinances or resolutions or parts thereof in conflict herewith are hereby replaced.

Motion made by Lee to adopt Ordinance 2 of 2009. Second by Jones.

Roll Call Vote:

YEAS: Ashby, Lee, Jones, Whittington.

NAYS: None

ABSTAINED: None

ABSENT: Prewett

And Ordinance 2 of 2009 was adopted this 9th day of June, 2009.

Public Hearing—Ordinance 3 of 2009

Public Hearing opened 7:05 p.m., closed 7:06 p.m.

Ordinance 3 of 2009 (09-10 Budget)

ORDINANCE 3 OF 2009

AN ORDINANCE TO ADOPT THE BUDGET FOR THE TOWN OF BLANCHARD
FOR THE FISCAL YEAR ENDING JUNE 30, 2010,
AND OTHERWISE PROVIDING WITH RESPECT THERETO:

BE IT ORDAINED by the Mayor and the Board of Alderpersons of the Town of Blanchard, Louisiana, in due, legal and regular session convened, as follows:

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|------------|---|
| Section 1. | The Town of Blanchard ("Town") is authorized to levy an Ad Valorem Tax of Six and 57/100 (6.57) mills for general purposes. |
| Section 2. | The Town so authorizes to levy an Ad Valorem Tax of Three & 10/100 (3.10) mills for maintenance and operation of the Town sewer system. |

- Section 3. The Town is authorized to levy other fees and taxes for general purposes as set forth herein.
- Section 4. Sufficient receipts for general government operations are available for sources authorized by law.
- Section 5. The Town has approved the incurrence of debt and the appropriation of expenditure by specific action.
- Section 6. The Town desires to adopt an annual operating budget for the fiscal year ending June 10, 2010 ("FY 2010") as set forth herein.

GENERAL FUND REVENUES:

	2007-08 Actual	2008-09 Budget	2008-09 Estimate	2009-10 Budget
Garbage	103,513	108,360	116,200	172,500
Taxes	85,035	84,900	96,460	105,200
Insurance License Fees	16,364	17,640	14,200	14,900
Occupational License Fees	22,790	23,100	19,800	26,500
Franchise Fees	101,593	105,000	135,800	145,300
Interest Revenue	5,775	0	460	500
Police Fines	97,271	95,000	100,000	105,000
Witness Fees	150	200	1,600	1,700
Other Revenue	8,620	13,650	2,700	2,800
Building Permits	13,725	15,750	6,100	6,400
Sales Tax	121,681	140,000	125,000	130,000
Mowing	4,047	2,600	2,600	2,600
Transfer in from B.U. (Loan)	1,022	33,500	69,400	0
Money from State	0	0	75	0
LGAP Money	17,150	0	0	0
Town Hall Rental	17,250	20,200	20,600	25,000
Tobacco Tax	3,651	3,650	0	0
Inspection Fees	46,020	0	17,600	18,400
Transfer in House	22,141	0	0	0
Sales of Assets		0	1,000	1,000
TOTAL	687,798	663,550	729,595	757,800

GENERAL FUND EXPENSES:

Aldermen Fee	4,800	4,800	4,800	4,800
Notary Fees	35	0	130	0
Inspection Fees	8,995	0	36,600	18,400

Town Secretary		0	1,800	1,800
Ordinance Expense	34	0	25	25
Officials SS Benefits	187	200	0	0
Election Expense	0	1,000	0	0
Print Minutes	6,568	5,670	4,100	4,000
Attorney Fees	13,433	15,750	9,100	8,000
Town Clerk Salary	16,908	19,000	19,000	21,000
Emp. Benefits-Medicare	2,381	0	3,200	3,300
Economic Development	133	5,000	5,000	5,000
Liability Insurance	7,562	7,565	7,565	7,600
Audit Expense	3,750	3,375	3,375	3,400
Supplies & Postage	2,030	2,625	7,600	7,750
Misc. Expense	5,722	0	4,750	1,000
Computer Cost & Maint.				1,000
Dues & Subscriptions	3,644	4,200	4,400	4,600
Town Hall Capital Outlay	1,356	5,000	5,000	5,000
Police Fines Expense	17,828	11,250	18,100	18,500
Mileage				1,000
Conf. Exp/Cont. Educ.	6,414	4,725	6,250	5,700
Expenses Paid by Sales Tax	6,587	6,615	1,250	1,250
TOTAL	108,369	96,775	142,045	123,125

POLICE DEPARTMENT EXPENSES:

Salaries	172,506	178,500	214,000	220,400
Police Chief Salary	41,655	44,600	44,600	44,600
Elected Police Chief Pay	3,276	5,400	5,400	5,400
Police Benefits-SS	12,337	8,900	13,740	13,740
Emp. Benefits-Retirement	17,690	23,600	7,400	7,400
Emp. Benefits-Health Ins.	46,521	51,000	47,000	47,000
Uniforms	1,894	2,000	2,000	2,000
Auto Exp.	27,480	26,700	25,700	25,700
Utilities	6,309	6,500	6,500	6,500
Comm. Radio	1,850	1,800	1,550	1,550
Equip. & Supplies	8,346	8,000	8,000	8,000
Misc. Exp	412	1,000	1,000	1,000
Conference	1,522	2,000	1,000	1,000
Education/Training	863	1,500	1,000	1,000
Capital Exp.	34,355	25,000	23,000	23,000
General Liability	7,626	5,500	5,500	5,500
W/C Insurance	3,637	4,400	3,500	3,500

TOTAL	388,277	396,400	410,890	417,290
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STREETS & RIGHTS OF WAY EXPENSES:

Alderman Fee	5,100	5,100	5,100	5,100
Misc. Exp	537	0	200	200
Equip. Maint.		1,000	0	0
Street Lights	21,102	21,000	25,200	26,400
TOTAL	26,739	27,100	30,500	31,700
Garbage Exp.	100,884	105,000	112,000	155,000

BUILDING & GROUNDS EXPENSE:

B & G Alderman Fee	4,800	4,800	4,800	4,800
Capital Outlay	17,403	10,000	5,500	4,000
Mowing	7,111			
Maint.	9,272	11,025	10,000	7,500
TOTAL	38,586	25,825	20,300	16,300

TOWN HALL EXPENSE:

Library Utilities & Maint.	2,221	2,625	3,500	3,600
Tennis Courts	90	525	450	475
Town Hall Utilities	8,712	9,240	9,850	10,300
TOTAL	11,023	12,390	13,800	14,375
TOTAL EXPENSES	673,877	663,490	729,535	757,790

OVERALL FOR GENERAL FUND	13,921	60	60	10
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WATER REVENUES:

Water Sales	1,598,258	1,669,500	1,867,050	1,826,365
Re-Connect Fees	32,170	33,600	26,500	26,000
Other Water	6,355	1,100	165,000	1,100
Installation Fees	81,640	88,200	75,000	88,200
Transfer from Debt Service	131,000			
Fire Plug Fees	3,000	3,000	3,000	3,000
Interest Revenue	39,111	35,500	13,000	11,000
Misc & NSF's	17,195	8,000	3,000	3,000
Sales of Assets	785	400	1,748	500
Safe Drinking Water Fee	12,028	12,000	12,000	12,200
Transfer in House from Sewer	60,000	0	35,000	0
Security Fees	20,789	23,000	24,800	23,500
LCDBG Grant Funds			300,000	300,000

Bluebird Yearly Lease	4,050		4,050	4,050
Pilot Study	100,000	65,000	65,000	0
Garbage Collection				172,500
TOTAL	2,106,380	1,939,300	2,595,148	2,471,415

WATER EXPENSES:

Aldermen & Mayor Fees	10,800	10,800	10,800	10,800
Office Supplies	8,618	9,000	7,500	9,000
Office Rent--Water	10,000	10,000	10,000	10,000
Legal & Audit	17,738	16,000	20,000	16,000
Consultant Fee	755			77,000
Computer Cost & Maint.	17,019	10,000	8,300	5,000
Postage	12,246	13,000	13,000	13,300
Salaries	488,149	530,000	530,000	545,900
Maint. & Supplies	160,904	136,000	140,000	142,800
Chemical Exp	139,792	144,900	184,000	184,000
Auto Exp	36,533	34,000	29,000	29,000
Water Bill Cost	0	1,100	2,250	1,200
Utilities	70,208	75,000	87,100	89,200
Misc. Exp	831	1,000	5,000	1,000
Dues & Subscriptions	4,460	6,000	5,000	5,000
LA One Call	1,412	2,000	1,500	1,500
Training & Safety	6,074	5,500	7,500	7,500
Uniforms	2,925	3,700	3,700	4,000
Conference	3,138	4,500	1,200	0
Note Debt Prinicipal	265,311	235,000	235,000	235,000
Note Debt Interest	206,236	233,000	235,400	238,000
Bonding Fees & Charges	1,675	2,000	2,000	2,400
Lease pmts (Generators)	36,883	38,000	34,200	38,000
Insurance G/L	95,284	48,815	48,815	48,900
Insurance W/C	23,665	17,000	14,400	14,500
FICA Taxes Payroll	34,876	35,000	38,900	35,000
Employee Benefits--Medical	111,218	115,000	134,100	135,000
Nationwide Retirement-Town Exp	3,617	4,200	5,000	5,700
Capital Outlay	174,095	35,000	70,000	50,000
Safe Drinking Water Fee	10,907	11,500	11,200	11,750
Operating Transfer to GF(Loan)	1,022	0	69,400	0
Lab Fee--Water	3,254	30,000	20,000	20,000
LCDBG Grant Expenses	5,360		300,000	300,000
Pilot Study	33,966	65,000	65,000	0

Per Diem	3,122			1,500
Mileage	5,963			1,000
Water Security Fee	0		5,400	0
Communication /Radios	640			840
Printing Fees	1,532			0
Operating Transfer to GF--garbage	19,795			172,500
TOTAL	2,030,026	1,882,015	2,354,665	2,462,290
REVENUE OVER EXPENSES	76,355	57,285	240,483	9,125

SEWER REVENUES:

Sewer Services	143,986	180,000	230,000	240,500
Sewer Permits	6,200	6,000	6,000	6,000
Security Fees	8,128	6,800	7,000	6,800
Sewer Plant Mineral Lease	3,196			
Interest Revenue	3,616	3,500	1,000	1,000
LCDBG Grant Funds	18,000			
Transfer in House from Water	131,000	0	0	0
Sewer Ad Valorem	40,138	40,000	43,419	45,500
TOTAL	354,264	236,300	287,419	299,800

SEWER EXPENSES:

Office Supplies/Postage	664	750	750	750
Legal & Audit	2,585	4,200	4,200	4,200
Office Rent	5,000	5,000	5,000	5,000
Misc.	0	100	100	100
Aldermen Fee	4,800	4,800	4,800	4,800
Salaries	55,261	110,000	123,000	90,000
Maintenance	103,872	23,000	45,500	65,000
Chemicals	3,906	8,000	4,800	5,000
Auto Exp	1,634	7,000	3,000	4,000
Utilities	17,392	18,000	24,000	25,000
Lab Fees	2,695	3,000	3,600	3,800
Consultant Fee	1,338		6,000	5,000
Insurance G/L	16,075	6,875	6,875	7,000
Insurance W/C	1,200	6,000	5,125	5,200
Employee Benefits--Medical	10,283	10,000	27,300	10,320
FICA Taxes Payroll	7,407	8,000	9,200	7,500
Copy Machine Expense	3,572	3,800	4,200	4,500
Uniforms	801	1,200	700	900

Capital Outlay	144,083	0	155,800	35,000
Training/Safety/Hepatitis Shots				2,000
Sewer Security Fee	4,220			0
Per Diem				750
Nationwide Retirement-Town Exp	3,301			300
Mileage				400
TOTAL	390,090	219,725	433,950	286,520
REVENUE OVER EXPENSES	(35,827)	16,575	(146,531)	13,280
OVERALL FOR UTILITY DEPT	40,528	73,860	93,952	22,405

Section 7. The Mayor is hereby authorized to execute all contracts, deeds and other legal instruments necessary to expend and receive the funds herein authorized.

Section 8. If any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this ordinance which can be given effect without the invalid provisions, items or applications and to this end the provisions of this ordinance are hereby declared severable.

Section 9. All ordinances or resolutions or parts thereof in conflict herewith are hereby repealed.

Motion made by Lee to adopt Ordinance 3 of 2009. Second by Jones.

Roll Call Vote:

YEAS: Ashby, Jones, Lee, Whittington

NAYS: None

ABSENT: Prewett

And Ordinance 3 of 2009 was adopted this 9th day of June, 2009.

Mrs. Tupper—Miss Blanchard beauty pageant

Mrs. Tupper was unable to make the meeting due to unforeseen circumstances, but she requested to be on next month's agenda.

NEW BUSINESS

Sandy Tholra—Son-in-law PFC Michael Roberts, Jr. returning from Iraq

Ms. Tholra unable to attend. Mayor stated he will give proclamation at a date to be determined along with welcome home display on Town Hall sign.

Notice of Official Journal

Motion by Lee, second by Whittington to keep *The Inquisitor* as Official Journal. All voted yea.

Audit Engagement Letter

Motion made by Lee, second by Jones authorizing Mayor to sign Audit Engagement Letter for Sam Stevens for fiscal year 08-09. All voted yea.

Motion by Whittington to amend agenda to give report of Buildings and Grounds, second by Ashby.

Roll Call Vote:

YEAS: Ashby, Lee, Jones, Whittington.

NAYS: None

ABSTAINED: None

ABSENT: Prewett

Buildings and Grounds—Whittington reported on property to be purchased by the Town from Mr. Davis. Property will be purchased after Mr. Davis provides the Town proof of clear merchantable title.

Balar update

After discussion, motion by Jones seconded by Ashby to charge \$3.75 per thousand gallons for bulk water sales contracts to Pinehill and Lakeview. All voted yea. After more discussion, motion by Jones, second by Whittington for the following:

Motion to proceed with and approve project as proposed in June 4, 2009, USDA letter subject to:

1. Obtaining the Water Purchase Contracts required under Section 14; and
2. Achieving at least 4,582 bona fide users as provided in Section 8, or adjusting the project accordingly.

All voted yea.

Report of Departments

Buildings and Grounds—Ashby reported partitions installed in Town Hall bathroom.

Streets and Rights of Way—Jones stated nothing to report.

Water Dept.—Prewett absent. Water plant running well. Motion by Ashby, second by Lee to make Crystal Umling full-time Utility Clerk with benefits effective July 1, 2009. Deleting the position of Town Clerk Secretary/Utility Trainee and Candy Foshee will be assisting Debra Smith, Town Clerk. General Fund will continue to reimburse Blanchard Utilities to offset Candy's paycheck at the same rate it was for Crystal. Crystal will be paid fully from the Utility Dept. All voted yea.

Sewer Dept.—Ashby reported Sewer running well.

Police Dept.—Chief stated nothing to report.

Treasurer Report—Lee reported Jennie Ashby's evaluation came in for a 3.8 % raise.

Comments by Mayor

Mayor wanted to thank special guest Jacob Bonds, Boy Scout, for his attendance. Workshop scheduled for July 9, 2009, at 6:00 p.m. Motion by Jones to adjourn, second by Ashby. Meeting adjourned 7:45.

Johnny Digilormo, Mayor

Debra Smith, Town Clerk