

Minden City Council
REGULAR SESSION



Monday, February 5, 2024 – 6:00 p.m.
City Hall – Council Chambers

AGENDA ITEMS

Prayer: Carlton Myles
Pledge: Levon Thomas

Call Meeting to Order
Welcome: Mayor Nick Cox
Additions to Agenda:
Public Comments

(To allow comments on any of the following items prior to action.)

- (1) Adopt Minutes of Minden City Council Regular Session held on January 8, 2024**
- (2) Appointments – Deputy Chiefs of Police**
- (3) Appointment – Minden Planning Commission**
- (4) Adopt Resolution – Establishing Fees for the Collection and Disposal of Garbage and Refuse Pursuant to Section 74-7 of the Code of Ordinances of the City of Minden, State of Louisiana**
- (5) Adopt Resolution – Declaring Certain City of Minden Property as Surplus and Fixing the Terms of Sale**
- (6) Adopt Ordinance No. 1141 – An Ordinance to Abandon the 120-Foot by 20-Foot Alley Lying between Lots 24 and 25 of the Williamson-Jones Survey**
- (7) Adopt Ordinance No. 1142 – An Ordinance to Declare Green Street a One-Way Street between West Union Street and Pine Street**
- (8) Speed Limit Change – Green Street**
- (9) Authority for Mayor Cox to Enter into a Local Services Agreement between the City of Minden and the Parish of Webster**
- (10) Authority to Advertise for Bids for the 2023-2024 Street Improvements Project**
- (11) Personnel – Minden Police Department New Hire**
- (12) Budget/Financial Report for December 2023**
- (13) Fire Report for January 2024**
- (14) Police Report for December 2023**

Announcements – Council Comments – Adjournment

Minden Fasching Parade Award Winners – presented by Shawn Hatcher, Chairman of the Minden Main Street Program/Downtown Development Commission

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Agenda Fact Sheet

Agenda Item:

(1) Adopt Minutes of Minden City Council Regular Session held on January 8, 2024

Discussion:

See attached.

Suggested Wording of Motion:

“I move to adopt the minutes of the Minden City Council Regular Session held on January 8, 2024, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

**PROCEEDINGS OF THE CITY OF MINDEN, STATE OF LOUISIANA, TAKEN
IN REGULAR SESSION HELD ON JANUARY 8, 2024**

The Minden City Council met at City Hall in Minden, Louisiana, beginning at 6:00 p.m. with the following members present: Mayor Nick Cox, Carlton Myles, Levon Thomas, Latasha Mitchell, Michael Roy, and Andy Pendergrass. Absence(s): None. Mayor Cox welcomed everyone to the meeting. Prayer was offered by Andy Pendergrass and Carlton Myles led the Pledge of Allegiance. It is noted for the record that Mayor Cox allowed both council and public comments prior to every vote.

Carlton Myles moved to adopt the minutes of the Minden City Council Regular Session held on December 4, 2023, as presented. The motion was duly seconded by Levon Thomas and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Michael Roy moved to elect Andy Pendergrass, Council Representative for District E, as Mayor Pro Tempore for the year 2024. The motion was duly seconded by Latasha Mitchell and the vote was as follows: Aye(s): Carlton Myles, Levon Thomas, Latasha Mitchell, and Michael Roy. Nay(s): None. Abstention(s): Andy Pendergrass. Absence(s): None. The motion carried.

Carlton Myles moved to appoint Melaney Langford as City Clerk for the City of Minden for the three-year term of January 1, 2024 through December 31, 2026, as presented. The motion was duly seconded by Michael Roy and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Upon motion by Andy Pendergrass and duly seconded by Michael Roy, the council unanimously appointed Tommy Davis to the Minden Municipal Fire and Police Civil Service Board, as presented. Abstention(s): None. Absence(s): None.

Michael Roy moved to adopt a Resolution Authorizing Andy Pendergrass as Mayor Pro Tempore and Elizabeth Campbell as Assistant City Clerk to Sign Checks Drawn by this Municipal Corporation on Any Financial Institution in Custody of City of Minden Funds, Effective Upon Adoption, as presented. The motion was duly seconded by Carlton Myles and the vote was as unanimously in favor. Abstention(s): None. Absence(s): None.

Carlton Myles moved to adopt a Resolution Authorizing Signatory Power for Certain City of Minden Personnel, as presented. This resolution would grant City Clerk

Melaney Langford a City of Minden credit card. The motion was duly seconded by Levon Thomas and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Upon motion by Latasha Mitchell and duly seconded by Andy Pendergrass, the council unanimously adopted a Resolution Adopting a Language Access Plan (LAP) for Limited English Proficiency Persons as Required to Receive LCDBG and Any Other Federal Funding, as presented. Abstention(s): None. Absence(s): None.

Upon motion by Michael Roy and duly seconded by Latasha Mitchell, the council unanimously approved the promotion of Minden Police Sergeant Michael Shawn Griffith to the rank of Police Lieutenant, as presented. Abstention(s): None. Absence(s): None.

Andy Pendergrass moved to approve the final plat for the lot split of property belonging to Douglas Culpepper that faces Ryan's Way, as presented. The motion was duly seconded by Levon Thomas and the vote was unanimously in favor. Abstention(s): None. Absence(s): None.

Upon motion by Michael Roy and duly seconded by Latasha Mitchell, the council unanimously approved the final plat for the lot split of property belonging to Kyndall Hawkins that faces Park Highway, as presented. Abstention(s): None. Absence(s): None.

City Clerk Melaney Langford presented the Budget/Financial Report for the month of November 2023. No motion was required.

Fire Chief Brian Williams presented the Fire Report for the month of December 2023. No motion was required.

The Police Report for the month of November 2023 was unanimously accepted, as presented, by motion of Latasha Mitchell and second by Carlton Myles. Abstention(s): None. Absence(s): None.

Announcements and council comments were heard. The meeting was then adjourned.

Nick Cox, Mayor

ATTEST:

Melaney Langford, City Clerk

Minden City Council
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Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(2) Appointments – Deputy Chiefs of Police

Discussion:

1. Tokia Harrison – Deputy Chief of Police – Department 10 – Police Department
2. Christopher A. Cheatham – Deputy Chief of Police – Department 10 – Police Department

See attached.

Suggested Wording of Motion:

“Upon the recommendation of Police Chief Jared McIver, I move to appoint Tokia Harrison and Christopher A. Cheatham as Deputy Chiefs of Police, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____



520 BROADWAY
P.O. BOX 580 – MINDEN, LA. 71055
(P)318.371.4226
(F)318.371.4222

MEMO

DEPT. 10

To: Mayor Nick Cox and Council Members

cc: April Aguilar, HR

From: Chief Jared McIver
Christopher A Cheatham and Tokia Harrison, Deputy Chief of Police - Minden Police Department

Date: February 2nd, 2024

Re: Departmental Promotion

On January 12th, 2024, Lieutenant Christopher A. Cheatham and Lieutenant Tokia Harrison were administered the Fire and Police Civil Service Board, Deputy Chief of Police examination. Lt. Cheatham and Lt. Harrison scored "Eligible" to be promoted/confirmed to Deputy Chief of Police. Lt. Cheatham and Lt. Harrison are currently holding the position of Interim Deputy Chief of Police. It is my recommendation, that Lt. Christopher Cheatham and Lt. Tokia Harrison be confirmed from Interim Deputy Chief of Police to Deputy Chief of Police.

Sincerely,

Chief Jared McIver

A handwritten signature in blue ink that reads "Jared McIver".

FIRE AND POLICE CIVIL SERVICE BOARD

MINDEN, Louisiana


RESULTS OF EXAMINATION

Administered on: JANUARY 12, 2024 for the class of DEPUTY CHIEF OF POLICE

NAME OF CANDIDATE	S.S.N.	SEX / RACE	FINAL TEST SCORE	VETERAN'S PREFERENCE	FINAL GRADE
CHEATHAM CHRISTOPHER A	0638	MW	ELIGIBLE*		
HARRISON TOKIA	5310	FB	ELIGIBLE*		
TIPPEN SPENCER	0793	MW	ELIGIBLE*		
KING KEITH M		MW	INELIGIBLE		

*Following the experience and training rating review by the Office of State Examiner, this applicant, listed in alphabetical order is eligible for certification by the civil service board to a list of persons eligible for appointment to the class of **DEPUTY CHIEF OF POLICE**.

The examination scores shown above are certified as correct to the best of my knowledge.



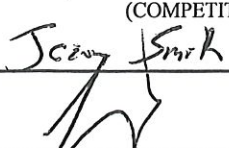
 Adrienne T. Bordelon, State Examiner

1/23/2024
 (Date)

Approved (by board) at meeting held on: 1 Feb 24
 (Date)

Scores Expire on: Aug. 1, 2025
 (18 calendar months from approval date)
 (COMPETITIVE EXAM)

Printed Name: Jerry Smith

Signature: 

Signature of the chairman or other civil service board member designated by the board to sign verifying that the examination scores listed above have been reviewed and accepted by this board and the names of those persons with passing scores are hereby placed on the employment list on

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Agenda Fact Sheet

Agenda Item:

(3) Appointment – Minden Planning Commission

Discussion:

Appoint Joey Frye to the Minden Planning Commission to fill the unexpired term of Steve Wilson, whose term will expire in July 2024.

See attached.

Suggested Wording of Motion:

“Upon the recommendation of Building Official Brent Cooley, I move to appoint Joey Frye to the Minden Planning Commission to fill the unexpired term through July 2024, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

MEMORANDUM

Building & Inspection Department

TO: MAYOR NICK COX
FROM: BRENT COOLEY
DATE: January 29, 2024
SUBJECT: MINDEN PLANNING COMMISSION MEMEBER

This shall serve as my recommendation to appoint Joey Frye of 120 Third St. to the Minden Planning Commission, to fulfill the unexpired term of commission member Steve Wilson. Pending council approval, Mr. Frye's term will begin February 2024 and will end July 2024.

Please let me know if you have any questions.
Thank you.



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Agenda Fact Sheet

Agenda Item:

- (4) Adopt Resolution – Establishing Fees for the Collection and Disposal of Garbage and Refuse Pursuant to Section 74-7 of the Code of Ordinances of the City of Minden, State of Louisiana

Discussion:

See attached.

Suggested Wording of Motion:

“I move to adopt a Resolution Establishing Fees for the Collection and Disposal of Garbage and Refuse Pursuant to Section 74-7 of the Code of Ordinances of the City of Minden, State of Louisiana, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

RESOLUTION

RESOLUTION ESTABLISHING FEES FOR THE COLLECTION AND DISPOSAL OF GARBAGE AND REFUSE PURSUANT TO SECTION 74-7 OF THE CODE OF ORDINANCES OF THE CITY OF MINDEN, STATE OF LOUISIANA

WHEREAS, Section 74-7 (a) of the Code of Ordinances of the City of Minden, Louisiana, provides that fees for the collection and disposal of garbage and refuse shall be set from time to time by the City Council; and

WHEREAS, the City has reviewed and recommended a fee structure for the monthly sanitation charge of Chapter 74-7 (a) of the Code of Ordinances of the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MINDEN, LOUISIANA:

§1. The City establishes the following fees for the collection and disposal of garbage and refuse pursuant to Section 74-7 (a) of the Code of Ordinances.

Sanitation Charges	
Residential	\$17.50
Apartment	\$15.00
Business	\$19.00

§2. The fees shall become effective on February 1, 2024.

§3. This Resolution shall become effective upon final adoption and signature of the Mayor.

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

BE IT FURTHER RESOLVED, that all resolutions or parts thereof in conflict herewith are hereby repealed.

The aforesaid resolution, having been submitted to a vote by motion and seconded of _____ and _____, respectively, was voted on as follows:

AYE(S):

NAY(S):

ABSENCE(S):

ABSTENTION(S):

WHEREUPON, this resolution was declared adopted on the ____ day of _____, 2024.

Nicholas A. Cox, Mayor

ATTEST:

Melaney Langford, City Clerk

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Agenda Fact Sheet

Agenda Item:

- (5) Adopt Resolution – Declaring Certain City of Minden Property as Surplus and Fixing the Terms of Sale

Discussion:

See attached.

Suggested Wording of Motion:

“I move to adopt a Resolution Declaring Certain City of Minden Property as Surplus and Fixing the Terms of Sale, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

RESOLUTION

**A RESOLUTION DECLARING CERTAIN CITY OF MINDEN
PROPERTY AS SURPLUS AND FIXING THE TERMS OF SALE**

WHEREAS, the following City of Minden property has been taken out of service and has no foreseeable use in the future:

- Description: One – Used 2011 Ford Crown Victoria,
VIN# 2FABP7BV6BX171559
- One – Used 2006 Harley Davidson Electra Glide,
VIN# 1HD1FMW126Y609805
- One – Used 2014 Chevrolet Tahoe,
VIN# 1GNLC2E05ER160801
- One – Used 2012 Chevrolet Tahoe
VIN# 1GNLC2E07CR151272
- One – Used 1999 Dodge Ram 1500
VIN# 3B7HF12Y9XG203646
- One – Used 2000 Dodge Ram 2500 Ext. Cab
VIN# 1B7KC23Z6YJ182590
- One – Used 1995 Dodge Van
VIN# 2B5WB35ZXSK565427
- One – Used 2005 Ford F-150
VIN# 1FTRX12W45FA33307
- One – Used 2020 Dodge Ram 1500
VIN# 1C6RR6KT0LS158622

BE IT RESOLVED that:

- a. The above-mentioned vehicles be declared surplus property.
- b. The minimum bid be set at \$ 1,000.00 per vehicle.
- c. The high bidder will be responsible for transportation of the vehicle(s) from the location designated by the City of Minden.

Sealed bids for the vehicle(s) listed above will be received in the Office of the City Clerk until 02:00 p.m. on **February 30, 2023**, at which time said bids will be opened and read aloud.

The aforesaid resolution, having been submitted to a vote by motion and second of _____ and _____, respectively, was voted on as follows:

AYE(S):

NAY(S):

ABSENCE(S):

ABSTENTION(S):

WHEREUPON, the resolution was declared adopted on the ___ day of _____, 2024.

Nicholas A. Cox, Mayor

CERTIFICATE

I, Melaney Langford, Clerk of the City Council of the City of Minden, Louisiana, hereby certify that the above and foregoing Resolution is a true and correct copy of same as adopted by the Mayor and Council of the City of Minden on the ___ day of _____, 2024.

Given under my official signature and seal of office this ___ day of _____, 2024.

Melaney Langford, City Clerk

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Agenda Fact Sheet

Agenda Item:

- (b) Adopt Ordinance No. 1141 – An Ordinance to Abandon the 120-Foot by 20-Foot Alley Lying between Lots 24 and 25 of the Williamson-Jones Survey

Discussion:

Mr. Ricky Thomas and Mr. Chris Odom requested that the City of Minden abandon this alley.

See attached.

Suggested Wording of Motion:

“I move to adopt Ordinance No. 1141 – An Ordinance to Abandon the 120-Foot by 20-Foot Alley Lying between Lots 24 and 25 of the Williamson-Jones Survey, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

ORDINANCE NO. 1141

**AN ORDINANCE TO ABANDON THE 120-FOOT BY 20-FOOT ALLEY LYING
BETWEEN LOTS 24 AND 25 OF THE WILLIAMSON-JONES SURVEY**

THE CITY OF MINDEN, LOUISIANA, DOES HEREBY ORDAIN

I.

That under the authority of La. R.S. 48:701, the following 120-foot by 20-foot alley, which is declared by the City of Minden to no longer be needed for public purposes, be and hereby is abandoned:

An alley, measuring 120 feet in length and 20 feet in width, as shown on the attached Plat of Survey.

II.

That the adjacent landowners be given notice of the abandonment by the City of Minden.

III.

This ordinance shall become effective thirty (30) days after it has been published once in the official journal of the City of Minden.

PASSED AND ADOPTED by the Minden City Council on this ___ day of _____, 2024, by the following vote and upon motion and second of _____ and _____, respectively.

AYE(S):

NAY(S):

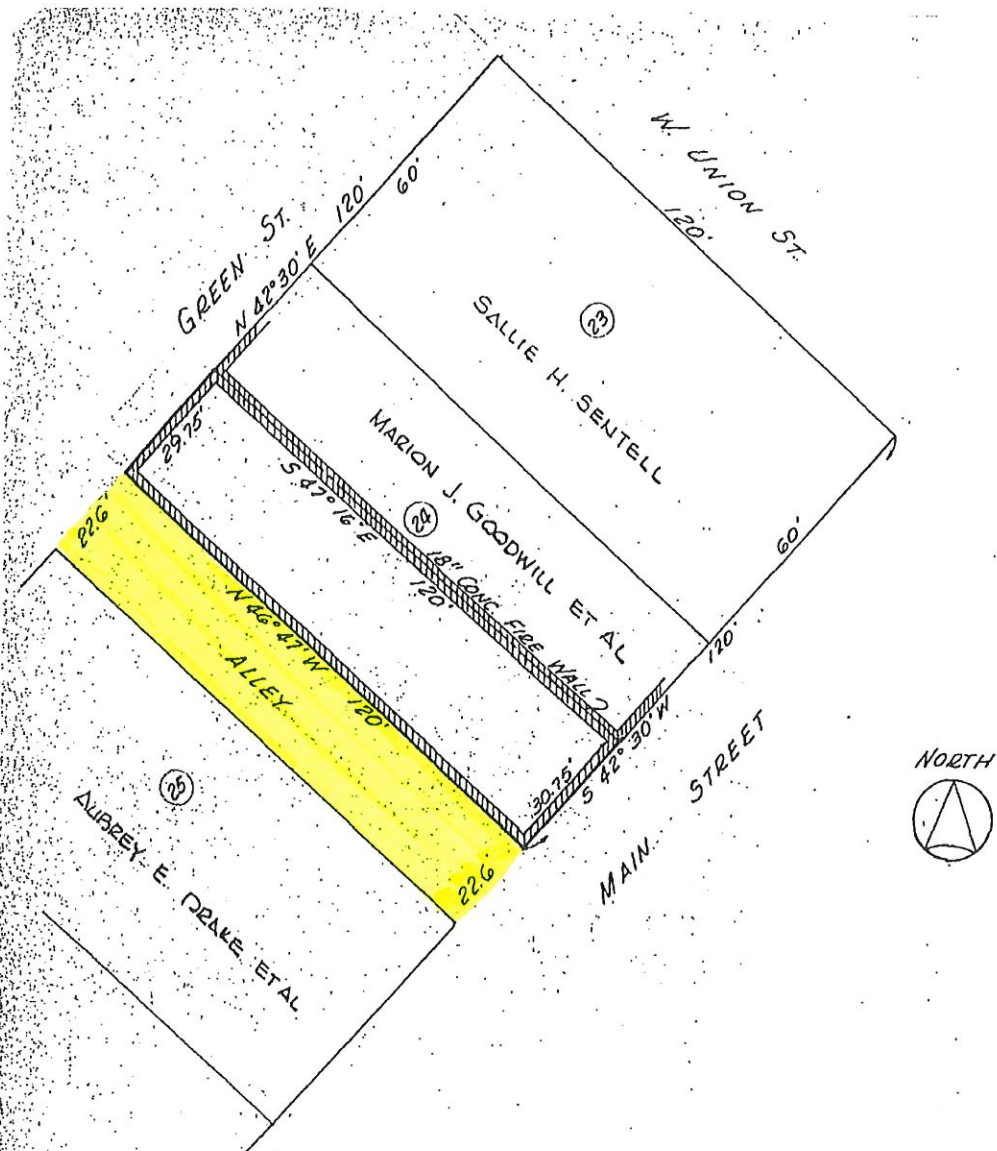
ABSENCE(S):

ABSTENTION(S):

Nicholas A. Cox, Mayor

ATTEST:

Melaney Langford, City Clerk



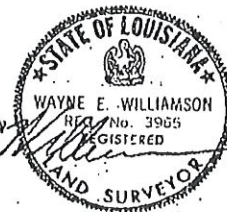
Plat of Survey

Description: Begin at the most Southerly corner of Lot No. 24, Williamson-Jones Map of Minden, Louisiana as per map and plat thereof on file and of record in the Office of the Clerk of Court, Webster Parish, Louisiana in Map Book 1, Page 26 for the point of beginning; thence run North 46 degrees 47 minutes West 120 feet; thence run North 42 degrees 30 minutes East 29.75 feet to the center of concrete fire wall; thence run South 47 degrees 16 minutes East along the center of said concrete fire wall 120 feet; thence run South 42 degrees 30 minutes West 30.75 feet to the point of beginning.

Scale: 1" = 30'

Sept. 6, 1989

CONV.DK. 723-20



CLERKNET ONLINE PRINTED COPY
INSTRUMENT # 355507
CON - DEED

CITY OF MINDEN
DEPARTMENT OF PUBLIC WORKS

Memorandum

TO: Mayor Cox

DATE: January 31, 2024

FROM: Tyler Wallace *TW*

SUBJECT: Abandon Alley Request

The 20' Alley, that runs from Main Street to Green Street, requested to be abandoned by your office in a memo dated January 23, 2024, has been inspected for utilities by the Public Works Departments, with no known City of Minden utilities found.

Please note: the Public Works departments did not see any gas services, but cannot verify gas mains/services, nor underground phone/fiber, etc.

MEMORANDUM

From: Dept. 08 – Mayor’s Office (Ashlee Drake)
To: Dept. 34 – Public Works Director (Tyler Wallace)
Date: January 23, 2024
Subject: Abandonment

For possible abandonment purposes, please inspect the alleyway lying between the properties located at 611 Main Street and 615 Main Street owned by Ricky Lynn Thomas and Christopher Duncan Odom, respectively. The signed request from both parties is attached. The property in question is highlighted on the attached map.

Please respond with your recommendation as soon as possible.

Thank you,



Ashlee Drake

Attachments: Letter of Request from Ricky and Claudine Thomas and Chris Odom

Marked Map

Parcel Listing from Webster Parish Tax Assessor

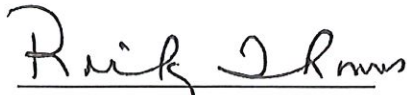
December 15, 2023

Mayor Cox and City Council,

We, Ricky and Claudine Adams Thomas and Chris Odom respectfully request that you consider abandoning the alley located between 611 Main Street and 615 Main Street lying between our buildings.

Thank you for your consideration.

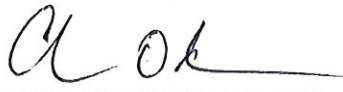
Signed,



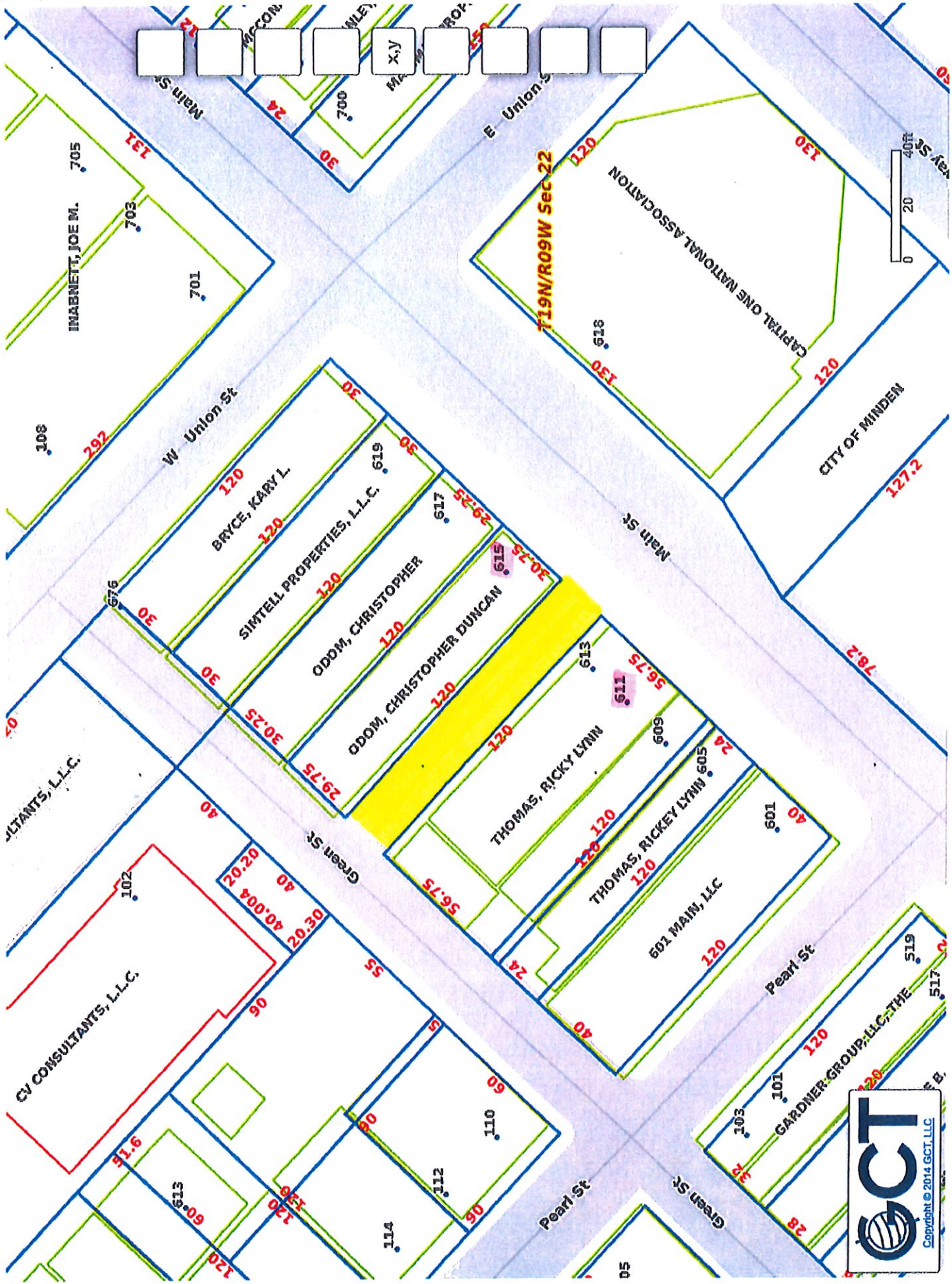
Ricky Thomas



Claudine Adams Thomas



Chris Odom



Minden City Council Regular Session

Monday, February 5, 2024

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

- (7) Adopt Ordinance No. 1142 – An Ordinance to Declare Green Street a One-Way Street between West Union Street and Pine Street

Discussion:

This item proposes the conversion of Green Street into a one-way street, running north to south from West Union Street to Pine Street. This will only affect the portion of Green Street that runs between West Union Street and Pine Street. Parking spaces will be painted along the northern side of Green Street, while the southern side will be designated as a no-parking zone.

See attached.

Suggested Wording of Motion:

“I move to adopt Ordinance No. 1142 – An Ordinance to Declare Green Street a One-Way Street, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

ORDINANCE NO. 1142

AN ORDINANCE TO DECLARE GREEN STREET A ONE-WAY STREET BETWEEN WEST UNION STREET AND PINE STREET

BE IT ORDAINED AND ENACTED by the Council of the City of Minden, Louisiana, in regular session convened on the date hereinafter stated:

I.

That the portion of Green Street that lies between West Union Street and Pine Street is hereby established as a one-way street requiring all vehicles and traffic on Green Street to travel in a southerly direction only when travelling from West Union Street to Pine Street. It shall hereinafter be unlawful for any person to operate any vehicle in any direction other than a southerly direction on Green Street from its intersection with West Union Street to its intersection with Pine Street. The northern side of Green Street shall be designated for parking, while the southern side of Green Street shall be designated as a no-parking zone.

II.

That for any violation of the provision of this ordinance which sets forth the direction of the flow of traffic on Green Street, there shall be a fine of not more than ONE HUNDRED AND NO/100 (\$100.00) DOLLARS plus court costs for a first violation. For each additional violation of the same provision of this ordinance within one year, the fine shall be increased by FIFTY AND NO/100 (\$50.00) DOLLARS, not to exceed a total of TWO HUNDRED FIFTY AND NO/100 (\$250.00) DOLLARS.

III.

That for any violation of the provision of this ordinance which sets forth the parking parameters, there shall be a fine of not more than FIFTY AND NO/100 (\$50.00) DOLLARS plus court costs for a first violation. For each additional violation of the same provision of this ordinance within one year, the fine shall be increased by TWENTY-FIVE AND NO/100 (\$25.00) DOLLARS, not to exceed a total of TWO HUNDRED FIFTY AND NO/100 (\$250.00) DOLLARS.

IV.

This ordinance shall become effective thirty (30) days after it has been published once in the official journal of the City of Minden.

PASSED AND ADOPTED by the Minden City Council on this ___ day of _____, 2024, by the following vote and upon motion and second of _____ and _____, respectively.

AYE(S):

NAY(S):

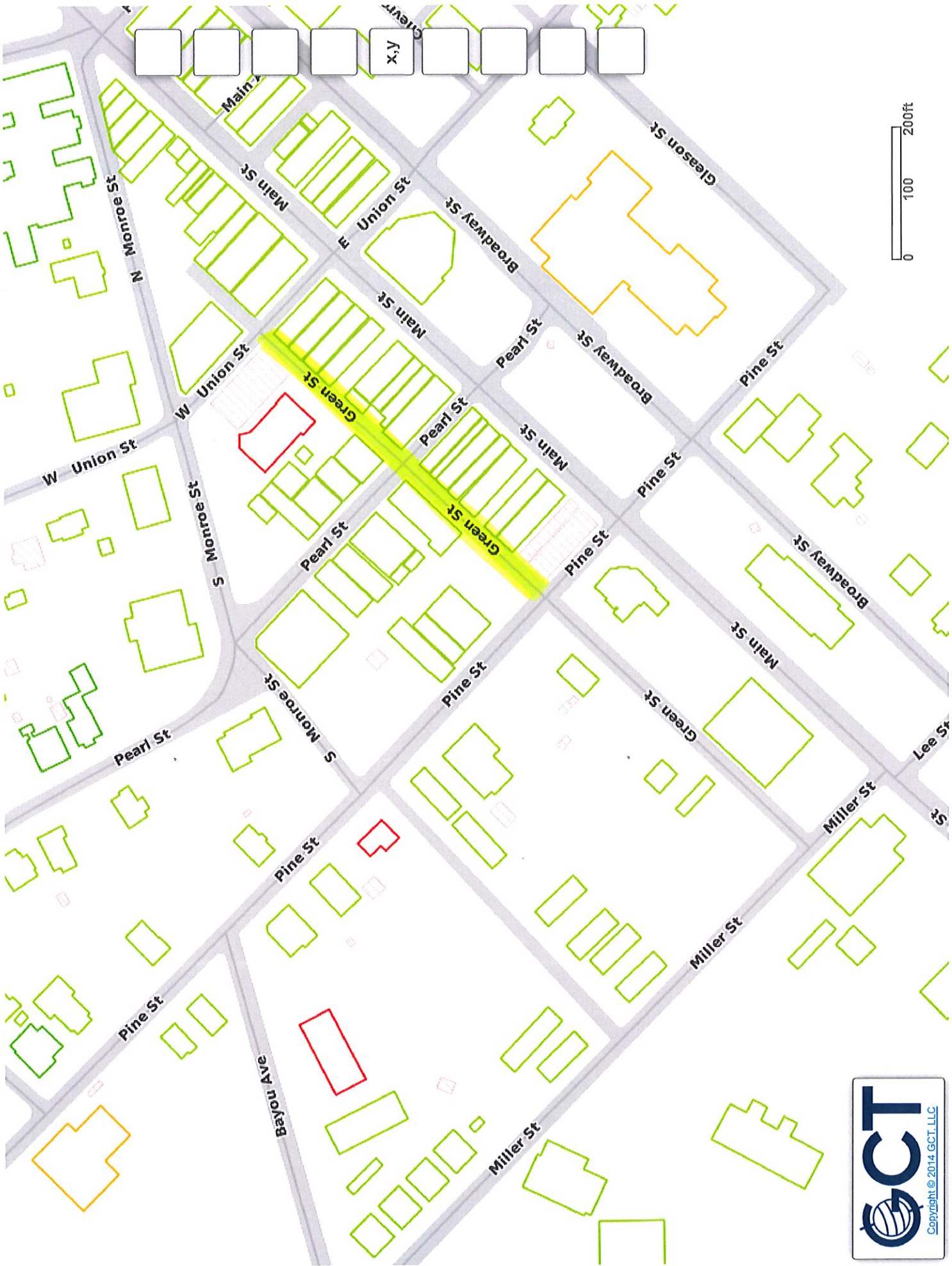
ABSENCE(S):

ABSTENTION(S):

Nicholas A. Cox, Mayor

ATTEST:

Melaney Langford, City Clerk



February 1, 2024

Mayor Nick Cox
City of Minden
PO Box 580
Minden, LA 71055

Dear Mayor Cox-

In the past several months, traffic along Green Street has increased significantly including many large service trucks for businesses. In addition, parking occurs on both sides of the street; large trash dumpsters are located on both sides of the street and since this is currently a 2-way street, the street is often blocked. One car can barely fit down the street much less two cars at a time. This is a safety hazard and troublesome for people trying to navigate through this area. Frequently people parked along the street are blocked-in and cars have been hit.

I have met with and discussed this problem with all of the business owners who have property along Green Street along with meeting with Levon Thomas, City Council Representative; Brian Williams, Minden Fire Chief; and Tyler Wallace, City of Minden Street Dept and it has been determined that to make this street safer and more accessible, it should become a 1-way street with designated parking on 1 side of the street and trash cans and dumpsters located on the other side of the street. This will allow cars and service trucks to safely pass through the street along with ensuring that fire and emergency personnel access all the buildings as needed.

We would appreciate the City Council reviewing and considering this urgent need as soon as possible.

Sincerely,

Anne Easley

Easley Studios & The Courtyard Event Venue

Minden City Council Regular Session

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Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(8) Speed Limit Change – Green Street

Discussion:

Green Street does not currently have a speed limit sign posted. The suggested speed limit is 10 MPH.

See attached.

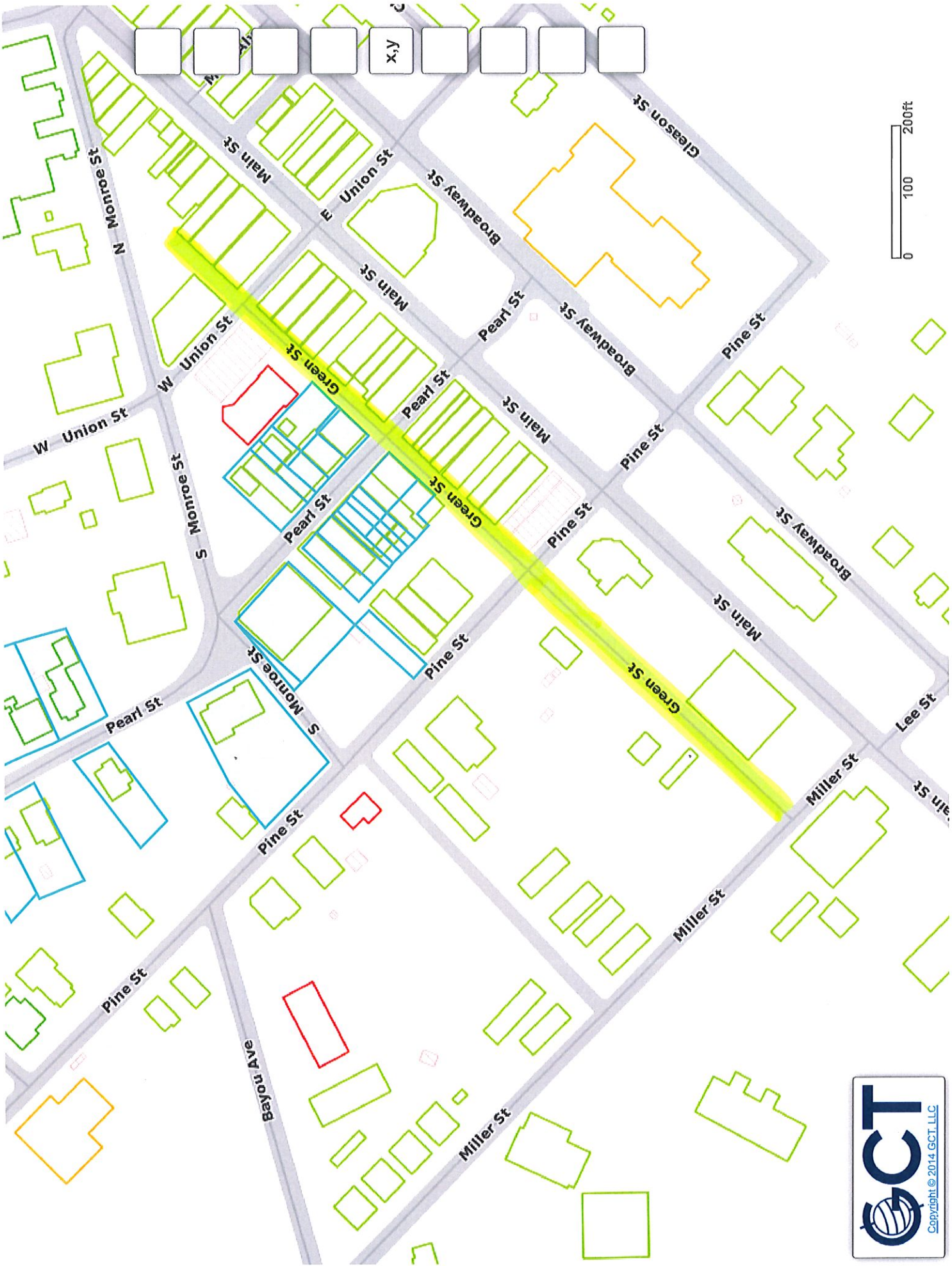
Suggested Wording of Motion:

“I move to adopt the change to the speed limit of Green Street to 10 MPH, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____



Minden City Council

Regular Session

Monday, February 5, 2024

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

- (9) Authority for Mayor Cox to Enter into a Local Services Agreement between the City of Minden and the Parish of Webster

Discussion:

In this Local Services Agreement, the Webster Parish Police Jury grants permission to the City of Minden to take enforcement action against dangerous dogs and vicious dogs through the City's Animal Control Services and/or Police Department within the municipal limits.

See attached.

Suggested Wording of Motion:

"I move to authorize Mayor Cox to enter into a Local Services Agreement between the City of Minden and the Parish of Webster, as presented."

MOTION: _____

SECOND: _____

AYE(S): _____

NAY(S): _____

ABSENCE(S): _____

ABSTENTION(S): _____

**LOCAL SERVICES AGREEMENT BETWEEN
THE CITY OF MINDEN AND THE PARISH OF WEBSTER**

THIS AGREEMENT (the "Agreement") is entered into as of _____, 2024 between:

THE CITY OF MINDEN, LOUISIANA ("Minden"), represented herein by Nick Cox, its Mayor, duly authorized by Resolution of the Minden City Council, adopted at a meeting held on the ___ day of _____, 2024;
and

THE PARISH OF WEBSTER ("Webster Parish"), represented herein by Jim Bonsall, President of the Webster Parish Police Jury, duly authorized by Resolution of the Webster Parish Police Jury, adopted at a meeting held on the ___ day of _____ 2024;

WITNESSETH THAT:

WHEREAS, the City of Minden and the Parish of Webster mutually benefit from the promotion and maintenance of public safety initiatives and enforcement that protect citizens of the City of Minden and Parish of Webster from hazards posed by dangerous dogs and vicious dogs under the terms of La. R.S. 14:102.12 through R.S. 14:102.22, and

WHEREAS, the Parish of Webster operates an Animal Control Division and the City of Minden operates an Animal Control Services, both of which meet the definition of an "Animal Control Agency" under La. R.S. 14:102.12(1).

WHEREAS, a local services agreement between the City of Minden and the Parish of Webster authorizing the City of Minden, through its Animal Control Services and/or Police Department, to take enforcement action within the municipal limits of the City of Minden against dangerous dogs and vicious dogs under the terms of La. R.S. 14:102.12 through R.S. 14:102.22, including the power to file for a court hearing and order regarding dangerous dogs and vicious dogs under La. R.S. 14:102.13, with and under the authority held by Webster Parish under such statutes, will facilitate intergovernmental functions to provide greater economy and efficiency in the operation of local services.

NOW THEREFORE, the City of Minden and the Parish of Webster agree as follows:

That the City of Minden, through its Animal Control Services and/or Police Department, is authorized individually or jointly with Webster Parish to take enforcement action within the municipal limits of the City of Minden against dangerous dogs and vicious dogs under the terms of La. R.S. 14:102.12 through R.S. 14:102.22, including the power to file for a court hearing and

order regarding dangerous dogs and vicious dogs under La. R.S. 14:102.13, with and under the authority held by Webster Parish under such statutes.

That the City of Minden and Parish of Webster, in entering into this agreement, authorize their respective attorneys to take whatever action is necessary in furtherance of the enforcement action authorized herein.

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

WITNESSES:

CITY OF MINDEN, LOUISIANA

By: Nick Cox, Mayor

NOTARY PUBLIC

WITNESSES:

PARISH OF WEBSTER

By: Jim Bonsall, President

NOTARY PUBLIC

Minden City Council Regular Session

Monday, February 5, 2024

Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(10) Authority to Advertise for Bids for the 2023-2024 Street Improvements Project

Discussion:

This is a FY 2023-2024 budgeted project to include the following streets:

FORT STREET – East Union Street to Homer Road
GERMANTOWN ROAD – Kennon Street to City Limits
MIGNON STREET – Talton Street to East Union Street
TALTON STREET – East Street to East Union Street
WEST STREET – Shreveport Road to Dead End

Suggested Wording of Motion:

“I move to authorize the City Clerk to advertise for bids for the 2023-2024 Street Improvements Project.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

Minden City Council Regular Session

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Minden City Hall – Council Chambers



Agenda Fact Sheet

Agenda Item:

(11) Personnel – Minden Police Department New Hire

Discussion:

Jessica Thompson – Full-Time Police Officer – Minden Police Department

See attached.

Suggested Wording of Motion:

“Upon the recommendation of Police Chief Jared McIver, I move to confirm Jessica Thompson as a full-time police officer in the Minden Police Department, subject to passing all applicable tests.”

MOTION: _____

SECOND: _____

AYE(S): _____

NAY(S): _____

ABSENCE(S): _____

ABSTENTION(S): _____



520 BROADWAY
P.O. BOX 580 – MINDEN, LA. 71055
(P)318.371.4226
(F)318.371.4222

MEMO

DEPT. 10

To: Mayor Nick Cox and Council Members

Nicholas A. Cox

cc: April Agullar, HR

From: Chief Jared McIver

Date: 1/4/2024

Re: Full Time Police Officer New Hire

I, Chief Jared McIver, am submitting a written request to hire applicant, Jessica Thompson, as a Minden Police Department, full-time Police Officer at \$15.00 an hour, non-exempt hourly status. Jessica has successfully passed the civil service exam. Jessica follows all job description requirements and would be a great addition to the department.

Thanking you in advance,

DC Chris Chauth
on behalf of
Chief Jared McIver

Fwd: Police Officer Exam Results

Jessica Lee <jessicatlee0710@yahoo.com>

Fri 11/17/2023 2:48 PM

To:MK Hauling, LLC <ap@mkhauling.com>

Sent from my iPhone

Begin forwarded message:

From: Jessica Lee <jessicatlee0710@yahoo.com>

Date: November 17, 2023 at 2:36:01 PM CST

To: "Scott J. Wells" <wellss@bossiercity.org>

Subject: Fwd: Police Officer Exam Results

Sent from my iPhone

Begin forwarded message:

From: Ashley Krumholt <Ashley.Krumholt@la.gov>

Date: November 17, 2023 at 2:17:06 PM CST

To: jessicatlee0710@yahoo.com

Subject: Police Officer Exam Results



OFFICE of
STATE EXAMINER

OFFICE OF STATE EXAMINER STATEWIDE TESTING

NOTIFICATION OF TEST SCORE

Dear Jessica Thompson,

This is to certify that you have successfully passed the examination for entry level Police Officer administered on November 14, 2023, with a score of 87 percent. Your test score is valid beginning November 17, 2023. Therefore, your test score will expire on May 17, 2025.

SPECIAL NOTES:

Minden City Council

Regular Session

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Agenda Fact Sheet

Agenda Item:

(12) Budget/Financial Report for December 2023

Discussion:

Melaney Langford, City Clerk, will present the Budget/Financial Report for the month of December 2023.

Suggested Wording of Motion:

No motion is required.

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Agenda Fact Sheet

Agenda Item:

(13) Fire Report for January 2024

Discussion:

Brian Williams, Fire Chief, will present the Fire Report for the month of January 2024.

Suggested Wording of Motion:

No motion is required.

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Minden City Hall – Council Chambers



Agenda Item

(14) Police Report

City Fines	\$7,699.00
District Attorney’s Office	\$0.00
Crime Lab	\$700.00
City Court.....	\$850.00
Marshal’s Office	\$780.00
Indigent Defender.....	\$1,130.00
Victim’s Fund	\$0.00
Clerk’s Fund.....	\$52.00
Community Service.....	\$0.00
WARE Center	\$195.00
LA Commission on Law Enforcement	\$36.00
Off-Duty Witness Fee	\$315.00
DARE.....	\$0.00
State Analysis.....	\$0.00
Agency Analysis	\$0.00
Court Case Mgmt. Information System	\$78.00
LA Traumatic Head & Spinal Cord Injury Trust Fund.....	\$90.00
Disability Affairs	\$0.00
Judicial Building Fund.....	\$260.00
Judicial Education.....	\$9.00
TOTAL	\$12,194.00

Suggested Wording of Motion:

“I move to accept the Police Report for the month of December 2023, as presented.”

MOTION: _____ SECOND: _____

AYE(S): _____ NAY(S): _____

ABSENCE(S): _____ ABSTENTION(S): _____

DECEMBER_2023A

CHIEF OF POLICE		CITY FINE	DA OFFICE	CRIME LAB	CITY COURT	MARSH	IND DEF	VICTIM FND	CLERK FND	COMM SERV	WARE CTR	LCLE	OFF-DUTY WIT FEE	DARE	ANALY S. ST	ANALYS. AGY	CMIS	LTHSC ITF	DISABIL. AFF	JUD.BLD GFUND	JUDED	TOTAL
GERADO LEYRA	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
SMITH, TADARIAN	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
SMITH, LADARIUS	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
REYNOLDS, BRITA	42.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	219.50
SIMS, MARLUCIA	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
SIMS, MARLUCIA	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
HARRIS, DEANTRE	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
SIMS, BRIAN	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
SIMS, BRIAN	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
ARRINGTON, JUANITA	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
MCGLOTHEN, KENDRICK	75.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	252.50
DUDLEY, TASHAYLA	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
ABBOTT, TAJUAN	48.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
HORSFALL, EDWARD	42.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	219.50
RICE, ALEXIS	72.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	249.50
SEAMSTER, TREY	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
SEAMSTER, TREY	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
SEAMSTER, TREY	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	227.50
JACKSON, DESTINY	36.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	213.50
HAWKINS, RHONDA	54.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	231.50
HAWKINS, RHONDA	50.00	0.00	20.00	36.50	30.00	40.00	0.00	2.00	0.00	7.50	0.00	13.50	0.00	0.00	0.00	3.00	0.00	0.00	0.00	10.00	0.00	212.50
CRANE, MATTHEW	50.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	220.00
KIRTON, ROBERT	42.50	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	207.50
WARE, ARTHUR	30.00	0.00	30.00	31.00	30.00	45.00	0.00	2.00	0.00	7.50	2.00	11.50	0.00	0.00	0.00	3.00	0.00	5.00	0.00	10.00	0.50	207.50
MOORE, BRITTANY	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
CARRELL, DEBRA	475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	475.00
FORD BAKER	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
MYERS, HERBERT	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
ALLEN, MIRACLE	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
CORNELIUS, ASHILA	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
GOODWIN, JASON	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
LABORDE, MITCHEAL	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
NELSON, SHABRIE	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
SMITH, LAGRETA	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
HARRIS, DAMAHJAE	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
DOWELL, DONNIE	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00

