

**PROCEEDINGS OF MINUTES OF A REGULAR MEETING  
OF THE TOWN OF OAK GROVE, LOUISIANA  
TUESDAY, DECEMBER 10, 2019 – 5:00 P.M.**

The Town of Oak Grove met in regular session on Tuesday, December 10, 2019 at 5:00 P.M. Present for the meeting were Council Members Nevels, Gammill, Walker, Allen and Rye. Mayor Holland presided.

Invocation was led by Council Member Allen.

Council Member Rye made a motion, seconded by Council Member Allen to approve the minutes of the November 12, 2019 council meeting. The motion passed by general consent.

Council Member Allen made a motion, seconded by Council Member Gammill to approve the following new business added to the agenda (A) accept Byron Lewis' resignation; (B) John Shelton; (C) approve hiring a CPA to review accounting and payroll records each month; (D) approve closing the Sinking fund bank account and transferring those funds back into the Sales Tax Account; (E) appoint a committee to study the annual leave policy; (F) discuss temporarily hiring Ouachita Meter Reading. The motion passed by general consent.

Council Member Rye made a motion, seconded by Council Member Allen to approve the November 2019 financial statements and bills for payment. The motion passed by general consent.

Chris Patrick with Denmon Engineering discussed with the council the brine system at the water plant and presented proposed change orders for the water plant project to include a complete renovation of the brine system. Council Member Nevels made a motion, seconded by Council Member Allen to approve the change order. The motion carried.

Chris Patrick and Dr. John Sutherlin spoke to the council and suggested using chlorine dioxide as a pre-treatment for the water. Dr. Sutherland stated that he that the approximate cost to do this would be between twenty-five and thirty-two thousand dollars per year. He also suggested doing a system flush after six to nine months of starting the proposed pre-treatment. After a lengthy discussion, Council Member Rye made a motion, seconded by Council Member Gammill to approve using chlorine dioxide as a pre-treatment. Voting in favor were Council Members Rye, Gammill, Walker and Allen. Council Member Nevels abstained. The motion carried.

Council Member Nevels made a motion, seconded by Council Member Allen to approve the purchase of a new phone system from Martin Communications. The motion carried.

Council Member Allen made a motion, seconded by Council Member Gammill to adopt a Smoke-Free Air Ordinance. The motion passed unanimously. The Ordinance is recorded in Ordinance book No. 3, page 165, as Ordinance No. 602.

Council Member Allen made a motion, seconded by Council Member Nevels to amend Section 11-22 of the proposed Ordinance amending and supplementing chapter 11, article II, alcoholic beverages to use the line of sight method of measuring distance. The motion carried.

Council Member Allen made a motion, seconded by Council Member Nevels to introduce the amended Ordinance amending and supplementing chapter 11, article II, alcoholic beverages and set a public hearing for the proposed Ordinance for January 14, 2020 at 4:55 P.M. to hear public comment. The motion carried.

Council Member Rye made a motion, seconded by Council Member Allen to approve the quote for insurance for auto, general liability, fire, law enforcement and public officials from Lensing, Lensing, Cunningham and Hagar in the amount of \$79,111.00. The motion carried.

Council Member Allen made a motion, seconded by Council Member Rye to approve the Mayor to obtain quotes for two mini-split a/c and heat units for the front offices at city hall and accept the lowest quote. The motion carried.

Council Member Nevels made a motion, seconded by Council Member Allen to approve an employee safety manual for all employees. The motion carried.

Council Member Nevels made a motion, seconded by Council Member to approve amending the employee policy manual to include a sexual harassment and abuse policy and add that background checks will be performed on potential employees prior to employment. The motion carried.

Council Member Nevels made a motion, seconded by Council Member Rye to begin condemnation procedures on the property located at 501 Oak Street owned by Big Bell Co. and set a public hearing for 4:57 P.M. on January 14, 2020. The motion carried.

Chief Russell gave his monthly report to the council.

Water Superintendent Lewis gave his monthly report.

Council Member Allen made a motion, seconded by Council Member Nevels to accept Byron Lewis' resignation. The motion carried.

John Shelton addressed the council about dilapidated property on Dye Street.

Mayor Holland stated that the auditors had suggested that the town have a CPA review accounting and payroll records each month. Mayor Holland stated that after speaking to CPA's in town and getting quotes, he would like to suggest Lori Whittington. Council Member Allen made a motion, seconded by Council Member Nevels to approve hiring Lori Whittington as the CPA to review the town's accounting and payroll records each month. The motion carried.

Council Member Nevels made a motion, seconded by Council Member Gammill to approve closing the Sinking Fund bank account and transferring those funds back into the Sales Tax account. The motion carried.

Mayor Holland stated he would like to appoint a committee to study the annual leave policy and report back to the council their recommendations at the February meeting. He stated serving on the committee would be Council Member Rye and all the department heads.

Mayor Holland recommended that the town hire Ouachita Meter Reading from January thru June to read water meters in order to relieve the water department staff that will now be stretched until someone else is hired due to Byron Lewis' resignation. The Mayor stated that he spoke to Ouachita Meter Reading and they stated if they could work the town into their schedule, they could do so at a fee of \$2.21 per meter. Council Member Allen made a motion, seconded by Council Member Gammill to approve hiring Ouachita Meter Reading to read water meters for six months and reevaluate after that time. Council Member Allen also included that he would like the Mayor to check on prices of other meter reading companies. The motion carried.

At 6:09 P.M. Council Member Allen made a motion, seconded by Council Member Nevels to enter into executive session to discuss economic development and litigation. The motion carried.

At 6:22 P.M. Council Member Allen made a motion, seconded by Council Member Nevels to reenter into regular session. The motion carried.

Mayor Holland stated that during the executive session the council discussed economic development with Superior Group of Companies. Council Member Nevels made a motion, seconded by Council Member Allen to approve the town paying 50% of the cost to repair the bathrooms in the industrial building. The motion carried.

With no further business to discuss, the meeting adjourned at 6:22 P.M.

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MELLISSA CORLEY, LCMC

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ADAM T. HOLLAND, MAYOR