

AGENDA
TOWN OF PLAIN DEALING REGULAR MEETING
LEON SANDERS JR., MUNICIPAL COMPLEX
205 WEST PALMETTO AVENUE, PLAIN DEALING, LOUISIANA
Tuesday March 14, 2023 - 6:00 P.M.

CALL TO ORDER - Mrs. Shavonda Gay, Mayor
INVOCATION -Mr. Douglas Dominick, Town Attorney
PLEDGE OF ALLEGIANCE - Mr. James Cook, Alderman
ROLL CALL - Ms. Rolandria McCauley, Town Clerk

1. **APPROVE AGENDA:**
Public Comment

2. **APPROVE MINUTES:**
Approve minutes of the February 14, 2023 regular meeting, and dispense with the reading
Public Comment

3. **APPROVE EXPENSES:**
Approve expenses for the month of February 2023
Public Comment

4. **DEPARTMENT REPORT:**
Police Department-Ronnie Murray
Street Report-Kevin Whitton

5. **OLD BUSINESS:**
NONE

6. **NEW BUSINESS:**
 - A. Vickie Case of Cook and Morehart will discuss audit finding and provide information for the upcoming.
Vickie Case of Cook and Morehart will explain 2023 engagement letter.

 - B. Ben Rauschenbach with Manchac will be present to give an update and discuss water meter project.

 - C. Consider approval of a Cooperative Endeavor Agreement by and between the Town of Plain Dealing and the Bossier Parish Police Jury Parish in connection with reconstruction of the South Perrin Bridge with the Parish providing labor and equipment in an amount not to exceed \$20,000.00 and materials to build the timber bridge; The Town of Plain Dealing is to reimburse the Parish said costs upon completion of the timber bridge, and authorize the execution of documents.

Public Comment

7. COMMUNITY CENTER APPLICATIONS:
Carolyn Webb -Church Prayer Breakfast

8. COUNCIL REMARKS:

9. MAYOR'S COMMENTS:

Food Bank will be held on March 20, 2023 at the Community Center. One must submit an application/ eligibility form for assistance.

Bossier Chamber of Commerce will host a food truck night on March 21,2023 at the Community Center form 5:30-7:30 pm. The event is free and open to all.

10. ADJOURN:

In accordance with the American Disability Act, if you need special assistance, please contact Plain Dealing Town Hall at 318-326-4234 describing the assistance necessary.

12. **MAYORS COMMENT:** The Mayor gave an announcement to remind citizens to join the Chamber of Commerce for dinner at the Community Center on Tuesday March 21, 2023 for a community forum from 5:30-7:30PM. The mayor also announced that there will be a Food give away at the community center on March 20, 2023 starting at 10:00 AM.

A motion was made by Emily Jennings and seconded by James Cook to adjourn the meeting. All members were in favor of the meeting being adjourned.
The meeting adjourned 8:00 PM.

Approved by:

Rolandria McCauley, Town Clerk

Shavonda Gay, Mayor

**.MINUTES OF
THE
TOWN OF PLAIN DEALING REGULAR MEETING
HELD ON TUESDAY, March 14, 2023 AT LEON
SANDERS JR., MUNICIPAL COMPLEX
205 WEST PALMETTO AVENUE, PLAIN DEALING, LOUISIANA**

1. **CALL TO ORDER-** Mayor Shavonda Gay, called the meeting to order at 6:00 PM.
2. **Invocation-Town Attorney, Douglas C Dominick,** led all present in the prayer.
3. **Pledge of Allegiance** - Alderman Cook led all present in the Pledge of Allegiance.

Roll Call- Town Clerk, performed a roll call and verified that the following members were present: Emily Jennings, Shanithia Gay, James Cook and Judith McGuffey and Jeff Benson.
4. **APPROVE AGENDA:** Mayor Shavonda Gay, asked for a motion to approve the agenda. A motion was made by Shanithia Gay and seconded by Emily Jennings. All members voted in favor of the approved agenda. There were no public comments.
5. **Approve Minutes-** Mayor Gay, asked for a motion to approve the minutes of the February 14, 2023. A motion was made by James Cook and seconded by Emily Jennings. All members voted in favor of the approval of the minutes. There was no public comment.
6. **Approve the Expense Report-Mayor** Shavonda Gay, asked for an approval for the expense report for February 2023. A motion was made by Shanithia Gay and seconded by James Cook to approve the expense report .A 11 of the members of the council voted in favor of the reports. There was no public comment.
7. **DEPARTMENT REPORT-** Police Department- Mayor Shavonda Gay read the police department report from the chief of police indicating that for the month of February. The town of Plain Dealing Police Department had a total of 173 calls. 142 calls were criminal and civil calls and 31 traffic stops.

Public Works Department -Water/Sewer Superintendent Kevin Whitton gave an Update on the water. He indicated that the town had received coal mix and there were some holes being repairs throughout the town. He also informed us that the clarifier and valve at the sewer plant were not working properly.
8. **Old Business- there was none.**

9. New Business-

- A. Vickie Case with Cook and Morehart gave an update of the audit finding and explained the engagement letter for 2023. Mrs. Case indicated that for year 2021 there were four findings for the year. The first finding showed that the budget was exceeded by more than 5 percent. The second finding was the late submission of the audit. The third finding showed that control procedures. This is due to high turnover and has been corrected. The fourth finding showed the receipts weren't reconciled properly. The audit showed a break-even year. It is suggested that we work on generating a reserve fund.

A motion was made by Alderman James Cook and seconded by Alderman Emily Jennings, to approve the audit engagement letter and the (SAUP) State wide agreed upon procedures and approve Cook and Morehart as the town auditors for year 2022. The mayor is to sign an authorize sign and execute the audit engagement letter for this motion passed with all of the members voting in favor thereof.

- B. Ben Rauschenbach with Manchac gave an update and discuss water meter project

C. Consider approval of a Cooperative Endeavor Agreement by and between the Town of Plain Dealing And Bossier Parish Police Jury in connection with reconstruction of the South Perrin Bridge with the Parish providing labor and equipment in an amount not to exceed \$20,000.00 and materials to build the timber bridge; The Town of Plain Dealing is to reimburse the Parish said cost upon completion of the timber bridge, and authorize the execution of documents. A motion was made by Alderman James Cook and seconded by Alderman Shanithia Gay to approve the Cooperative Endeavor Agreement between the Town of Plain Dealing and the Bossier Parish Police Jury in connection with reconstruction of the South Perrin Bridge with the Parish providing labor and equipment in an amount not to exceed \$20,000.00 and materials to build the timber bridge; The Town of Plain Dealing is to reimburse the Parish said cost upon completion of the timber bridge, and authorize the execution of documents.

10. **COMMUNITY CENTER APPLICATIONS-** Carolyn Webb Prayer breakfast for church. A motion was made by Alderman Shanithia Gay and seconded by Alderman Emily Jennings. Four members voted in favor of the community center rental. Judith McGuffey is absent. This motion passed.

11. COUNCIL REMARKS:

James Cook stated that there are low spots in the road at 309 Lynch St. There is also, a culvert not draining properly at Gilmer at Lynch.

Shanithia Gay commented that the railroad tracks need to be repaired at Hwy 2 and Mary Lee. State highway department should clean ditches.

Emily Jennings reminded us that Saturday March 18, 2023 will be a clean-up day in conjunction with Keep Bossier Beautiful starting at 9:00 AM.

rolandria

From: Jessica Hemingway <jessica@bossierchamber.com>
Sent: Thursday, March 09, 2023 4:19 PM
To: Plain Dealing Mayor (pdealing@centurytel.net); bentonmayor11@gmail.com; mayor@haughtonla.gov; chandlert@bossiercity.org
Cc: Jack Skaggs; Austin Vaughn; David "Rocky" Rockett (rockett@gbedf.org); Lisa Johnson; nicholsb@bossiercity.org; nottinghama@bossiercity.org
Subject: RE: Bossier Parish Mayor's Meeting

All,

The date that works best for all of our mayors is March 22 from 11:30 a.m. to 1 p.m.

We will meet you all at the CDC office on that date! The address is 4000 Viking Drive, #B1, Bossier City.

If for some reason you are unable to attend, please let me know. I look forward to seeing you all then!

Thanks,
Jessica

From: Jessica Hemingway
Sent: Tuesday, March 7, 2023 4:52 PM
To: Plain Dealing Mayor (pdealing@centurytel.net) <pdealing@centurytel.net>; bentonmayor11@gmail.com; mayor@haughtonla.gov; chandlert@bossiercity.org
Cc: Jack Skaggs <jskaggs@cdconline.org>; Austin Vaughn <avaughn@cdconline.org>; David "Rocky" Rockett (rockett@gbedf.org) <rockett@gbedf.org>; Lisa Johnson <ljohnson@bossierchamber.com>
Subject: Bossier Parish Mayor's Meeting

All,

The Bossier Chamber, Coordinating and Development Corporation and the Greater Bossier Economic Development Foundation would like to host all of our parish mayors for a luncheon together so that we can share information across the parish and build a better Bossier. This is an informal meeting but is just for our parish mayors along with the representatives from each of the host organizations. We would like to make this a quarterly meeting so that we can continue to keep the lines of communication open to share information – as well as best practices – across the parish.

CDC will host us for the luncheon at their office at 4000 Viking Drive, #B1, Bossier City.

But, we need to pick a date that will work best for all of you.
Please click this link to answer a poll on which dates/times work best for your schedule:
<https://doodle.com/meeting/participate/id/dLZ4XOra>

Please answer the poll by Friday so that I can email everyone back with the date that works best.

We can't wait to see all of you and talk about ways to continue to grow Bossier Parish together.

Thanks!!
Jessica

Jessica Hemingway, PCED

Vice President/Communications & Public Policy



Bossier Chamber of Commerce
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