

**Minutes of the Town of Dubach Board of Alderman
Regular Monthly Meeting
Monday, October 18, 2021**

Regular Monthly Meeting was called to order by Mayor Mona Wilson at 6:30 pm. Present were the following council members: Billberry, Dunn, Graham, Moerbe and Roberts. A quorum was present.

Invocation was led by Graham.

Pledge of Allegiance was conducted in unison.

Adoption of Agenda Motion was made by Graham and seconded by Billberry to adopt the agenda. Motion carried.

Adoption of the Previous Minutes Dunn motioned to accept previous minutes from 09/20/2021. Roberts seconded. Motion passed unanimously.

Adoption of the September 2021 Financials Graham asked the town clerk what was meant by the message error listed under memo in the garbage fund report. The town clerk responded it was when the state deposited another town's ARPA money into our garbage fund. Graham asked for clarity for the amount of funds received from ARPA in which the clerk replied it was \$167,728.05. Graham asked the mayor how much will be placed in the general for lost revenue. Mayor Wilson explained she went over numbers with the CPA in which was determined only \$102,227.85 needed to go into the general fund for loss revenue. Graham asked what exactly is the Intuit Payroll account. The clerk explained it is the account that is linked to QuickBooks for payroll and other miscellaneous items. Moerbe asked if check 13377 for Lincoln Parish Sales & Use is what the town receives from the parish in which the town clerk responded no. It is what the town pays in taxes for the RV Park. Moerbe asked for an explanation for check 13396 which is a transfer from the general fund to the water/sewer fund for \$273. The town clerk explained it was transfer due to a deposit being deposited into the wrong account. Moerbe asked for the procedure for a streetlight being out. The town clerk explained she calls Entergy and notify them what location a light is out so they may come and replace it. Moerbe stated there is a last pole light out on Henry Street. Moerbe asked what is the procedure for animal control. The town clerk informed the council the Police Chief picks up the abandoned animal and takes them to the Ouachita Parish Animal shelter. Moerbe also asked what is the sales tax deposit and what is it based on. The town clerk responded it is based on the number of sales taxes received for Dubach. Moerbe continued with what is the exact sales tax amount for Dubach in which Mayor Wilson responded not for certain but she will find out. Moerbe proceeded and asked Mayor Wilson if she had spoken to T.J. Cranford from the Lincoln Parish Police Jury regarding using a truck to access the town flag pole. Mayor Wilson replied she had heard from Mr. Cranford and they do have a truck for the town to use but the town would need someone to operate it and fix the flag pole. Mayor Wilson briefed the council on the police report by letting them know the Police Chief is looking to hire an

officer around November and will send them to academy training in January 2022. Roberts asked if the town needed to send anyone to training in which the mayor said yes unless the individual is already certified. Motion was made by Roberts and seconded by Billberry to adopt the September 2021 financials. Motion carried.

Resolution to Award Engineering Services Contract for ARPA Funds Mayor Wilson yielded the floor to Oliver Neal from Meyer, Meyer, LaCroix, & Hixon to explain to the council the purpose of the resolution. He stated the water sector program requires 25% match must be met to improve or rehabilitate a water system and the match can be paid for with ARPA funds. He stated he learned of a project needed on Oak Street for new sewer lines. Mr. Neal stated if you go through the process of procurement to select engineers the town may use ARPA funds to pay for engineering fees. Fees will only be assessed if the project is approved. Moerbe asked why do a project on Oak Street. The mayor stated she learned of the need through a meeting with Shelby Kelley and Marcus Kennedy. The town clerk stated in recent months, the town has continuously done repeated repair work on Oak Street. Motion was made by Moerbe and seconded by Dunn to award engineering services contract for ARPA Funds to Meyer, Meyer, LaCroix, & Hixon. Motion passed unanimously.

Baseball Park Committee Report Mayor Wilson informed the council no one was in attendance nor has anyone submitted a report. The town clerk stated she had spoken with Aaron Johnson and Gregory Rupert previously. Both stated they will get together as a group before the council meeting to provide a briefing. Mayor Wilson informed the council she did get in contact with an older gentleman that has information regarding former Big 8 baseball players, their positions played, etc. and will notify the council once she has all information.

Dilapidated Homes, Blight, and Abandoned Vehicles (Update) Mayor Wilson stated she recently sent out letters for blight and abandoned vehicles reported. She also stated she received a call from Patrick Sexton and he would like to donate the Dubach Veterinary Clinic to the Town of Dubach before the end of the year. Moerbe stated he didn't want to take on a big liability and expressed he would like to see the inside of the building first. Roberts mention she thought the town already owned the clinic but the mayor replied she has checked and the town does not own it.

Year End Calendar Mayor Wilson briefed the council on the remainder of events for the year. She stated the town is having the Trunk-or-Treat on October 30. She asked the council to bring and donate bags of candy. There will be a Veteran's Day lunch on November 10. It will probably be held at the Hamilton Warehouse. Moerbe asked that we not buy as much food as we did for the previous lunch due to lack of participation. DRABO's Christmas Festival will be on December 4 and would like to see the ballpark committee members participate in it. The Santa Run will take place as always on December 24.

Public Comments Maggie Brown stated nothing has improved on her street regarding the Wynn Street apartments. She asked if the attorney will do a follow up for those that will not comply with the blight and abandoned vehicles ordinance.

Mayor Comments Stated the grapple truck is just sitting at Town Hall without insurance and has had several people to show interest in purchasing. She asked the council what would be their pleasure in which the council replied to advertise it for bids.

Council Comments Billberry informed the council she would like to restart a Garden Club for the Town of Dubach and host "The Prettiest Yard". Mayor Wilson stated she has the town's support. Moerbe stated it was brought to his attention about the mowers the public works department currently uses for mowing grass throughout the town. He says the town currently uses residential mowers opposed to commercial mowers. It would be worth the investment to transition to commercial mowers and will save the town time and money in the long run. He mentioned this purchase should be considered in the spring. He posed to the council why did the town receive water meters in the past but did not complete installation. Moerbe stated Shelby Kelley informed him the installation of the new meters could save the town money if fully installed.

Adjournment was made by Roberts and seconded by Dunn. Motioned carried at 7:33 pm.

Mona Wilson, Mayor

Charla Thompson, Town Clerk